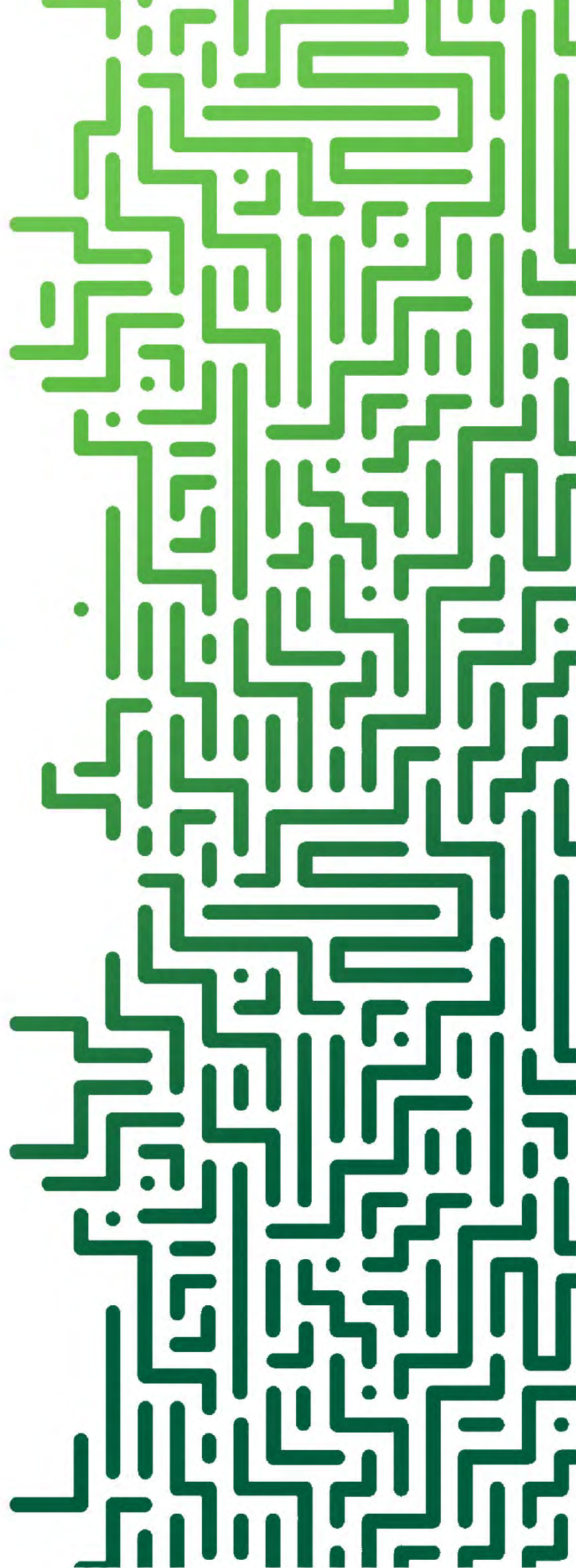




# Commission Meeting Materials

January 16, 2025

NoVaTransit.org | @NoVaTransit  
2300 Wilson Boulevard, Suite 230  
Arlington, VA 22201  
(703) 524-3322



# Meeting Overview

NVTC’s January 16, 2025 meeting will be an in-person meeting. It can also be viewed via the [NVTC YouTube Link](#).

## Action Items

- Annual Governance (slate of officers, board and committee appointments, signatories)
- Resolution of Commendation for 2024 Chair de Ferranti
- RFP for National Transit Data (NTD) Technical Support
- FTA Grant Submittal for Envision Route 7
- Letter of Endorsement for Loudoun County Grant Application to DRPT
- NVTC’s Guiding Principles for Future Transit Funding Resolution
- Comments on WMATA FY 2026 Proposed Budget
- NVTC FY 2026 General and Administrative Budget and 2025-2026 Work Plan
- VRE’s FY 2025 Revised and FY 2026 Budgets to the Jurisdictions
- Joint VRE-VPRA Application to the USDOT PROTECT Planning Grant

## Other Meeting Highlights

- 2024 Year in Review and 2025 Look Ahead
- I-395/95 Commuter Choice Update
- Reports from NVTC Committee Chairs
- Reports from the Virginia WMATA Board Members, VRE CEO and DRPT Director

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**NVTC COMMISSION MEETING**  
**THURSDAY, JANUARY 16, 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**  
**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, January 16, 2025 via [NVTC's website](#). Comments will be provided to Commissioners prior to the January 16 meeting.*

1. Opening Remarks
  - **ACTION: Approve Commissioners Participating Electronically (if needed)**
  - General Public Comments Received
2. Oath of Office for New Commissioners
3. Minutes and Meeting Summary
  - A. **ACTION: Approve the Minutes of the December 5, 2024 NVTC Meeting**
  - B. **ACTION: Approve the Meeting Summary of the December 13, 2024 Joint NVTC-PRTC-VRE Legislative Forum**
4. Annual Leadership and Governance
  - A. **ACTION: Approve the Recommended Slate of Officers for 2025**
  - B. **ACTION: Approve a Resolution Commending the Honorable Matt de Ferranti for His Service as Chair of the Northern Virginia Transportation Commission for 2024**
  - C. **ACTION: Approve Resolution #2548: Approve the Selection of NVTC Representatives to Various Boards for 2025**
  - D. **ACTION: Approve Resolution #2549: Approve the Recommended NVTC Committee Membership for 2025**
  - E. **ACTION: Approve Resolution #2550: Approve the Designation of NVTC Signatories and Pension Trustees**

5. **ACTION: Approve the Consent Agenda (subject to approval of the chair)**
  - A. **Authorize the Executive Director to Issue a Request for Proposals (RFP) for National Transit Data (NTD) Technical Support**
  - B. **Approve Resolution #2551: Authorize the NVTC Executive Director to Submit an Application for a Community Project Funding Grant to the Federal Transit Administration**
  - C. **Authorize the Chair to Send a Letter of Endorsement for Loudoun County's Grant Application to DRPT**
6. NVTC Year in Review 2024 and NVTC 2025 Look Ahead
7. **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 of the WMATA Committee to Submit FY 2026 Proposed Budget Comments to WMATA**
  - C. Other WMATA News
8. **NVTC Work Towards Long-Term Sustainable Dedicated Funding**
  - A. **ACTION: Approve Resolution #2552: NVTC's Guiding Principles for Future Transit Funding**
  - B. Regional Work Towards Long-Term Sustainable Dedicated Funding
    - SJ 28: Joint Subcommittee to Study Growing Transit Needs in Northern Virginia
    - *DMVMoves*
9. Report from the Chair of the Legislative and Policy Committee
  - A. General Assembly Update
  - B. Transit-Focused Federal Grant Opportunities
10. Report from the Chair of the Program Advisory Committee
  - A. I-395/95 Commuter Choice Update
11. **NVTC FY 2026 General and Administrative Budget and 2025-2026 Work Plan**
  - A. **ACTION: Approve the FY 2026 General and Administrative Budget**
  - B. **ACTION: Approve the 2025-2026 Work Plan**

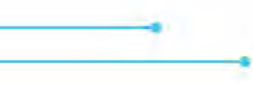
## 12. Virginia Railway Express (VRE)

- A. VRE CEO Report and Minutes
- B. **ACTION: Approve Resolution #2553: Adopt and Refer VRE's FY 2025 Revised Budget and FY 2026 Budget to the Jurisdictions**
- C. **ACTION: Approve Resolution #2554: Authorize the VRE CEO to Submit, on Behalf of the Commissions, a Joint VRE-VPRA Application to the USDOT PROTECT FY 2025-2025 Planning Grant**
- D. 2025 VRE Operations Board Officers

## 13. Department of Rail and Public Transportation (DRPT)

## 14. Executive Director Report

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



## AGENDA ITEM #2 Oath of Office for New Commissioners

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice  
**DATE:** January 9, 2025  
**SUBJECT:** Oath of Office for New Commissioners

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At the January 2025 meeting, the Commission will welcome newly appointed Commissioners.

### **A. Oath of Office for New Commissioners**

At the January meeting, the ceremonial oath of office will be administered to any new Commissioners appointed to NVTC. On January 7, Arlington County Board appointed Maureen Coffey to NVTC to replace departing Commissioner Libby Garvey, who retired.

*I do solemnly swear that I will support the Constitution of the United States and the Commonwealth of Virginia and that I will faithfully discharge all the duties incumbent upon me as a member of the Northern Virginia Transportation Commission, according to the best of my ability.*

As of this publication, no other jurisdiction has made any replacement appointments to NVTC. If there are any changes, NVTC will also recognize other new or departing Commissioners at the January meeting.

# AGENDA ITEM #3

## Minutes and Meeting Summary

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice, Rhonda Gilchrest and Genoveva Cutrell  
**DATE:** January 9, 2025  
**SUBJECT:** NVTC Minutes and Meeting Summary

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At the January 2025 meeting, the Commission will be asked to approve the meeting summary of the December 5 Commission meeting and the December 13 Joint Legislative Forum.

**A. ACTION ITEM: Approve the Minutes of the December 5, 2024 NVTC Meeting**

The Commission will be asked to approve the [Minutes of the December 5, 2024 NVTC Meeting](#).

**B. ACTION ITEM: Approve the Meeting Summary of the December 13, 2024 Joint NVTC-PRTC-VRE Legislative Forum**

The Commission will be asked to approve the [Meeting Summary of the December 13, 2024 Joint NVTC-PRTC-VRE Legislative Forum](#).



**MINUTES**  
**NVTC COMMISSION MEETING – DECEMBER 5, 2024**  
**First Floor Conference Room**  
**2300 Wilson Blvd., Arlington, Virginia**

The meeting of the Northern Virginia Transportation Commission was called to order by Chair de Ferranti at 7:03 p.m.

Members Present

Canek Aguirre  
Walter Alcorn  
Sarah Bagley  
James Bierman, Jr.  
Juli Briskman  
Matt de Ferranti  
Adam Ebbin  
Libby Garvey  
Takis Karantonis  
Paul Krizek  
Matt Letourneau  
Dalia Palchik  
Catherine Read  
David Reid  
Tiffany Robinson (Alternate, Commonwealth of Virginia)  
Saddam Azlan Salim  
Mark Sickles  
Paul Smedberg  
David Snyder (*via electronic participation*)  
Daniel Storck  
James Walkinshaw

Members Absent

Alfonso Lopez

Staff Present

Kate Mattice, Executive Director	Vikram Sinha
Monique Blyther	Sophie Spiliotopoulos
Genoveva Cutrell	Melissa Walker
Andrew D’huyvetter	Carter Whitlow (Commonwealth Strategies)
Matt Friedman	Rich Dalton (VRE)
Rhonda Gilchrest	Steve MacIsaac (VRE)
Adam Hager	Mark Schofield (VRE)
Xavier Harmony	Joe Swartz (VRE)
Scott Kalkwarf	Mike Garber (PBMares)
Ann McGrane	
Daniel Knickelbein	
Tenley O’Hara	

## Opening Remarks

Chair de Ferranti welcomed everyone to the December 5, 2024 meeting. He noted that the meeting is being livestreamed on NVTC's YouTube page. Board Administrator Rhonda Gilchrest confirmed an in-person quorum. Chair de Ferranti stated that Mr. Snyder requested electronic participation for a personal reason as he is out of the country on business travel.

Mr. Alcorn moved, with a second by Ms. Palchik, to approve Mr. Snyder's request for electronic participation. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Karantonis, Krizek, Letourneau, Palchik, Read, Reid, Salim, Sickles, Smedberg, Storck and Walkinshaw. The motion passed.

Chair de Ferranti welcomed DRPT Director Tiffany Robinson, who has been appointed Mr. Smedberg's Alternate representing the Commonwealth. (She was sworn in prior to the meeting.) Ms. Robinson stated that she has held the DRPT director position for three weeks. She recently served as the deputy chief of staff in Governor Youngkin's office where she worked closely with the transportation team. Prior to her time in Virginia, she served as Maryland's secretary of labor, deputy chief of staff in the Maryland governor's office, and assistant secretary in Maryland's Department of Housing and Community Development. She stated that it is an honor to serve on the Commission.

Due to the lengthy agenda, Chair de Ferranti proposed the Commission do a block vote for the VRE action items. There were no objections.

Chair de Ferranti noted that as 2024 comes to a close, it's time for the Commission to be thinking about next year's NVTC leadership team. As a reminder, each January, the Commission approves a slate of officers, committee memberships and board appointments. He asked Commissioners to reach out to him or the executive director if they want to change their committee participation or wish to be considered for an officer or board appointment role. Proposed nominations for the 2025 slate of officers and appointments will be included in the January 16 meeting materials.

Chair de Ferranti stated that tonight's agenda includes a public hearing as part of Agenda Item #9 to solicit public comments on NVTC's proposed Work Plan for the coming year as well as a draft resolution on NVTC's Guiding Principles for Future Transit Funding. He asked those in the audience to sign in if they wish to speak. NVTC will also continue to accept public comments on these items through December 27.

Ms. Mattice reported that NVTC received one general public comment this month asking if NVTC would take a position on missing middle housing policy. This comment was provided to Commissioners in advance of this meeting.

## Minutes of the November 7, 2024 Meeting

Ms. Bagley moved, with a second by Mr. Karantonis, to approve the Minutes of the November 7, 2024 NVTC Commission meeting. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Karantonis, Krizek, Letourneau, Palchik, Read, Reid, Salim, Sickles, Smedberg, Storck and Walkinshaw. A roll call vote followed for Mr. Snyder who was participating electronically and he voted in the affirmative. The motion passed.

## Consent Agenda

Chair de Ferranti stated that the Consent Agenda includes three action items:

- A. Approve Resolution #2544 to Extend the Term of NVTC Alternate to the WMATA Board of Directors
- B. Approve the Envision Route 7 BRT Strategic Implementation Plan
- C. Authorize the Executive Director to Issue a Request for Proposals for Phase 4-2 of the Route 7 BRT Project

Mr. Aguirre moved, with a second by Mr. Alcorn, to approve the Consent Agenda. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Karantonis, Krizek, Letourneau, Palchik, Read, Reid, Salim, Sickles, Smedberg, Storck and Walkinshaw. A roll call vote followed for Mr. Snyder who was participating electronically and he voted in the affirmative. The motion passed. (A copy of the resolution is attached.)

Chair de Ferranti observed that Ms. Garvey had not yet arrived, so Agenda Item #4 “Recognition of Departing Commissioner” will be put on hold until later in the agenda. There were no objections.

## NVTC’s FY 2024 Audited Financial Statements and Compliance Reports

Chair de Ferranti reported that the auditors from PBMares met with the Executive Committee, serving as the Audit Committee, prior to this meeting to review the FY 2024 audit in more detail. He introduced PB Mares Partner Mike Garber to give his presentation.

Mr. Garber reported that PBMares has issued an unmodified opinion on NVTC audited financial statements. This means it is a clean audit, which is the best outcome. PBMares also issued a clean report on NVTC Internal Control and Compliance. There were no audit entries, which is a positive thing. He noted that PBMares was on-site at NVTC to do their audit work. Mr. Garber stated that he is always available for Commissioners to contact him directly with any questions or concerns. Commissioners had no question.

Chair de Ferranti recognized the importance of a clean audit, which NVTC has continued to have clean audits throughout Director of Finance and Administration Scott Kalkwarf’s 23-year tenure.

NVTC's financial management is exceptional. On behalf of the Commission, the chair thanked Mr. Kalkwarf and his team – Colethia Quarles and Brittany Sumpter – for all their hard work dealing with very complicated allocation models, grant management, and internal controls to keep NVTC's finances strong.

Mr. Alcorn moved, with a second by Mr. Krizek, to accept and authorize distribution of NVTC's FY 2024 Audited Financial Statements and Compliance Reports. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Karantonis, Krizek, Letourneau, Palchik, Read, Reid, Salim, Sickles, Smedberg, Storck and Walkinshaw. A roll call vote followed for Mr. Snyder who was participating electronically and he voted in the affirmative. The motion passed.

### Washington Metropolitan Area Transit Authority

Mr. Letourneau reported that the WMATA Board approved restructured Metrobus and Metrorail operating subsidy allocation formulas and the Better Bus 2025 Network Redesign. This is the first time the subsidy formulas have been updated in several decades. Everyone should be proud of the amount of regional collaboration that went into developing these formulas which better align service and subsidy and offer incentives for paid ridership. He thanked Mr. D'huyvetter and Mr. Hager for their hard work. The new formulas accomplish some major policy goals for Virginia:

- Service is better linked to subsidy, especially for Metrobus. There is now a direct link between the amount of bus service provided by WMATA to a jurisdiction and that jurisdiction's Metrobus subsidy.
- Jurisdictions can reduce their subsidy by incentivizing more paid ridership; this provides a long-awaited method of addressing fare evasion through the formulas.
- The level of Metrorail service provided is now a factor in the formula, better linking Metrorail service with subsidy so that changes in rail service patterns are better reflected in the Metrorail subsidy.

Mr. Letourneau noted that there are also several suballocations within Virginia built into the formula restructure to minimize subsidy impacts on the smaller cities. He also reviewed some of the other changes that impact Virginia.

Mr. Letourneau reported that WMATA General Manager/CEO Randy Clarke is expected to release his FY 2026 Proposed Budget next week. The proposed budget will also include anticipated jurisdictional subsidies. He encouraged everyone to wait until the proposed budget is released before making assumptions about subsidy requirements in next year's budget.

Mr. Letourneau stated that in November, WMATA staff previewed several rail service concepts to address crowding and system coverage. In Virginia, there is a concept for "Super Peak" service in the Silver Line core (between Wiehle and Stadium/Armory) eastbound in the morning and westbound in the afternoon. This would be additional service and would not be taking any rail service away from anyone on the Silver Line. To fund this concept and several others in the District and Maryland, WMATA staff are working with the Metrorail Safety Commission to

implement rail automation and separately looking to use more six-car trains where they would be sufficient to meet demand. This will be cost neutral by using savings from proposed rail automation.

Mr. Letourneau stated that it should come as no surprise with continued increases in ridership that WMATA's first quarter was favorable to the budget by 9%, or about \$46 million. WMATA staff will be working closely with the Board to think about how this positive news could impact next year's budget. Also, the Board approved an operating agreement with DRPT for the additional \$60.2 million in FY 2025 and \$84.5 million in FY 2026 from the Commonwealth. The agreement details WMATA's requirement to complete a benchmarking assessment as described in Virginia's biennial budget and an operational analysis funded by \$500,000 of the FY 2025 funding amount provided to WMATA.

Mr. Smedberg recognized Jen Monaco from the DRPT team and other jurisdictional staff serving on the Jurisdictional Coordinating Committee (JCC) who also helped on the subsidy issues. He gave a special shout out to Mr. Letourneau, who serves as the chair of the WMATA Finance and Capital Committee.

On the Better Bus side, Mr. Smedberg noted that it is important to remember that the cost-neutral 2025 Network is just the start of the Better Bus initiative. The general manager and the WMATA Board are already looking for cost-effective ways to continue moving toward the Better Bus Network which offers the region even more opportunities to serve riders throughout the region. He also spoke to the effort to improve fare evasion, which has been greatly reduced on the rail side. WMATA is now focusing on fare evasion on the bus side.

Ms. Garvey arrived at 7:26 p.m. and joined the discussion.

Mr. Smedberg announced the Blue, Orange and Silver Line construction work scheduled for December 20-30. Historical ridership during this holiday period is about 40% lower than normal, so WMATA is eager to get this work done before the new year.

Chair de Ferranti thanked both Mr. Smedberg and Mr. Letourneau for all their hard work.

In response to Mr. Karantonis' question about fare evasion, Mr. Letourneau stated that WMATA has separate memorandum of agreements with other agencies to help with fare evasion, but he is not sure if there is an MOU with Arlington County. Mr. Smedberg provided more information about safety officers and ambassadors, as well as cooperation with local police. Mr. Karantonis stated that he would like more information about fare evasion data and the low-income fare program.

Mr. Sickles left the room at 7:39 p.m. (He returned later in the meeting.)

Mr. Walkinshaw stated that he was impressed with the Better Bus Redesign process. Moving forward, he encouraged WMATA to communicate the benefits of the program. Regarding the Metrorail formula, he doesn't understand the rationale for the population factor, which disadvantages Fairfax County and Loudoun County. Mr. Letourneau noted that Loudoun County's

subsidy went up the most because of this issue and was the main point of contention and he fought for removing it. He gave some more background about the debate on this issue by the Board, which resulted in a compromise position. Ms. Palchik agreed that the outcomes of the Better Bus Redesign are much more functional and provide greater connectivity. She also stated the importance of finding ways to partner with the Virginia Department of Transportation regarding bus priority.

#### Report from the Chairs of the WMATA Committee/Legislative and Policy Committee

WMATA Committee Chair Walter Alcorn stated that the WMATA Committee and Legislative and Policy Committee met for a joint meeting on November 21. At that meeting, NVTC staff presented several items related to NVTC's work toward long-term transit funding, including a draft series of NVTC guiding funding principles that will be discussed later in this agenda item. The committees also reviewed the two actions under this agenda item, including the 2024 Report on the Performance and Condition of WMATA and the 2025 Legislative and Policy Agenda.

NVTC's 2024 Report on the Performance and Condition of WMATA to the Governor and the General Assembly. Mr. Alcorn reminded the Commission that at the last meeting they received a detailed briefing on the 2024 Report on the Performance and Condition of WMATA. The report includes 10 policy recommendations directed to WMATA and other stakeholders in the region, details of WMATA's use of dedicated capital funds in FY 2024 and several performance measures required by state code. NVTC staff have integrated comments from Commissioners.

Mr. Ebbin moved, with a second by Ms. Palchik, to authorize the executive director to send NVTC's 2024 Report on the Performance and Condition of WMATA to the governor and the General Assembly. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Garvey, Ebbin, Karantonis, Krizek, Letourneau, Palchik, Read, Reid, Salim, Smedberg, Storck and Walkinshaw. (Mr. Sickles was not in the room and did not participate in the vote.) A roll call vote followed for Mr. Snyder who was participating electronically and he voted in the affirmative. The motion passed.

SJ 28 Joint Subcommittee/DMVMoves. Ms. Mattice reported on the many active regional and Virginia focused conversations on finding sustainable, long-term funding for transit agencies in the region. DMVMoves, a collaboration between WMATA and the Metropolitan Washington Council of Governments (MWCOG), is looking at transit agencies, their needs, better opportunities for integration, and regional funding solutions with partners in DC and Maryland. SJ28 is a Virginia General Assembly study that is looking at Virginia funding solutions and cost containment strategies for WMATA as well as all transit agencies in Northern Virginia.

Ms. Mattice explained that there is a great deal of NVTC staff work being done in support of and or responding to these efforts, and there are key opportunities for the Commission to start staking out policy positions on key funding and other topics that Commissioners care strongly about. One of those opportunities to consider is a draft resolution of NVTC's Guiding Principles for Future Transit Funding.

Mr. Ebbin reported that the SJ 28 Joint Subcommittee held its final meeting of the year on November 12 where staff from the Virginia Transit Association (VTA), MWCOG and NVTC staff provided several presentations to the joint subcommittee on statewide transit funding, the impact of telework on transit, and post-pandemic transit trends in the region. VTA's Executive Director Danny Plaughter shared that the funding gap affecting public transit is happening in systems across the Commonwealth of Virginia. As the Joint Subcommittee is focused on Northern Virginia agencies, this was helpful information since it is important to have a clear understanding of statewide needs so they can be part of any potential solution.

Mr. Ebbin explained that one of the big tasks of the Joint Subcommittee is to review up to 15 different types of revenues that could be used to support additional transit funding. The subcommittee started with 10 revenues, including things like sales tax, transient occupancy tax, grantors, gas tax and others, The Joint Subcommittee approved the following five to for more research and revenue estimates:

1. Regional highway use fee
2. Regional income tax
3. Retail delivery fee
4. Expanding the time and direction of I-66 Inside the Beltway tolling
5. Regional motor vehicle rental tax

Mr. Ebbin noted that the subcommittee will receive revenue estimates for all 15 sources in the first half of 2025 – and specifically, estimates will include numbers for revenues generated in the NVTC District, in the PRTC District, and also at the statewide level.

Mr. Ebbin stated that while SJ 28 has been looking at evaluating revenue options, the Joint Subcommittee has also received presentations from WMATA on their efforts to control costs and find efficiencies. WMATA staff provided an extensive overview of efforts to date and potential future efforts and the Joint Subcommittee is planning more work in 2025 in the area of cost containment. He also acknowledged the work of the Technical Working Group who provide great analysis and are also in close coordination with DMVMoves staff to integrate data and findings at key points during the study.

Mr. Smedberg, co-chair of DMVMoves Task Force, stated that the DMVMoves Task Force met this week for its first robust discussion on the opportunities and costs of potential transit system and funding scenarios. As a reminder, the focus of DMVMoves is the entire Washington DC region, including all of the local transit systems. They discussed four funding scenarios developed by staff:

- Scenario 1 would limit funding needs to support existing transit service and provide a baseline level of state of good repair.
- Scenario 2 would expand to enhance transit service and continue to provide a baseline of state of good repair.
- Scenario 3 would further enhance transit service and baseline state of good repair.
- And finally, Scenario 4 would do all of the previous three scenarios plus include major transit expansion.

Mr. Smedberg explained that all of these scenarios require additional funding beyond what is currently available by existing revenues, ranging from an additional \$645 million and going up from there. In general, members of the Task Force shared support for Scenario 2 as the minimum proposal to be considered. Scenario 2 would cost an additional \$600 million for WMATA's needs and \$250 million for state/local transit providers in fiscal year 2028. It would aim to meet important service increases for local bus, commuter rail, as well as Metro, as well as cover important state of good repair capital investments. He recognized that from a Virginia perspective, it is important to identify a permanent funding source for the additional funding the General Assembly found to help address WMATA's bill in FY 2025 and FY 2026.

Mr. Smedberg stated that the Task Force also had a good discussion on whether there should be one, uniform regional funding solution or whether the three states should develop their own solutions to meet their share of future WMATA needs. There were some different viewpoints on the topic from partners in DC and Maryland but heard that each state should develop its own funding package but with opportunities for more regional or unified components. The Task Force still has questions and will continue to discuss the funding scenarios and the model for funding at its next meeting on January 24.

Ms. Garvey asked if there was any discussion about the impact of the election and how the change in administrations could impact all this. Mr. Letourneau stated that there will be new federal appointments to the WMATA Board and it could impact federal PRIIA funding. Mr. Smedberg stated that the biggest question is how Congress will address things.

Mr. Walkinshaw noted that one recommendation in NVTC's Annual Report on the Performance and Condition of WMATA dealt with the reserve fund and he suggested that in the context of DMVMoves work is it important to articulate that when revenue sources are identified that WMATA will utilize a reserve fund. Mr. Letourneau stated that Maryland, one of the WMATA jurisdictions, did not support a reserve fund so it cannot happen by WMATA Board action. Mr. Walkinshaw suggested that NVTC may wish to include reference to a reserve fund in the draft principles. Mr. Alcorn agreed and suggested the wording could be edited. Chair de Ferranti requested staff provide the DMVMoves slide deck to Commissioners.

Draft Resolution: NVTC's Guiding Principles for Future Transit Funding. WMATA Chair Alcorn noted that both DMVMoves and SJ 28 are soon developing proposals on the structure and mechanics of possible funding solutions moving into 2025, so the Commission has a great opportunity to put a marker down with these principles.

Ms. Mattice stated that the draft resolution on NVTC's Guiding Principles for Future Transit Funding is an opportunity for the Commission to state its priorities as SJ 28 and DMVMoves start moving towards recommendations. NVTC has a long history of these kinds of resolutions. NVTC's last major resolution on WMATA and transit funding was in 2017, which was the result of months of discussion on WMATA governance and reform prior to the successful adoption of dedicating capital funding for WMATA in 2018. These resolutions memorialize key Commission positions and priorities so that both staff and the Commission can advocate for them with partners in the



federal government, the Commonwealth, DC, and Maryland. This is similar in concept to the way NVTC uses its legislative agenda to provide guidance to staff in the legislative advocacy efforts.

Ms. Mattice stated that the draft resolution was previewed at the joint WMATA Committee/Legislative and Policy Committee meeting on November 21 and updated by staff since then in response to discussion by committee members. As Mr. Smedberg mentioned, *DMVMoves* is actively having these kinds of conversations at a regional level with Virginia's partners in DC and Maryland. This resolution is an excellent opportunity for the Commission to really solidify its position on a number of key funding considerations that is not only helpful to staff, but also helps to build a Virginia-consensus position that NVTC members on SJ 28 and *DMVMoves* can use to advocate for NVTC priorities. Staff will incorporate the suggestions from this discussion and NVTC will continue to receive public comments on the resolution through December 27. The Commission will be asked to approve the resolution at the January 16 meeting.

Ms. Mattice then walked through the resolution, which will be updated with new ridership statistics. The principles are broken down into three categories: cost containment measures, principles for funding all transit operators in Northern Virginia, and principles for funding WMATA given some of their unique considerations.

Chair de Ferranti stated that Mr. Walkinshaw's comment about the reserve fund does not seem to be addressed in the resolution. Ms. Mattice stated that she has taken note to add some language. Chair de Ferranti expressed his opinion that the resolution should raise the issue to be considered but not imply a conclusion given the Maryland stance. He suggested staff work with Mr. Letourneau, Mr. Smedberg and Mr. Walkinshaw on the wording for the resolution. Mr. Walkinshaw stated that he is happy to work off-line on wording. Mr. Alcorn stated that Commissioners may want to consider mentioning fare box and riders who can afford to pay. He also observed that as elected officials, now is the time to start socializing these principles with constituents. Ms. Garvey likes the principle that those who use the system pay for it, but also those that benefit from it, such as the federal government and residents of the whole Commonwealth.

Ms. Palchik asked if someone with expertise has looked at the bondability issue. Chair de Ferranti stated that the bondability question was discussed at *DMVMoves*, but it would be helpful to ask Mr. MacIsaac, NVTC's legal counsel. Mr. Walkinshaw suggested reiterating the position of support of federal operating funding. Also, VRE serves NVTC and PRTC jurisdictions and it is important to have funding solutions for PRTC jurisdictions as well, in light of VRE jurisdictional subsidies. Ms. Briskman stated that she supports Mr. Walkinshaw's comments about a reserve fund as it is important from a fiscal responsibility perspective. Mr. Snyder asked a process question and suggested that Commissioners get their comments and edits in quickly so there is a final version to share ahead of the January meeting. Mr. Alcorn agreed with Mr. Walkinshaw's comments about PRTC jurisdictions in the context of VRE subsidies, but there is also an issue of those riders that use Metro who live outside of the WMATA jurisdictions. This could get to the heart of Ms. Garvey's comments about who is benefiting from the system.

Mr. Sickles returned at 8:30 p.m. and rejoined the discussion.

NVTC's 2025 Legislative and Policy Agenda. Legislative and Policy Committee Chair Aguirre reported that at last month's meeting, the Commission reviewed the draft NVTC 2025 Federal and State Legislative Agenda, which was developed in close coordination with NVTC's Legislative and Policy Committee. At the last meeting, several Commissioners expressed interest in ensuring legislators were provided information on cost-cutting and efficiency measures that WMATA has undertaken in recent years. NVTC staff are developing an issue brief separate from the 2025 Legislative and Policy Agenda to highlight these achievements, which will be shared with Commissioners, stakeholders and legislators once it is finalized.

Mr. Aguirre noted that the full set of NVTC's 2025 legislative priorities are detailed in the meeting materials. The 2025 General Assembly Session begins on January 8, which NVTC staff will be monitoring and communicating with legislators on issues impacting transit and transportation in Northern Virginia. While there is not a significant ask of the state legislature planned for 2025, NVTC is gearing up for a much larger ask in 2026, once SJ 28 and DMVMoves wrap-up their work with funding recommendations for both the Commonwealth of Virginia and larger DMV region.

Ms. Bagley moved, with a second by Mr. Aguirre, to approve the 2025 NVTC Legislative and Policy Agenda. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Garvey, Karantonis, Krizek, Letourneau, Palchik, Read, Reid, Salim, Sickles, Smedberg, Storck and Walkinshaw. A roll call vote followed for Mr. Snyder who was participating electronically and he voted in the affirmative. The motion passed.

General Assembly State of Play. Chair de Ferranti introduced Carter Whitlow from Commonwealth Strategies sitting in for Aimee Perron-Seibert to provide a legislative update. Mr. Whitlow stated that the General Assembly Session starts on January 8, 2025 and it will be a short Session. This year the focus will be on crafting the message or story of how WMATA and the other local transit agencies have been extremely efficient over the past year and how they listened to the concerns of the budget office. There are some budget challenges that will need to be monitored, such as Medicaid which is currently running at a deficit. What happens in the federal space will be critical to telling the story. If there is a return to workplace mandate, it would boost ridership and provide a compelling narrative. Beyond transportation, data centers and energy usage will be hot topics.

Federal Update. Ms. Mattice encouraged Commissioners to read the written report. Staff will continue to watch this space closely with the change in administration.

Joint NVTC-PRTC-VRE Legislative Forum. Ms. Mattice reminded Commissioners about the Joint Legislative Forum on Friday, December 13 at 8:30 a.m. at the George Mason University Arlington Campus. This year's focus will be on key policy issues in the coming year and efforts to secure long-term sustainable transit funding. Confirmed speakers include Senator Louise Lucas, Senator Jennifer Boysko, Senator Adam Ebbin, Delegate Mark Sickles, Fairfax County Board Chair Jeff McKay, NVTC Chair Matt de Ferranti, PRTC Chair Victor Angry, NVTC Commissioner and WMATA Vice Chair Paul Smedberg, Principal of Capitol Transportation Consulting, Nick Donohue, NVTC Executive Director Kate Mattice, PRTC Executive Director Bob Schneider, DASH CEO Josh Baker, WMATA General Manager/CEO Randy Clarke and VRE Chief Executive Officer Rich Dalton. Over 200 people have rsvp'd for this event.

## Recognition of Departing Commissioner

Chair de Ferranti announced that NVTC is saying goodbye to Commissioner Libby Garvey, who has served on NVTC since 2017 and is retiring from public service as a member of the Arlington County Board. Libby has served with distinction on the VRE Operations Board, the Legislative and Policy Committee, and the Program Advisory Committee. He noted that Ms. Garvey's commitment to public service is strong, and she has served with civility, curiosity, integrity and has represented Arlington County well. He noted some of the key points in the Resolution of Commendation prepared for Ms. Garvey.

Mr. Storck moved, with a second by Mr. Karantonis, to approve the Resolution Commending the Honorable Libby Garvey on her departure from NVTC.

Multiple Commissioners expressed their appreciation for Ms. Garvey's service. Ms. Briskman thanked Ms. Garvey for being a great mentor and thanked her for her generosity and wisdom. Mr. Letourneau agreed and expressed his appreciation of Ms. Garvey's candor and questions. He highlighted her commitment to preparedness and the role local governments play in that space. She will be missed at NVTC. Mr. Smedberg stated that he will miss Ms. Garvey's voice on NVTC and thanked her for her thoughts and comments, which sparked good debate on the issues. Chair de Ferranti stated that it is important to have strong female leaders and acknowledged Ms. Garvey's leadership. Mr. Storck stated that he has served with Ms. Garvey for many years on various boards. He appreciates her guidance and mutual trust. Mr. Karantonis stated that Ms. Garvey is a true regionalist and thanked her for her service and noted that she will be missed. Mr. Snyder recognized Ms. Garvey's enthusiasm for public service.

The Commission then voted on the motion. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Karantonis, Krizek, Letourneau, Palchik, Read, Reid, Salim, Sickles, Smedberg, Storck and Walkinshaw. Ms. Garvey abstained. A roll call vote followed for Mr. Snyder who was participating electronically and he voted in the affirmative. The motion passed. (A copy of the resolution is attached.)

Chair de Ferranti presented Ms. Garvey with a copy of the resolution and an award trophy.

## Preliminary NVTC FY 2026 General and Administrative Budget and 2025-2026 Work Plan

Ms. Matice reported that both the Budget and Work Plan will come back for action at the January 16 Commission meeting. The FY 2026 Budget focuses on retaining staff and providing the training they need, supporting SJ 28 and DMVMoves, continuing NVTC programs and projects, and meeting the Commission's priorities. Mr. Kalkwarf reviewed the budget drivers, expenses and revenues.

Mr. Sickles observed that NVTC manages \$286 million in state aid and asked if this includes the federal funds that pass through the state. Mr. Kalkwarf stated that it is strictly state assistance. Ms. Matice stated that NVTC manages a very small federal earmark for Route 7 BRT and also helps smaller jurisdictions manage their federal grants.

Mr. Sickles stated that the argument that there is no dedicated funding for WMATA is a little disjointed if NVTC receives \$286 million for transit. Chair de Ferranti noted that one can parse the word “dedicated.” Mr. Letourneau explained that Metro funding is subject to annual appropriations and does not automatically flow to WMATA. One example of dedicated funding is in New York where there is an automatic revenue stream that is not subject to any legislative action. That is how WMATA quantifies the word “dedicated.” Chair de Ferranti stated that staff can follow up on wording in the funding principles resolution. Ms. Mattice stated that NVTC has been cautious of using the word “dedicated” but understands WMATA’s perspective.

Mr. Kalkwarf continued to review the budget. Ms. Mattice stated that the budget includes \$250,000 for strategic research, which is being done in-house by NVTC’s talented staff, some through outside contracts, as well as a no cost federal grant for technical assistance regarding shared infrastructure for zero-emission bus, and other grants by DRPT. Staff are not asking for any additional funding for this line item. She also highlighted the Work Plan, which is a companion document with the budget.

Chair de Ferranti stated that NVTC will continue to receive public comments on the Work Plan through December 27 and all the comments will be compiled and included in the meeting materials for the January meeting.

#### Public Hearing on the Work Plan and Draft Resolution: NVTC’s Guiding Principles for Future Transit Funding

Chair de Ferranti opened the public hearing at 9:03 p.m. to seek public comment on the Work Plan and NVTC’s Guiding Principles for Future Transit Funding. He explained that each year, NVTC provides the public with the opportunity to submit comments via multiple ways (on-line, in-person, phone and video). For those wishing to speak at the public hearing, he provided instructions.

Chair de Ferranti asked if there were comments submitted prior to this meeting. Ms. Mattice stated that no comments were received by today’s 3:00 p.m. deadline. She gave a reminder that the public can still submit comments through December 27 and all the comments will be compiled and provided to Commissioners in their January 16, 2025 meeting materials.

Staff confirmed that there were no members of the public present to provide comments. Chair de Ferranti closed the public hearing at 9:04 p.m.

#### Virginia Railway Express (VRE)

Chair de Ferranti asked VRE CEO Rich Dalton to give his report followed by VRE Operations Board Vice-Chair Bagley to present the action items, which will be followed by a block vote. VRE Chief Financial Officer Mark Schofield will also give a FY 2026 budget update.

VRE CEO Report. Mr. Dalton encouraged Commissioners to read his written CEO Report. He reported that on-time performance has improved to above 80% and is still trending upward. For November, total ridership is down from the previous month, but there were fewer operating days with the Thanksgiving holiday. VRE will be operating the annual Santa Trains on December 14.

VRE 2025 Legislative Agenda. Ms. Bagley stated that the VRE Operations Board recommends Commission approval of Resolution #2545, which will approve the VRE 2025 Legislative Agenda, which covers federal and state legislative issues. There was a presentation on this at last month's meeting.

VRE's FY 2024 Annual Comprehensive Financial Report. Ms. Bagley stated that the VRE Operations Board recommends Commission approval of Resolution #2546, which will accept VRE's FY 2024 Annual Comprehensive Financial Report (ACFR) and associated information from the auditors and authorize distribution of the report. The audit of VRE's FY 2024 financial statements has been completed and the auditing firm, PBMares, has issued an unmodified opinion. The opinion letter states that the VRE financial statements, in all material respects, fairly and accurately present the financial position of the organization. This opinion is the best outcome of a financial audit. The auditors met with the VRE Audit Committee and the full Operations Board meeting in November.

VRE Applications to the I-395/95 Commuter Choice FY 2026-2027 Program. Ms. Bagley stated that the VRE Operations Board recommends Commission approval of Resolution #2547, which will authorize the VRE CEO to submit, on behalf of the Commissions, VRE applications to the I-395/95 Commuter Choice FY 2026-2027 Program, to make any necessary corrections to the project amount or descriptions in the applications and execute all project funding agreements that may result from consideration of the VRE applications. VRE staff have identified two projects for submittal that support and implement planned service enhancements authorized in the Transforming Rail in Virginia (TRV) initiative – the Leeland Road Station Improvement Project and the Brooke Station Improvement Project. She explained that the Commissions' authorization does not confer endorsement of any VRE application in relation to the adopted I-395/95 Commuter Choice project selection process.

Chair de Ferranti opened it up for questions or comments. Mr. Dalton explained further about the Commuter Choice application and the Legislative Agenda, which includes advocating for tax liability legislation.

Ms. Garvey, moved, with a second by Mr. Karantonis, to approve the following three actions as a block vote:

- Resolution #2545: Approve the VRE 2025 Legislative Agenda
- Resolution #2546: Accept and Authorize Distribution of VRE's FY 2024 Annual Comprehensive Financial Report
- Resolution #2547: Authorize the VRE CEO to Submit, on Behalf of the Commissions, VRE Applications to the I-395/95 Commuter Choice FY 2026-2027 Program

The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Garvey, Karantonis, Krizek, Letourneau, Palchik, Read, Reid, Salim, Sickles, Smedberg, Storck and Walkinshaw. A roll call vote followed for Mr. Snyder who was participating electronically and he voted in the affirmative. The motion passed. (Copies of the resolutions are attached.)

Mr. Letourneau left the meeting at 9:14 p.m. and did not return.

VRE Preliminary FY 2026 Budget. Mr. Schofield gave an update on the budget, which will be brought back for Commission action at the January meeting. He stated that VRE is in the home stretch of finalizing the FY 2026 VRE Budget and he reviewed some of the changes since his last update. The budget total will remain flat or slightly less from last year's budget primarily due to the debt of 11 railcars ending and the impacts of the Norfolk Southern Manassas Line acquisition by the Commonwealth. The budget includes funding for introducing Saturday service. There is no increase in fares and an 8% percent increase in jurisdictional subsidies. He reviewed some of the projects in the capital improvement program.

Regarding the Master Agreement survey conducted in October, Mr. Schofield explained that Stafford County dropped below the threshold for having two seats on the Operations Board, so now will only have one seat. The survey results also showed that two jurisdictions – Spotsylvania County and Fairfax County -- showing stronger ridership recovery versus last year. The Operations Board has asked staff to look at options about how to come to the right balance between fares and subsidies, as well as using pandemic relief funding. Mr. Walkinshaw noted that VRE has historically alternated between fare increases and jurisdictional subsidy increases year to year. His personal view is that if fares have not risen in line with inflation, then that should be addressed next year when a fare increase is anticipated by riders.

Mr. Smedberg asked about VRE's big picture regarding capital. Mr. Schofield stated that VRE is not anticipating a capital fiscal cliff and the pandemic relief funding is for the operating side, which will run out in FY 2028. Long Bridge is a Virginia Passenger Rail Authority (VPR) project but it will impact VRE on the operating and capacity side.

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

DRPT Director Tiffany Robinson encouraged Commissioners to read the written DRPT Report.

#### Executive Director Report

Ms. Mattice encouraged Commissioners to read her Executive Director Newsletter, which highlights some of NVTC's recent efforts and events. She reviewed upcoming meetings:

- Joint Legislative Forum hosted by NVTC, PRTC and VRE – December 13 8:30 am GMU Arlington Campus.
- Next Commission Meeting – January 16 (not the 2<sup>nd</sup>) - Executive Committee at 6:00 p.m.

Ms. Mattice stated that the October Financial Reports were provided in the meeting materials. There were no comments or questions.

### Closed Session

Chair de Ferranti stated that the Commission needs a Closed Session for the VRE chief executive officer and VRE chief general counsel annual performance evaluations. He explained that for the benefit of the listening public, the meeting will resume live when NVTC returns to Open Session.

Ms. Bagley moved, with a second by Mr. Alcorn, 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 a personnel matter concerning the VRE chief executive officer and the VRE general counsel’s performance evaluation.”

The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Garvey, Karantonis, Krizek, Palchik, Read, Reid, Salim, Sickles, Smedberg, Storck and Walkinshaw. A roll call vote followed for Mr. Snyder who was participating electronically and he voted in the affirmative. The motion passed.

The Commission entered into Closed Session at 9:25 p.m. and returned to Open Session at 9:49 p.m. The live stream feed was restored for public viewing.

Mr. Walkinshaw moved, with a second by Ms. Bagley, 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 Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Garvey, Karantonis, Krizek, Palchik, Read, Reid, Salim, Sickles, Smedberg, Storck and Walkinshaw. A roll call vote followed for Mr. Snyder who was participating electronically and he voted in the affirmative. The motion passed.

Ms. Bagley moved, with a second by Mr. Ebbin, to approve the Second Amendment to the Employment Agreement with Steve Maclsaac, and that the chair be authorized to execute it on behalf of the Commission.

On behalf of the Commission, Chair de Ferranti thanked both Mr. Dalton and Mr. Maclsaac for their service. On behalf of the VRE Operations Board, Ms. Bagley also expressed appreciation for their hard work. She stated that this past year has been a significant year for VRE, with capital projects and ribbon cuttings, the acquisition of the Manassas Line and the long-term effects it will have on VRE service. Both Mr. Dalton's and Mr. Maclsaac's expertise has been vital to guiding these successes.

The Commission then voted on the motion. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Garvey, Karantonis, Krizek, Palchik, Read, Reid, Salim, Sickles, Smedberg, Storck and Walkinshaw. A roll call vote followed for Mr. Snyder who was participating electronically and he voted in the affirmative. The motion passed.

Adjournment

Without objection, Chair de Ferranti adjourned the meeting at 9:52 p.m.

Approved this 16<sup>th</sup> day of January 2025.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer





**RESOLUTION #2544**

- SUBJECT:** Extend Term of NVTC Alternate to the WMATA Board of Directors
- WHEREAS:** NVTC is empowered to make appointments to the Board of Directors of the Washington Metropolitan Area Transit Authority (WMATA), the Virginia Railway Express (VRE) and the Virginia Transit Association (VTA);
- WHEREAS:** NVTC formally acts on these appointments at the Commission’s January meeting;
- WHEREAS:** NVTC Commissioner Canek Aguirre’s term as an alternate to the WMATA Board of Directors expires on January 7, 2025;
- WHEREAS:** NVTC’s first meeting in 2025 is scheduled for January 16, 2025 but the WMATA Board is scheduled to meet prior to that date; and
- WHEREAS:** To ensure continuity of Virginia representation on the WMATA Board, staff recommend Mr. Aguirre’s term be extended.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby extends Canek Aguirre’s term as an alternate on the WMATA Board of Directors until the meeting at which NVTC makes its official appointments to the WMATA Board, now planned for January 16, 2025.

Approved this 5<sup>th</sup> day of December 2024.

A handwritten signature in black ink that reads "Matt de Ferranti".

Matt de Ferranti  
Chair

A handwritten signature in blue ink that reads "Sarah Bagley".

Sarah Bagley  
Secretary-Treasurer



**RESOLUTION #2545**

**SUBJECT:** Approve the 2025 VRE Legislative Agenda

**WHEREAS:** VRE is an essential part of the regional transportation network for the Northern Virginia and the DC Metropolitan region;

**WHEREAS:** VRE serves residents throughout the Commonwealth of Virginia to provide a meaningful public transportation option;

**WHEREAS:** It is essential for VRE to educate and advocate for desired legislative and regulatory outcomes with members of Congress and their staff, with staff of federal entities, in the Virginia General Assembly and with the governor and his administration; and

**WHEREAS:** The VRE Operations Board recommends the following action.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby approves the 2025 VRE Legislative Agenda and authorizes the VRE Chief Executive Officer to actively pursue the elements set forth in the document.

Approved this 5<sup>th</sup> day of December 2024.

A handwritten signature in blue ink that reads "Sarah Bagley". The signature is written over a horizontal line.

Sarah Bagley  
Secretary-Treasurer

A handwritten signature in black ink that reads "Matt de Ferranti". The signature is written over a horizontal line.

Matt de Ferranti  
Chair



**RESOLUTION #2546**

**SUBJECT:** Accept and Authorize Distribution of VRE’s FY 2024 Annual Comprehensive Financial Report

**WHEREAS:** The Potomac and Rappahannock Transportation Commission and the Northern Virginia Transportation Commission have contracted with the firm of PBMares, LLP for the audit of VRE’s financial statements;

**WHEREAS:** The audit of the VRE FY 2024 financial statements has been completed;

**WHEREAS:** The auditors have issued an unmodified opinion that the VRE statements, in all material respects, fairly and accurately present the financial position of the commuter rail operation; and

**WHEREAS:** The VRE Operations Board recommends the following action.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby accepts the VRE FY 2024 Annual Comprehensive Financial Report (ACFR) and associated information from the auditors and hereby authorizes the VRE Chief Executive Officer to forward the ACFR to interested groups, firms and members of the public.

Approved this 5<sup>th</sup> day of December 2024.

A handwritten signature in black ink that reads "Matt de Ferranti". The signature is written in a cursive style and is positioned above a horizontal line.

Matt de Ferranti  
Chair

A handwritten signature in blue ink that reads "Sarah Bagley". The signature is written in a cursive style and is positioned above a horizontal line.

Sarah Bagley  
Secretary-Treasurer



**RESOLUTION #2547**

**SUBJECT:** Authorize the VRE CEO to Submit VRE Applications to the NVTC I-395/95 Commuter Choice FY2026-2027 Program

**WHEREAS:** On October 4, 2024 the Northern Virginia Transportation Commission (NVTC) opened a call for projects for the I-95/395 Commuter Choice FY 2026-2027 funding program;

**WHEREAS:** VRE staff consider the proposed capital improvements strong candidates for Commuter Choice funding due to their ability to move more people more efficiently through the I-95/395 corridors, expanding travel options, and that a similar project (Crystal City Station Improvements) received funding for the FY 2024-2025 I-95/395 Commuter Choice funding round on similar merits;

**WHEREAS:** VRE staff consider the proposed capital and operating improvements strong candidates for Commuter Choice funding due to their ability to move more people more efficiently through the I-66 corridor and expand commuters' travel options; and

**WHEREAS:** The VRE Operations Board, in accordance with VRE procedures for grant applications, recommends that the Commissions authorize submission of the applications for evaluation and funding consideration based on applicable project selection criteria.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the VRE Chief Executive Officer to submit, on behalf of the Commissions, VRE applications to the I-95/395 Commuter Choice FY 2026-2027 Program, to make any necessary corrections to the project amount or descriptions in the applications, and execute all project funding agreements that may result from consideration of the VRE applications.

**BE IT FURTHER RESOLVED** that the Commission's action does not constitute approval of any VRE applications or eliminate the need for the VRE applications to qualify for funding based on an objective evaluation using criteria established for the adopted I-395/95 Commuter Choice project selection process.

Approved this 5<sup>th</sup> day of December 2024.

  
\_\_\_\_\_  
Sarah Bagley  
Secretary-Treasurer

  
\_\_\_\_\_  
Matt de Ferranti  
Chair



## RESOLUTION OF COMMENDATION

**SUBJECT:** Commending the Honorable Libby Garvey on Her Departure from the Northern Virginia Transportation Commission

**WHEREAS:** The Northern Virginia Transportation Commission (NVTC) serves as the voice of public transit in Northern Virginia, promoting the region's transit network through effective and efficient public transit and ridesharing programs to foster economic vitality in the region and the Commonwealth;

**WHEREAS:** The Honorable Libby Garvey was elected to the Arlington County Board in March 2012 and is currently serving as the chair of the Board;

**WHEREAS:** The Honorable Libby Garvey has served on NVTC since 2017 representing Arlington County;

**WHEREAS:** During her tenure on NVTC, Ms. Garvey served as a member of the Program Advisory Committee, offering thoughtful insights and support for many NVTC initiatives, including the Envision Route 7 Bus Rapid Transit (BRT) project, the Commuter Choice program, zero-emission bus strategic planning, and zero- and reduced-fare initiatives;

**WHEREAS:** Ms. Garvey also served on NVTC's Legislative and Policy Committee, helping to develop legislative initiatives to advocate for safe and reliable transit and long-term sustainable transit funding solutions, and she understood the importance of educating legislators and the public on the challenges this region faces to provide a safe, reliable transportation system; and

**WHEREAS:** Ms. Garvey also served as a principal member of the Virginia Railways Express Operations Board for multiple years, finishing her tenure as an alternate member.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby commends the Honorable Libby Garvey for her many years of service to the citizens of Northern Virginia and to the Commonwealth of Virginia.

**BE IT FURTHER RESOLVED** that NVTC prepare a copy of this resolution for presentation to the Honorable Libby Garvey as an expression of its gratitude and in appreciation for her work on the Commission in promoting and funding public transit and ridesharing in Northern Virginia.

Approved this 5<sup>th</sup> day of December 2024.

A handwritten signature in black ink that reads "Matt de Ferranti". The signature is written in a cursive, flowing style.

Matt de Ferranti  
Chair

**MEETING SUMMARY  
JOINT NVTC-PRTC-VRE LEGISLATIVE BRIEFING  
DECEMBER 13, 2024**

**George Mason University, Mason Square 3351 Fairfax Drive Arlington, Virginia  
9:00 A.M.**

**NVTC Members Present**

Canek Aguirre  
Walter Alcorn  
Sarah Baley  
James Bierman, Jr.  
Adam Ebbin  
Matt de Ferranti  
Libby Garvey  
Dalia Palchik  
Catherine Read  
Mark Sickles  
David Snyder  
James Walkinshaw

**NVTC Members Absent**

Juli Briskman  
Takis Karantonis  
Paul Krizek  
Matt Letourneau  
Alfonso Lopez  
David Reid  
Saddam Azlan Salim  
Paul Smedberg  
Daniel Storck

**NVTC Staff Present**

Kate Mattice, Executive Director  
Monique Blyther  
Genoveva Cutrell  
Andrew D'huyvetter  
Matt Friedman  
Rhonda Gilchrest  
Adam Hager  
Xavier Harmony  
Scott Kalkwarf  
Ann McGrane  
Becky Merriner  
Tenley O'Hara  
Aimee Perron Seibert  
Vikram Sinha  
Sophie Spiliotopoulos  
Brittany Sumpter  
Coethia Quarles  
Melissa Walker

**PRTC Members Present**

Victor Angry  
Kenny Boddye  
Pamela Yeung (Alternate)

**PRTC Members Absent**

Tinesha Allen  
Andrea Bailey  
Margaret Franklin  
Deborah Frazier  
Monica Gary  
Tom Gordy  
Lori Hayes  
Rozia Henson  
Jannan Holmes  
Jeremy McPike  
Jeanette Rishell  
Tiffany Robinson  
Pamela Sebesky  
Josh Thomas  
Bob Weir

**PRTC Staff Present**

Bob Schneider, Executive Director  
Althea Evans  
Declan Goslen  
Ben Matters  
Becky Merriner  
Kimberly Mitchell  
Holly Morello  
Perrin Palistrant  
Philip Parella  
Joe Stainsby

**VRE Operations Board Members Present**

Canek Aguirre (Alternate)  
Victor Angry (Alternate)  
Sarah Bagley  
Kenny Boddye (Alternate)  
Libby Garvey (Alternate)  
James Walkinshaw  
Pamela Yeung (Alternate)

**VRE Operations Board Members Absent**

Andrea Baily  
Meg Bohmke  
Margaret Franklin  
Monica Gary  
Tom Gordy  
Lori Hayes  
Jannan Holmes  
Takis Karantonis  
Alanna Mensing  
Tiffany Robinson  
Ralph Smith  
Daniel Storck

**VRE Staff Present**

Rich Dalton, Chief Executive Officer  
Anaya Farah  
Karen Finucan-Clarkson  
William Montgomery  
Nick Ruiz  
Joe Swartz  
Detrius Williams

### Opening Remarks: Northern Virginia Transportation Commission (NVTC) Executive Director Kate Mattice

Ms. Mattice welcomed attendees into the GMU Van Metre Hall Multipurpose Room at approximately 9:00 a.m. She invited NVTC Chair Matt de Ferranti and PRTC Chair Victor Angry on stage with her. After a few housekeeping items, Ms. Mattice passed the microphone to PRTC Chair Victor Angry to provide welcoming remarks.

### Welcoming Remarks: Potomac and Rappahannock Transportation Commission (PRTC) Chair Victor Angry

In his welcoming remarks, PRTC Chair Angry noted that PRTC is the operator of OmniRide and is instrumental in getting vehicles off the road. More than two million people in Northern Virginia take transit trips in this region every week. PRTC Chair Angry added that the average OmniRide trip has increased from 24.9 miles in 2019, to 29.4 miles as of last reporting.

### Introduction of Special Guest Speaker: Senator Adam Ebbin

Senator Ebbin introduced Senator Lucas, noting that she has been a ground-breaker in so many ways during her long career, including being the first woman shipfitter at Norfolk Naval Shipyard, the first African American woman to serve on the Portsmouth City Council, and the first African American woman to serve as the Senate Pro Tempore and Chair of Senate Finance. Senator Ebbin went on to thank Senator Lucas for her dedication to serving the Commonwealth and her important role in securing transit investments that serve all of Virginia.

### Special Guest Remarks: Pro Tempore of the Virginia State Senate, Senator Louise Lucas

Senator Lucas congratulated those in attendance on a successful event and thanked NVTC, PRTC and VRE for inviting her to speak at the event. She stated that Northern Virginia's transit provides \$1.5 billion annually in income and sales tax to the Commonwealth. She went on to state that the funds contributed to the Commonwealth are important in helping her achieve her goals in the coming General Assembly Session by supporting Virginia's hardworking families who have felt the outsized impact of inflation.

### Transit Panel: Washington Metropolitan Area Transit Authority (WMATA) General Manager/CEO Randy Clarke, Virginia Railway Express (VRE) CEO Rich Dalton, Potomac and Rappahannock Transportation Commission (PRTC)/OmniRide Executive Director Bob Schneider, DASH General Manager/CEO Josh Baker

Ms. Mattice, who served as moderator, introduced the transit panel: WMATA General Manager/CEO Randy Clarke, VRE CEO Rich Dalton, PRTC/OmniRide Executive Director Bob

Schneider and DASH General Manager/CEO Josh Baker. The transit panel then spoke about how things are going at their respective transit agencies. Mr. Clarke stated that WMATA had recently recorded the highest ever rider satisfaction, with 92% of riders satisfied with rail and 83% with bus. Metro is also leading the country in ridership growth. Dr. Schneider went on to say that OmniRide ridership is “through the roof” with more riders than ever before and OmniRide continues to launch new services that are successful. Mr. Dalton stated that VRE has increased ridership by 30% since 2022 and emphasized that VRE manages infrastructure projects and in 2024 the project pipeline is flowing to lay the stage for the growth of VRE. Mr. Baker stated that in the last fiscal year, Alexandria’s DASH beat every ridership record in its 40-year history.

The panelists also discussed how they work with negative news cycles, stating that they are getting out there and telling compelling stories about how transit benefits everyone. The panelists stated that if transit funding challenges were solved, work would need to continue to operate within their means and continue to look for cost savings. In addition, looking at indexing funding to inflation would need to happen. The final piece would be to think long-term and continue to make the current system get the most out of its assets before looking at further expansion. Dr. Schneider added that if the funding question was solved, his first priority would be to focus on stability and from that grows excellence and frequency. Mr. Dalton stated that if funding were solved at VRE, they would be able to provide service that matched the demand, meaning times and frequency would align even better with what riders want. Mr. Baker agreed, stating that furthering the goal of meeting and exceeding the needs of the people who use the system is a shared goal.

Transit Funding Panel: Senator Adam Ebbin, Senator Jennifer Boysko, Delegate Mark Sickles, Fairfax County Board Chair Jeff McKay

This panel was moderated by Nick Donohue, Principal at Capitol Transportation Consultants. He introduced Virginia Senators Adam Ebbin and Jennifer Boysko, Delegate Mark Sickles and Fairfax County Board Chair Jeff McKay. Panelists spoke about what they see as the biggest challenges transit is facing in this region, including land use compatibility, keeping costs down, communicating how essential a well-run transit system is to the region and the country, building consensus among the many different systems, inflation and of course, funding.

Mr. Donohue asked the panelists what message they would like to share with transit operators in the region. Mr. McKay stated that it is important to do a better job marketing transit to build another generation of transit users. Delegate Sickles stated the importance of keeping the transit system clean and safe in order to keep people riding. Senator Boysko added that transit operators need to continue to tell the story of their accomplishments and tout their services and upgrades. Senator Ebbin agreed with Senator Boysko on how it is important to keep giving the full picture of what’s happening at agencies as they work to deliver efficient service.



Closing Remarks: NVTC Chair and Arlington County Board Member Matt de Ferranti

NVTC Chair de Ferranti closed out the forum by thanking those in attendance for coming and reminding them of the scope and importance of transit in the region, stating that transit in this region is moving over two million people a week, which is a major contributor to the economy. NVTC Chair de Ferranti stated that he looks forward to continued collaboration with those in the room. He also recognized Arlington Transit Bureau Chief Lynn Rivers, who is retiring this year after 37 years in the public transit sector.

The 2024 Legislative and Policy Forum concluded at approximately 11:00 a.m.

Approved this 16<sup>th</sup> day of January 2025.

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Chair

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Secretary-Treasurer

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice  
**DATE:** January 9, 2025  
**SUBJECT:** Annual Governance and Leadership

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At the January 2025 meeting, the Commission will be asked to take actions to appoint new officers, committee and board appointments, and signatories and pension trustees. Chair de Ferranti will be recognized for his outstanding service over the last year as chair of NVTC.

**A. ACTION ITEM: Approve the Recommended Slate of Officers for 2025**

At the January meeting, the Commission will be asked to approve the recommended slate of officers for 2025:

David Snyder, Chair  
Sarah Bagley, Vice-Chair  
Matt Letourneau, Secretary-Treasurer

Following approval, outgoing Chair de Ferranti will administer the oath of office to the new 2025 officers.

**B. ACTION ITEM: Approve a Resolution Commending the Honorable Matt de Ferranti for His Service as Chair of the Northern Virginia Transportation Commission for 2024**

Outgoing Chair Matt de Ferranti will be recognized at the January meeting for his outstanding leadership during 2024. The Resolution of Commendation will be presented to him at the meeting.

**C. ACTION ITEM: Approve Resolution #2548: Approve the Selection of NVTC Representatives to Various Boards for 2025**

The Commission will be asked to approve Resolution #2548, which will approve the appointments to the WMATA Board of Directors, Virginia Railway Express (VRE) Operations Board and Virginia Transit Association (VTA) Board of Directors.

The resolution affirms the appointments of the WMATA Board members and their terms. Member terms and requirements are subject to the Code of Virginia (§33.2-1907.4). Canek Aguirre's term expired on January 7, 2025, but was extending by Commission action at the last meeting to provide WMATA Board continuity until formal appointments could be made at the

Commission’s January meeting. The recommendation is to appoint him for another four-year term. VRE Operations Board appointments are selected by each VRE jurisdiction and then appointed by NVTC. Arlington County has selected Maureen Coffey to replace Libby Garvey as an Alternate on the Operations Board.

Some of these actions may be contingent on subsequent action by local boards and councils as their NVTC appointments may not be known by January 16, 2025. [Resolution #2548](#) reflects the recommended appointments as of January 9, 2025. The resolution will be updated as a blue item if any jurisdiction makes further appointments between the materials posting date and the January 16 meeting. The recommended appointments are as follows:

**NVTC’s WMATA Board of Directors**

**Principals:**

Paul Smedberg (Commonwealth Appointee)  
Term expires 01-05-2026

Matt Letourneau (NVTC Appointee)  
Term expires 01-05-2027

**Alternates:**

Canek Aguirre  
Term expires 01-16-2029

Walter Alcorn  
Term expires 01-04-2028

**Virginia Railway Express (VRE) Operations Board**

**Principals:**

Fairfax County:

Daniel Storck  
James Walkinshaw

City of Alexandria:

Sarah Bagley

Arlington County:

Takis Karantonis

**Alternates:**

Fairfax County:

(vacant)

City of Alexandria:

Canek Aguirre

Arlington County:

Maureen Coffey

**Virginia Transit Association (VTA) Board of Directors**

**Principals:**

David Snyder  
Kate Mattice

**Alternates:**

Sarah Bagley  
Canek Aguirre

**D. ACTION ITEM: Approve [Resolution #2549](#): Approve the Recommended NVTC Committee Membership for 2025**

The Commission will be asked to approve [Resolution #2549](#), which will approve the recommended 2025 appointments to NVTC’s committees, including the Executive Committee, WMATA Committee, Legislative and Policy Committee, and Program Advisory Committee. The [NVTC By-Laws](#) determine the membership of the Executive Committee and also speak to the make-up of the other committees. For 2025, the major change to the committee roster is the proposed appointment of Maureen Coffey to replace Libby Garvey, who retired last month, on the Legislative and Policy Committee and the Program Advisory Committee.

Some of these actions may be contingent on subsequent action by local boards and councils as their NVTC appointments may not be known by January 16, 2025. The resolution will be updated as a blue item if any jurisdiction makes further appointments between the materials posting date and the January 16 meeting. The committee roster for 2025 reflects the recommended appointments as of January 7, 2025:

**NVTC Executive Committee**

Chair, David Snyder\*

Vice-Chair, Sarah Bagley\*

Secretary-Treasurer and WMATA Principal Member, Matt Letourneau\*

WMATA Committee Chair, Walter Alcorn

Program Advisory Committee Chair, Dalia Palchik

Legislative & Policy Committee Chair, Canek Aguirre

General Assembly Member, Adam Ebbin

Immediate Past Chair, Matt de Ferranti

*Non-Voting Member:*

WMATA Principal Member, Paul Smedberg

*\*Nominated*

**NVTC WMATA Committee**

Chair, WMATA Alternate Member, Walter Alcorn

WMATA Principal Member, Matt Letourneau

WMATA Principal Member, Paul Smedberg

WMATA Alternate Member, Canek Aguirre

Commission Members:

(drawn from member jurisdictions in a representative manner)

Arlington County, Matt de Ferranti

City of Falls Church, David Snyder

**NVTC Legislative and Policy Committee**

Chair, Canek Aguirre

Commission Members:

(drawn from member jurisdictions in a representative manner)

Arlington County, Maureen Coffey

City of Fairfax, Catherine Read

City of Falls Church, David Snyder

Fairfax County, James Walkinshaw

Loudoun County, Matt Letourneau

*Non-Voting Member:*

General Assembly Member, Adam Ebbin

**NVTC Program Advisory Committee**

Chair, Dalia Palchik

Commission Members:

(drawn from member jurisdictions in a representative manner)

City of Alexandria, Sarah Bagley

Arlington County, Maureen Coffey

City of Falls Church, David Snyder

Loudoun County, Juli Briskman

**E. ACTION ITEM: Approve Resolution #2550: Approve the Designation of NVTC Signatories and Pension Trustees**

The Commission will be asked to approve Resolution #2550, which will designate NVTC signatories and pension trustees. Every January the Commission authorizes the executive director, director of finance and administration, and the newly elected secretary-treasurer to serve as signatories for financial transactions exceeding \$5,000. Also, these persons plus the NVTC comptroller are selected to serve as NVTC's employees' pension trustees. The resolution will be updated to its final version after the election of officers. Matt Letourneau has been nominated to serve as the secretary-treasurer for 2025.



### RESOLUTION OF COMMENDATION

- SUBJECT:** Commending the Honorable Matt de Ferranti for His Service as Chair of the Northern Virginia Transportation Commission for 2024
- WHEREAS:** The Northern Virginia Transportation Commission (NVTC) serves as the voice of public transit in Northern Virginia, promoting the region's transit network through effective and efficient public transit and ridesharing programs to foster economic vitality in the region and the Commonwealth;
- WHEREAS:** The Honorable Matt de Ferranti was elected chair of the Northern Virginia Transportation Commission for 2024;
- WHEREAS:** In 2024, Chair de Ferranti led NVTC during its 60<sup>th</sup> anniversary year of operations as the Commission celebrated its history and decades of work reflected in several anniversary events, including a legislative reception in Richmond for General Assembly members; a Transit Innovation Summit; and an anniversary gala premiering a NVTC staff-produced documentary on the history of NVTC;
- WHEREAS:** During the 2024 General Assembly Session, Chair de Ferranti advocated for additional state aid to help WMATA close its operating funding gap, sustain vital transit services, and maintain the joint partnership between the Commonwealth and NVTC jurisdictions in funding WMATA;
- WHEREAS:** 2024 was a pivotal year with the launching of *DMVMoves*, a joint initiative of the Metropolitan Washington Area Transit Authority (WMATA) and the Metropolitan Washington Council of Governments (COG), to bring leaders in the District of Columbia, Maryland and Virginia together to develop a united vision to deliver a more efficient, reliable and seamless transit system to this region; and concurrently, the Virginia General Assembly established a joint subcommittee (through Senate Joint Resolution 28) to study long-term, sustainable, dedicated operations and capital funding as well as cost-containment controls and strategies to meet the growing needs of public transit agencies in Northern Virginia including WMATA, VRE, and local, regional and commuter bus operators serving the region;
- WHEREAS:** Under Chair de Ferranti's leadership, NVTC has actively been involved with both of these initiatives and he serves as a member of the *DMVMoves* Task Force;
- WHEREAS:** In 2024 as chair, Mr. de Ferranti engaged with the NVTC WMATA Committee, local jurisdictional leaders and regional stakeholders to develop the NVTC Metro Operating Funding and Reform Working Group Report and the 7<sup>th</sup> Annual Report on the Performance and Condition of WMATA, with near-term recommendations to stabilize WMATA and sustain its ridership recovery over the next few years while offering a framework to develop longer-term funding and reform solutions;

**WHEREAS:** Mr. de Ferranti championed the Commuter Choice program, which set records in 2024 with Commuter Choice funded projects supporting over 7,500 weekday trips on the I-395 and I-66 corridors, saving commuters 1,100 hours of travel time and nearly \$15,000 of fuel costs each weekday.

**WHEREAS:** Mr. de Ferranti supported NVTC's Envision Route 7 Strategic Implementation Plan to bring better bus to the to the Route 7 corridor while simultaneously planning for Bus Rapid Transit (BRT);

**WHEREAS:** Mr. de Ferranti supported NVTC's regional coordination on the transition to zero-emission buses with the release of NVTC's Northern Virginia Zero-Emission Bus Strategic Plan and its request for technical assistance from the U.S. Joint Office of Energy and Transportation to evaluate the feasibility of shared on-route charging infrastructure; and

**WHEREAS:** Mr. de Ferranti supported NVTC's ongoing management of vital local, regional, Commonwealth and federal funds, including another clean audit that reflects both NVTC's impeccable financial record and the dedication of NVTC's professional financial team.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby commends the Honorable Matt de Ferranti for his leadership as chair of NVTC for 2024 and his service to the citizens of Northern Virginia and to the Commonwealth of Virginia.

**BE IT FURTHER RESOLVED** that NVTC prepare a copy of this resolution for presentation to Mr. de Ferranti as an expression of its gratitude and in appreciation for his leadership and work on the Commission in promoting and funding public transit and ridesharing in Northern Virginia.

Approved this 16<sup>th</sup> day of January 2025.

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Chair



## RESOLUTION #2548

- SUBJECT:** Selection of NVTC Representatives to Various Boards for 2025
- WHEREAS:** NVTC is empowered to make appointments to the Board of Directors of the Washington Metropolitan Area Transit Authority (WMATA), the Virginia Railway Express (VRE) and the Virginia Transit Association (VTA);
- WHEREAS:** Some of NVTC's jurisdictions may not formally appoint their NVTC members prior to NVTC's January 2025 meeting and some may not be ready with recommendations for appointment to various boards; and
- WHEREAS:** Virginia Secretary of Transportation Shannon Valentine designated Paul C. Smedberg to be the Secretary's designee on NVTC and the WMATA Board, which became effective January 1, 2019 with the term expiring January 4, 2022, and designated him again for a term starting on January 4, 2022 and expiring January 5, 2026;

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby appoints and confirms the following persons to serve as principals and alternates to the WMATA Board of Directors, subject to possible subsequent action by NVTC's jurisdictions that alters their NVTC members for 2025 and their recommendations for members of the various boards:

**WMATA Board of Directors:**

Principals

Paul C. Smedberg  
(Commonwealth Appointee)  
Term expires 01-05-2026

Matthew F. Letourneau  
(NVTC Appointee)  
Term expires 01-05-2027

Alternates

Canek Aguirre  
Term expires 01-16-2029

Walter Alcorn  
Term expires 01-04-2028

**BE IT FURTHER RESOLVED** that NVTC hereby appoints the following persons to serve on the VRE Operations Board, subject to possible subsequent action by NVTC's jurisdictions that alters their NVTC members for 2025 and their recommendations for members of the various boards:

**VRE Operations Board:**

Principals

Daniel G. Storck  
James Walkinshaw  
Takis Karantonis  
Sarah Bagley

Alternates

(vacant)  
  
Maureen Coffey  
Canek Aguirre

**BE IT FURTHER RESOLVED** that NVTC hereby appoints the following persons to serve on the Virginia Transit Association Board, subject to possible subsequent action by NVTC's jurisdictions that alters their NVTC members for 2025 and their recommendations for members of the various boards:

**Virginia Transit Association Board:**

Principals

David F. Snyder

Katherine A. Mattice

Alternates

Sarah Bagley

Canek Aguirre

Approved this 16<sup>th</sup> day of January 2025.

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Chair

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Secretary-Treasurer



**RESOLUTION #2549**

**SUBJECT:** Approve the Recommended 2025 NVTC Committee Membership

**WHEREAS:** Every January, the Northern Virginia Transportation Commission approves the appointments to its four committees, including the Executive Committee, the WMATA Committee, the Program Advisory Committee, and the Legislative and Policy Committee;

**WHEREAS:** The NVTC By-Laws determine the membership of the Executive Committee and also speak to the make-up of the other committees; and

**WHEREAS:** Some of NVTC's jurisdictions may not formally appoint their NVTC members prior to NVTC's January 2025 meeting and, therefore, subsequent action may be needed at a future date to update the committee membership roster.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby approves the following persons to serve on the four NVTC committees, subject to possible subsequent action by NVTC's jurisdictions that alters their NVTC members for 2025:

**NVTC Executive Committee**

Chair, David Snyder (nominated)

Vice-Chair, Sarah Bagley (nominated)

Secretary-Treasurer and WMATA Principal Member, Matt Letourneau (nominated)

WMATA Committee Chair, Walter Alcorn

Program Advisory Committee Chair, Dalia Palchik

Legislative & Policy Committee Chair, Canek Aguirre

Immediate Past Chair, Matt de Ferranti

General Assembly Member, Adam Ebbin

*Non-Voting Member:*

WMATA Principal Member, Paul Smedberg

**NVTC Legislative and Policy Committee**

Chair, Canek Aguirre

Commission Members: (drawn from member jurisdictions in a representative manner)

Arlington County, Maureen Coffey

City of Fairfax, Catherine Read

City of Falls Church, David Snyder

Fairfax County, James Walkinshaw

Loudoun County, Matt Letourneau

*Non-Voting Member:*

General Assembly Member, Adam Ebbin

**NVTC Program Advisory Committee**

Chair, Dalia Palchik

Commission Members: (drawn from member jurisdictions in a representative manner)

Arlington County, Maureen Coffey

City of Alexandria, Sarah Bagley

City of Falls Church, David Snyder

Loudoun County, Juli Briskman

**NVTC WMATA Committee**

Chair, WMATA Alternate Member, Walter Alcorn

WMATA Principal Member, Matt Letourneau

WMATA Principal Member, Paul Smedberg

WMATA Alternate Member, Canek Aguirre

Commission Members: (drawn from member jurisdictions in a representative manner)

Arlington County, Matt de Ferranti

City of Falls Church, David Snyder

Approved this 16<sup>th</sup> day of January 2025.

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Chair

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Secretary-Treasurer



**RESOLUTION #2550**

**SUBJECT:** Designation of NVTC Signatories and Pension Trustees

**WHEREAS:** The Honorable Matt Letourneau (nominated) has been elected secretary-treasurer of NVTC for 2025; and

**WHEREAS:** NVTC desires that the person holding the office of secretary-treasurer be designated as an official signatory as well as a pension trustee.

**NOW, THEREFORE BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby selects the following persons to serve as NVTC signatories (who are eligible to sign individually for any transaction of less than \$5,000 and with one other signatory for transactions of \$5,000 or greater):

Hon. Matt Letourneau (nominated)	Secretary-Treasurer
Katherine A. Mattice	Executive Director
Scott C. Kalkwarf	Director of Finance and Administration

**BE IT FURTHER RESOLVED** that the individuals listed above shall serve as NVTC employees' pension trustees, with the addition of NVTC's Comptroller Colethia Quarles.

Approved this 16<sup>th</sup> day of January 2025.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice, Xavier Harmony, Sophie Spiliotopoulos and Brittany Sumpter  
**DATE:** January 9, 2025  
**SUBJECT:** Consent Agenda

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The Consent Agenda includes three actions regarding a Request for Proposals for National Transit Data technical support, a federal grant application for the Route 7 BRT project, and a letter of endorsement for a Loudoun County grant application.

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

**A. Authorize the Executive Director to Issue a Request for Proposals (RFP) for National Transit Data (NTD) Technical Support**

The Commission is asked to authorize the executive director to issue a Request for Proposals (RFP) for National Transit Data (NTD) data collection services, with an expected initial contract term of three years with an option to extend for two additional two-year periods, resulting in a possible total of seven years. The selected firm will be responsible for updating sampling plans, completing data reports, and preparing reports for submission to the FTA, in accordance with federal reporting requirements.

This project will provide data collection services to NVTC district transit and paratransit services including ART, DASH, Fairfax Connector, CUE and Loudoun County Transit. NTD data is required to be submitted by all recipients of Federal Transit Administration's (FTA) formula funding programs. While Northern Virginia local bus agencies and paratransit services do not receive federal formula funding, they submit their data to the NTD as voluntary reporters. By voluntarily reporting data, WMATA has access to additional annual federal formula funding, benefiting the NVTC jurisdictions that fund WMATA. In FY 2024, it was estimated that WMATA received an additional \$17.4 million in federal formula funding. Jurisdictional staff members, including those on NVTC's Management Advisory Committee (MAC), provide guidance on the scope and level of effort required for each of their jurisdictions. For many decades, NVTC has provided this centralized NTD technical support to the NVTC jurisdictions as a cost-effective way to manage the data collection, sampling and testing required to meet the stringent federal reporting requirements.

NVTC's current contract for NTD technical support with Stantec Consulting Services, Inc. was executed in 2018 and will expire on June 30, 2025. Following the procurement process and a formal evaluation of the proposals, staff will return in May to seek Commission authorization to

award a new contract. As has been done since FY 2004, these services will be funded by state aid taken off the top of the NVTC trust fund.

**B. Approve Resolution #2551: Authorize the NVTC Executive Director to Submit an Application for a Community Project Funding Grant to the Federal Transit Administration**

The Commission is asked to approve Resolution #2551, which will authorize the executive director to submit, on behalf of the Commission, a Community Project Funding (CPF) grant application to the Federal Transit Administration (FTA), to make any necessary corrections to the application, and execute all project funding agreements that may result from consideration of the application. In order to program the funds in a grant application and administer the grant, FTA requires formal authorization by the Commission for the executive director to execute and file an application for federal assistance on behalf of NVTC.

United States Congressional Representatives Don Beyer and Gerry Connolly awarded NVTC \$2 million from the fiscal year (FY) 2023 Community Project Funding Program. The funds will be used towards planning, outreach and environment work for the Envision Route 7 Project, which is a Bus Rapid Transit (BRT) system designed to connect the Mark Center in Alexandria to Tysons via Bailey's Crossroads, Seven Corners and Falls Church along the Route 7 corridor in Northern Virginia. The non-federal share of funding is being provided by the Department of Rail and Public Transportation (DRPT), the City of Alexandria, the City of Falls Church, Arlington County and Fairfax County.

**C. Authorize the Chair to Send a Letter of Endorsement for Loudoun County's Grant Application to DRPT**

The Commission is asked to authorize the chair to send a letter of endorsement for Loudoun County's Department of General Services' grant application for the DRPT Demonstration Project Assistance Program for \$1.13 million. This grant will support a Leesburg microtransit pilot that will offer transit service across six square miles of Leesburg, with multiple connection points to existing Loudoun County Transit services and potentially serving up to 1,119 riders per week. This initiative will enhance Loudoun's role as a key regional partner in expanding the Northern Virginia transit network, while supporting local efforts to improve transit accessibility, access to housing and employment centers, and mobility options for public transit users.

This investment in transit service supports five of Loudoun County Transit's service goals. Specifically, it enhances existing service within Leesburg, focusing on the town core and key activity centers such as the county government offices, Inova's Medical Campus, and the commercial zones along Market Street. Additionally, it provides excellent first- and last-mile connections. The pilot will expand service both geographically and temporally, offering increased mobility options and improved transit access for transit-dependent populations within the town, including the nearly one-third of households with one or fewer vehicles.

**RESOLUTION #2551**

- SUBJECT:** Authorize the NVTC Executive Director to Submit an Application for a Community Project Funding Grant to the Federal Transit Administration
- WHEREAS:** On December 30, 2022, a Federal Register Notice (FRN) was published announcing the Federal Transit Administration's selection of projects for the FY 2023 Transit Infrastructure Grants-Community Project Funding/Congressionally Directed Spending;
- WHEREAS:** In this FRN, as detailed on Consolidated Appropriations Act, 2023 (Pub. L. 117-328, Dec. 30, 2022), NVTC was selected to receive \$2,000,000 in Community Project Funding funds;
- WHEREAS:** The application will include a request for the \$2,000,000 in Community Project Funding funds to apply towards planning, outreach and environmental work for the Envision Route 7 Project, which is a Bus Rapid Transit (BRT) system designed to connect the Mark Center in Alexandria to Tysons via Baileys Crossroads, Seven Corners and Falls Church along the Route 7 corridor in Northern Virginia;
- WHEREAS:** The Northern Virginia Transportation Commission (NVTC) and the City of Alexandria, City of Falls Church, Arlington County, and Fairfax County (collectively the "Entities") mutually desire to advance the final planning stages for the continuation of the Envision Route 7 Project with NVTC acting as the lead contracting and coordinating agent;
- WHEREAS:** Funding will allow NVTC to complete its planning plan for the Route 7 BRT by defining the mobility benefits of BRT, understand the operational impact of BRT along the study corridor, and facilitate an understanding of the BRT project;
- WHEREAS:** The federal share for Community Project Funding Grant award is 80%, with a 20% non-federal match requirement;
- WHEREAS:** The non- federal share will be provided by the Virginia Department of Rail and Public Transportation (DRPT) (\$250,000) and the City of Alexandria, City of Falls Church, Arlington County, and Fairfax County (\$250,000 collectively); and
- WHEREAS:** In order to apply for and administer the grant, FTA requires that NVTC's executive director be authorized to execute and file an application for federal assistance on behalf of NVTC with the Federal Transit Administration for federal assistance authorized by 49 U.S.C. Chapter 53, title 23, United States Code, or other federal statutes authorizing a project administered by the Federal Transit Administration.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission does hereby authorize the NVTC executive director to submit, on behalf of the Commission, the Community Project Funding Grant application to the Federal Transit Administration, to make any necessary corrections to the application, and execute all project funding agreements that may result from consideration of the application.

Approved this 16<sup>th</sup> day of January, 2025.

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Chair

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Secretary-Treasurer



**Chair**  
Hon. Matt de Ferranti

January XX, 2025  
DRAFT

**Vice-Chair**  
Hon. David Snyder

**Secretary-Treasurer**  
Hon. Sarah Bagley

Ms. Tiffany Robinson  
Director  
Virginia Department of Rail and Public Transportation  
600 East Main Street, Suite 2102  
Richmond, VA 23219

**City of Alexandria**  
Hon. Canek Aguirre  
Hon. Sarah Bagley

**Arlington County**  
Hon. Matt de Ferranti  
Hon. Libby Garvey  
Hon. Takis Karantonis

Dear Director Robinson,

The Northern Virginia Transportation Commission (NVTC) is writing to express our strong support for the Loudoun County Department of General Services' grant application for the Virginia Department of Rail and Public Transportation (DRPT) Demonstration Project Assistance Program for \$1.13 million.

**Fairfax County**  
Hon. Walter L. Alcorn  
Hon. James N. Bierman, Jr.  
Hon. Dalia A. Palchik  
Hon. Daniel G. Storck  
Hon. James R. Walkinshaw

This grant will support a Leesburg microtransit pilot that will offer transit service across six square miles of Leesburg, with multiple connection points to existing Loudoun County Transit services and potentially serving up to 1,119 riders per week. This initiative will enhance Loudoun's role as a key regional partner in expanding the Northern Virginia transit network, while supporting local efforts to improve transit accessibility, access to housing and employment centers, and mobility options for public transit users.

**City of Fairfax**  
Hon. Catherine Read

**City of Falls Church**  
Hon. David F. Snyder

This investment in transit service demonstrates that Loudoun County is a strong and committed regional transit partner. It also supports five of Loudoun County Transit's service goals. Specifically, it enhances existing service within Leesburg, focusing on the town core and key activity centers such as the County government offices, Inova's Medical Campus, and the commercial zones along Market Street. Additionally, it provides excellent first- and last-mile connections. The pilot will expand service both geographically and temporally, offering increased mobility options and improved transit access for transit-dependent populations within the town, including the nearly one-third of households with one or fewer vehicles.

**Loudoun County**  
Hon. Juli Briskman  
Hon. Matt Letourneau

**Commonwealth of Virginia**  
Hon. Paul C. Smedberg

**Virginia General Assembly**

**Senate**  
Hon. Adam Ebbin  
Hon. Saddam Salim

We appreciate DRPT's ongoing commitment to transit in Northern Virginia and encourage you to approve Loudoun County's grant application.

**House of Delegates**  
Hon. Paul Krizek  
Hon. Alfonso Lopez  
Hon. David Reid  
Hon. Mark Sickles

Sincerely,

**Executive Director**  
Katherine A. Mattice

\_\_\_\_\_  
Chair



**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice  
**DATE:** January 9, 2025  
**SUBJECT:** NVTC 2024 Year in Review and 2025 Look Ahead

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At the January 2025 meeting, the executive director will present the Commission's accomplishments during 2024 and also give a look ahead for 2025.

### 2024 Year in Review

NVTC hit a milestone in 2024, marking 60 years since the General Assembly created the Commission. [NVTC's 2024 Year in Review](#) looks back at NVTC's marquee anniversary events. The report covers major efforts, such as working towards sustainable long-term funding for public transit and new milestones for Commuter Choice. It will also provide an overview of NVTC's financial position and disbursements for the year as well as details on the major accomplishments and deliverables from each NVTC program: WMATA, Commuter Choice, Transit Technology, Envision Route 7 BRT, and Transit Data and Analysis. The [2024 Year in Review](#) also highlights NVTC's public engagement efforts and staff's collaboration with colleagues across the transit industry.

### 2025 Look Ahead

2025 has the promise of being a pivotal year for NVTC, as Virginia General Assembly and regional long-term funding conversations for WMATA and other transit agencies enter a second year of study and move towards recommendations. NVTC will provide important technical support for the Virginia General Assembly's SJ 28 Joint Subcommittee and will play an important role in having strategic conversations and developing Virginia positions on SJ 28 and the Washington Metropolitan Area Transit Authority and Metropolitan Washington Council of Governments DMVMoves effort. NVTC's work on these initiatives will affect all program areas and inform the development of [NVTC's Legislative and Policy Agenda](#) and [NVTC's Report on the Performance and Condition of WMATA](#) before a pivotal 2026 Virginia General Assembly Session.

NVTC's [Transit Technology](#) program will reach important milestones as the Zero Emission Bus on-route feasibility study completes its work and advances to the next phase of study in looking deeper at how shared on-route charging could be deployed. 2025 is also an important year for [Envision Route 7](#), which will see the kick-off of the next phase of work on the Route 7 corridor between Seven Corners and the Mark Center. [Commuter Choice](#) will see the adoption of another round of project programming for the I-395/95 corridor, a call for projects for the I-66 corridor,

and the completion of a needs assessment study with DRPT that will help define the I-66 corridor in the future.

NVTC's transit [data visualization and analysis](#) program will continue advancing important policy and technical research on micromobility and bus stops and help tell the story of transit in Northern Virginia. Lastly, the financial team will continue its excellent work, managing over \$400 million of funding and ensuring clean audits for years to come.



# Advancing Transit

2024 YEAR IN REVIEW



# Advancing Transit

## 2024 YEAR IN REVIEW

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# Executive Summary

*The Northern Virginia Transportation Commission had many reasons to celebrate in 2024.*

We honored the 60th anniversary of NVTC, played a significant role in locking in additional state aid to keep Metro running, served as a hub for critical discussions on long-term funding for all of the region's public transit agencies, notched records in our Commuter Choice program and published important information to aid the growth and evolution of Northern Virginia's public transit network.

NVTC was founded in 1964 to represent the Commonwealth in planning a rapid transit network for the Capital Region. Over our six decades, NVTC's mission and role has expanded exponentially. Our work touches every transit agency operating in Northern Virginia, while our research has influence across Virginia, and even throughout the nation.

The nature of transit planning means that we are always looking forward. The work we do today can take years, or even decades, to reveal its benefits. However, we are able to look back and see all that we have accomplished and know that our efforts now will be worthwhile. That's why I am encouraged to keep pressing forward to make the region's transit network as strong as possible.



*Kate A Mattice*

**Kate Mattice**  
*Executive Director*



**The nature of transit planning means that we are always looking forward.**

**We know that our efforts now will be worthwhile.”**





# NVTC Celebrates 60 Years of Transit Excellence

*The Northern Virginia Transportation Commission celebrated a milestone in 2024 commemorating 60 years since the General Assembly's creation of NVTC. Throughout the year, we celebrated exciting events that highlighted the achievements and legacy NVTC has built over its remarkable 60-year journey.*

Many current and past NVTC Commissioners turned out for our 60th anniversary celebration and documentary premiere on September 5. They helped lead NVTC through 60 years of change and growth and their work has helped transform the region into a model for what communities can do when they work together to solve transportation problems.

NVTC was grateful to hear remarks from Sen. Tim Kaine, Rep. Don Beyer, Deputy Transportation Secretary Michael Sargent and Chair Matt de Ferranti. Rep. Gerry Connolly sent his good wishes and honored NVTC's milestone in the Congressional Record.

The "Advancing Transit in Northern Virginia" [documentary](#) tells NVTC's story, from the initial efforts to create NVTC and a rapid transit system for the Washington region, to the development of Metro, Virginia Railway Express and local bus systems, NVTC's role in bringing local jurisdictions together to make regional decisions, and the creation of the Commuter Choice program, to name a few highlights.

Our [Transit Innovation Summit](#) on June 14, reflected on hot topics in public transit and looked forward to innovations in the field. The event welcomed more than 150 transit professionals and showcased the exciting work of NVTC and our many partners in Northern Virginia.



# NVTC Through the Years



## 1964

The Virginia General Assembly creates NVTC to lead the Commonwealth's discussions on planning the Metrorail system. The Commission holds its inaugural meeting. The Urban Mass Transportation Act paves the way for nationwide expansion of public transit.



## 1970s

NVTC joins with the U.S. Department of Transportation in a first of its kind pilot program to operate commuter buses in dedicated bus lanes on Shirley Highway (now I-395). Metro starts service with NVTC appointees on the Board of Directors.



## 1980s

NVTC helps form the neighboring Potomac and Rappahannock Transportation Commission and starts planning for Virginia Railway Express (VRE). NVTC assists with the creation of bus systems in five NVTC jurisdictions.



## 1990s

VRE launches service on the Manassas and Fredericksburg lines. NVTC expands into promoting energy efficient and environmentally friendly transit innovations, including a new bus system in Falls Church running on clean fuel technology.





## 2000s

NVTC provides guidance and staff to support the newly created Northern Virginia Transportation Authority. NVTC acquires, tests and installs SmarTrip fareboxes on all local transit agencies' buses.

## 2010s

NVTC kicks off planning for a bus rapid transit (BRT) system connecting Tysons and Alexandria, by way of Seven Corners and Falls Church. NVTC's one-of-a-kind Commuter Choice program launches. NVTC's Metro oversight expands with the passage of dedicated capital funding from the District, Maryland and Virginia.

## 2020s

NVTC and local transit agencies adapt to fundamental shifts in commuting patterns brought about due to the COVID-19 pandemic. The Commuter Choice program reaches a milestone, funding \$178.4 million for projects. NVTC creates a regional strategy for zero-emission buses and calculates the Commonwealth's return on investment in public transit.



# Establishing Long-Term, Sustainable Transit Funding

*NVTC recognized that Metro, Virginia Railway Express and other transit agencies operating in Northern Virginia face an existential crisis in long-term operating funding needs. The change in commuting patterns brought about by the COVID-19 pandemic accelerated existing structural funding deficiencies and served as a call to action.*



NVTC proactively identified the region's critical need for a two-step approach, first securing immediate additional funding for Metro and then driving efforts to establish sustainable, long-term funding sources.

First, by leveraging strong relationships, high quality and time-sensitive analyses, and a targeted communications campaign, NVTC secured an additional \$144.7 million in state aid to support NVTC's jurisdictional obligation to Metro in FY 2025-2026. This work involved extensive analysis and communications with the Youngkin Administration and members of the General Assembly to ensure that NVTC jurisdictions and the Commonwealth maintained their partnership in funding Metro and that the additional financial burden of Metro payments did not fall solely on Northern Virginia's local governments.

Second, NVTC worked with key members of the General Assembly to establish the SJ 28 Growing Needs of Public Transportation in Northern Virginia Joint Subcommittee to develop an expanded menu of revenue options that can potentially be part of a Virginia solution within a broader regional framework. The joint subcommittee work feeds into the efforts of DMV/Moves, which is looking at the Greater Washington region in conjunction with the other Metro Compact jurisdictions—the District of Columbia and Maryland. We know that Virginia's considerable number of transit agencies and complex transit

funding and governance structure makes finding funding solutions more complicated than in the other Metro Compact jurisdictions. That is one reason we have taken a proactive approach to ensure that NVTC and the region's elected officials have a literal seat at the table with membership in both the subcommittee and DMVMoves.

NVTC's staffing and technical support makes the work of the joint subcommittee possible, and we expect that the groundwork laid by both panels will feed directly into legislative action in the 2026 General Assembly Session.

We also used our annual Legislative Forum in December to explain this work in detail. One panel featured leaders and members of the subcommittee and DMVMoves.



# Legislative Forum Tackles Future of Public Transit Funding, Challenges and Opportunities Facing the Region's Transit Agencies

*NVTC held its 11th annual Legislative Forum in December in conjunction with our cosponsors, the Potomac and Rappahannock Transportation Commission and Virginia Railway Express.*

We enjoyed record turnout for the event, featuring Sen. Louise Lucas, President Pro Tempore of the Virginia Senate and two key panels: one focused on the future of funding for public transit in Northern Virginia and a second consisting of the leaders of Metro, VRE, OmniRide and DASH.

The speakers recognized the importance of transit to Northern Virginia, as well as the entire Commonwealth of Virginia and the Greater Washington region. The Forum gave panelists an opportunity to talk about the ongoing work to establish sustainable, long-term funding for transit through the General Assembly's [Joint Subcommittee](#) and Metro and the Metropolitan Washington Council of Governments' [DMVMoves](#) task force.



# NVTC's Metro Program Advances Critical Policy Work and Recommendations for Long-Term Funding at Metro

*NVTC enjoys a special relationship with the Washington Metropolitan Area Transit Authority (WMATA), as it is charged with the funding and stewardship of Metro. NVTC serves as Virginia's voice on the Metro Board of Directors through its appointments. In addition, NVTC manages state aid and the regional gas tax funds, which NVTC jurisdictions use to meet their Metro funding obligations.*

This year, NVTC staff worked closely with Metro Board members and jurisdictional staff to ensure the success and adoption of the 2025 Better Bus Network and subsidy allocation formulas for both Metrobus and Metrorail. These efforts modernize the regional Metrobus network in a resource neutral manner and update the way Metro's funding jurisdictions pay for their respective shares of bus and rail service for the first time in decades.



## Report on the Performance and Condition of WMATA

Beyond supporting the Virginia members of the Metro Board of Directors, NVTC publishes the “Report on the Performance and Condition of WMATA,” each year, as mandated by Virginia law. The report outlines recommendations directed at Metro and other entities.

This year's recommendations work in conjunction with efforts to find long-term funding for public transit agencies. They include:

1. Continuing to work with federal, state, regional and local funding partners to develop long term, sustainable funding to meet Metro's capital and operating needs.
2. Preserving additional state aid (FY 2026) and the operating cap re-baselining contained in the two-year state budget.
3. Establishing a revised Virginia and Maryland legislative operating assistance growth cap.

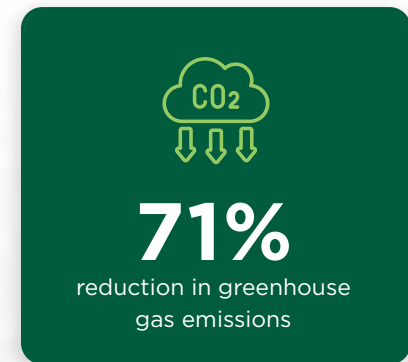
*The full list of recommendations is presented in the **report**.*

# Commuter Choice Program Reaches 7 Million Trips

**Commuter Choice**, a trailblazing, innovative and competitive grant program, reinvests Express Lanes toll revenues in public transit and other transportation improvements along the I-66 and I-395/95 corridors in Northern Virginia. A partnership between the Northern Virginia Transportation Commission and the Commonwealth of Virginia, Commuter Choice improves commuters' travel in two of the most congested corridors in the nation.

## Commuter Choice Benefits Toll Payers and Commuters

In 2024, Commuter Choice crossed an inspiring milestone, supporting over seven million trips in the I-66 and I-395 corridors since the program kicked off. Additionally, funded projects provided an average of 7,500 daily passenger trips each weekday, a new record, resulting in 135 million fewer vehicle miles traveled, 1.3 million hours of travel time saved and a 71% reduction in greenhouse gas emissions, compared to single-occupancy vehicle trips.





## Commuter Choice Celebrates Successes

Several Commuter Choice funded projects hit important milestones this year:

- › The City of Manassas Park's VRE Station Parking Garage topped off. When it fully opens next year, it will have 540 parking spaces for Virginia Railway Express riders.
- › Commuter Choice funded OmniRide projects set all-time ridership records, including routes from Staffordboro to the Pentagon and Staffordboro to downtown Washington.
- › Two battery electric buses purchased by DASH and funded through Commuter Choice are expected to be delivered in early 2025.
- › Construction on a second entrance at Metro's McLean Station is complete and expected to open in 2025 once construction on the adjacent Capital One campus is finished.





# Virginia Railway Express Adapts to Changed Travel Patterns

*NVTC helped found Virginia Railway Express (VRE) and co-owns the commuter railroad with the Potomac and Rappahannock Transportation Commission (PRTC). Both Commissions appoint members of the VRE Operations Board and must approve VRE's annual budgets, policy and fare changes, major investments and legislative initiatives.*

## Long Bridge Groundbreaking

U.S. Transportation Secretary Pete Buttigieg led the **groundbreaking** for the new **Long Bridge** in October. The passenger rail bridge over the Potomac River will uncork a major bottleneck and enable Virginia Railway Express (VRE) and Amtrak to run more trains.

The \$2.3 billion project features a two-track railroad bridge that will connect Arlington with the District, allowing for the expansion of rail service to meet future demand. The new bridge will be built next to the existing bridge, which is 119 years old and will allow for the separation of passenger and freight rail traffic.

## Preparing for Expanded Service

While VRE awaits the completion of Long Bridge in 2030, the passenger railroad took another major step forward, approving VRE's first-ever Saturday service. The service will give riders new options for getting out of their cars and is a first step toward adjusting service compared to previous daily commuting patterns.

## Manassas Line Changes Hands

The Virginia Passenger Rail Authority (VPRA) purchased 25 miles of the Manassas Line from Norfolk Southern Railway Company to promote, sustain and expand passenger and commuter rail service in the Commonwealth. The purchase will aid VRE in expanding evening and weekend frequencies.



# Helping Northern Virginia Transition to Zero Emission Buses (ZEB)

*The completion and launch of the multi-year “Regional Zero Emission Bus Strategic Plan” highlights opportunities for regional coordination in the procurement, installation, training and overall implementation of zero emission buses and supporting bus facilities.*

NVTC also hosted the ZEB Working Group, in which agencies shared lessons learned and next steps in their ZEB transition process.

NVTC received a no-cost technical assistance grant from the federal government that will enable the efficient deployment of zero-emission bus technologies and help identify shared bus charging facilities that will be strong candidates for future state and federal funding.

Regionally, the Federal Transit Administration awarded the Fairfax County Department of Transportation \$50.5 million in 2024 to purchase low-emission, diesel-electric hybrid buses to replace older buses.



# A New Roadmap for Transit Data Analysis

The newly renamed Transit Data and Analysis program adopted a Strategic Transit Policy Roadmap to guide all research for NVTC and to determine whether a potential research effort appropriately falls under NVTC’s mission.

## Studying Climate Impacts and Travel Trends

Reports published by the Transit Data and Analysis program examined how use of public transit benefits the climate, how people **use transit** in Northern Virginia and provides a regional **context and analysis** of existing and planned bus service in the region.

The “**Climate Benefits of Transit in Northern Virginia**” report found that the use of public transit in Northern Virginia reduces 120,000 to 160,000 metric tons of CO2 annually and that all bus fuel types, even diesel buses, are a much greater climate option than using cars.

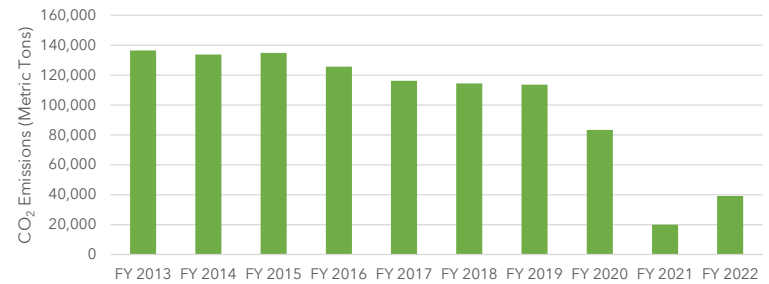


Figure 5: Personal CO2 emissions avoided by taking transit in Northern Virginia

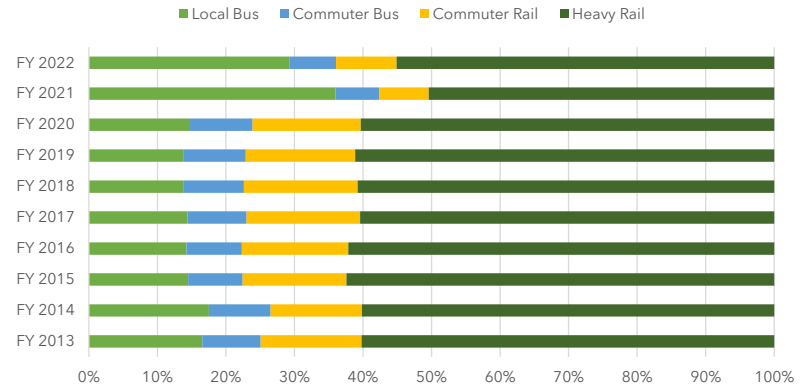


Figure 6: Proportion of CO2 emissions avoided by transit mode in Northern Virginia



# Envision Route 7 Focuses on Near-Term Improvements

## Enabling Better Bus Now

Envision Route 7 is a planned bus rapid transit (BRT) system connecting Tysons and Alexandria, by way of Falls Church and Seven Corners. NVTC works with Arlington and Fairfax Counties, the Cities of Alexandria and Falls Church as well as Metro to plan and implement high-quality bus service in the long-term. In addition, NVTC has identified ways to deliver near-term targeted enhancements to the existing Metrobus 28A service along the Route 7 corridor to realize Better Bus Now.

NVTC will launch a detailed analysis of the planned BRT service between Seven Corners and Alexandria in 2025, building on the completed work for the northern segment of the BRT line and completing the corridor's mobility analysis.



# NVTC in the News

*Local, regional and national newspapers, magazines and television stations interviewed NVTC's chair, leaders and staff to report on NVTC's policy leadership and programs more than 50 times throughout the year, covering topics including Metro funding, the Commuter Choice program, Envision Route 7 and NVTC's zero-emission bus research.*

## DCist

- › **Metro Needs Funding, Badly. Will Virginia Help Provide It?** [bit.ly/3ZBVioE](https://bit.ly/3ZBVioE)

## WJLA

- › **Youngkin says Metro budget amendment will save tax money, local leaders say otherwise** [bit.ly/3OAlYRr](https://bit.ly/3OAlYRr)

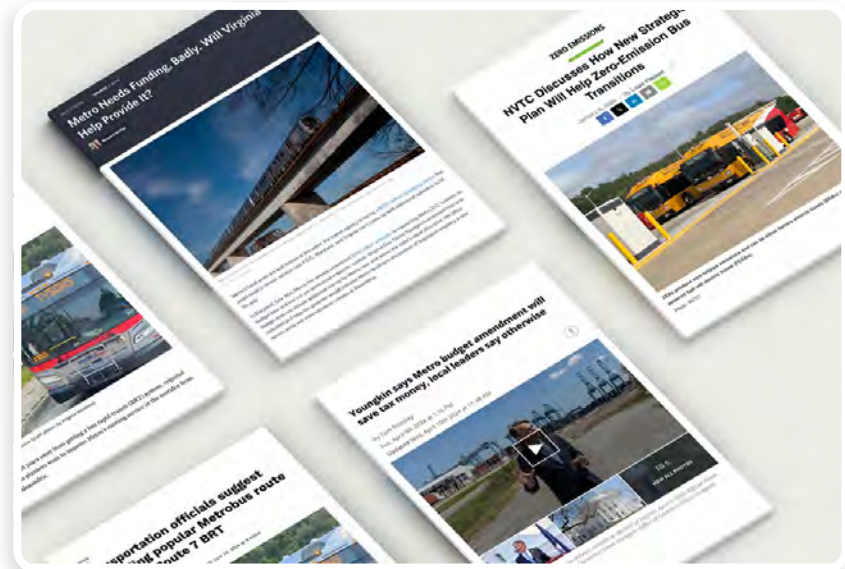
## Metro Magazine

- › **NVTC Discusses How New Strategic Plan Will Help Zero-Emission Bus Transitions** [bit.ly/3B9VydB](https://bit.ly/3B9VydB)

## FFXnow

- › **Transportation officials suggest upgrading popular Metrobus route ahead of Route 7 BRT project** [bit.ly/4giqqAl](https://bit.ly/4giqqAl)
- › **'Road map' for dedicated transit funding still work in progress, N. Va. officials say** [bit.ly/3AYMF6Q](https://bit.ly/3AYMF6Q)

Read more: [novatransit.org/news-and-media/nvtc-in-the-news](https://novatransit.org/news-and-media/nvtc-in-the-news)



# Awards and Honors

## Regional Marketing Campaign Receives Two Awards

NVTC's **"Ride With Us"** regional marketing campaign won a first-place award from the National Association of Government Communicators (NAGC) in the category of digital-social media campaign (paid) and the Virginia Transit Association Outstanding Transit marketing award. That campaign ran last summer following the reopening of Metro's Yellow Line Bridge and the opening of the Potomac Yard-VT Station, while encouraging people to ride all of our public transit systems. It was a partnership between the Department of Rail and Public Transportation, Alexandria, Arlington, Fairfax County, OmniRide and Virginia Railway Express.

## Virginia Transit Leadership Institute

Senior Program Manager Adam Hager joined the second class of the Virginia Transit Leadership Institute (VTLI), presented by the Virginia Transit Association. Meanwhile, Senior Grants and Procurement Manager Brittany Sumpter wrapped up a successful year in the VTLI's first class.

## Joe Alexander Distinguished Public Official Leadership Award

The Virginia Transit Association presented Mary Hynes with the Outstanding Contribution by an Individual: Public Official Leadership Award for her career of service in transportation on the Commonwealth Transportation Board, NVTC, Metro Board of Directors, the Arlington County Board and other regional organizations.



# NVTC in the Community

*As a collaborative organization, it's in NVTC's nature to participate in events run by, or in partnership with others. NVTC staff members attended and presented at national and regional conventions and meetings, joined groundbreakings and ribbon cuttings, and shared NVTC expertise whenever called on to do so.*





# Financial Management

*NVTC fiscal year 2024 financial and compliance reports received clean audit opinions. The two opinions covered the financial position of NVTC's activities and the internal control over financial reporting and compliance with laws, contracts, regulations, grant agreements and other matters.*

**Total NVTC  
Fiscal Year  
2024 Revenue  
\$445.5  
million**



## **\$210.5 million STATE ASSISTANCE**

State assistance for Metro operating and capital commitments of the NVTC jurisdictions, contracted through NVTC with the Department of Rail and Public Transportation (DRPT), came to \$210.5 million.



## **\$107.5 million STATE ASSISTANCE**

State assistance for local operating and capital needs, which NVTC applied for on behalf of its member jurisdictions' transit systems, came to \$107.5 million.



## **\$31.4 million REVENUES**

Net revenues from the regional gas tax, which NVTC received for Metro operating and capital requirements, equaled \$31.4 million.



## **\$31.3 million STATE ASSISTANCE**

DRPT assistance to VRE, for which NVTC served as grantee, totaled \$31.3 million.



## **\$15.0 million CROC FUNDING**

\$15 million annual Commuter Rail Operating and Capital funding, derived from regional gas tax revenues, received by NVTC on behalf of VRE.



## **\$49.7 million COMMUTER CHOICE**

\$49.7 million in toll-related revenues received for the I-66 and I-95/395 Commuter Choice programs.



# Commission Officers

## 2024 NVTC Officers



**Matt de Ferranti** ▶  
*NVTC Chair*  
*Arlington County*



**David Snyder** ▶  
*Vice-Chair*  
*City of Falls Church*



**Sarah Bagley** ▶  
*Secretary-Treasurer*  
*City of Alexandria*



**Dalia Palchik** ▶  
*Immediate Past Chair*  
*Fairfax County*

## NVTC Committee Chairs



**Canek Aguirre** ▶  
*Legislative and Policy Committee*



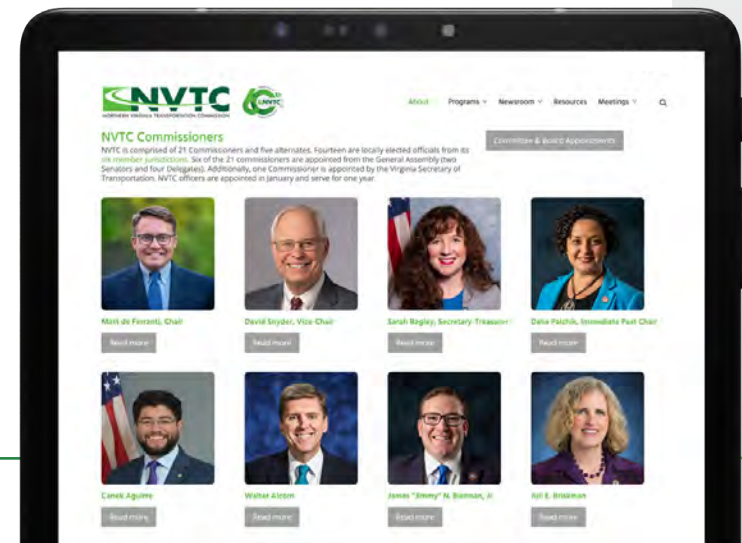
**Dalia Palchik** ▶  
*Program Advisory Committee*



**Walter Alcorn** ▶  
*WMATA Committee*

## Meet Our Commissioners Online

[View All Commissioners Here](#) ▶  
([novatransit.org/commissioners](http://novatransit.org/commissioners))



# NVTC's Professional Staff



**Not pictured:**  
Tenley O'Hara

**BACK ROW, LEFT TO RIGHT:**

Ben Owen, Melissa Walker, Scott Kalkwarf, Xavier Harmony, Genoveva Cutrell, Ann McGrane, Andrew D'Huyvetter, Noman Sayed, Daniel Knickelbein, Matt Friedman, Vikram Sinha

**FRONT ROW, LEFT TO RIGHT:**

Monique Blyther, Adam Hager, Colethia Quarles, Colie Touzel, Allan Fye, Kate Mattice, Rhonda Gilchrest, Sophie Spiliotopoulos, Brittany Sumpter

## Transit Fellow Program

NVTC hosted three Transit Fellows 2024



**Robert Rudesill** is a graduate of Drexel University with a bachelor's degree in political science and plans to attend law school. He spent the first half of the year supporting the Communications team.



**Will Heltzel** is completing his master's degree in urban and regional planning at Virginia Tech. He spent the summer supporting NVTC's zero-emission bus efforts.



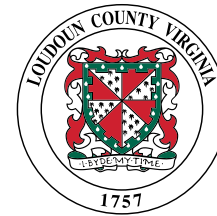
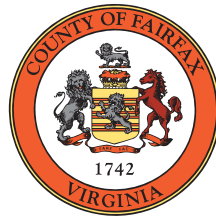
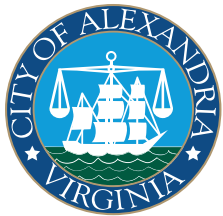
**Mirna Armanious** completed her master's degree in urban and regional planning at Virginia Tech and supported NVTC's Metro program during the fall.

The Transit Fellow program is made possible through generous support from the Department of Rail and Public Transportation



# Member Jurisdictions

NVTC thanks our local, state, regional, federal and non-governmental partners for their valuable contributions toward advancing public transit.



# Our Partner Organizations



# Transit Agencies Serving Northern Virginia





# Advancing Transit

2024 YEAR IN REVIEW

*The 2024 Year in Review is a product of the Northern Virginia Transportation Commission*

## Contact Us

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# AGENDA ITEM #7 Washington Metropolitan Area Transit Authority (WMATA)

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice, Andrew D’huyvetter and Adam Hager  
**DATE:** January 9, 2025  
**SUBJECT:** Washington Metropolitan Area Transit Authority (WMATA)

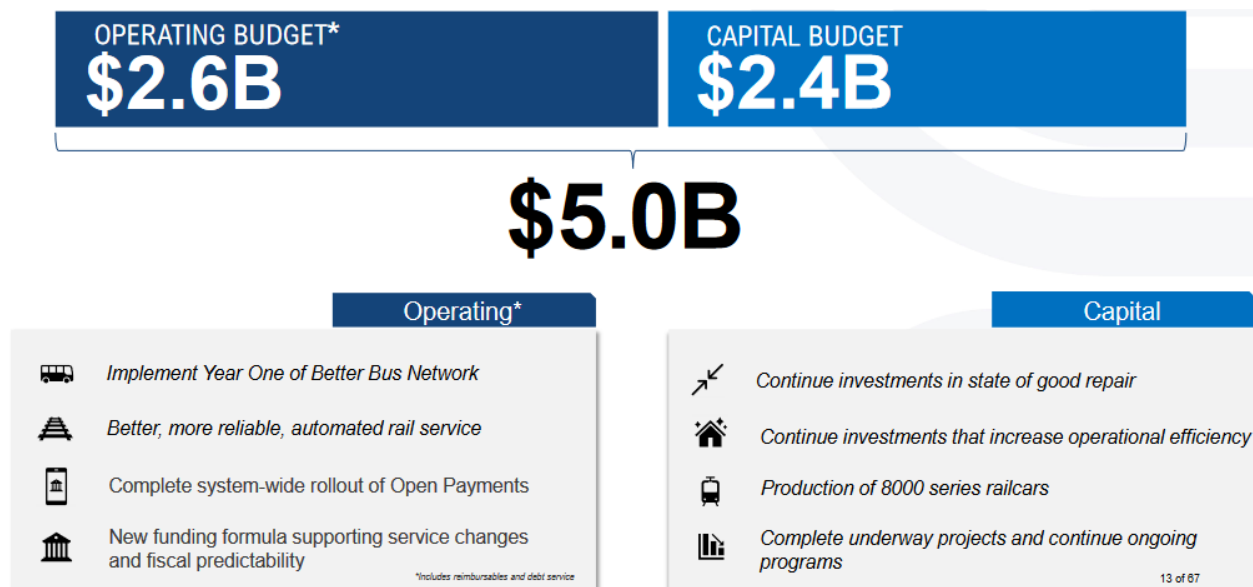
At the January 2025 meeting, the Commission will receive a report from the Virginia WMATA Board members and the chair of the NVTC WMATA Committee. Commission action will be requested to submit comments to WMATA regarding its FY 2026 Proposed Budget.

## A. Report from the Virginia WMATA Board Members

- WMATA General Manager/CEO FY 2026 Proposed Budget, FY 2027 Forecast and Authorization for Public Hearings

On December 12, the WMATA Board [authorized the General Manager/CEO FY 2026 Proposed Budget for public hearings](#). The FY 2026 Proposed Budget uses the recently approved restructured subsidy allocation formulas and 2025 Better Bus Network, reflects 3% year-over-year gross expense growth, and a series of service optimization concepts and methods to close what currently stands as an operating budget gap of \$217 million. The Proposed Budget totals \$5.0 billion between the operating and capital budgets (Figure 1).

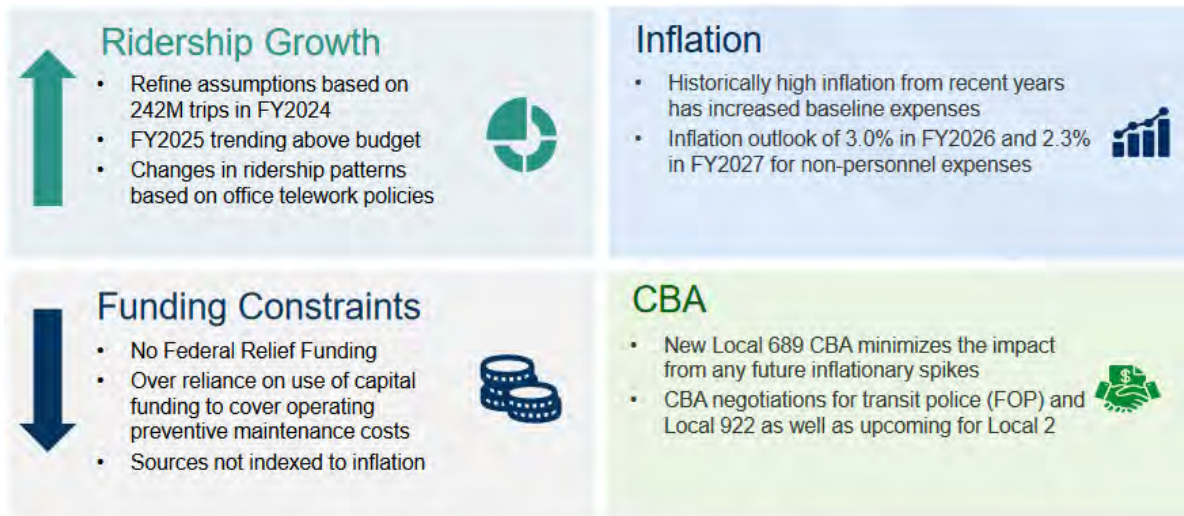
Figure 1: FY 2026 Proposed Budget Highlights



Source: [December 12, 2024 WMATA Finance and Capital Committee meeting](#)

Continued ridership growth in early FY 2025 has led to an increase in projected revenues for the FY 2026 Budget. Additional budget drivers include funding constraints, inflation and new labor agreements (Figure 2).

**Figure 2: FY 2026 and FY 2027 Operating Budget Drivers**

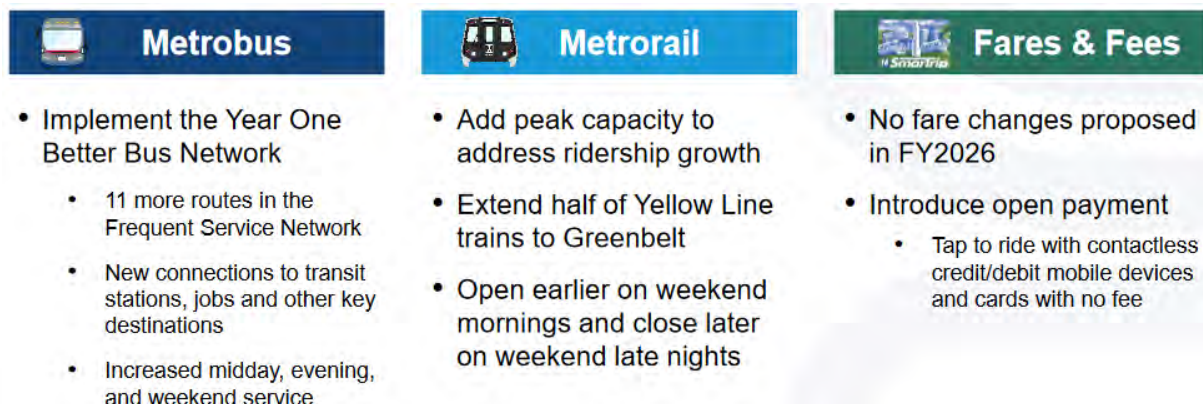


\*Additional stipulations for cost-of-living adjustments (COLA). Total adjustments capped at 5% including GWI.

Source: [December 12, 2024 WMATA Finance and Capital Committee meeting](#)

WMATA intends to implement the recently approved Year One (2025) Better Bus Network to enhance Metrobus service by adding 11 more routes to the Frequent Service Network and connect more destinations, add peak capacity in several places around the core, extend half of the Yellow Line trains to Greenbelt on the Metrorail system and maintain FY 2025 fares (Figure 3). There are also plans to open the Metrorail system an hour earlier and keep the system open an hour later on weekends. Open payment, which allows users to tap a contactless credit or debit card or mobile device, is anticipated to be introduced.

**Figure 3: FY 2026 Service and Fares**



Source: [December 12, 2024 WMATA Finance and Capital Committee meeting](#)



As ridership continues to grow across the Metrorail system and peak-period crowding becomes a larger issue, several service optimization concepts could address peak capacity and other enhancements such as more efficient rail operations and expanded hours of operation. WMATA is in the process of returning to automated operations (Automatic Door Operations, Automatic Train Operations, and Return to Design Speeds) for safer and more reliable operation of the system.

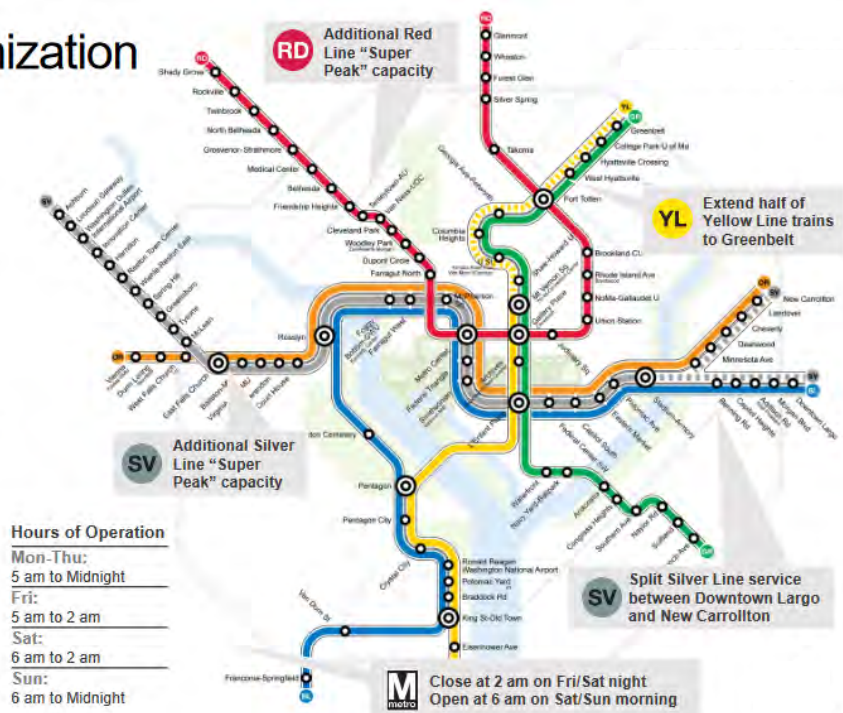
One service optimization concept affecting Virginia included in the FY 2026 Proposed Budget is additional Silver Line “Super Peak” service in the core (Figure 4). At a net budget impact of \$0.5 million, WMATA would add additional trains eastbound in the morning and westbound in the afternoon to provide extra capacity during the busiest parts of the peak periods. The cost savings generated from rail automation and train length optimization would effectively cover the costs of the service optimization concepts proposed by WMATA staff, including the “Super Peak” service, in the FY 2026 Budget.

**Figure 4: Rail Service Optimization Proposals**

## Rail Service Optimization

Use efficiencies from rail automation and train length optimization to enable approximately 3% more rail service with the same FY2026 resources

- Provide additional peak capacity at key bottlenecks
- Improve access to destinations to drive further ridership growth



Source: [December 12, 2024 WMATA Finance and Capital Committee meeting](#)

WMATA intends to use \$69 million in preventive maintenance transfers to bring net FY 2026 operating expenses to \$2.5 billion (Figure 5). With \$545 million in expected revenue, gross subsidy totals \$1.95 billion and after the application of \$28 million in FY 2024 savings, net subsidy totals \$1.92 billion. WMATA projects a 3% total jurisdictional subsidy increase in its FY 2027 forecast.

**Figure 5: FY 2026 Operating Budget and FY 2027 Forecast**

(\$ in millions)	FY2025 Budget	FY2026 Proposed Budget	FY2027 Forecast
<b>Total Revenue</b>	<b>\$488</b>	<b>\$545</b>	<b>\$555</b>
<b>Gross Expenses</b>	<b>\$2,457</b>	<b>\$2,567</b>	<b>\$2,638</b>
PM above \$60M	-\$121	-\$69	-\$101
<b>Net Expenses</b>	<b>\$2,335</b>	<b>\$2,498</b>	<b>\$2,537</b>
<b>Gross Subsidy</b>	<b>\$1,847</b>	<b>\$1,952</b>	<b>\$1,982</b>
Prior Year Savings		-\$28	
Federal Relief	-\$95		
<b>Net Subsidy</b>	<b>\$1,753</b>	<b>\$1,924</b>	<b>\$1,982</b>

**Revenue and Ridership**

- **Strong ridership growth** supports increased revenue projections

**Preventive Maintenance (PM)**

- Increased ridership and revenue projections allows Metro to **reduce use of capital funding for operating preventive maintenance**

**Prior Year Savings**

- Prior year one-time savings **reduce FY2026 funding requirements**

**Federal Relief**

- Amount fully exhausted during FY2025, **none available in FY2026**

**FY2026 Jurisdictional Subsidy Increase**

- **Consistent with the February FY2025/2026 Budget Plan**, replaces \$95 million in federal relief, adds jurisdictionally sponsored bus enhancements

Note: Amounts may not sum due to independent rounding;

Source: [December 12, 2024 WMATA Finance and Capital Committee meeting](#)

The FY 2026 Capital Budget and FY 2026-2031 Capital Improvement Program continues WMATA’s focus on state of good repair, zero-emission conversion, track rehabilitation, fare systems modernization and vehicle acquisition and replacement with new 8000-series railcars (Figure 6).

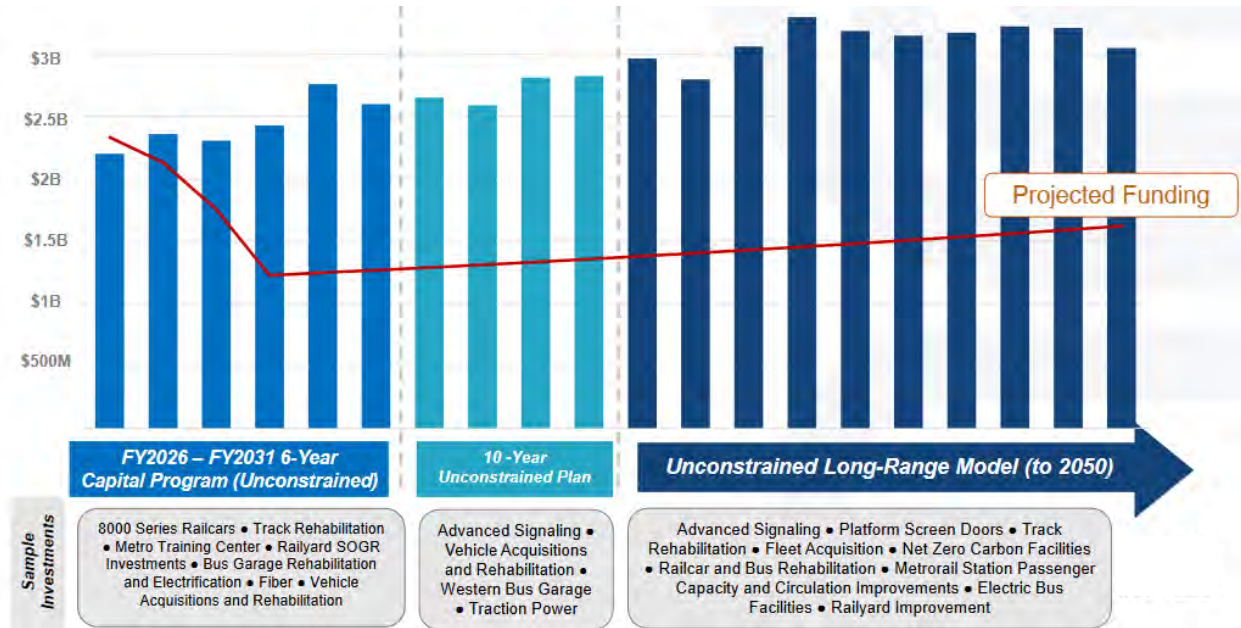
**Figure 6: Proposed FY 2026-2031 Capital Program Highlights**

<b>Major Investments Underway</b>	
• Bus Vehicle Replacement and Rehabilitation	• Bridge and structure rehabilitation
• Bladensburg & Northern Bus Division Replacements and Zero Emission Conversion	• Track rehabilitation
• Zero emission bus conversion at Cinder Bed	• Fare systems modernization
• State of good repair investments in signaling system	• Radio replacement and fiber installations
• MetroAccess vehicle replacement	• Elevators and Escalators
• 8000 Series Railcars (legacy vehicle replacement)	• Enterprise Resource Planning System Modernization (MetroSync)
<b>Major Investments Under Development</b>	
• Railcar Fleet Management Facility	• Digital Modernization
• Planning and Project Development for Advanced Signaling System	• Planning for Station Circulation and Entrance Improvements
• Metro Training Center	• Platform Structural Rehabilitations

Source: [December 12, 2024 WMATA Finance and Capital Committee meeting](#)

While WMATA’s FY 2026 Proposed Budget maintains state of good repair and advances towards the agency’s zero-emission transition and other critical needs, the long-term sustainability of the capital program remains in jeopardy due largely to the fact that approximately half of WMATA’s capital budget sources are not indexed to inflation and their buying power has eroded over time. Due to funding constraints, WMATA will revert to a reactive approach that uses assets past their useful life and maintains minimum maintenance programs. Projected capital funding and capital program needs are illustrated in Figure 7.

**Figure 7: Long-Term Estimated Capital Needs and Projected Funding**



Source: [December 12, 2024 WMATA Finance and Capital Committee meeting](#)

WMATA anticipates a total subsidy of \$1.92 billion in FY 2026 (inclusive of jurisdictional sponsored bus enhancements), up from 1.75 billion in FY 2025 (Figure 8). The change from FY 2025 to FY 2026 is due to 3% growth and replacement of one-time savings in FY 2024 of \$95 million.

**Figure 8: FY 2026 Subsidy Table**

<b>FY25 Subsidy</b>	\$1,753M
+	
<b>3% Growth</b>	\$52M
+	
<b>One-Time Savings Replacement</b>	\$95M
+	
<b>Jurisdictional Sponsored Bus Enhancement</b>	\$24M
=	
<b>FY26 Subsidy</b>	\$1,924M

(\$ in Millions)	Metrobus	Metrorail	MetroAccess	Total Subsidy*
<b>District of Columbia</b>	<b>\$375.7</b>	<b>\$324.0</b>	<b>\$45.3</b>	<b>\$745.0</b>
Montgomery County	\$95.3	\$155.0	\$31.4	\$281.7
Prince George's County	\$162.3	\$163.5	\$75.7	\$401.5
<b>Maryland Subtotal</b>	<b>\$257.7</b>	<b>\$318.4</b>	<b>\$107.2</b>	<b>\$683.3</b>
City of Alexandria	\$24.9	\$37.0	\$2.2	\$64.1
Arlington County	\$44.7	\$98.3	\$1.6	\$144.6
City of Fairfax	\$1.4	\$2.2	\$0.4	\$4.0
Fairfax County	\$69.5	\$155.5	\$17.2	\$242.3
City of Falls Church	\$1.8	\$2.1	\$0.1	\$4.0
Loudoun County	\$0.1	\$37.1	\$0.0	\$37.2
<b>Virginia Subtotal</b>	<b>\$142.4</b>	<b>\$332.2</b>	<b>\$21.5</b>	<b>\$496.2</b>
<b>Total Contribution</b>	<b>\$775.8</b>	<b>\$974.7</b>	<b>\$174.0</b>	<b>\$1,924.5</b>

\*FY2026 Total Subsidy excludes Debt Service for Gross Revenue Bonds

Source: [December 12, 2024 WMATA Finance and Capital Committee meeting](#)

WMATA will begin extensive public outreach over the winter to inform customers and the public of the details of the FY 2026 Proposed Budget. In addition to driving feedback via an online survey

and public hearings, WMATA will continue placing a focus on reaching low-income and minority customers and those with disabilities (Figure 9). New for this budget cycle, WMATA also intends to perform direct outreach to community organizations and stakeholder groups.

**Figure 9: FY 2026 Proposed Budget Customer Outreach**

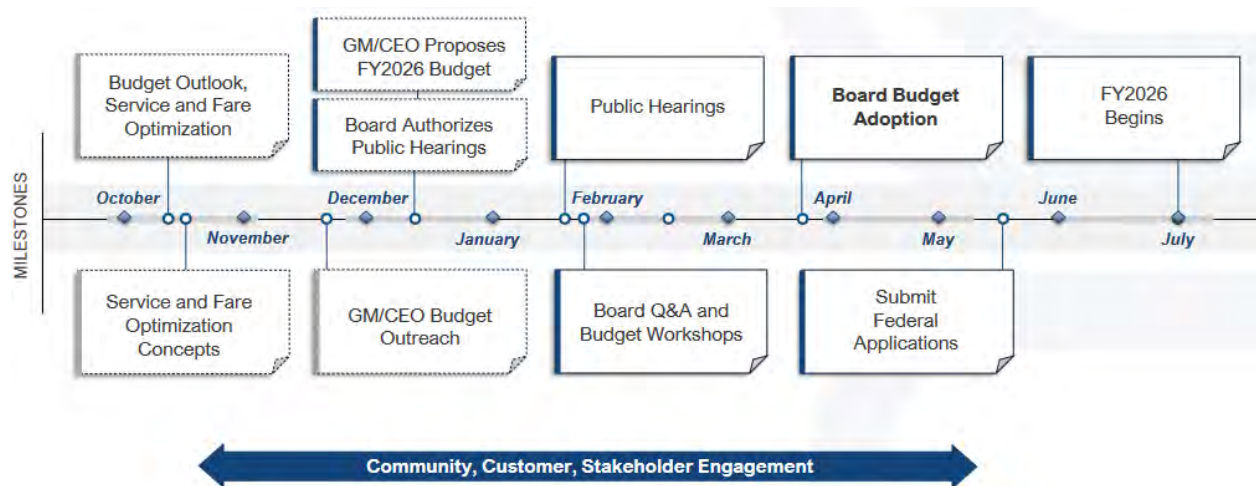
**Emphasis on reaching low-income and minority customers; customers with disabilities**

- **Bus & rail signage:** Print & digital signs in English/Spanish at stations, in buses & Metro Access vehicles
- **Digital media:** social media, local and non-English publications
- **Direct outreach:** e-mail to Community Based Organizations, Stakeholder Groups, etc... with information on public hearing schedule to share with their respective audiences
  - Socialize public hearings schedule during December 12, 2024, Community Conversation
- **Public hearings:** At least 4 instances for public to provide testimony both in-person and online, across each jurisdiction
- **Survey:** primary source of feedback (~95% of all comments)

Source: [December 12, 2024 WMATA Finance and Capital Committee meeting](#)

After public hearings, Board Q&A and budget workshops over the winter months, the WMATA Board is expected to adopt the FY 2026 Budget in March (Figure 10). FY 2026 begins on July 1, 2025. Because the February 20 Joint NVTC WMATA Committee/Legislative and Policy Committee meeting is likely to be after the public comment period closes, the Commission will take action on comments on WMATA’s proposed FY 2026 budget and capital improvement plan at the January 16 Commission meeting (see #B Report from the Chair of the NVTC WMATA Committee).

**Figure 10: FY 2026 Budget Timeline**



Source: [December 12, 2024 WMATA Finance and Capital Committee meeting](#)

- Approval of Collective Bargaining Agreement with Local 922, International Brotherhood of Teamsters

On December 12, the WMATA Board [authorized staff to execute a collective bargaining agreement \(CBA\) with Local 922](#). Following the Board's agreement with Amalgamated Transit Union Local 689 in August 2024, the new four-year CBA with Local 922 includes a wage freeze for the first year (November 1, 2024 to October 31, 2025), a 3.0% wage increase in the second and third years and a 3.5% wage increase in the fourth and final year of the agreement. The wage increases in years two through four could total up to 5.0% depending on the prior year's consumer price index. The CBA also includes updated provisions for job placement periods, attendance rules, enhanced post-retirement health benefits and limits on cumulative work hours and mandatory rest periods.

- Authorization to Apply for Commuter Choice Grant

On December 12, the WMATA Board [authorized WMATA staff to submit applications for two I-395/95 Commuter Choice projects](#). WMATA is an eligible applicant under [NVTC's I-395/95 Commuter Choice program](#) and is now able to submit applications for new Metrobus A29 service and enhanced service frequencies on the Metrobus A25, both of which are part of WMATA's Better Bus Network Redesign effort. The A29 will operate in the peak-period and peak-direction from Van Dorn to Metro Center while the A25 will operate in the peak-period and peak-direction from the Landmark Transit Center to the Pentagon.

While the A29 was not included in WMATA's resource-neutral 2025 (Year One) Better Bus Network, scheduled for implementation in summer 2025, I-395/95 Commuter Choice would support two years of operations were the application selected for funding. The A25 (which comprises parts of the current Metrobus 22F and 8W routes) would improve peak-period, peak-direction headways from 30 minutes to 15 minutes for two years if selected for funding.

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

- **ACTION: Authorize the Chair of the WMATA Committee to Submit FY 2026 Proposed Budget Comments to WMATA**

The Commission will be asked to authorize the chair of NVTC's WMATA Committee to submit comments to WMATA regarding its FY 2026 Proposed Budget. Due to its public outreach schedule, WMATA's proposed budget details are to be released following NVTC's January meeting with the public comment period ending before the planned February 20 Joint NVTC WMATA Committee/Legislative and Policy Committee meeting. Based upon preliminary information, staff recommend the letter reflect the following themes:

- Capitalize on the 2025 Better Bus Network investment and continue to work closely with local jurisdictions on implementation.
- Advance Metrorail service optimization initiatives with savings from automation and use of six-car trains.

- Continue to look for opportunities to find one-time and recurring cost savings in the operating and capital budgets.
- Coordinate with regional partners as open payment is planned and deployed.
- Focus capital investments on state of good repair and necessary enhancements; continue to communicate the short- and long-term modernization needs in the capital program.

After Commission action, staff will work with the chair of NVTC's WMATA Committee to finalize and submit a letter from NVTC to WMATA regarding its FY 2026 Proposed Budget and Capital Improvement Plan prior to the close of the public comment period.

### **C. Other WMATA News**

- [Downtown Metrorail Construction Completed Early and Under Budget](#)

On December 29, 2024, [WMATA announced that construction work on the Blue, Orange and Silver Lines in Downtown D.C. wrapped up early](#) and more than \$450,000 under budget. Between December 20 and December 29, service on parts of the Blue, Orange and Silver Lines between Foggy Bottom and Federal Triangle was suspended. The major construction project improved tracks and signaling and was part of WMATA's six-year, \$12 billion Capital Improvement Program.

# AGENDA ITEM #8

## NVTC Work Towards Long-Term Sustainable Dedicated Funding

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice, Andrew D’huyvetter, Adam Hager and Daniel Knickelbein  
**DATE:** January 9, 2025  
**SUBJECT:** NVTC Work Towards Long-Term Sustainable Dedicated Funding

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At the January 2025 meeting, the Commission will be asked to approve a resolution outlining NVTC’s guiding principles for future transit funding. This memo includes a written report on the regional work being done by SJ 28 Joint Subcommittee and DMVMoves.

### **A. ACTION: Approve Resolution #2552: NVTC’s Guiding Principles for Future Transit Funding**

The Commission will be asked to approve Resolution #2552: NVTC’s Guiding Principles for Future Transit Funding. After reviewing and discussing the concepts at the December Commission meeting, staff solicited Commissioner and public feedback for incorporation into the final resolution. The purpose of the resolution is to document the Commission’s priorities related to addressing future regional transit funding needs and to inform the SJ 28 Joint Subcommittee and DMVMoves initiatives as they identify long-term, sustainable, dedicated funding solutions for public transit in this region. NVTC sought public comment on the draft resolution through the December 27 deadline and are included in the compilation of public comments.

NVTC’s draft guiding principles for future transit funding call for continued efforts by WMATA, VRE, and all local public transit systems in Northern Virginia to implement cost containment strategies, generate operational efficiencies, and measure progress to ensure an efficient use of taxpayer resources.

For all public transit agencies in Northern Virginia, NVTC seeks a long-term, sustainable, dedicated funding solution that:

1. Provides adequate growth in revenues to meet current and future operating and capital needs for WMATA, VRE and local transit operators in Northern Virginia;
2. Preserves existing local, regional and statewide revenue sources that support public transit operating and capital expenses;
3. Aims to reduce pressure on property taxes as a funding source for transit;
4. Continues to reflect a diverse range of revenue sources to reduce the economic risk associated with overreliance on a single revenue source; and
5. Directly distributes revenues to NVTC for allocation to local bus systems, VRE, and to those jurisdictions funding WMATA, matching or similar to NVTC’s financial management model.

As a co-owner of VRE, NVTC supports a long-term funding approach for VRE that continues to allocate funds generated from the NVTC and PRTC districts based upon a mutual agreement, and, if used for capital funding, enables their use by VRE for bond debt service.

As the representatives of the Virginia signatories to the WMATA Compact, NVTC supports a long-term funding approach for WMATA that:

1. Continues the strong federal commitment to WMATA formula funding as well as the federal dedicated state of good repair funding (PRIIA), ensures those are adjusted for inflation, and explores opportunities for federal operating assistance;
2. For non-federal funding, reflects an agreement or framework between Virginia, Maryland and the District of Columbia whereby each identify the revenue solutions that best meet the unique economic and political characteristics of each state level jurisdiction;
3. Limits revenues generated in Virginia for WMATA funding purposes to no more than Virginia's appropriate share of the WMATA budget;
4. Continues to demonstrate the shared benefit and shared responsibility of funding WMATA between the NVTC district localities and the Commonwealth, whereby at least 50% of Virginia's funding for WMATA operations and capital is provided by statewide revenue sources;
5. Ensures any regionally-generated revenue sources are raised in a consistent manner across the NVTC District; and
6. Allows for the establishment by the WMATA Board of an operating contingency reserve fund that reflects sound financial management and provides greater predictability for WMATA and its funding partners;
7. Allocates revenue sources for WMATA capital purposes in a way that enables their use by WMATA for bond debt service.
8. Ensures that those that use the system help pay for the system by leveraging policies that support farebox recovery and increase paid ridership.

As DMVMoves continues to explore regional scenarios to address future, regional transit needs and the SJ 28 Joint Subcommittee generates NVTC, PRTC and statewide revenue estimates to potentially support Northern Virginia's transit agencies, both efforts will develop options regarding the structure and mechanics of possible funding solutions. NVTC plays a vital role in developing a Virginia-consensus position and this resolution documents the Commission's priorities related to addressing future regional transit funding needs.

## **B. Regional Work Towards Long-Term Sustainable Dedicated Funding**

- [SJ 28: Joint Subcommittee to Study Growing Transit Needs in Northern Virginia](#)

The [SJ 28 Joint Subcommittee](#) is currently on a break during the Virginia General Assembly Session and will reconvene later this year. NVTC is providing technical support to the Joint Subcommittee. NVTC staff are in the process of evaluating proposals and selecting a contractor



to provide consultant support in developing revenue estimates and other tasks related to the Joint Subcommittee's work in 2025.

- DMVMoves

The [DMVMoves](#) Task Force is currently on a break and will reconvene later this year. As a reminder, the Task Force met on Monday, December 2, 2024, for its first robust discussion on the opportunities and costs of potential transit system and funding scenarios. The Task Force reviewed four scenarios developed by DMVMoves staff:

- Scenario 1 – limit funding needs to support existing transit service, and provide a baseline level of state of good repair
- Scenario 2 – enhance transit service and continue to provide a baseline of state of good repair
- Scenario 3 – further enhance transit service and modernize capital assets
- Scenario 4 – comprises the first three scenarios and includes major transit expansion

Each scenario requires significant levels of additional funding beyond what is currently available from existing revenues, starting at an additional \$645 million per year for the entire region. Members of the Task Force generally shared support for Scenario 2 as the minimum proposal for consideration. As of December 2024, Scenario 2 would cost an additional \$600 million for WMATA's needs and \$250 million for state/local transit providers in fiscal year 2028. It would aim to meet important service increases for local bus, commuter rail, as well as Metro, as well as cover important state of good repair capital investments. It is important to note that from a Virginia perspective, there remains a need to identify a permanent funding source for the additional funding the General Assembly contributed to help address Virginia's collective WMATA bill in FY 2025 and FY 2026. While DMVMoves is developing funding scenarios for the regional WMATA transit zone (the Virginia portion of which comprises the cities and counties within NVTC), SJ 28 is developing revenue estimates, inclusive of WMATA, for NVTC, the Potomac and Rappahannock Transportation Commission (PRTC) and statewide. DMVMoves staff are in the process of refining each scenario and updates will be provided in early 2025 when the Task Force is anticipated to move forward with a preferred scenario for modeling.

In addition to the work of the Task Force and two primary advisory groups, there are now six DMVMoves working groups that are tasked with advancing a series of action plans to implement policy recommendations on fare policy, service guidelines, wayfinding, bus priority strategies, shared procurements, and consistent training and certification.

**RESOLUTION #2552**

**SUBJECT:** NVTC's Guiding Principles for Future Transit Funding

**WHEREAS:** Northern Virginia is served by a network of public transit providers, including Arlington Transit, DASH in the City of Alexandria, CUE in the City of Fairfax, Fairfax Connector, Loudoun County Transit, the Washington Metropolitan Area Transit Authority (WMATA), and the Virginia Railway Express (VRE), that provide an integrated network of local, regional and commuter services, leveraging shared facilities, integrated schedules, fare payment technologies and joint procurement efforts that move more than two million people each week and annually generate at least \$1.5 billion in income and sales tax provided to the Commonwealth of Virginia's general fund;

**WHEREAS:** NVTC was founded in 1964 in part to represent the interests of the Commonwealth of Virginia during the establishment of WMATA and is now charged with the funding and stewardship of WMATA, co-owns the VRE commuter rail system with the Potomac and Rappahannock Transit Commission (PRTC), and serves as the official financial manager for state and regional funding to support NVTC jurisdictional payments to WMATA, state and regional funding for VRE, and state capital and operating funding to local public transit systems in the Northern Virginia Transportation District (NVTC District);

**WHEREAS:** NVTC is the governing body of the NVTC District comprised of the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington, Fairfax and Loudoun, where several regional revenues are raised in a uniform manner to benefit regional transit operators, including WMATA and VRE;

**WHEREAS:** Through NVTC Resolutions #2339 and #2342, NVTC previously stated its governance, funding and reform principles and priorities regarding WMATA and as part of the dedicated WMATA capital funding legislation in 2018, codified in 33.2 Chapter 34 of the Virginia Code, the Virginia General Assembly established funding withholding provisions that required several governance, accountability and operating subsidy growth reforms at WMATA;

**WHEREAS:** WMATA is unique among transit agencies in the United States in that it is established by an interstate compact with three signatories, the Commonwealth of Virginia, the District of Columbia, and the State of Maryland, who have different funding approaches and governance structures;

**WHEREAS:** The U.S. Congress has recognized the significant role WMATA has in moving the federal workforce and providing transportation to visitors to the nation's capital so that, in addition to federal capital formula funding, it provides WMATA with \$150 million per year in federal dedicated capital funding for WMATA's state of good repair efforts, a level of funding that has not increased since 2009, and requires by code that all federal agencies in the Greater Washington area convey operating funding by budgeting and providing transit benefits to their employees who take transit, which totaled over \$100 million in fare revenue from federal employees in FY 2019;

**WHEREAS:** The Commonwealth of Virginia provides funding from the Commonwealth Mass Transit Fund to support a portion of the capital and operating costs of all public transit systems in the Commonwealth, including ART, CUE, DASH, Fairfax Connector, Loudoun County Transit, WMATA and Virginia Railway Express where the remaining funds are provided by locally- and regionally-generated revenues;

**WHEREAS:** In Virginia, NVTC jurisdictions are the compact funding partners to WMATA and are ultimately responsible for meeting WMATA's capital and operating obligations and historically, Virginia's financial support to WMATA is equally shared between NVTC jurisdictions and the Commonwealth of Virginia, reflecting the use of the WMATA network by those who live outside of the NVTC transit district and the economic value of the WMATA network to the entire Commonwealth of Virginia;

**WHEREAS:** Since 2018, the Commonwealth of Virginia has allocated a fixed amount of \$154.5 million annually in dedicated capital funding to WMATA and \$15 million annually to VRE for the Commuter Rail Operating and Capital Fund (CROC), generated primarily from regional and local revenues collected in the NVTC District (and PRTC District for CROC) and not indexed for inflation;

**WHEREAS:** The COVID-19 pandemic upended the financial operating model of all transit agencies across the United States through the inflation of operating and capital costs and the reduction in revenues from ridership whereby WMATA faces an operating fiscal cliff in FY 2027 and a capital fiscal cliff starting as early as FY 2028; VRE faces operating budget shortfalls starting in FY 2028; PRTC OmniRide faced a fiscal cliff in FY 2025 which will recur until resolved; and local transit agencies in Northern Virginia and across the Commonwealth face fiscal challenges as state aid funding levels decline starting in FY 2026;

**WHEREAS:** In the summer of 2023, WMATA faced a projected \$750 million FY 2025 operating gap, which was temporarily resolved with aggressive cost savings, fare increases, targeted service adjustments, and additional operating subsidies from the District of Columbia, Maryland and Virginia, and between FY 2023 and FY 2025, WMATA found \$532 million in operating and capital cost savings by eliminating salary and wage increases for Local 689 and non-represented employees, developing a zero growth budget, and implementing changes to maximize rail and bus service efficiencies;

**WHEREAS:** In 2021, the WMATA Board adopted fare policy principles that maximize ridership while ensuring adequate revenue and cost efficiency to sustain service, and between 2023 and 2024, WMATA increased passenger revenues from a 21% growth in ridership, reduced Metrorail fare evasion by 82%, and implemented an average 12.5% increase in fares for FY 2025;

**WHEREAS:** Unlike its peer transit agencies and state and local funders, WMATA has no operating contingency reserve fund which, if established, could help earn WMATA a better bond rating as it demonstrates sound financial management;

**WHEREAS:** Through its two-year budget, the Commonwealth provided additional non-recurring state aid to match additional local funding to allow Virginia to close its portion of WMATA's FY 2025 and FY 2026 operating funding gap, deferring WMATA's operating fiscal cliff in Virginia to FY 2027;

**WHEREAS:** WMATA, in partnership with the Metropolitan Washington Council of Governments (MWCOG), launched *DMVMoves*, an initiative that seeks to develop a long-term vision for world-class transit in the Greater Washington region, identify the scale of the financial need for WMATA and other transit agencies, and offer sustainable funding concepts for the region;

**WHEREAS:** Concurrently, the Virginia General Assembly established a Joint Subcommittee (through Senate Joint Resolution 28) to study long-term, sustainable, dedicated operating and capital funding as well as cost-containment controls and strategies to meet the growing needs of public transit agencies in Northern Virginia including WMATA, VRE, and local, regional and commuter bus operators serving the region;

**WHEREAS:** *DMVMoves*, in coordination with all transit systems that serve the Greater Washington region, has identified a minimum \$645 million/year gap in FY 2028 between available revenues and the need to maintain existing service and necessary state of good repair for all of the transit systems serving the Greater Washington region, and has identified larger funding gaps for scenarios that fund all state of good repair needs and/or offer increased service and capital expansion;

**WHEREAS:** The SJ 28 Joint Subcommittee directed its Technical Working Group to examine 15 potential revenues for consideration to address the funding gaps for Northern Virginia transit systems including providing revenue estimates of those generated within the NVTC District, the PRTC District and statewide;

**WHEREAS:** NVTC jurisdictions seek fiscal tools beyond increases to property taxes to address the growing needs of public transit, as that limited focus on revenues will create disproportionate impacts on Northern Virginia property owners and could lead to double-digit increase in property tax rates across NVTC jurisdictions;

**WHEREAS:** NVTC research benchmarking the funding of major public transit agencies with WMATA found that those agencies that rely on only one source of dedicated funding are susceptible to budget shortfalls during an economic recession;

**WHEREAS:** WMATA has indicated that future revenues for capital funding must legally be able to be used for the payment of or security for debt service on bonds or other indebtedness of WMATA; and

**WHEREAS:** As the region and the Commonwealth explore options for long-term, sustainable, dedicated funding solutions and associated revenue structure framework, NVTC supports a series of guiding funding principles.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby seeks continued efforts by WMATA, VRE and all local public transit systems in Northern Virginia to implement cost containment strategies, generate operational efficiencies, and measure progress to ensure an efficient use of taxpayer resources.

**BE IT FURTHER RESOLVED** that the Northern Virginia Transportation Commission hereby seeks a long-term, sustainable, dedicated funding solution for all public transit agencies in Northern Virginia that:

1. Provides adequate growth in revenues to meet current and future operating and capital needs for WMATA, VRE and local transit operators in Northern Virginia;
2. Preserves existing local, regional and statewide revenue sources that support public transit operating and capital expenses;
3. Aims to reduce pressure on property taxes as a funding source for transit;
4. Continues to reflect a diverse range of revenue sources to reduce the economic risk associated with overreliance on a single revenue source; and
5. Directly distributes revenues to NVTC for allocation to local bus systems, VRE, and to those jurisdictions funding WMATA, matching or similar to NVTC's financial management model.

**BE IT FURTHER RESOLVED** that as co-owners of VRE, NVTC supports a long-term funding approach for VRE that continues to allocate funds generated from the NVTC and PRTC districts based upon a mutual agreement, and, if used for capital funding, enables their use by VRE for bond debt service;

**BE IT FURTHER RESOLVED** that as the representatives of the Virginia signatories of the WMATA Compact, NVTC supports a long-term funding approach for WMATA that:

1. Continues the strong federal commitment to WMATA formula funding as well as the federal dedicated state of good repair funding (PRIIA), ensures those are adjusted for inflation, and explores opportunities for federal operating assistance;
2. For non-federal funding, reflects an agreement or framework between Virginia, Maryland and the District of Columbia whereby each identify the revenue solutions that best meet the unique economic and political characteristics of each state level jurisdiction;
3. Limits revenues generated in Virginia for WMATA funding purposes to no more than Virginia's appropriate share of the WMATA budget;
4. Continues to demonstrate the shared benefit and shared responsibility of funding WMATA between the NVTC district localities and the Commonwealth, whereby at least 50% of Virginia's funding for WMATA operations and capital is provided by statewide revenue sources;
5. Ensures any regionally-generated revenue sources are raised in a consistent manner across the NVTC District; and
6. Allows for the establishment by the WMATA Board of an operating contingency reserve fund that reflects sound financial management and provides greater predictability for WMATA and its funding partners;
7. Allocates revenue sources for WMATA capital purposes in a way that enables their use by WMATA for bond debt service.
8. Ensures that those that use the system help pay for the system by leveraging policies that support farebox recovery and increase paid ridership.

**BE IT FURTHER RESOLVED** that NVTC hereby affirms its commitment to continue working with regional partners and the Commonwealth in developing transit funding solutions in preparation for the 2026 Virginia General Assembly Session and for implementation in WMATA's FY 2027 budget.

Approved this 16<sup>th</sup> day of January 2025.

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Chair

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Secretary-Treasurer

# NVTC Annual Public Comment 2024

David Meyer  
City of Fairfax

*Share your thoughts on the NVTC Work Plan*

The Work Plan is thorough and achieves the critical balance between NVTC's critical aspirational objectives and annual operational needs and goals. I specifically focused on the Legislative and Policy Committee's plans (beginning on p. 21) and strongly endorse them. While the current political climate, particularly at the Federal level, is challenging for transit, I do believe targeted increases in funding are still possible, albeit with concentrated, bipartisan effort. We cannot emphasize too much the economic benefit to the entire Commonwealth of a strong and financially viable public transit system in No. Virginia. The message must be said consistently, non-stop, in various ways to the myriad audiences and constituencies across the Commonwealth (as well as the DMV) whose responsibilities are connected to public transit.

***Share your thoughts on NVTC's Guiding Principles for Long-Term, Sustainable, Dedicated Funding to Address the Growing Needs of Public Transit in Northern Virginia***

The Guiding Principles do a great job of capturing both NVTC's origins and the initial objectives of the Commission when it was created and the complex principles and guidelines that the NVTC must embrace to address the challenges this decade and in the 2030s. I have made a few suggested changes/additions to the text that I will submit separately. Overall, well done.

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Clark Mercer, MWCOG  
Alexandria

*Share your thoughts on the NVTC Work Plan*

Excellent. We are really lucky to have NVTC as such a strong partner.

***Share your thoughts on NVTC's Guiding Principles for Long-Term, Sustainable, Dedicated Funding to Address the Growing Needs of Public Transit in Northern Virginia***

Important markers to put down and excellent framework. Kate and the NVTC team are the best!

# AGENDA ITEM #9

## Report from the Chair of the Legislative and Policy Committee

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice, Andrew D’huyvetter and Daniel Knickelbein  
**DATE:** January 9, 2025  
**SUBJECT:** Report from the Chair of the Legislative and Policy Committee

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At the January 2025 meeting, the Commission will receive a report from the chair of the Legislative and Policy Committee providing updates on state and federal legislative initiatives.

### **A. General Assembly Update**

NVTC’s Legislative Liaison will provide an update on activities of the 2025 Virginia General Assembly Session.

Three special elections were held on January 7 to fill state Senate seats in Districts 10 and 32 and to fill a state House seat in District 26. Democratic candidates won in Senate District 32 (Srinivasan) and House District 26 (Singh), while the Republican candidate won in Senate District 10 (Cifers, III), maintaining the same partisan composition of the House of Delegates (51-49 D) and Senate (21-19 D) as prior to the special elections.

The 2025 Virginia General Assembly Session gaveled in on January 8, with a rocky start due to Richmond City water outages and a damaged fire suppression system. After starting, the General Assembly recessed until Monday January 13 at 10:00 a.m. when the governor will give his final State of the Commonwealth address. By starting on January 8, the General Assembly preserves the end date of Session as February 22. NVTC is monitoring relevant bills and budget amendments in the Virginia General Assembly for impact on transit in Northern Virginia in accordance with the Commission approved [2025 Federal and State Legislative Agenda](#). Of particular importance is keeping an eye on the supplemental state-aid for WMATA that was included in the FY 2025-2026 budget to ensure the Commonwealth fulfills its commitment as NVTC seeks more permanent funding solutions through the SJ 28 study.

On December 18, Governor Glenn Youngkin [announced his amendments to the second year of the FY 2024-2026 budget](#). FY 2024 general fund revenues were \$1.5 billion higher (5.5%) than FY 2023 and ended with surplus of \$1.2 billion. With this surplus in mind, the governor’s proposed budget amendments take several big tax policy actions including establishing a “working-class car tax” credit (three years pre-funded), eliminating the tax on tips, and several adjustments to the tax code.



Of interest to NVTC, included in these proposed budget amendments was a technical adjustment to the additional state aid provided to WMATA to help close Virginia's FY 2025 and FY 2026 operating budget gaps. First, the [governor's proposed budget amendments for support for WMATA](#) moves all the funding to be allocated in 2025 rather than splitting it up into two disbursements. Secondly, it reduces the second-year allocation by approximately \$11 million (now one lump sum). The stated rationale for this reduction is that WMATA is estimating lower subsidy figures in FY 2026. Both WMATA and NVTC are currently checking those numbers to determine what adjustment, if any, is necessary.

Listed below are the bills as of January 7, 2025 that have been filed in the General Assembly that NVTC is tracking. Staff are working with NVTC's Legislative Liaison to continuously monitor the latest developments in Richmond and provide timely updates to NVTC's Legislative and Policy Committee members.

### NVTC Legislative Bill Tracking – January 7, 2025

#### **[HB 1682](#) Surplus lines broker tax** – Delegate Laura J. Cohen (D) – House District 15

*1/3/2025: Filed, committee referral pending*

Summary: Provides that any surplus lines broker or any person required to be licensed as one shall not be subject to the annual taxes, license taxes, or penalties under current law for any policy of insurance procured during the preceding calendar year on behalf of a commuter rail system jointly operated by the Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation District. **NVTC Position: Support**

#### **[HB 1982](#) Commonwealth Mass Transit Fund** – Delegate Alex Q. Askew (D) – House District 95

*1/7/2025: Filed, committee referral pending*

Summary: Creates a new allocation from the Commonwealth Mass Transit Fund for the Hampton Roads Transportation Accountability Commission, adjusts the amounts of certain other allocations from such Fund, and removes the light rail system operated by the Transportation District Commission of Hampton Roads from eligibility for funds from such other allocations from such Fund. The bill requires the Commonwealth Transportation Board to withhold 20% of the funds from such new allocation unless the Transportation District Commission of Hampton Roads submits to it certain information annually. The bill directs the Department of Rail and Public Transportation, for fiscal year 2027, to reserve and utilize certain funds in amounts necessary to provide certain supplemental operating assistance to certain transit providers that would experience a reduction in allocable funds due to the reallocations in this bill. The bill has a delayed effective date of July 1, 2026. **NVTC Position: Tracking/No Position**

An update on legislation will be provided to Commissioners at the January meeting.

## **B. Transit-Focused Federal Grant Opportunities**

The federal government continues to announce funding opportunities for discretionary grants that may be of interest to NVTC jurisdictions and their transit systems. Attached is the latest [Transit-Focused Federal Grant Opportunities chart](#) that includes relevant federal grant programs with a program description, provides details on transit focused eligible activities under each program, and includes Notice of Funding Opportunity (NOFO) schedule information. Contact [Commuter Choice and Policy Program Manager Daniel Knickelbein](#) for more information or to request a letter of support for an upcoming application.



## Transit-Focused Federal Grant Opportunities

Programs with an Active Notice of Funding Opportunity (NOFO) or Ongoing Funding Awards			
Program Name	Program Description	Eligible Activities	Deadline
<a href="#">Capital Investment Grants (CIG)</a>	Provides capital funding for fixed guideway investments, including new and expanded rapid rail, commuter rail, light rail, streetcars, and bus rapid transit	Transit capital investments including new and expanded light and heavy rail, commuter rail, streetcars, and bus rapid transit in three categories: Small Starts, New Starts, and Core Capacity	Ongoing
<a href="#">Bus Safety and Accessibility Research Program</a>	Funds projects that enhance mobility innovation for transit	FTA seeks projects that address critical safety issues and technology opportunities in public transit vehicle design. Critical safety issues include operator assaults, continued accessibility issues for people with disabilities in and around transit buses, the need to increase operator visibility and minimize blind spots to ensure safety around a bus for passengers, pedestrians, bicyclists, and all who encounter a transit vehicle	January 17, 2025
<a href="#">Rebuilding American Infrastructure with Sustainability and Equity (RAISE)</a>	Provides funding for road, rail, transit, and port projects that have a significant local or regional impact	Capital projects including highway, bridge, or other road projects, public transportation, passenger and freight rail, or other eligible surface transportation projects	January 30, 2025
<a href="#">Reconnecting Communities Institute (Technical Assistance)</a>	Reconnecting Communities Institute is a USDOT center for learning to help reconnect communities that were harmed, isolated, and cut off from opportunity by transportation infrastructure	Technical assistance and capacity building to support grantees and potential grantees of USDOT's RCP and NAE Programs	Ongoing

## Transit-Focused Federal Grant Opportunities (continued)

Programs with an Active Notice of Funding Opportunity (NOFO) or Ongoing Funding Awards			
Program Name	Program Description	Eligible Activities	Deadline
<a href="#">Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT)</a>	PROTECT is a competitive grant program to plan for and strengthen surface transportation to be more resilient to natural hazards, including climate change, sea level rise, flooding, extreme weather events, and other natural disasters.	The PROTECT Program has four different categories: <ul style="list-style-type: none"> <li>• Planning Grants</li> <li>• Resilience Improvement Grants</li> <li>• Community Resilience and Evacuation Route Grants</li> <li>• At-Risk Coastal Infrastructure Grants</li> </ul> Grants can be awarded to highway, public transit, intercity rail, or port facility projects that meet the goals of the PROTECT program	February 24, 2025

## Transit-Focused Federal Grant Opportunities (continued)

Programs with an Anticipated or Possible Future Notice of Funding Opportunity (NOFO)			
Program Name	Program Description	Eligible Activities	Next Expected NOFO Publication
<a href="#">Advanced Transportation Technology and Innovation (ATTAIN)</a>	Provides funding to deploy, install, and operate advanced transportation technologies to improve safety, mobility, efficiency, system performance, intermodal connectivity, and infrastructure return on investment	Technologies that assist public transit operators in managing transit and mobility services, technologies including remote fleet monitoring systems, coordinated communication systems to enable better transit connections for users, advanced data collection, and communication and data systems that enable shared mobility services	TBD
<a href="#">Active Transportation Infrastructure Investment Program (ATIIP)</a>	Funds projects that improve the safety, efficiency and reliability of active transportation networks and communities, including integrating active transportation facilities with transit services	Planning and design grants to develop plans for an active transportation network or construction grants for projects that provide safe and connected active transportation facilities, including those with a direct link to existing or future transit services	Spring 2025
<a href="#">All Stations Accessibility Program (ASAP)</a>	Provides funding to help finance capital projects to upgrade the accessibility of legacy rail fixed guideway public transit systems for persons with disabilities	Capital projects to upgrade the accessibility of rail fixed guideway public transportation for people with disabilities, including repairing, improving, modifying, retrofitting, or relocating infrastructure of stations or facilities for passenger use	TBD
<a href="#">Buses and Bus Facilities Competitive Program</a>	Makes resources available to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities, including technological changes	Capital projects to replace, rehabilitate and purchase buses, vans, and related equipment, and to construct bus-related facilities, including technological changes or innovations to modify low or no emission vehicles or facilities	Early 2025 (typically released in a combined NOFO with Low/No Emission Grant Program)
<a href="#">Charging and Fueling Infrastructure Grant Program</a>	Provides funding to strategically deploy publicly accessible electric vehicle charging infrastructure and other alternative fueling infrastructure	To install electric vehicle charging and alternative fuel in locations on public roads, schools, parks, and in publicly accessible parking facilities.	Summer 2025

## Transit-Focused Federal Grant Opportunities (continued)

Programs with an Anticipated or Possible Future Notice of Funding Opportunity (NOFO)			
Program Name	Program Description	Eligible Activities	Next Expected NOFO Publication
<a href="#">Energy Efficiency and Conservation Block Grant (EECBG) Formula Program</a>	Provides funding to assist eligible applicants in implementing strategies to reduce energy use, to reduce fossil fuel emissions, and to improve energy efficiency	Programs for financing energy efficiency, renewable energy, and zero-emission transportation capital investments	Fall 2025
<a href="#">Consolidated Rail Infrastructure and Safety Improvements (CRISI)</a>	CRISI invests in projects to improve railroad safety, efficiency, and reliability, mitigate congestion at both intercity passenger and freight rail chokepoints, support efficient travel and goods movement, and create new or improved passenger rail corridors	Capital projects that improve intercity passenger rail, address rail congestion, enhance rail safety, or facilitate ridership growth, highway-rail grade crossing improvements, regional rail and corridor service development plans, or rail line relocation and enhancements	Spring 2025
<a href="#">Clean Heavy-Duty Vehicles Grant Program</a>	Funding to replace existing non-zero emission Class 6 and 7 heavy-duty vehicles with zero-emission vehicles	Replacement of existing Class 6 or 7 non-zero emission transit buses with zero-emission buses	Spring 2025
<a href="#">Diesel Emissions Reduction Act (DERA) Program</a>	Provides funding for projects that achieve significant reductions in diesel emissions and exposure, particularly from fleets operating in areas designated by the Administrator as poor air quality areas	Retrofit or replacement of existing diesel engines, vehicles, and equipment with EPA verified technologies or certified engine configurations, idle reduction technologies, aerodynamic technologies, and low rolling resistance tires	TBD

## Transit-Focused Federal Grant Opportunities (continued)

Programs with an Anticipated or Possible Future Notice of Funding Opportunity (NOFO)			
Program Name	Program Description	Eligible Activities	Next Expected NOFO Publication
<a href="#">Enhancing Mobility Innovation Program</a>	Provides funding to transit agencies and other organizations for research projects that develop new approaches and tools to improve mobility	Eligible activities include those leading to the development and/or testing of new approaches and tools for improving mobility, including projects that develop novel operational concepts and demonstrate innovations that improve mobility and enhance the rider experience, and projects that develop software to facilitate demand-response public transportation	TBD
<a href="#">Federal State Partnership for Intercity Passenger Rail (FSP-National)</a>	Funds capital projects that reduce the state of good repair backlog, improve performance, or expand or establish new intercity passenger rail service	Projects replacing, rehabilitating, or repairing infrastructure, equipment, or facilities used to provide intercity passenger rail service or to bring such assets into a state of good repair and projects expanding or establishing new intercity passenger rail	October 2025
<a href="#">Low or No Emission Grant Program</a>	Provides funding to purchase or lease zero-emission and low-emission transit buses and for acquisition, construction, and leasing of required supporting facilities	Purchasing or leasing low- or no-emission buses, acquisition of low- or no-emission buses with a leased power source, constructing or leasing facilities and related equipment for low- or no-emission buses, and constructing new or rehabilitating existing public transit facilities to accommodate low- or no-emission buses	Early 2025 (typically released in a combined NOFO with Buses and Bus Facilities Program)
<a href="#">Reconnecting Communities Pilot (RCP)/Neighborhood Access and Equity (NAE)</a>	RCP/NAE aims to advance and support the reconnection of communities divided by transportation infrastructure, with a priority on helping disadvantaged communities improve access to daily needs	Planning projects to study the feasibility and impacts of removing, retrofitting, or mitigating an existing roadway, rail line, or other eligible facility that creates a barrier to community connectivity, or capital projects for which all necessary studies and other planning activities have been completed	Fall 2025

## Transit-Focused Federal Grant Opportunities (continued)

Programs with an Anticipated or Possible Future Notice of Funding Opportunity (NOFO)			
Program Name	Program Description	Eligible Activities	Next Expected NOFO Publication
<a href="#">Pilot Program for Transit-Oriented Development Planning</a>	Provides funding to support comprehensive or site-specific planning associated with new fixed guideway and core capacity improvement projects	Comprehensive or site-specific planning to integrate land use and transportation planning for an eligible transit capital project or transit corridor	Spring 2025
<a href="#">Safe Streets and Roads for All (SS4A) Grant Program</a>	Provides funding for planning, infrastructure, behavioral, and operational initiatives to prevent death and serious injury on roads and streets involving all roadway users, including pedestrians, bicyclists, and public transportation users	Planning and Demonstration Grants to create a comprehensive safety action plan AND Implementation Grants to carry out projects and strategies identified in an action plan	Spring 2025



# AGENDA ITEM #10

## Report from the Chair of the Program Advisory Committee

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice, Andrew D’huyvetter and Daniel Knickelbein  
**DATE:** January 9, 2025  
**SUBJECT:** Report from the Chair of the Program Advisory Committee

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At the January 2025 meeting, the chair of the Program Advisory Committee will update the Commission on applications submitted for the I-395/95 Commuter Choice FY 2026-2027 program. There is no action being requested.

### A. I-395/95 Commuter Choice Update

A list of applications submitted to NVTC for funding as part of the I-395/95 Commuter Choice FY 2026-2027 Call for Projects (Table 1) and the upcoming steps to develop a Program of Projects (Table 2) are provided below.

The application period for the I-395/95 Commuter Choice FY 2026-2027 Call for Projects closed at the end of the day on Monday, December 16. NVTC received 15 project applications from six applicants with a cumulative Commuter Choice funding request of \$37.5 million. The 15 applications include:

- **12** bus service enhancement projects, of which **nine** are proposed continuations of enhancements funded in prior Commuter Choice funding rounds
- **One** new bus route
- **One** commuter rail station improvement project
- **One** multi-use trail project

Of the 15 applications received, 13 are transit operations projects while two are capital projects.

Table 1 below identifies the applications in applicant alphabetical order.

**Table 1: I-395/95 Commuter Choice FY 2026-2027 Applications**

Applicant	Application Title	Commuter Choice Funding Request
Arlington County	Cross-Potomac Trail: Northern Virginia Approach	\$8,000,000
Arlington County	ART Route 87 Service Enhancement	\$475,000
DASH	DASH Line 35 Service Enhancement (Continuation)	\$7,414,500
DASH	DASH Line 36 A/B Service Enhancement (Continuation)	\$4,388,500
Fairfax County	Route 396 (Continuation)	\$1,958,651
Fairfax County	Route 371 (Continuation)	\$2,142,197
Fairfax County	Route 321/322 Service Enhancements	\$2,128,807
OmniRide	Additional Peak Service for OmniRide Local Service Along the Route 1 Corridor (Continuation)	\$677,700
OmniRide	Additional Peak Service on Prince William Metro Express (Continuation)	\$607,000
OmniRide	Commuter Express Service from Staffordboro Commuter Lot to Downtown Washington, DC (Continuation)	\$1,937,200
OmniRide	Commuter Express Service from Staffordboro Commuter Lot to the Pentagon (Continuation)	\$1,972,700
OmniRide	Two Additional Morning and Evening Trips on the Dale-City-Pentagon-Rosslyn-Ballston Route (Continuation)	\$555,400
VRE	VRE Leeland Road Station Improvement Project	\$2,150,566
WMATA	New Bus Service from Van Dorn Street Station to Downtown D.C. (Route A29)	\$2,357,200
WMATA	Enhanced Bus Service from Landmark and Seminary Valley to the Pentagon (Route A25)	\$741,040
<b>Total Commuter Choice Funding Request</b>		<b>\$37,506,461</b>

Staff have begun the eligibility review to ensure that project applications meet the requirements of the [I-395 Corridor Memorandum of Agreement \(MOA\)](#) and program policy, as outlined in the [Commuter Choice Recipient Handbook](#). The eligibility determination includes a review to ensure project applications demonstrate a benefit to toll-payers of the I-395/95 Express Lanes, improve person throughput, have a logical nexus to the I-395/95 corridor, and can obligate funding within two years of award and expend Commuter Choice funds within five years of award, among other requirements.

The 15 applications' total funding request of \$37.5 million is more than the \$25 to \$30 million dollars of funding available for new projects. The \$25 to \$30 million dollars in funding available for new projects does not include an additional \$10 million in previously approved funding that will be programmed "off the top" for Fairfax County's Richmond Highway BRT project, which received a \$20 million dollar award in the previous I-395/95 Commuter Choice cycle that was split across two programs.

Staff anticipate approval of a Program of Projects by the Commission, the Potomac and Rappahannock Transportation Commission (PRTC), and final approval by the Commonwealth Transportation Board (CTB) this June. In April, the Joint Commission Working Group (made up of three Commissioners each from NVTC and PRTC) will convene to identify and endorse a draft Program of Projects. Key steps in the process are shown in Table 2 below:

**Table 2: I-395/95 Commuter Choice FY 2026-27  
Program of Projects Development 2025 Schedule**

Month	Activity
January/February	<p><b><u>Eligibility Review</u></b></p> <p>A list of all applications received will be shared with both Commissions in January. Staff will review all submitted applications for consistency with MOA requirements and program policy. Applicants will have an opportunity to respond to any eligibility questions and address other needed clarifications. Upon conclusion of the review, staff will notify applicants of any applications that do not meet eligibility requirements. The eligibility determinations will be shared with both Commissions at their March meetings.</p>
February/March	<p><b><u>Scoring</u></b></p> <p>Staff will score all eligible applications per the adopted technical evaluation process and share draft scores with applicants to ensure all projects’ anticipated benefits have been accurately captured. Final scores will be shared with the Joint Commission Working Group (JCWG) at its meeting in April.</p>
March/April	<p><b><u>Public Comment and Program Development</u></b></p> <p>A 30-day public comment period will be held. 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 public comment materials and conduct targeted advertising in both languages.</p> <p>The Joint Commission Working Group (JCWG) will convene on April 24 to identify and endorse a draft Program of Projects that will also be shared with the full Commissions and the CTB in May (along with any public comments received) to help inform their decision-making.</p>
May	<p><b><u>Program Briefings</u></b></p> <p>Staff will brief both Commissions on the technical evaluation results, public comments received, and JCWG-endorsed draft Program of Projects. Staff will also brief the CTB’s Rail and Transit Subcommittee on the proposed projects and their scores. Following input from the public, Commissions and CTB, staff will identify the projects that will be brought forward for consideration and adoption in June.</p>
June	<p><b><u>Program Approvals</u></b></p> <p>NVTC and PRTC will adopt a Program of Projects and refer it to the CTB for final approval as a component of the Department of Rail and Public Transportation’s Six-Year Improvement Program (SYIP). Following approval of the SYIP, staff will begin executing Standard Project Agreements for funded projects.</p>

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice and Scott Kalkwarf  
**DATE:** January 7, 2025  
**SUBJECT:** NVTC FY 2026 General and Administrative Budget and 2025-2026 Work Plan

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At the January meeting, the Commission will be asked to approve the FY 2026 G&A Budget and the 2025-2026 Work Plan, as presented at the December Commission meeting. NVTC solicited public comments on the Work Plan from November 27 through December 27, 2024. Two comments in support of NVTC's work were submitted. A compilation of the comments received on the Work Plan is included below.

## A. ACTION: Approve the FY 2026 General and Administrative Budget

The Commission will be asked to approve the [FY 2026 General and Administrative Budget](#). As presented to the Commission at the December 5, 2024 meeting, the FY 2026 General and Administrative Budget includes resources to accomplish the NVTC Work Plan, including the administration of the I-66 and the I-395/95 Commuter Choice programs, oversight of WMATA, and management of the next phase of the Envision Route 7 BRT project. The proposed budget focused on the resources necessary to meet the needs of the Commission priorities (Figure 1) and address key cost drivers (Figure 2).

**Figure 1: FY 2026 NVTC General and Administrative Budget Approach**

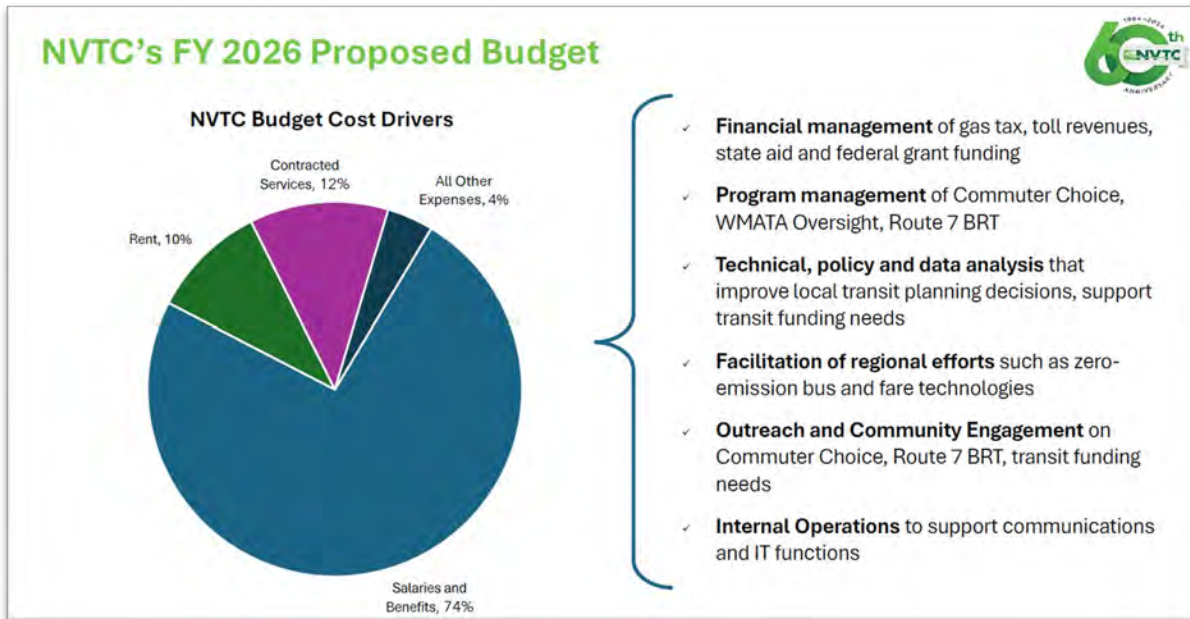
**Proposed FY 26 budget focuses on retaining highly skilled, highly technical staff, communication of Commission priorities and addressing key cost drivers.**

### FY 2026 General and Administrative Budget Approach

- ✓ Align COLA/merit expectations with peers, jurisdictions
- ✓ Continue strong support of Commission priorities
- ✓ Fulfill state and federal reports and requirements
- ✓ Reduce financial management exposure
- ✓ Retain and train highly skilled staff
- ✓ Continue robust regional technical and coordination efforts
- ✓ Continue staff coordination of WMATA efforts including support to WMATA Board members
- ✓ Be able to immediately conduct policy research and leverage opportunities for addition federal and/or state funding
- ✓ Sustain human resources, legal and legislative support

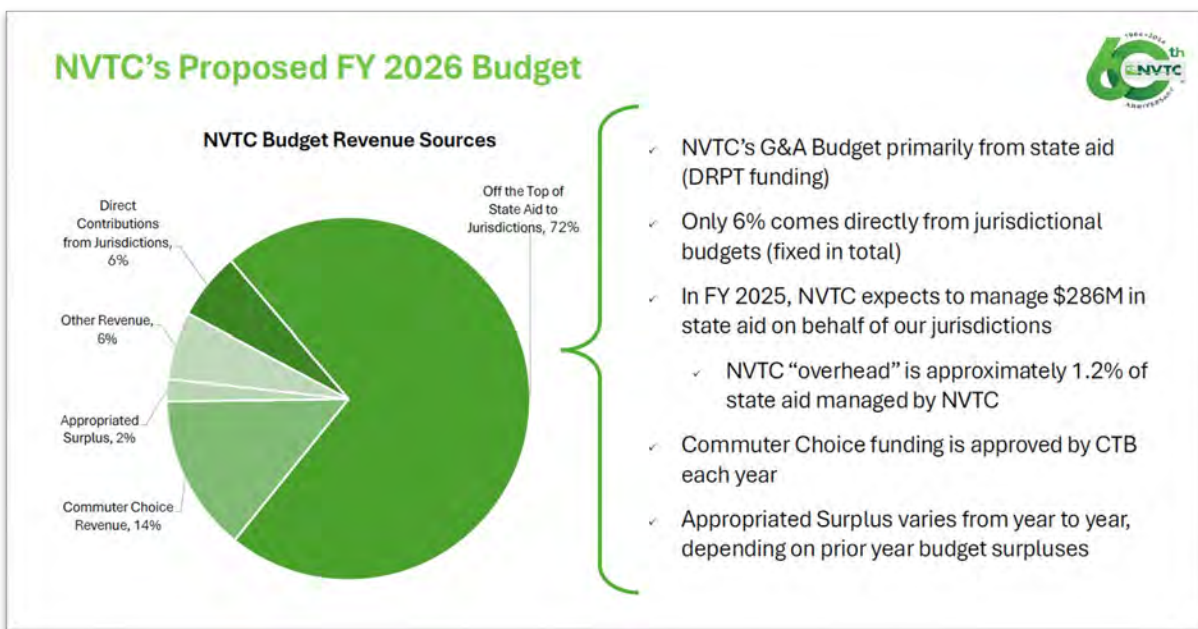


**Figure 2: NVTC FY 2026 Budget Cost Drivers**



The proposed budget totals \$4,933,800 including \$666,400 for the administration of the Commuter Choice program, which is funded entirely with toll related revenue, and \$168,000 for management of the Envision Route 7 BRT project, funded from the related project budget. The balance of the program is funded primarily by the member jurisdictions through direct contributions and state aid received by NVTC. Other revenue sources include interest earnings, project chargebacks and grant billings, and a carryover of prior period favorable net budget variances in excess of minimum operating requirements. (See Figure 3)

**Figure 3: NVTC FY 2026 Budget Revenue Sources**



Total expenses are proposed to increase by \$137,750, or 2.9% over the FY 2025 Budget. Staff levels are held constant from the prior year, and a provision for cost-of-living (COLA) and performance-based increases are included for existing staff.

**B. ACTION: Approve the 2025-2026 Work Plan**

The Commission will be asked to approve the [2025-2026 Work Plan](#). NVTC’s Work Plan provides an overview of the programmatic and operational work conducted by staff to support the goals and objectives of the Commission. The proposed Work Plan covers the period from January 2025 to June 2026. Proposed NVTC staff deliverables for 2025 and 2026 include the following:

## NVTC 2025-2026 Work Plan Highlights



<p><b>Commuter Choice</b></p> <ul style="list-style-type: none"> <li>▪ I-395/95 scoring and programming (FY 2026-2027)</li> <li>▪ I-66 Call for Projects (FY 2027-2028)</li> <li>▪ Annual Report to CTB</li> <li>▪ I-66 Needs Assessment Study</li> <li>▪ Public comment period and materials</li> </ul> <p><b>NVTC Oversight of WMATA</b></p> <ul style="list-style-type: none"> <li>▪ Annual Report on the Performance and Condition of WMATA</li> <li>▪ WMATA budget letters and testimony (Commission, CTB, General Assembly, etc.)</li> <li>▪ NVTC WMATA Committee work plan and VA WMATA Board support</li> </ul> <p><b>Transit Technology</b></p> <ul style="list-style-type: none"> <li>▪ Implement Northern Virginia Zero-Emission Bus Strategic Plan and lead Working Group</li> <li>▪ Complete ZEB on-route charging feasibility study and advance analysis of potential sites</li> <li>▪ Support ongoing fare collection coordination efforts</li> </ul> <p><b>Work Toward Long-term Transit Funding</b></p> <ul style="list-style-type: none"> <li>▪ Support SJ28 Subcommittee and TWG</li> <li>▪ Engage with <a href="#">DMVMoves</a></li> <li>▪ Facilitate NVTC Transit Funding Working Group</li> </ul>	<p><b>Transit Resource Center</b></p> <ul style="list-style-type: none"> <li>▪ Collect and manage regional transit and related data</li> <li>▪ Implement the NVTC Strategic Transit Policy Research Roadmap</li> <li>▪ Develop plan to support NVTC-led transit policy analysis efforts</li> <li>▪ Manage NVTC FTA’s National Transit Database Technical Assistance</li> </ul> <p><b>Envision Route 7 BRT</b></p> <ul style="list-style-type: none"> <li>▪ Release and communicate Route 7 BRT Strategic Implementation Plan</li> <li>▪ Lead procurement and manage contract for Phase 4-2 Mobility Study</li> <li>▪ Coordinate with partners on project delivery</li> </ul> <p><b>Legislative and Policy Efforts</b></p> <ul style="list-style-type: none"> <li>▪ Joint NVTC-PRTC-VRE Legislative Forum</li> <li>▪ Annual Legislative and Policy Agenda development</li> <li>▪ Policy briefs and tracking reports</li> </ul> <p><b>Communications</b></p> <ul style="list-style-type: none"> <li>▪ Public outreach for Commuter Choice and Route 7 BRT program milestones</li> <li>▪ Daily headlines, weekly and monthly newsletters</li> <li>▪ Legislative Forum Support</li> </ul>	<p><b>Financial Analysis and Reporting</b></p> <ul style="list-style-type: none"> <li>▪ Administer annual WMATA subsidy and local transit funding</li> <li>▪ Annual allocation of regional gas tax</li> <li>▪ Annual updates to SAM formula</li> <li>▪ Financial projections and analysis</li> <li>▪ DRPT grant applications and grant agreements</li> <li>▪ Commuter Choice reimbursements</li> <li>▪ Federal grant management and reporting</li> <li>▪ Title VI certification to FTA</li> <li>▪ Manage NVTC procurement activities</li> </ul> <p><b>Commission Management</b></p> <ul style="list-style-type: none"> <li>▪ Monthly meeting materials and logistics</li> <li>▪ Committee scheduling, materials, and logistic</li> <li>▪ Annual agenda and meeting schedule</li> </ul> <p><b>Internal Operations</b></p> <ul style="list-style-type: none"> <li>▪ General and Administrative Budget and Work Plan</li> <li>▪ Telework and IT support</li> <li>▪ Ongoing website content development and updates</li> <li>▪ HR Support</li> <li>▪ Procedures and policy management</li> </ul>
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Northern Virginia Transportation Commission 6

A [compilation of the comments received on the Work Plan](#) is attached.



**PROPOSED BUDGET**

**FISCAL YEAR  
2026**

**(July 1, 2025 – June 30, 2026)**

**January 16, 2025**

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION  
SCHEDULE OF REVENUE**

	<b>FY 2024 Actual</b>	<b>Approved Budget FY 2025</b>	<b>Proposed Budget FY 2026</b>	<b>Increase (Decrease)</b>
Local Share from State Aid (Note 1)	\$ 2,959,403	\$ 3,367,003	\$ 3,550,153	\$ 183,150
Local Direct Contributions (Note 1)				
Alexandria	43,542	43,542	62,454	18,912
Arlington	65,623	65,623	59,397	(6,226)
City of Fairfax	4,486	4,486	4,256	(230)
Fairfax County	155,168	155,168	141,166	(14,002)
Falls Church	2,128	2,128	1,947	(181)
Loudoun	13,300	13,300	15,027	1,727
Total Local Direct	<u>284,247</u>	<u>284,247</u>	<u>284,247</u>	<u>-</u>
Total Contributions	3,243,650	3,651,250	3,834,400	183,150
Interest and Other Revenue	47,622	35,000	35,000	-
Project Chargebacks (Note 2):				
Commuter Choice Program	611,222	668,700	666,400	(2,300)
VRE	80,000	80,000	80,000	-
Envision Route 7 BRT	112,996	161,100	168,000	6,900
Project Grant Billings (Note 3)	32,334	40,000	40,000	-
Appropriated Surplus (Note 4)	(16,815)	160,000	110,000	(50,000)
<b>Total Revenue</b>	<b><u>\$ 4,111,009</u></b>	<b><u>\$ 4,796,050</u></b>	<b><u>\$ 4,933,800</u></b>	<b><u>\$ 137,750</u></b>



**NORTHERN VIRGINIA TRANSPORTATION COMMISSION  
SCHEDULE OF EXPENDITURES**

	<u>FY 2024 Actual</u>	<u>Approved Budget FY 2025</u>	<u>Proposed Budget FY 2026</u>	<u>Budget Increase (Decrease)</u>
<u>Personnel Costs</u>				
Salaries and Wages (Note 5)	\$ 2,444,926	\$ 2,785,000	\$ 2,884,000	\$ 99,000
Fellow Program (Note 5)	42,560	50,000	50,000	-
Total Personnel Costs	<u>2,487,486</u>	<u>2,835,000</u>	<u>2,934,000</u>	<u>99,000</u>
<u>Benefits</u>				
Employer's Contributions				
FICA and Medicare (Note 6)	178,131	199,600	205,000	5,400
Group Health Insurance (Note 7)	173,512	242,800	255,000	12,200
Retirement (Note 8)	171,840	250,000	238,000	(12,000)
Workers & Unemployment Comp.	2,231	6,300	6,400	100
Life Insurance	4,266	6,600	6,700	100
Long Term Disability Insurance	16,183	17,600	18,800	1,200
Total Benefit Costs	<u>546,163</u>	<u>722,900</u>	<u>729,900</u>	<u>7,000</u>
<u>Administrative Costs</u>				
Commissioners Per Diem (Note 9)	\$ 14,550	14,000	15,000	1,000
<b>Rents:</b>	<b>410,229</b>	<b>446,800</b>	<b>474,500</b>	<b>27,700</b>
Office Rent (Note 10)	393,940	422,600	454,000	31,400
Parking / Transit Benefits	16,289	24,200	20,500	(3,700)
<b>Insurance:</b>	<b>7,023</b>	<b>8,500</b>	<b>8,900</b>	<b>400</b>
Public Official Bonds	2,540	2,500	2,600	100
Liability and Property (Note 11)	4,483	6,000	6,300	300
<b>Travel, Training and Meetings</b>	<b>65,174</b>	<b>70,600</b>	<b>76,500</b>	<b>5,900</b>
Prof. Devel./Conferences (Note 12)	42,189	52,100	54,500	2,400
Non-Local Travel	2,304	2,500	2,500	-
Local Travel, Meetings (Note 13)	20,680	16,000	19,500	3,500
<b>Communication:</b>	<b>18,691</b>	<b>19,400</b>	<b>19,400</b>	<b>-</b>
Postage (Note 14)	1,294	1,400	1,400	-
Telephone and Data (Note 15)	17,397	18,000	18,000	-
<b>Publications &amp; Supplies, Outreach</b>	<b>29,007</b>	<b>37,000</b>	<b>35,700</b>	<b>(1,300)</b>
Office Supplies (Note 16)	1,860	2,500	2,000	(500)
Duplication and Printing (Note 17)	10,107	9,500	8,700	(800)
Public Engagement (Note 18)	17,040	25,000	25,000	-
<b>Operations:</b>	<b>55,988</b>	<b>56,800</b>	<b>55,900</b>	<b>(900)</b>
Furn. and Equip. (Capital) (Note 19)	18,264	19,800	18,400	(1,400)
Repairs and Maintenance	1,547	1,000	1,000	-
Computer Operations (Note 20)	36,177	36,000	36,500	500
<b>Other General and Administrative</b>	<b>10,724</b>	<b>11,900</b>	<b>11,900</b>	<b>-</b>
Memberships	1,489	1,600	1,600	-
Fees and Miscellaneous	8,600	8,800	8,800	-
Advertising (Note 21)	635	1,500	1,500	-
Total Administrative Costs	<u>611,386</u>	<u>665,000</u>	<u>697,800</u>	<u>32,800</u>
<u>Contracting Services and Other</u>				
Auditing (Note 22)	24,995	26,400	26,400	-
Contract Services & Support (Note 23)				
Commuter Choice	111,318	146,750	146,500	(250)
Research Support (Note 24)	215,803	250,000	250,000	-
Other Technical	83,858	120,000	120,000	-
Legal (Note 25)	30,000	30,000	30,000	-
Total Contract Services	<u>465,974</u>	<u>573,150</u>	<u>572,900</u>	<u>(250)</u>
<b>Total Operating Program</b>	<b><u>\$ 4,111,009</u></b>	<b><u>\$ 4,796,050</u></b>	<b><u>\$ 4,934,600</u></b>	<b><u>\$ 138,550</u></b>

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**Notes to Fiscal Year 2026 Proposed Budget**

**1. Revenue: Jurisdictional Contributions**

**Revenue from Local Direct Contributions**

Each NVTC jurisdiction is assigned a share of the local portion of NVTC’s administrative budget based on its share of revenue received by NVTC on behalf of jurisdictions from all sources in the previous year. This procedure is required by state statute and results in changes in contributions from one year to another that vary for each jurisdiction depending on relative shares of revenue received. The allocation in this FY 2026 budget is based on the FY 2024 revenue and Subsidy Allocation Model (SAM) formula.

**Revenue from State Assistance**

NVTC receives state operating and capital assistance as partial reimbursement for its WMATA compact members' annual commitments to WMATA and those jurisdictions' local transit systems. NVTC allocates this revenue among the jurisdictions based on NVTC's SAM and holds the funds in trust for the jurisdictions' transit use. Before the funding is allocated, NVTC's SAM resolution states that amounts are to be applied to certain NVTC projects, and a portion of the general and administrative budget of NVTC. The amount used for NVTC's general and administrative expenses is determined each year by NVTC's approved budget.

**2. Revenue: Project Chargebacks**

**Commuter Choice Program**

The general and administrative budget is reimbursed by the Commuter Choice program for costs incurred in administering the program in both the I-66 and I-395/95 corridors.

**Virginia Railway Express**

NVTC receives revenue from VRE as reimbursement for staff support and other expenses.

**Envision Route 7 BRT**

Included in the general and administrative budget is a line for reimbursements from the Envision Route 7 BRT project budget for payroll related expenses that are expected to be incurred in managing the next phase of the project. The project budget includes Federal, state and local funding sources, although only state and local sources will be available to reimburse the general and administrative budget.

**3. Revenue: Project Grant Billings**

The FY 2025 budget assumes funding from DRPT’s Workforce Development Program that covers 80% of payroll and related costs of NVTC’s Transit Fellows program.

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**Notes to Fiscal Year 2026 Proposed Budget**

**4. Revenue: Appropriated Surplus**

Included as a source of revenue in the FY 2026 budget is projected excess accumulated surplus that is available to offset the budget expenses, which is the result of prior year favorable budget variances. This available surplus is in excess of the Commission's anticipated minimum operating requirements.

**5. Personnel Costs**

**Salaries and Wages**

The FY 2026 budget includes a provision for Merit and COLA increases for existing staff.

**Fellows Program**

The budget continues the NVTC Fellows Program, which began in FY 2015, by building NVTC's technical capacity and strengthening its ties with members of the research network. The budget assumes grant funds from DRPT's Workforce Development Program will be available to provide 80% of payroll and related costs of this program.

The Fellows Program provides a cost efficient and flexible way to employ new graduates and mid-career professional to complete specific short-term projects generally over a one- to six-month period. The program has served as a valuable recruitment tool and created opportunities to connect with university programs within Virginia and nationally.

**6. FICA and Medicare**

NVTC's share of FICA and Medicare taxes is a function of budgeted payroll and the current tax rates and estimated wage ceiling.

**7. Group Health Insurance**

A provision for health insurance coverage is included for all NVTC staff positions, regardless of whether the current employees in those positions participate in NVTC's plan. Unless all eligible employees participate in NVTC's health insurance program, actual expenditures will be less than budgeted. The budget is based on known actual rates with a provision for increasing premiums. Beginning with the May 2024 renewal, NVTC began offering two plans through Kaiser Permanente, allowing staff to choose the plan which best suits their needs with a cost savings to NVTC.

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**Notes to Fiscal Year 2026 Proposed Budget**

**8. Retirement**

The NVTC Target Benefit Pension Trust functions as a defined contribution plan and is fully funded each fiscal year. The budgeted employer contributions are calculated by actuarial formulas using budgeted staff and salary levels. The estimated annual liability is reduced by non-vested funds that were forfeited by former plan participants and are expected to be available during the fiscal year. Because the actuarial calculations consider factors in addition to payroll costs, such as years to retirement and investment return, changes in budgeted contributions do not necessarily correlate directly with budgeted payroll.

The decrease in the budgeted contribution from FY 2025 to FY 2026 is attributable to the availability of forfeited funds and staff turnover. The increase in the FY 2025 budgeted contribution from the FY 2024 actual contribution is the result of available forfeited funds, an increase in the number of plan participants, and a greater percentage of senior staff participating in the plan.

**9. Commissioners' Per Diem**

The FY 2026 budget is based upon the FY 2024 actual expenditures for Commission and committee meeting attendance, with a contingency for increased attendance. Commissioners, other than senators and delegates, are paid by NVTC at the statutory rate of \$50.

**10. Office Rent**

NVTC's office lease was renewed effective March 15, 2019, and includes additional space beyond the previous lease to accommodate NVTC's increasing staff levels. The budgeted rent amount is based on the fixed costs of the lease, which increase at 2.5% per year, plus an estimate of pass-through expenses and real estate taxes.

The lease contains an abatement provision for 29% of the leased space for the first twelve months of the lease ending March 14, 2020. The lease also contains a provision for the abatement of the first month's rent for each of the first seven annual periods of the lease, which is amortized over twelve months for each of those periods. The final abatement will take place in March 2025, and will be amortized over the twelve months ending February 2026. Therefore, the FY 2026 budget reflects four months without any abatement.

Off-site file storage is also included in this budget line.

**11. Insurance: Liability and Property**

The FY 2026 budget is based on the most recent premium year with an allowance for increasing costs and coverage.

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**Notes to Fiscal Year 2026 Proposed Budget**

**12. Conference / Professional Development**

Included in this line for FY 2026 are the estimated registration fees for conferences, professional development, in-house training, accreditation and related travel costs. The budget assumes NVTC staff will participate in training opportunities, speaking engagements and panel participation at various events throughout the year, thereby enhancing NVTC's visibility across the region. These funds will also allow staff to maintain required training to keep their professional accreditations, and assist in the recruitment and retention of high quality staff. Whenever appropriate, NVTC will continue to minimize travel expenditures through locally sponsored events, online conferences, and events where the registration fee is discounted or waived.

**13. Local Travel, NVTC and Other Meetings**

This line includes the costs of NVTC Commission and committee meetings, hosting regional meetings and events, and the costs of NVTC staff traveling to meetings elsewhere in the region.

**14. Postage**

This item is based on an average of prior years' actual costs.

**15. Telephone and Data**

This line includes the fixed contracted cost for telephone and data services at NVTC's office, and mobile and data service for staff.

**16. Office Supplies**

The FY 2026 budget for this item is based on the average of prior years' actual costs.

**17. Duplication and Printing**

The FY 2026 budget is based on the current lease and service contracts, taking into account projected usage levels.

**18. Public Engagement**

The budget includes a provision for costs related to public engagement on WMATA matters as required of NVTC by the Virginia Code, the costs to produce NVTC's annual report, social media, and other public outreach costs, including communication efforts on NVTC projects and dedicated funding efforts.

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**Notes to Fiscal Year 2026 Proposed Budget**

**19. Furniture and Equipment**

This budget category provides for the anticipated replacement and acquisition of furniture and office equipment, including computer hardware, and cloud-based hosting NVTC's servers.

**20. Computer Operating Expense**

Computer operations includes the cost of a third-party information technology managed services contract, subscription-based software licensing fees, video conferencing and virtual meeting services, web and email hosting fees, and software upgrades and supplies. The FY 2026 budget is based on costs presently under contract and anticipated future needs.

**21. Advertising (Personnel/Procurement)**

The FY 2026 budget includes a provision for personnel and procurement advertising.

**22. Auditing**

NVTC entered into a three-year contract for auditing services beginning with the audit of FY 2022, with two, two-year options. The FY 2026 budget is based on the costs included in this contract.

**23. Contract Services and Support**

**Commuter Choice Programs**

**I-66 Commuter Choice Program**

As part of a 40-year agreement with the Commonwealth of Virginia, NVTC has been assigned the authority to administer a program of projects to be funded using revenue generated by the tolling of I-66 Inside the Beltway. In FY 2017 NVTC launched the initial year of the I-66 Commuter Choice Program.

**I-395 Commuter Choice Program**

In 2017, NVTC and the Potomac and Rappahannock Transportation Commission (PRTC) entered into a 66-year agreement with the Commonwealth of Virginia to fund a program of projects to be funded by revenues generated by the tolling of I-95/I-395.

**Other Technical**

The FY 2026 budget includes a provision for technical support efforts, specialized analysis, related publications, contracted human resource support, and strategic planning efforts. NVTC's state liaison contract is also funded in this line item.

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**Notes to Fiscal Year 2026 Proposed Budget**

Whenever possible, NVTC intends to leverage other funding sources and utilize contracts of other agencies in an effort to reduce costs.

**24. Research Support**

This budget line, which was added in FY2023, includes a provision for NVTC funded policy research and the local match for grant funded projects. Detailed plans on the use of this line item going forward is directly informed by NVTC's approved Research and Analysis Strategic Plan.

**25. Legal**

In FY 2021, NVTC entered into an agreement with VRE to receive counsel services on all legal matters.

**NVTC PLANNED RESEARCH EFFORTS 2025-2026**

Program Area	Project	Research Entity	Total Project Cost	Proposed NVTC Funding	Source of Non-NVTC Funding	Year of Funding	Proposed Project Start Date	Proposed Project End Date
Transit Data and Analysis	Integrating Transit, Cycling, and Micromobility in Northern Virginia	In house	--	In house			Fall 2024	Winter 2024
Transit Data and Analysis	State of the Practice: Transit Dashboards and Communicating Transit Data Interactively	In house	--	In house			Winter 2024	Spring 2025
Transit Data and Analysis	Seeing Double: Comparison of Approaches to Identify Shared Bus Stops	In house	--	In house			Winter 2024	Spring 2025
WMATA /Legislation and Policy	Technical and Financial Support to SJ28 Subcommittee	DRPT GPC Consultant	\$ 250,000	\$ 165,000	VRE and PRTC	FY 2025	January, 2025	Spring 2026
Transit Tech	Shared On-Route Charging Feasibility Study	U.S. Joint Office of Energy and Transportation	--	No cost Technical Assistance	U.S. Joint Office of Energy and Transportation		March, 2024	January, 2025
Transit Tech	Shared On-Route Charging - Detailed Site Analysis	TBD	\$ 300,000	\$ 150,000	\$150,000 match from DRPT	FY 2025	Fall-Winter 2024	Fall-Winter 2025
Commuter Choice	I-66 Corridor Needs Assessment	Consultant	\$ 478,462	\$ 239,231	\$239,231 from DRPT	FY 2025 - 2026	October, 2024	August, 2025
Envision Route 7	Phase 4-2 Mobility Study	Consultant	TBD - awaiting proposals	\$ -	100% funded by FTA grant	FY 2025 - 2026	March, 2024	Summer 2027





# NVTC Work Plan

## January 2025 to June 2026

*The Northern Virginia Transportation Commission (NVTC) Work Plan serves as a guiding document for NVTC staff to support the mission of the Commission. This Work Plan identifies specific programs, projects and tasks that NVTC staff intend to perform during the period from January 2025 through June 2026 (FY 2026). It is intended to be a living document that can be updated as priorities and projects change.*

*This document supports NVTC's Strategic Framework and Implementation Plan, and was developed in consultation with the Management Advisory Committee (MAC), the body of professional staff representing NVTC's jurisdictions and partners. The MAC is a forum to facilitate cooperative regional solutions, keep local governments informed and solicit feedback on ongoing programs, projects and initiatives.*

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## NVTC’S Mission, Vision and Strategic Goals

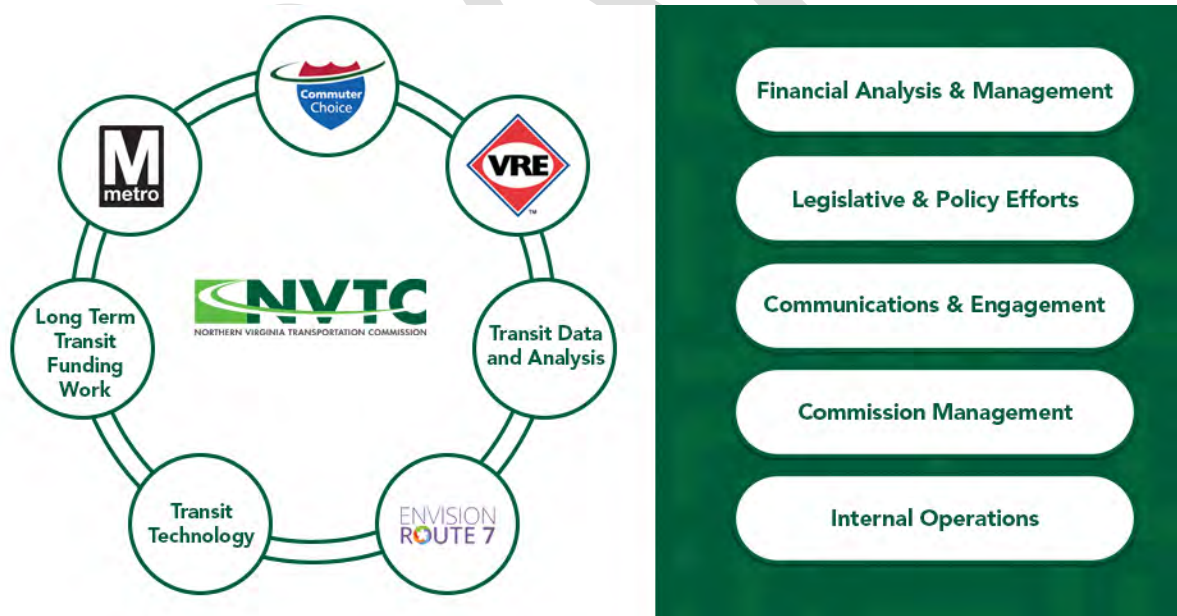
**Mission:** As the premier transit organization in Northern Virginia, NVTC brings the region together to plan, coordinate and secure funding for transit systems that are financially sustainable and high performing.

**Vision:** Northern Virginia businesses and residents are served by a high capacity, high quality network of transit systems that allows our diverse region to thrive economically.

**Strategic Goals:**

- Increase the capacity of the regional transit network by expanding and improving the quality, coverage and frequency of new and existing systems, including Metro, VRE and new transit services.
- Improve access and mobility throughout Northern Virginia by connecting the regional and local transit systems.
- Promote safe, reliable and financially sound performance and management of regional transit systems.

## Programs and Crosscutting Functions



NVTC has six programs that support the implementation of the Commission’s mission and vision. These programs provide technical assistance, enable data collection and analysis, facilitate regional engagement and jurisdictional coordination as well as manage a groundbreaking funding program. It is important to note that these programs interact with and support each other on a regular basis, enabling NVTC to provide comprehensive support to member jurisdictions, partner agencies and the Commission. In addition, these

programs provide the best representation for our jurisdictions and ensure NVTC's work adds value for Northern Virginia, the greater DC region and the Commonwealth.

## A. Financial Analysis and Administration

Identify and implement cooperative strategies with member governments to maximize transit revenues aimed at achieving adequate, dedicated, stable and reliable financial support from the federal government, Commonwealth, region and private sector. Facilitate the fair and equitable allocation of transit assistance among governments. Manage grants, contracts and trust funds fairly and effectively, according to state and federal laws and NVTC's policies.

### Support for Member Jurisdictions

- 1) Ensure the stability of the current sources of transit funding available to NVTC's local governments.
- 2) Serve as the central point of contact for financial information on Northern Virginia's transit system.
- 3) Analyze funding proposals produced by regional and statewide studies and identify policy issues for consideration by the Commission.
- 4) Identify and help obtain funding for new transit projects that are recommended by NVTC's jurisdictions.

Deliverables: Provide NVTC funding, local system and WMATA subsidy data to interested parties.

### Financial Analysis

- 1) Regional Gas Tax Revenues
  - a. Monitor NVTC's regional gas tax receipts from the Division of Motor Vehicles (DMV) for reasonableness of collections in total and by jurisdiction.
  - b. Employ database and spreadsheet models to identify unanticipated discrepancies at the taxpayer level by jurisdiction and in total.
  - c. Maintain communications with the DMV regarding both unusual activities identified by NVTC and DMV audit activity. Make suggestions for improving the program.
  - d. Brief the MAC as needed on processes, issues and solutions.
- 2) State Transit Revenues
  - a. Participate in the Transit Service Delivery Advisory Committee (TSDAC) to assist DRPT in reviewing the distribution process for transit capital and operating funds.

3) Transit Funding Opportunities

- a. Produce financial projections and an analysis of the growing gap between transit operating and capital needs versus available financial resources.
- b. Participate in regional and statewide efforts to define public transit needs and identify funding sources.
- c. Identify and seek to implement stable, reliable, permanent and dedicated funding sources for operating and capital expenses for WMATA, VRE and local transit systems.
- d. Coordinate regional efforts and prepare analytic tools, communication materials and editorials to promote such funding.

Deliverables: Annual formula allocation of gas tax revenue; input to the DRPT funding process; financial analysis and projections as needed.

## Financial and Grants Management, Trust Funds, Contracts and Compliance

1) State Assistance

- a. Review and monitor DRPT assistance calculations of WMATA assistance to NVTC as grantee for NVTC's jurisdictions' share of WMATA operating subsidies and capital requirements.
- b. Report WMATA's annual system ridership and other information requested by DRPT as a requirement for receiving state assistance.
- c. Review and submit state operating and capital assistance applications for local systems through DRPT's WebGrants system as the agent for the NVTC jurisdictions.
- d. Manage state grants to NVTC and NVTC's jurisdictions, including the preparation, review and submission of timely grant invoicing.
- e. Track project funding activity, submit extension requests and de-obligate projects as needed.
- f. Participate with VRE and NVTC jurisdictions in quarterly project status review meetings with DRPT.
- g. Work with DRPT and grantees to achieve the maximum funding available.

2) I-66 and I-395/95 Commuter Choice

- a. Monitor and reconcile net toll revenue receipts from VDOT with actual collections and Commonwealth Transportation Board (CTB) approved project funding levels.
- b. Review reimbursement requests for adequate support of eligible expenses; approve and transfer funds.
- c. Ensure recipient compliance with project agreement provisions.
- d. Account for direct costs of administering the program.

- e. Account for and report toll revenue activity as separate Special Revenue funds for each corridor.
- 3) NVTC Subsidy Allocation Model
- a. Maintain NVTC's Subsidy Allocation Model (SAM) utilizing the most recent WMATA and local budget information on transit costs, revenues and subsidies.
  - b. Determine each local government's share of NVTC assistance using the annual SAM percentages.
  - c. Apportion shares of the direct local contributions to NVTC's administrative budget using the annual SAM percentages.
  - d. Provide projections and other analysis of annual transit assistance to NVTC's jurisdictions for planning purposes.
- 4) NVTC Jurisdiction Trust Funds
- a. Allocate revenue to NVTC's jurisdictions through the NVTC trust fund upon receipt using the annual SAM percentages.
  - b. Prepare timely and accurate quarterly cash flow forecasts of available transit assistance sources and uses for NVTC's jurisdictions.
  - c. Prepare quarterly reports of actual NVTC trust funds activities for use by NVTC's jurisdictions.
  - d. Manage and invest trust funds according to NVTC policy by safeguarding assets while maximizing liquidity and investment return.
- 5) Commuter Rail Operations and Capital Fund (CROC)
- a. Monitor and direct collections of CROC monies from the Department of Motor Vehicles (DMV).
  - b. Provide periodic reports to the Commission about the funds in the CROC Fund, including monthly receipts, amounts expended, the amount of funds held and investment earnings.
- 6) Financial Reporting, Accounting, Audit, Compliance and Contracting
- a. Prepare the annual financial statements, disclosures, management's discussion and analysis and supplementary information for the seven NVTC funds and on an entity-wide basis for NVTC's annual audit.
  - b. Prepare the Schedule of Expenditures of Federal Awards and related notes for NVTC's annual federal compliance audit.
  - c. Manage a multi-year audit services contract.
  - d. Accomplish unqualified auditors' opinions on the fair presentation of the financial statements, internal control over financial reporting and compliance and other matters, and compliance for each major federal program and internal control over compliance.
  - e. Provide financial and compliance reports to the appropriate regulatory agencies.

- f. Maintain up-to-date compilations of state and federal grant regulations and ensure staff is adequately trained in grant, contract and project management.
- g. Attend procurement education seminars to remain apprised of state and federal purchasing techniques, theory and best practices.
- h. Maintain NVTC's formal procurement and contracting process to ensure prompt procurements in compliance with state and federal laws.
- i. Perform internal accounting functions, including DRPT and FTA project tracking, Commuter Choice reimbursement request tracking, local match invoicing, accounts receivable, cash receipts, accounts payable, disbursements, internal fund transfers, payroll, general ledger and reconciliations.

#### 7) Federal Grants

- a. Apply for federal grants on behalf of member jurisdictions and manage grants as the designated recipient for FTA funds. NVTC is the designated recipient of federal grants for the city of Alexandria and is anticipating activating Federal Community Project Funding in the first quarter of 2025 for the Envision Route 7 BRT project. For these grants, NVTC will:
  - i. Maintain any subrecipient agreements which outline terms, conditions and expectations.
  - ii. Ensure subrecipient agreements include all the information required by FTA and 2 CFR 200.
  - iii. Review reimbursement requests to ensure costs are reasonable, allocable and allowable in accordance with 2 CFR 200 and terms of the award.
  - iv. Drawdown approved reimbursement requests and transfer funds to subrecipients, if applicable.
  - v. Host quarterly project management meetings with the subrecipient, if applicable, and FTA
  - vi. File quarterly financial and milestone reports (1/30, 4/30, 7/30, 10/30), semi-annual Disadvantaged Business Enterprise (DBE) reports (6/1, 12/1) and other required documentation in FTA's grants management system (TrAMS).
  - vii. Monitor subrecipients to ensure proper stewardship of federal funds and performance goal attainment.
  - viii. Provide technical assistance as needed.
  - ix. Close out completed grants.
- b. Prepare and submit NVTC's Title VI Program to FTA in accordance with 49 CFR Part 21.
- c. Administer and ensure NVTC's compliance with Title VI and DBE programs and provide technical assistance to subrecipients as needed.
- d. Ensure NVTC and subrecipients comply with all relevant FTA regulations and guidelines in numerous areas such as legal, financial management,

technical capacity, continuing control, maintenance, procurement, civil rights and the National Transit Database.

- e. Attend workshops and webinars presented by FTA to maintain awareness of changes in federal requirements and processes.
- f. Submit annual certifications and assurances to the FTA and maintain subrecipient's signed annual certifications and assurances on file.

Deliverables: DRPT grant applications and grant agreements for local and WMATA assistance; Title VI Program; Commuter Choice program reimbursements; annual updates to SAM formula; Trust Fund revenue projections and reporting; annual audited financial statements and single audit reports.

## B. NVTC Program Administration

### Commuter Choice

Commuter Choice is a groundbreaking program that reinvests toll revenue into transit service, transportation demand management and other multimodal improvements along the I-66 Inside the Beltway and I-395/95 toll corridors. NVTC, in partnership with the Potomac and Rappahannock Transportation Commission (PRTC), Virginia Department of Transportation (VDOT), Virginia Department of Rail and Public Transportation (DRPT) and the Commonwealth Transportation Board (CTB), manages this competitive funding program through the tasks outlined in the section below.

#### 1) Program Management and Administration

- a. Provide ongoing administration of I-66 Commuter Choice and I-395/95 Commuter Choice to ensure compliance with relevant Memorandums of Agreement (MOAs).
  - i. Work with staff and legal counsel on policy changes and decisions governing future calls for projects and program administration.
  - ii. Coordinate with PRTC as needed on the ongoing management and administration of I-395/95 Commuter Choice.
  - iii. Work with the NVTC finance team and, if applicable, financial counsel and financial advisors to ensure sufficient cash flow for projects and address any financing arrangements should NVTC issue debt to fund projects.
  - iv. Coordinate with VDOT as needed on I-66 Inside the Beltway revenue projections and monitor VDOT's quarterly payments to NVTC. Coordinate with DRPT to ensure that concessionaire payments from I-66 Outside the Beltway and I-395/95 are transmitted to NVTC in a timely manner.

- v. Maintain and update the Commuter Choice program website to provide relevant, timely information for applicants, recipients and stakeholders.
  - vi. Monitor program operations and communications with recipients to identify any needed policy changes or updates.
  - vii. Execute Standard Project Agreements (SPA) and ensure the projects comply with all SPA requirements.
  - viii. Coordinate with NVTC's WMATA program to develop policy guidance as needed to enable WMATA to operate and/or construct Commuter Choice-funded projects to be considered in WMATA's annual budget process, including potential adoption of policy guidance by the WMATA Board and/or Commissions.
  - ix. Support and participate in recipient-led events highlighting major project milestones, such as groundbreakings and ribbon-cuttings.
  - x. Ensure that, for completed projects, Commuter Choice-funded assets remain in use in a manner benefiting corridor toll payers by obtaining annual asset management certifications from the corresponding funding recipients.
- b. Prepare Commuter Choice annual report and program updates.
- i. Prepare and submit the fiscal year report to the CTB as required by the MOAs.
  - ii. Present analyses of broader travel trends, such as travel volumes and mode shares, in the I-66 and I-395 corridors as part of fiscal year reports to the CTB.
  - iii. Update recipient handbook that provides a comprehensive guide to Commuter Choice program eligibility, policies and procedures, as needed.

Deliverables: Commuter Choice Annual Report to the CTB; updated program guidance materials as applicable; SPAs distributed to recipients for funded projects.

## 2) Call for Projects and Project Selection Process

- a. Prepare Commuter Choice application materials and secure Commission(s) approval to open calls for projects.
- b. Hold workshops with eligible applicants while calls for projects are open. Provide technical assistance and guidance during the application process.
- c. Conduct the initial eligibility screening, evaluation and scoring of project applications in coordination with DRPT.
- d. Provide program updates at Commission meetings and present final Program of Projects for Commissions' approval.
- e. Coordinate with DRPT to receive Commonwealth Attorney General project eligibility concurrence and to prepare project list and supporting materials for CTB consideration.



- f. Develop staff-recommended Program of Projects for consideration by the Program Advisory Committee (PAC)/Joint Commission Working Group (JCWG) and consideration by the Commission(s).
- g. Facilitate public outreach efforts that meet the MOA's requirements, with materials available in English, Spanish and potentially other languages, to detail proposed projects for the public, answer questions about the program and maximize public input.

Deliverables: I-395/95 Commuter Choice FY 2026-2027 Project Evaluation and Scoring, Program Development and Selection, including an eligibility screening meeting with DRPT and PAC/JCWG briefings; I-66 Commuter Choice FY 2027-2028 Call for Projects, Project Development and Scoring, Program Development and Selection, including an eligibility screening meeting with DRPT, and PAC briefings.

3) Reimbursement and Financial Reporting

- a. Host quarterly meetings with recipients to receive required project level reports and ensure projects are meeting implementation, reporting and financial milestones.
- b. Review and approve project reimbursement requests.
- c. Track expenses and reimbursements by corridor, fiscal year program, project, recipient, etc.
- d. Coordinate with NVTC financial team to develop policy/programmatic solutions for financial-related questions/issues.

4) I-66 Corridor Needs Assessment Study

- a. Continued development and completion of the I-66 Needs Assessment Study, in partnership with DRPT, to identify short-and-long term future projects for potential funding in subsequent NVTC I-66 Commuter Choice and DRPT I-66 Outside the Beltway funding rounds.
- b. Project management and administration including consultant management and oversight.
- c. Ensure appropriate coordination with study partners including DRPT, VDOT, WMATA, and eligible I-66 Commuter Choice and DRPT Outside the Beltway program applicants.

Deliverables: I-66 Corridor Needs Assessment Study Draft and Final Reports.

## NVTC Oversight of Washington Metropolitan Area Transit Authority

NVTC exercises leadership through the appointment and support of Virginia's members of the Washington Metropolitan Area Transit Authority (WMATA) Board of Directors to promote safe, reliable and financially sound performance, management and oversight of WMATA.

Staff support the NVTC WMATA Committee to facilitate and represent jurisdictional interests and to ensure access to NVTC's WMATA principal director.

1) WMATA Board of Directors and NVTC WMATA Committee Support

- a. Work with the Committee Chair to develop and implement the committee's annual work plan.
- b. Manage and staff the NVTC WMATA Committee to facilitate committee guidance and feedback on NVTC's priorities for WMATA, leading to committee endorsement and recommendation for the full Commission to approve of the Annual Report on the Performance and Condition of WMATA.
- c. Manage and staff the NVTC WMATA Committee to provide a venue for discussion about WMATA issues directly affecting the NVTC region and NVTC jurisdictions, including but not limited to annual WMATA budget comments, fare policy and comments on any major WMATA studies.
- d. Manage and lead a jurisdictional staff team to provide staff support for NVTC's WMATA Board principal member and members of NVTC's WMATA Committee.
- e. Inform NVTC Commissioners of pending WMATA Board decisions of regional significance.

2) Annual Report on the Performance and Condition of WMATA

- a. Develop and submit to the General Assembly and the Governor by December 15 an annual report on the performance and condition of WMATA that includes information on the following:
  - i. The safety and reliability of the rapid heavy rail mass transportation system and bus network.
  - ii. The financial performance of WMATA related to the operations of the rapid heavy rail mass transportation system, including farebox recovery, service per rider and cost per service hour.
  - iii. The financial performance of WMATA related to the operations of the bus mass transportation system, including farebox recovery, service per rider and cost per service hour.
  - iv. Potential strategies to reduce the growth in such costs and to improve the efficiency of WMATA operations.
  - v. Use of the funds provided from the Mass Transit Fund to improve the safety and condition of the rapid heavy rail mass transportation system.
  - vi. Ridership of the rapid heavy rail mass transportation system and the bus mass transportation system.
  - vii. Any other areas of WMATA Committee interest of priority for that year's annual report. In 2025-2026, this is anticipated to include Metro funding, accountability, and reform recommendations that support a legislative package that addresses the need for long-term,

sustainable, dedicated funding for WMATA and public transit agencies in Northern Virginia.

- b. Manage technical staff to ensure that the report will meet the expectations of the Commission, the General Assembly and the administration.
- c. Support executive director's presentation of this report to the Commonwealth Transportation Board, Governor's Office, General Assembly and other interested stakeholders.
- d. Coordinate with the Communications team to publicize (press, social media, etc.) the recommendations and other relevant elements of the report.
- e. Publish the report and associated information on NVTC's website.

3) Annual Certification of WMATA Documents

- a. Request the following documents annually from WMATA:
  - i. Annual capital budget;
  - ii. Annual independent financial audit;
  - iii. National Transit Data annual profile; and
  - iv. Single audit report issued in accordance with the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (2 C.F.R Part 200).
- b. Certify the receipt of these documents to the Commonwealth Comptroller no later than June 30 of each year.

4) Virginia WMATA Board Member Support

- a. Support the Executive Director's role in facilitating the Commission's annual appointment of Virginia's two principal and two alternate members of the WMATA Board of Directors.
- b. Provide primary staff support on WMATA related meetings and issues to NVTC's WMATA Board principal member or their designated alternate.
- c. Facilitate and lead NVTC WMATA Board members staffing calls in advance of or after WMATA Board and committee meetings.
- d. Ensure communication and coordination between the Commonwealth and NVTC's Principal WMATA Board members and between jurisdictional and DRPT staff as necessary.
- e. Provide staff support and talking points to the WMATA Board members prior to the NVTC Commission meetings.
- f. Provide staff support to NVTC's WMATA Board appointee in preparation for legislatively required annual CTB briefing.
- g. Participate on WMATA's Joint Coordinating Committee (JCC).
  - i. Monitor and report on the development of WMATA's annual operating and capital budgets and multi-year CIP.
  - ii. Provide feedback to WMATA consistent with NVTC positions and/or Board member guidance.

- iii. Coordinate with jurisdictional staff and DRPT on WMATA's compliance with CTB policy guidelines for the implementation of governance and funding reforms for WMATA as needed.
  - iv. Actively participate in the development, negotiations and any updates to the Capital Funding Agreement (CFA). Depending on the timing and eventual results of legislative efforts, broader negotiations about the existing CFA or any future funding agreements could start during the time of this workplan.
- 5) Support for Northern Virginia Jurisdictions
- a. Participate in JCC meetings and follow WMATA Board actions and share key items/actions with Northern Virginia jurisdictional staff in conjunction with recurring WMATA Board member/staff calls.
  - b. Facilitate jurisdictional issues with WMATA that rise to the attention of the NVTC WMATA Board principal member.
  - c. Represent NVTC's interests and coordinate internal communications and comments at key points of WMATA-led planning studies, including but not limited to the Bus Network Redesign and the Blue/Orange/Silver Capacity and Reliability Study.
- 6) Implement NVTC-focused Recommendations from the 2024 Report on the Performance and Condition of WMATA
- a. Develop a scope of work, framework, list of deliverables and schedule for the continuation or additional phase of effort of the WMATA Funding and Reform Working Group. Some of the topics may include, but are not limited to:
    - i. Continuing to develop permanent operating and/or capital funding solutions
    - ii. Recommending operating reporting requirements
    - iii. Advancing audit concepts
    - iv. Refining revenue structure recommendations, and
    - v. Any additional, relevant policy topics.
  - b. Participate in MWCOG WMATA funding related working groups to integrate NVTC's work into regional efforts.
  - c. Brief the WMATA Committee, Legislative and Policy Committee and Commission at key milestones and deliverables.

Deliverables: *NVTC Report on the Performance and Condition of WMATA*; Annual certification letter to the Commonwealth; Letters of Comment from the Commission.

## Work Toward Long Term Sustainable Transit Funding

NVTC is leading and/or participating in several key efforts to support the Commission's work to develop long-term sustainable funding for Northern Virginia's transit agencies. This work

is closely coordinated with the WMATA Program and the development of NVTC's Annual Legislative Agenda.

Senate Joint Resolution 28 (SJ 28) was created by the General Assembly on March 5, 2024. The resolution establishes a joint subcommittee to study long-term, sustainable, dedicated operating and capital funding as well as cost-containment controls and strategies for the Washington Metropolitan Area Transit Authority (WMATA), the Virginia Railway Express and the public transit systems that serve the NVTC and Potomac and Rappahannock Transportation Commission (PRTC) transportation districts. It also created a Technical Working Group to support the Subcommittee.

**DMVMoves** is a joint initiative by the Metropolitan Washington Council of Governments (COG) and WMATA to develop a unified vision and sustainable funding model for public transit in our region. The goal is to build a better transportation network that ultimately serves the region's mobility, sustainability and economic needs for generations to come.

NVTC facilitates a staff-level NVTC Transit Funding Working Group focused on the various initiatives underway geared toward long-term, dedicated transit funding in the region. This working group will be the primary forum to keep jurisdictional and agency partners informed on DMVMoves, the SJ 28 Joint Subcommittee study and NVTC's 2024 Annual Report on the Performance and Condition of WMATA. These meetings will provide an opportunity to develop a coordinated position on the work of these initiatives.

- 1) Support SJ 28 Subcommittee and Technical Working Group (TWG)
  - a) Coordinate development of agendas and materials for the Subcommittee and TWG.
  - b) Liaison with SJ 28 Chair and Senate Staff.
  - c) Track questions/topics for follow-up and items included in the SJ 28 resolution.
  - d) Manage consultant team to generate revenue estimates and ad hoc research/analysis.
- 2) Engage with DMVMoves
  - a) DMVMoves and Government Partners Advisory Group (GPAG) meetings, including preparing briefings (as needed) for Executive Director and Commissioners/elected officials.
- 3) Facilitate NVTC Transit Funding Working Group
  - a) Lead development of agenda and materials for the Working Group.
  - b) Facilitate coordination with DMVMoves and SJ 28 Subcommittee/TWG,

Deliverables: Memos, presentations and other materials documenting NVTC work to support the SJ 28 Subcommittee; memos, presentations and other materials developed by

the Transit Funding Working Group; kit items and presentations to the Commission and Committee(s).

## Envision Route 7

### 1) Envision Route 7 Bus Rapid Transit (BRT) Study

- a. Support development of materials and documentation needed to execute FTA grant and access Community Project Funding.
- b. Lead procurement efforts for the Envision Route 7 Phase 4-2 Mobility Study.
  - i. Develop scope of work and seek Commission approval for release.
  - ii. Coordinate with Procurement Manager to review, score and select consultant team.
  - iii. Seek Commission approval to award contract.
- c. Manage consultant contract for Phase 4-2 Mobility Study.
  - i. Manage consultant contract and track progress.
  - ii. Coordinate with NVTC and jurisdiction staff regarding study related public outreach efforts.
  - iii. Identify stakeholders to serve on Phase 4-2 Technical Advisory Committee (TAC).
  - iv. Update principal regulatory agencies including VDOT, DRPT and FTA.
- d. Release and communicate the Envision Route 7 BRT Strategic Implementation Plan.
  - i. Publish the approved strategic framework that creates foundation for advancing the project by identifying key policy, governance and funding steps essential to successfully design, construct and operate the system.
  - ii. Maintain outreach efforts with key jurisdictional partners and WMATA.
  - iii. Adjust and update the plan to reflect status changes and progress.
- e. Identify external resources needed to advance the project through the remaining planning phases and implementation.
- f. Work with jurisdiction partners and regulatory agencies on National Environmental Policy Act (NEPA) analysis for Federal funding of construction.
- g. Brief the MAC, PAC and Commission at key milestones and decision points, preparing written updates as needed.
- h. Coordinate with the NVTC Communications team to promote and publicize Route 7 progress, milestones and outreach efforts.
- i. Publish reports and associated information on NVTC's website.

Deliverables: Phase 4-2 Project Deliverables; Envision Route 7 Strategic Implementation Plan.

## Transit Data and Analysis

The Transit Data and Analysis program provides technical assistance to member jurisdictions; collects, analyzes and reports data from all NVTC's programs and supports coordination with other regional transportation organizations. An overview of the tasks within Transit Data and Analysis are outlined below.

### 1) Regional Transit Data Collection, Analysis and Visualization

- a. Collect and manage regional transit and related data, with work including:
  - i. Catalog, collect and clean data that can be shared with stakeholders and archived for future use.
  - ii. Identify opportunities to use data sources to communicate NVTC's transit policies, policy positions and storytelling.
  - iii. Update and maintain the NoVaTransit Dashboard which serves as a repository of historical and current transit data metrics and allows users to interact with the data to identify trends and conduct analysis. Ensure the NoVaTransit Dashboard is accurate, has up-to-date data available and is easy to use by the public and regional partners.
  - iv. Report the Washington Metropolitan Area Transit Authority's (Metro) monthly system ridership and service data to comply with the Department of Rail and Public Transportation's (DRPT) reporting requirements.
  - v. Coordinate with NVTC's Communications team and external communications partners to share data analysis and visualization through reports, presentation, etc.
- b. Implement the NVTC Strategic Transit Policy Research Roadmap. The study lays out NVTC's plan for regional transit research and analysis into the future.
  - i. Continue to solicit research ideas from NVTC staff, jurisdictional partners and other industry research.
  - ii. Vet and evaluate proposed research ideas as they are received.
  - iii. Develop a prioritized list of projects.
  - iv. Help develop research partnerships to assist with future work.
  - v. Identify and help acquire external funding opportunities to support future work.
  - vi. Identify dissemination opportunities for sharing completed work to a variety of audiences.
- c. Develop scope of work, budget and funding plan to support NVTC-led transit policy analysis efforts, contingent on funding. FY 2026 efforts may include:
  - i. A study on best practices for communicating transit data using interactive tools like dashboards.
  - ii. The development of an approach for identifying bus stops shared by more than one transit agency in regional GTFS data.

- iii. A synthesis of NVTC’s economic value of transit studies over the last 30 years.
  - d. Ad hoc data collection, analysis and visualization support for other NVTC programs and work
    - i. Create static maps, StoryMaps, GIFs, one-pagers and other products for visualizing transit data and information across NVTC work.
    - ii. Coordinate with the Commuter Choice Program team to conduct annual analysis on transit ridership and other metrics to understand the performance of transit along the I-66 Inside the Beltway and I-395/95 corridors.
    - iii. Coordinate with VDOT, the Transportation Planning Board and other regional bodies to collect data necessary for analyses.
- 2) Manage NVTC Federal Transit Administration’s (FTA) National Transit Database (NTD) Technical Assistance
  - a. Prepare and procure new NTD Technical Assistance contract to begin in July 2025.
  - b. Work with local governments to coordinate collection of performance data for the FTA NTD requirements.
  - c. Manage the contract for NTD data collection on behalf of Northern Virginia’s transit systems. Oversee data collection efforts to facilitate the receipt of federal funds to the region.

Deliverables: NoVaTransit Dashboard Updates; Data and Policy Analysis Reports; Maps and other data visualizations.

## Transit Technology

The Transit Technology program engages regional, state and national transit technology stakeholders to build Commission knowledge about innovative transit mobility services and emerging technologies. An overview of the tasks within the Transit Technology program are outlined below.

- 1) Regional Zero-Emission Bus Coordination
  - a. Implement the recommendations of the NVTC Northern Virginia Zero-Emission Bus (ZEB) Strategic Plan, including procuring contractor support, as needed, and working closely with the NVTC Zero-Emission Bus Working Group and Northern Virginia transit providers to implement zero-emission buses and the associated technology and infrastructure.
  - b. Coordinate with the Joint Office of Energy and Transportation to finalize the On-Route Charging Feasibility Study conducted using free federal technical assistance. Use FY 2025 DRPT technical assistance grant to advance the analysis of up to two feasible sites identified through the feasibility study.



- i. Develop scope of work and seek Commission approval for release of RFP using DRPT technical assistance grant.
    - ii. Coordinate with Procurement Manager to review, score and select consultant team.
    - iii. Seek Commission approval to award contract.
    - iv. Manage consultant contract and coordinate with NVTC staff regarding study-related efforts.
  - c. Seek additional grant support (ex. FTA Low-No, DRPT Demonstration), as needed, to implement the actions of the Northern Virginia ZEB Strategic Plan.
  - d. Provide updates to the MAC, PAC, and Commission on the status of milestones in the Northern Virginia ZEB Strategic Plan. Continue to educate and engage with stakeholders about ZEB technology, including challenges and opportunities.
  - e. Facilitate NVTC's Zero-Emission Bus Working Group to assist regional partners in low/zero-emission bus implementation, including coordination, technical assistance and/or procurement coordination.
  - f. Attend regional meetings on low/zero-emission bus efforts, including but not limited to TPB, WMATA, PRTC, APTA, DRPT and NVTA.
- 2) Regional Fare Collection Coordination
  - a. Provide updates to the MAC, PAC and Commission on the status of milestones in the 2021 Regional Fare Collection Strategic Plan.
  - b. Support Northern Virginia transit operators by participating in WMATA-led working groups related to SmarTrip and fareboxes. Assist with coordination, planning, exchange of information as well as facilitation of future plans.
    - i. Coordinate among local agencies as they procure and install new fareboxes.
    - ii. Track WMATA's open payment effort to ensure regional partners can also take advantage of credit card-based open payments on their systems.
    - iii. Provide support to regional efforts, such as DMVMoves, that seek to make fare payment and collection a more seamless experience for customers.
- 3) Zero/Reduced Fare Research
  - a. Continue to track zero and reduced fare policies within the region and nationally. Identify additional research and analysis opportunities that are related to and build off NVTC's existing work.
- 4) Technology Coordination
  - a. Provide regular updates to the MAC, PAC and Commission on technology-related topics.

- b. Coordinate among agencies on transit technology contracts and lessons learned to ensure operational and cost efficiencies across Northern Virginia.
- c. Attend regional meetings on transit technology, including but not limited to the TPB, WMATA, DRPT and NVTA.
- d. Identify opportunities to hold an annual transit innovation summit.

Deliverables: Scopes of work, budgets, and grant application materials (for DRPT-funded efforts); Transit Innovation Summit (tentative); Annual Work Plan for Transit Technology Program.

## NVTC Support of the Virginia Railway Express

NVTC as co-owner (with the Potomac and Rappahannock Transportation Commission) of the Virginia Railway Express (VRE), provides oversight of the railway to promote safe, reliable and financially sound performance and management.

### 1) VRE Operations Board Support

- a. Facilitate the annual appointment of NVTC's principal and alternate members of the VRE Operations Board.
- b. Provide staff support in coordination with jurisdictional staff, when necessary, to NVTC-appointed VRE Board members.
- c. Participate on VRE's Coordinating Committee (VCC) and Chief Administrative Officer's Task Force and attend VRE Operations Board meetings.

### 2) Budget and Financial Management

- a. Facilitate NVTC's approval of VRE's annual operating and capital budgets, including the prioritization of the Commuter Rail Operation and Capital (CROC) Fund. Participate and provide technical support at budget review sessions.
- b. Apply and receive state and regional assistance on behalf of VRE, including Rail Enhancement, VPRA Funding, SMART SCALE and NVTA funds.
- c. Assist VRE planning staff on planning studies, federal funding programs and other technical items.

### 3) Technical and Communications Support

- a. Amplify and actively share VRE public communications through NVTC social media.
- b. Serve on technical and legislative advisory committees (as requested).
- c. Review Operations Board materials for consistency with the Master Agreement and approved budgets. Maintain close communications with PRTC and VRE staff to coordinate the writing and presentation of VRE action items to the two Commissions.

## D. Communications and Engagement

Develop and execute communications strategies that support the Commission, NVTC programs and initiatives and improve the public's understanding of transit's role in Northern Virginia and the Commonwealth.

### 1) Partnerships

- a. Identify opportunities to host or participate in transit-related events with Northern Virginia's chambers of commerce and other business representatives.
- b. Identify and apply for grants, in partnership with local jurisdictions and transit agencies, to support multi-faceted marketing campaigns designed to increase bus and rail ridership in Northern Virginia.
- c. Partner with WMATA, VRE and local transit agencies to promote advances in transit technology initiatives.
- d. Leverage network of jurisdictional and agency public information officers to facilitate the sharing of information, collaborate on projects of mutual benefit and leverage mutual resources.
- e. Serve on the Virginia Transit Association's (VTA) annual awards and conference planning committees.

### 2) Internal and External Relations

- a. Serve as the point of contact for the news media, interest groups, U.S. Congress, Virginia General Assembly and the public for transit issues in Northern Virginia.
  - i. Inform the news media, interest groups and local jurisdictions of Commission meetings, hearings, actions, analysis, research, reports and events.
  - ii. Share transit-related information from external sources – print/broadcast media, online publications and bloggers, transit agencies and state/local governments – with Commissioners, MAC, agency public information officers, transit advocacy groups, staff and through social media channels.
  - iii. Participate and speak at chamber of commerce events, homeowner association meetings and jurisdictional governing body and committee meetings as requested.
- b. Develop and distribute information and resources necessary for Commissioners to fulfill their responsibilities, including the annual member manual, NVTC website, newsletters and monthly Executive Director reports.
- c. Develop and distribute written and visual communications, such as project fact sheets, issue briefs, web content, frequently asked questions, news releases and targeted e-mail communications on transit-related topics, as well as testimony for Commissioners and NVTC senior leadership.

- d. Provide experts for news media, governmental and transit advocacy organization interviews on regional transportation and transit topics and conduct media training to support leadership and staff.
  - e. Work with program staff and administrative staff to plan, organize, host and market the Legislative Reception, Transit Innovation Summit and Legislative Forum each year.
  - f. Learn and communicate best practices for Artificial Intelligence (AI) generated written and visual content and their ethical uses.
- 3) Commuter Choice Outreach and Marketing
- a. Plan and implement public meetings and public input processes.
  - b. Plan and implement groundbreaking events in collaboration with local jurisdictions and transit providers.
  - c. Promote the Commuter Choice program and events through NVTC's social media and other venues.
  - d. Support ongoing updates and maintenance of the Commuter Choice sections of NVTC's website to provide both programmatic information as well as marketing resources for grantees, stakeholders, etc.
- 4) Envision Route 7 Outreach and Marketing
- a. Work closely with the Envision Route 7 senior program manager and contractors to implement public meetings and public input process.
  - b. Promote Envision Route 7 events and public comment periods through NVTC's social media and other venues.
  - c. Support ongoing updates and maintenance of the Transit Resource Center section of NVTC's website to provide both programmatic information as well as marketing resources for grantees, stakeholders, etc.
- 5) Online Communication
- a. Maximize NVTC's online presence to further the mission of the Commission.
    - i. Provide regular updates to the information, data and tools on NVTC's website to maintain it as a research and information resource.
    - ii. Expand NVTC's social media presence to drive traffic to novatransit.org and program pages, as well as novarides.org. Raise NVTC's profile and promote discussion of regional transit issues.
    - iii. Maintain up-to-date project information on the website to inform the public and Commissioners on the latest project news.
    - iv. Use online analytics and surveys to monitor the effectiveness of online communication and outreach efforts.
    - v. Develop new content, such as videos and infographics, to enhance NVTC's reputation as the primary source of transit-related information in Northern Virginia and improve the public's understanding of both transit and NVTC's role in the region.

6) Public Outreach

- a. Develop and implement communications plans and budgets for transit studies and multimodal grant programs.
  - i. Publicize and solicit public comment through multiple channels, such as meetings and hearings, advertising, pop-up events, online crowdsourcing, email, mail and telephone.
  - ii. Plan and promote public meetings and hearings in consultation with local jurisdictions, transportation agencies and transit providers.
  - iii. Design and create materials, such as flyers, handouts, infographics, email blasts, display boards, PowerPoint presentations and videos.
- b. Plan and implement activities that engage the public and promote NVTC programs and initiatives.
- c. Participate in and support the annual public meeting for Northern Virginia transportation organizations, as required by HB1285 (2018).
- d. Support and coordinate with the Commuter Choice and the Envision Route 7 program outreach and marketing efforts.
- e. Update and streamline NVTC website to ensure user friendliness and adherence to usability standards.
- f. Unify NVTC outreach materials to ensure consistent branding and messaging across all platforms.
- g. Expand in-person outreach efforts through networking and attendance at public events.

Deliverables: Public outreach report for I-66 and I-395/95 Programs of Projects; public outreach for Envision Route 7; daily headlines email; weekly updates for Commissioners and jurisdictional staff; monthly newsletter; annual organizational report; news releases and media relations; website and social media posts; marketing campaign(s) scope and budget; presentations and handouts.

## E. Legislative and Policy Efforts

### Legislative and Policy Agenda

Devise, coordinate and implement legislative and policy strategies based on sound policy analysis in coordination with legislative staff from relevant jurisdictions, agencies and partner organizations.

1) State and Federal Legislative Policy Agenda

- a. Assist NVTC’s Legislative and Policy Committee with adopting a state and federal legislative and policy agenda to guide NVTC’s legislative support in the coming year.

- b. Develop strategies to effectively implement NVTC's annual legislative and policy agenda in collaboration with NVTC jurisdictions' legislative liaisons and the Virginia Transit Association (VTA).
- c. Work with delegations in Richmond and Washington, D.C. (as needed) to promote NVTC's approved agenda.
- d. Identify transit issues that require policy decisions. Assemble data and perform policy analyses to facilitate those decisions (e.g., fare integration, development of new technology, service expansion, customer safety, system security and the business case for and value of public transit).
- e. Plan and implement an annual joint NVTC, PRTC and VRE legislative forum.
- f. Maintain messaging and education efforts about the need for transit funding in Virginia as well as the benefits of public transit throughout the Commonwealth.

2) Virginia General Assembly

- a. Prepare and support NVTC legislative and policy efforts before and during the General Assembly.
- b. Reach out to legislators to garner support for NVTC's legislative agenda and educate them about the benefits of public transportation, including identifying opportunities for tours of Northern Virginia transit investments.
- c. Conduct NVTC's February meeting at the General Assembly in Richmond.
- d. Maintain membership in an online legislative monitoring service and share access with member jurisdictions.
- e. Provide legislative alerts to Commissioners and local staff during the General Assembly Session.

3) Commonwealth Transportation Board

- a. If requested by the Commission, prepare written statements and deliver testimony at relevant CTB's hearings.
- b. Advocate for NVTC's policies, including balanced transportation and stable and reliable funding.
- c. Support DRPT's Transit Service Delivery Advisory Committee (TSDAC) by following the Commonwealth transit funding reform process, facilitating discussions by jurisdictional staff and relaying feedback from the transit agencies to TSDAC for discussions.

4) Transit Industry Groups and Trade Associations

- a. Participate in analysis and dialogs on local, state and national transit issues with state and national transit industry associations and other bodies.
- b. Virginia Transit Association (VTA)
  - i. Contribute to VTA's state legislative strategy for the transit industry and strengthen VTA's response to Northern Virginia's concerns.
  - ii. Provide technical and communications support regarding the economic benefits of transit.

- iii. Co-chair VTA events and encourage NVTC Commissioners to serve as VTA officers.
- iv. Serve as VTA’s member of the Transit Service Delivery Advisory Committee (TSDAC), providing technical guidance on performance-based funding for transit capital and operations.
- v. Serve on VTA’s awards and conference planning committees.
- c. American Public Transportation Association (APTA)
  - i. Provide technical assistance and feedback to APTA on federal transit program implementation issues.
  - ii. Participate in APTA technical and legislative committees to further NVTC expertise and share/learn best industry practices including but not limited to Bus Rapid Transit Committee, Legislative Steering Committee, Zero Emission Bus and Program and Policy Committee.
  - iii. Participate in defining and implementing a federal legislative strategy as part of a broad, nationwide pro-transit coalition.
- d. Provide technical assistance and policy analysis support to state and national boards and committees, including, but not limited to:
  - i. DRPT’s Transit Service Delivery Advisory Committee (TSDAC)
  - ii. VTA Executive Committee
  - iii. The General Assembly’s Joint Committee on Transportation Accountability
  - iv. APTA Legislative Committee
  - v. APTA Policy and Planning Committee
  - vi. APTA Public Private Partnership Committee
  - vii. APTA Commuter Rail Committee, and
  - viii. Transit Cooperative Research Program (TCRP) Dissemination and Implementation of Research Findings Project Panel.

Deliverables: Joint NVTC/PRTC/VRE Legislative Forum; February Legislative Reception in Richmond; policy briefs and supporting information to support legislative priorities; NVTC Legislative and Policy Agenda; legislative tracking reports.

## E. Commission and Committee Management

Provide staff support and execute duties to ensure the smooth running of the day-to-day operations of the Commission. NVTC has three standing committees. In addition to the Executive Committee, NVTC has the Program Advisory Committee (PAC), the WMATA Committee and the Legislative and Policy Committee. The scope of each of these committees is articulated in NVTC’s By-Laws.

1) Day to Day Commission Management

- a. Develop and distribute information and resources necessary for Commissioners to fulfill their responsibilities, including the annual member manual, NVTC website, newsletters and monthly Executive Director reports.
- b. Plan strategically Commission actions, meetings and events throughout the year using a meeting schedule, annual agenda and other planning tools.
- c. Prepare materials for monthly Commission meetings. Coordinate with external speakers to present to the Commission when appropriate.
- d. Schedule, oversee and record minutes of Commission meetings, as well as other NVTC events.
- e. Provide accurate and timely responses to Commissioners, jurisdictional staff and the public.
- f. Support NVTC's committees, through the development of agendas, meeting summaries and handouts.
- g. Ensure the issuance of per diem payments to Commissioners.
- h. Verify Commissioner compliance with state regulations regarding economic and financial disclosure statements.
- i. Conduct new Commissioner orientations.
- j. Maintain archival Commission materials and provide access to archival documentation when requested.
- k. Respond to Freedom of Information Act (FOIA) requests.
- l. Ensure NVTC is complying with Code requirements regarding Freedom of Information Act (FOIA) and records management.

2) NVTC Committee Support

- a. Develop and distribute committee materials, meeting logistics (in coordination with the Board Administrator) and all other responsibilities to support the needs of the committee.

Deliverables: Annual Commission and Committee Meeting Schedule; Monthly Commission materials; Annual Agenda.

## F. Internal Operations

Strengthen NVTC as an organization through improvements of internal policies to ensure a rewarding and equitable work environment.

1) Human Resources and Administration

- a. Develop the annual NVTC General and Administrative (G&A) budget, in coordination with jurisdictional staff, for consideration by the Commission.
- b. Leverage human resources support assistance to enhance human resources functions.



- c. Administer NVTC Transit Fellows Program to attract talent to supplement NVTC staff on specific projects.
- d. Refine and implement a professional development plan for staff, including offering appropriate training.
- e. Continue to refine the staff earning structure and align job descriptions and benefits, such as health and retirement, with NVTC's jurisdictions.
- f. Administer a performance management system that aligns individuals with organizational performance in a meaningful and transparent manner.
- g. Manage employee benefit programs, including retirement plan, 457 plan, group health insurance, group life insurance, disability insurance, flex benefit plan, bike share and Zip Car.

## 2) Procurement

- a. Administer a competitive procurement process, which includes, but is not limited to, the following:
  - i. Develop the Requests for Proposals (RFP) indicating the services that will be procured, the factors that will be used to evaluate proposals, and the applicable contractual terms and conditions.
  - ii. Distribute the RFP to the NVTC website and other public platforms to maximize public interest and participation.
  - iii. Host a Pre-proposal Meeting to allow potential Offerors an opportunity to ask questions and receive answers about the solicitation.
  - iv. Conduct an initial administrative review of the proposals received to ensure that they are timely and responsive to the requirements set forth in the RFP.
  - v. Oversee and protect the integrity of the formal evaluation of proposals by ensuring that the evaluation team renders impartial, technically sound, and objective advice throughout the selection process.
  - vi. Prepare the final binding contractual documents and present the award to the selected firm.
- b. Ensure strict compliance with the Virginia Public Procurement Act and federal laws throughout the procurement process.
- c. Implement and maintain internal procurement policies and procedures and ensure staff are adequately trained on procurement requirements, contract administration, and project management.
- d. Conduct public outreach to engage and inform small and disadvantaged businesses about current and upcoming contract opportunities at NVTC.

## 3) Telework and Office Space

- a. Provide technical support to staff to enable telework and other remote work activities.

- b. Resolve issues related to the office space (lease, maintenance, facilities, etc.).
- 4) Information Technology
- a. Provide ongoing strategy, operation, maintenance and enhancement of computer, communication and information systems as an essential support function to enable NVTC to accomplish its objectives.
  - b. Acquire, implement and maintain new information technology systems, software and services to support business operations and programs.
  - c. Manage a third-party support contract to ensure security of NVTC's systems, assistance in following industry best practices, and additional user support.
- 5) Procedures Manual
- a. Implement, maintain and regularly update a procedures manual for onboarding new staff of procedures for office (Style Guide, safety procedures, templates, contacts, etc.).

Deliverables: NVTC General and Administrative Budget; NVTC Work Plan.

## G. Regional Coordination and Collaboration

Ensure NVTC transit performance research complements and does not duplicate other regional analyses, through participation in regionally focused technical, program or study committees assisting in planning and funding preliminary engineering and environmental analysis for transit in the region, including, but not limited to:

- a. Transportation Planning Board
- b. Potomac and Rappahannock Transportation Commission
- c. Northern Virginia Transportation Authority
- d. Virginia Department of Rail and Public Transportation
- e. Virginia Department of Transportation
- f. Virginia Railway Express
- g. Metropolitan Washington Council of Governments, and;
- h. Washington Metropolitan Area Transit Authority.

# NVTC Annual Public Comment 2024

David Meyer  
City of Fairfax

## ***Share your thoughts on the NVTC Work Plan***

The Work Plan is thorough and achieves the critical balance between NVTC's critical aspirational objectives and annual operational needs and goals. I specifically focused on the Legislative and Policy Committee's plans (beginning on p. 21) and strongly endorse them. While the current political climate, particularly at the Federal level, is challenging for transit, I do believe targeted increases in funding are still possible, albeit with concentrated, bipartisan effort. We cannot emphasize too much the economic benefit to the entire Commonwealth of a strong and financially viable public transit system in No. Virginia. The message must be said consistently, non-stop, in various ways to the myriad audiences and constituencies across the Commonwealth (as well as the DMV) whose responsibilities are connected to public transit.

## ***Share your thoughts on NVTC's Guiding Principles for Long-Term, Sustainable, Dedicated Funding to Address the Growing Needs of Public Transit in Northern Virginia***

The Guiding Principles do a great job of capturing both NVTC's origins and the initial objectives of the Commission when it was created and the complex principles and guidelines that the NVTC must embrace to address the challenges this decade and in the 2030s. I have made a few suggested changes/additions to the text that I will submit separately. Overall, well done.

---

Clark Mercer, MWCOG  
Alexandria

## ***Share your thoughts on the NVTC Work Plan***

Excellent. We are really lucky to have NVTC as such a strong partner.

## ***Share your thoughts on NVTC's Guiding Principles for Long-Term, Sustainable, Dedicated Funding to Address the Growing Needs of Public Transit in Northern Virginia***

Important markers to put down and excellent framework. Kate and the NVTC team are the best!

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice and Rhonda Gilchrest  
**DATE:** January 9, 2025  
**SUBJECT:** Virginia Railway Express (VRE)

---

At the January 2025 meeting, VRE staff will update the Commission on VRE activities. The Commission will be asked to take action on VRE's budgets, Virginia Passenger Rail Authority (VPRR) agreement, and an endorsement letter for a VRE grant application.

**A. VRE CEO Report and Minutes**

VRE Chief Executive Officer Rich Dalton will provide his report on recent VRE activities. The [VRE CEO Report for December 2024](#) and the [Minutes of the December 20, 2024 VRE Operations Board meeting](#) are attached.

**B. ACTION: Approve [Resolution #2553](#): Adopt and Refer VRE's FY 2025 Revised Budget and FY 2026 Budget to the Jurisdictions**

On the recommendation from the VRE Operations Board, the Commission will be asked to approve [Resolution #2553](#), which will adopt and refer VRE's FY 2025 Revised Budget and the FY 2026 Budget to the Jurisdictions. The Commission received budget updates from VRE staff at the October and December meetings.

The recommended FY 2026 budget is balanced, with no funding gap, and with all projected expenditures in FY 2026 supported by reasonably expected sources of funding. The Recommended FY 2026 Operating and Capital Budget totals \$225.8 million and supports VRE's existing weekday service of 32 daily trains as well as the planned introduction of Saturday service. The FY 2026 budget includes no change to passenger fares compared to FY 2025 and a total jurisdictional subsidy contribution of \$19.76 million, an increase of 8.0% over FY 2025.

As part of the annual process of adopting the budget for the upcoming fiscal year, VRE also revises the current year budget to reflect updated projections for revenues and expenses and changes to capital funding sources. In most years, this is a relatively technical process of adjusting specific line items that were unknown at the time of adoption, and it does not usually result in significant changes to the overall budget. However, given the ongoing challenges of projecting ridership in the post-pandemic environment, delays in the inauguration of planned Saturday service, and the VPRR purchase of the Manassas Line, the amended FY 2025 operating budget includes some material differences from the original approved version with respect to revenues and expenses. The major revisions to the FY 2025 budget are identified below:

## Revenue

- Decrease in passenger fare revenue from \$22.9 million to \$16.6 million, to reflect lower than projected ridership and delay in the start of Saturday service.
- Decrease of state access fee reimbursement grant revenue in the amount of \$3.9 million, reflecting both changes in the ownership of the Manassas Line from Norfolk Southern to VPRRA, as well as the delayed start of Saturday VRE service.
- Increase in state operating assistance in the amount of \$264,000 to reflect a higher funding amount than originally projected.
- An increase in interest income of \$100,000, reflecting slightly higher than projected interest rates and more funds held in interest bearing accounts due to the Series 2022 Bonds.
- Increase in the utilization of federal pandemic relief funds of \$4.0 million reflecting overall lower than projected revenues offset by decreased overall operating costs.

## Expenses

The FY 2025 operating contingency is reduced by a net \$1.5 million for various additions and revisions of current year operating and capital costs and revenue. The notable expense changes are:

- Decrease in Host Railroad Access Fee costs of \$4.7 million, reflecting both the changes in the ownership of the Manassas Line from Norfolk Southern to the Virginia Passenger Rail Authority, as well as the delayed start of Saturday service.
- Decrease in Amtrak contracted services of \$613,000 due to lower than projected annual cost escalation (PRIIA) and the delayed start of Saturday service.
- Decrease in contracted train operations and maintenance costs of \$530,000, due to the delayed start of Saturday service.
- Decrease in Diesel Fuel and Station Maintenance costs of \$388,000 (combined) due to the delayed start of Saturday service.
- Decrease in Staff Salary and Fringe costs of \$380,000 due to vacancies for the first half of FY 2025.
- Increase in consulting costs for IT for various system upgrade initiatives and cybersecurity efforts of \$650,000.
- Increase in total insurance costs of \$400,000, reflecting ongoing market conditions in meeting VRE's regulatory requirements.
- Increase in Facilities Non-Routine Station Maintenance costs of \$400,000, reflecting expanded facility maintenance needs.
- Increase in Facilities Station Parking Lease costs of \$180,000, reflecting an extension of the lease of the Rippon parking lot.
- Increase in Mechanical Operations repair and maintenance of railcars costs of \$112,000 for waste treatment tanks.
- Increase in Legal Consulting costs of \$100,000, reflecting appraisal efforts related to the proposed Manassas Line property acquisitions.
- Increase of \$90,000 for temporary staff support in the Finance and Accounting division.
- Other miscellaneous increases across VRE's operating divisions with a net total increase of \$380,000.

The operating contingency remaining after the changes detailed above is \$500,000 for the second half of FY 2025.

### Capital Program

- \$600,000 of previously unallocated prior-year federal formula funds were allocated to the Facilities Asset Management program. These federal formula funds represent 80% of the total dollar amount, with the remaining 20% coming from state and local matches.
- The Alexandria Station Improvements project has been obligated additional funding totaling \$25.4 million. All \$25.4 million of this funding is from the Virginia Passenger Rail Authority and requires no additional matching funds.
- The Backlick Road Station Improvements project has been obligated additional funding totaling \$6.1 million. All \$6.1 million of this funding is from the Northern Virginia Transportation Authority (NVTA) and requires no additional matching funds.

More information on the budgets can be found in the [attached VRE memorandum](#).

### **C. ACTION: Approve Resolution #2554: Authorize the VRE CEO to Submit, on Behalf of the Commissions, a Joint VRE-VPRA Application to the USDOT PROTECT FY 2025-2025 Planning Grant**

On the recommendation from the VRE Operations Board, the Commission will be asked to approve Resolution #2554, which will authorize the VRE Chief Executive Officer to submit, on behalf of the Commissions, a joint VRE-VPRA application to the USDOT PROTECT FY2024-2025 Planning Grant funding opportunity, to make any necessary corrections to the project amount or descriptions in the application(s), and to execute all project funding agreements that may result from consideration of the VRE application(s).

VRE has identified the need to study the impacts of future adverse climate conditions on its operating territory, including infrastructure not owned by the Commissions, but by partners such as the Virginia Passenger Rail Authority (VPRA), CSXT and Norfolk Southern. This study will assess, as a follow-up to a more general high-level desktop analysis conducted by the Metropolitan Washington Council of Governments Transportation Planning Board (TPB), the magnitude and severity of potential risks to rail operations caused by extreme heat, inland flooding, and intensifying storms with extreme wind and rain. If authorized, VRE would apply as the lead applicant for funding for this study under the planning track of the FY2024-2025 USDOT PROTECT Program, with VPRA serving as the joint applicant for this submittal.

If selected for PROTECT funding, an amendment to the VRE FY26 Operating and Capital Budget to reflect the receipt of the PROTECT funds would be presented for approval by both the Operations Board and Commissions. More information can be found in the [attached VRE memorandum](#).

#### **D. 2025 VRE Operations Board Officers**

At its December 20 meeting, the VRE Operations Board appointed the following officers for 2025:

Chair: Sarah Bagley (NVTC)  
Vice Chair: Andrea Bailey (PRTC)  
Secretary: Dan Storck (NVTC)  
Treasurer: Lori Hayes (PRTC)

Installation of the 2025 VRE Officers will take place at the January 2025 VRE Operations Board meeting. According to the VRE Bylaws, each Commission provides two officers from among its Operations Board members. The office of chair rotates each year between the two Commissions.

# CEO REPORT

DECEMBER 2024





# MISSION

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 | DECEMBER 2024

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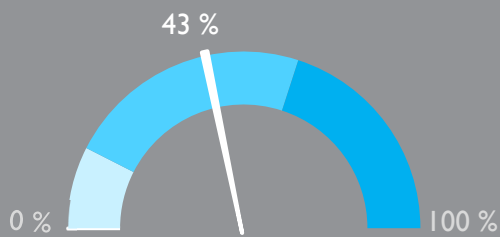
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VIRGINIA RAILWAY EXPRESS  
A better way. A better life.

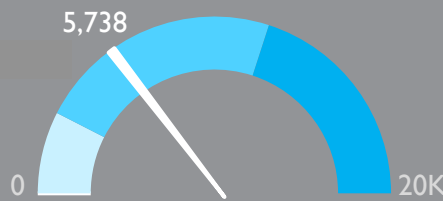


# PERFORMANCE AT A GLANCE



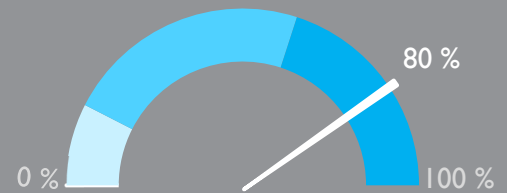
**PARKING UTILIZATION**

The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



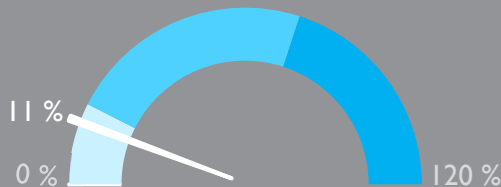
**AVERAGE DAILY RIDERSHIP**

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings and reduced, "S" schedule, service.  
Same month, previous year: 6,580



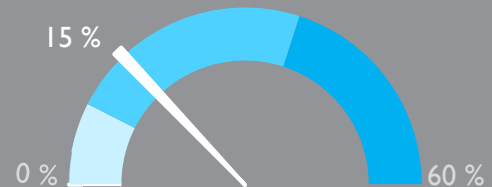
**ON-TIME PERFORMANCE**

Percent of trains arriving at their destination within 5 minutes of the schedule.  
Same month, previous year: 84%



**SYSTEM CAPACITY**

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



**OPERATING RATIO**

*Through October 2024*

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

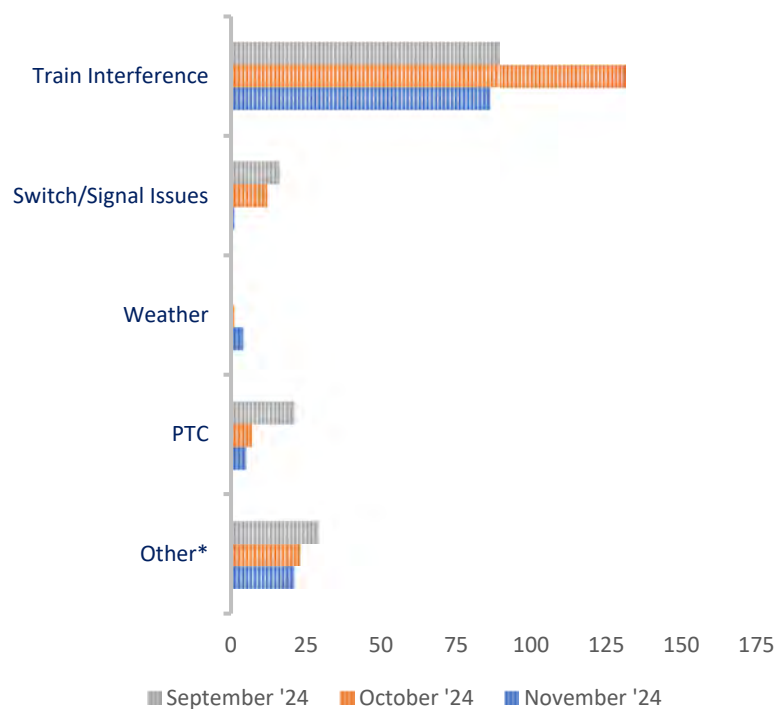
**November 2024**

# ON-TIME PERFORMANCE

## OUR RECORD

	November 2024	October 2024	November 2023
Manassas Line	80%	70%	80%
Fredericksburg Line	79%	80%	88%
Systemwide	80%	75%	84%

## PRIMARY REASON FOR DELAY



VRE operated 574 trains in November. The on-time rate for the month was 80 percent.

One hundred seventeen trains arrived more than 5 minutes late to their final destinations. Of those late trains, 58 were on the Manassas Line (50 percent), and 59 were on the Fredericksburg Line (50 percent). The average delay was 14 minutes. Ten trains were more than 30 minutes late to their destination station.

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

## LATE TRAINS

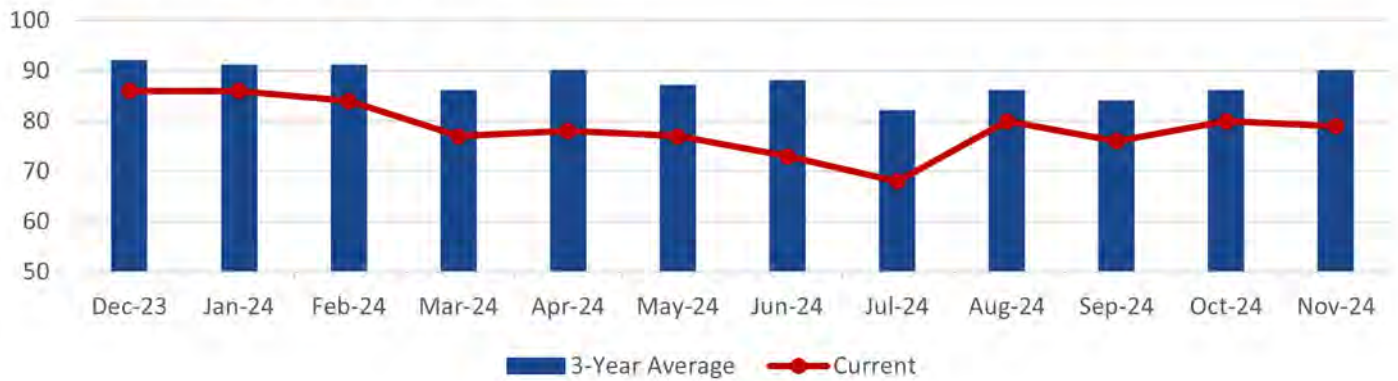
	System Wide			Fredericksburg Line			Manassas Line		
	Sept.	Oct.	Nov.	Sept.	Oct.	Nov.	Sept.	Oct.	Nov.
Total late trains	155	174	117	78	70	59	77	104	58
Average minutes late	16	14	14	17	12	15	14	16	13
Number over 30 minutes	17	11	1	12	2	7	5	9	3
Heat restrictions	0	0	0	0	0	0	0	0	0

# ON-TIME PERFORMANCE

## VRE SYSTEM



## FREDERICKSBURG LINE



## MANASSAS LINE



# AVERAGE DAILY RIDERSHIP

## VRE SYSTEM



## FREDERICKSBURG LINE



## MANASSAS LINE



## RIDERSHIP UPDATES

Average daily ridership for November was 5,738. There were 21 service days.

	November 2024	October 2024	November 2023
Monthly Ridership	109,026	150,972	138,189
Average Daily Ridership	5,738	6,862	6,580
Bicycles on Trains	1,271	1,593	1,556
Full Service Days	19	21	21
“S” Service Days	2	1	0

## SUMMONSES ISSUED

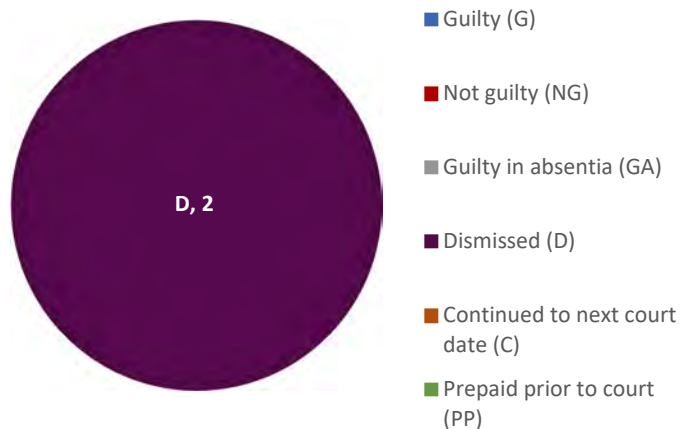
### VRE SYSTEM



### SUMMONSES WAIVED OUTSIDE OF COURT

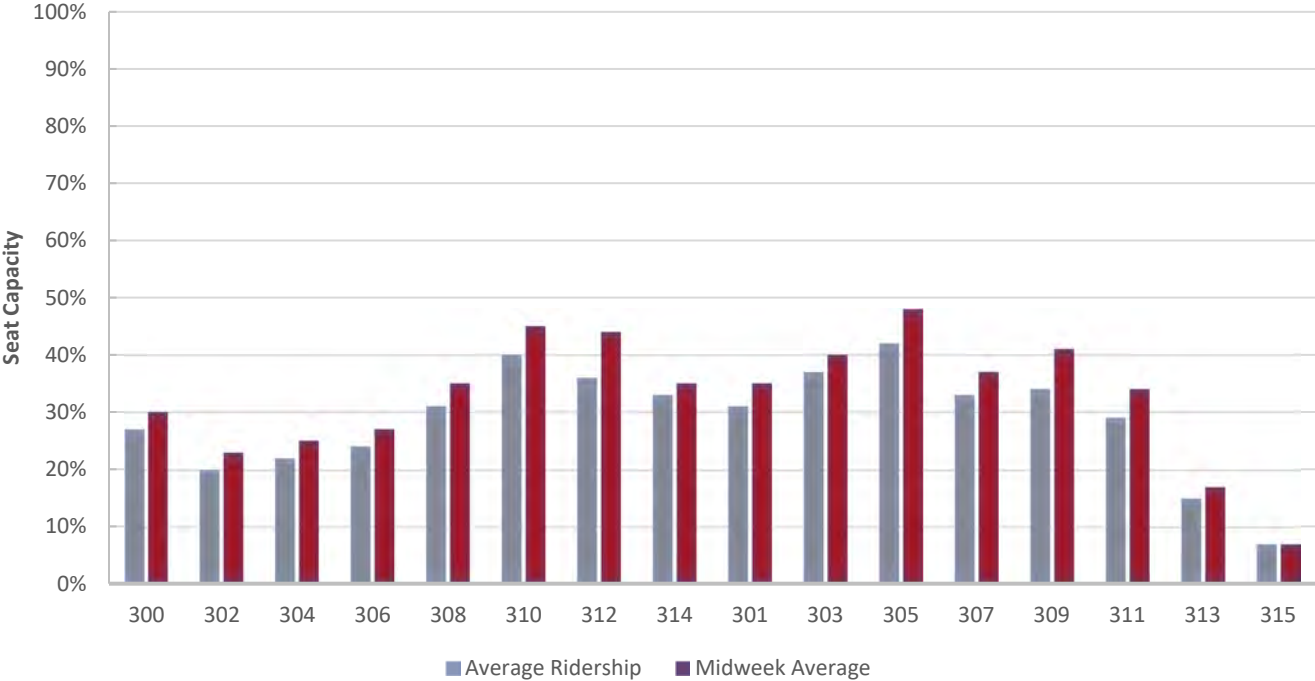
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	0
One-time courtesy	3
Per the request of the conductor	0
Defective ticket	0
Per ops manager	0
Unique circumstances	0
Insufficient information	0
Lost and found ticket	0
Other	0
<b>Total Waived</b>	<b>3</b>

### MONTHLY SUMMONSES COURT ACTION

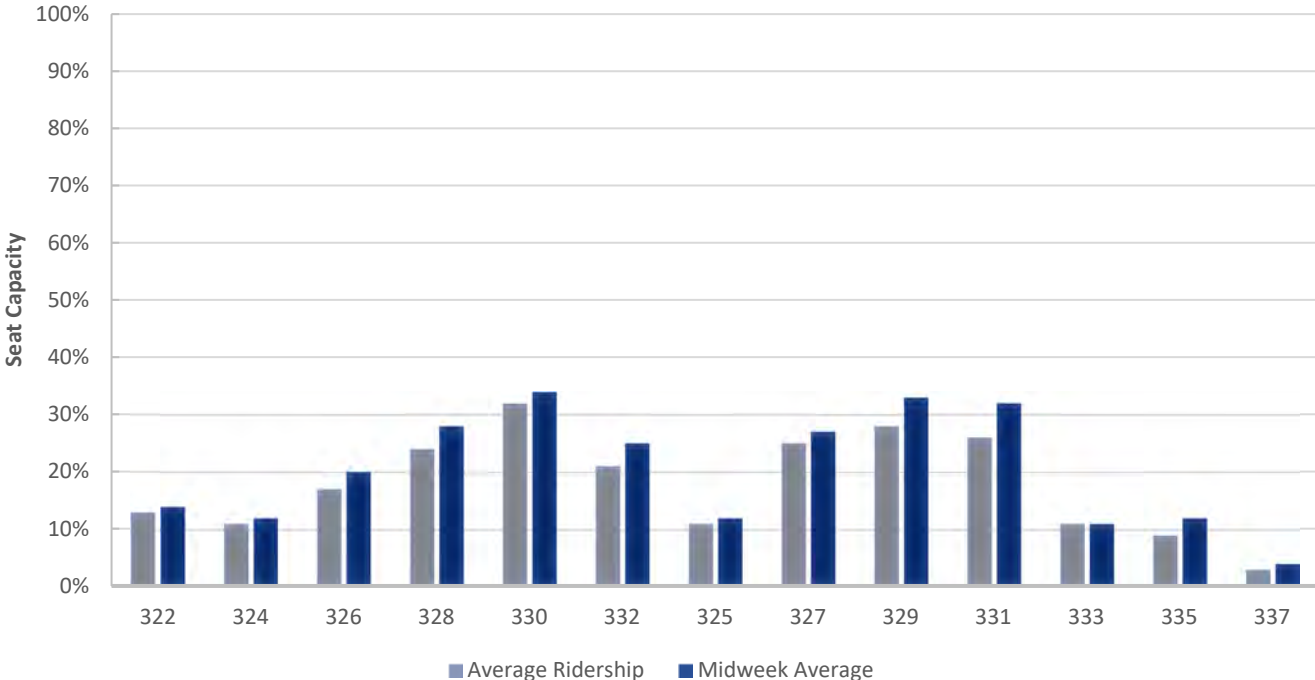


# TRAIN UTILIZATION

## FREDERICKSBURG LINE



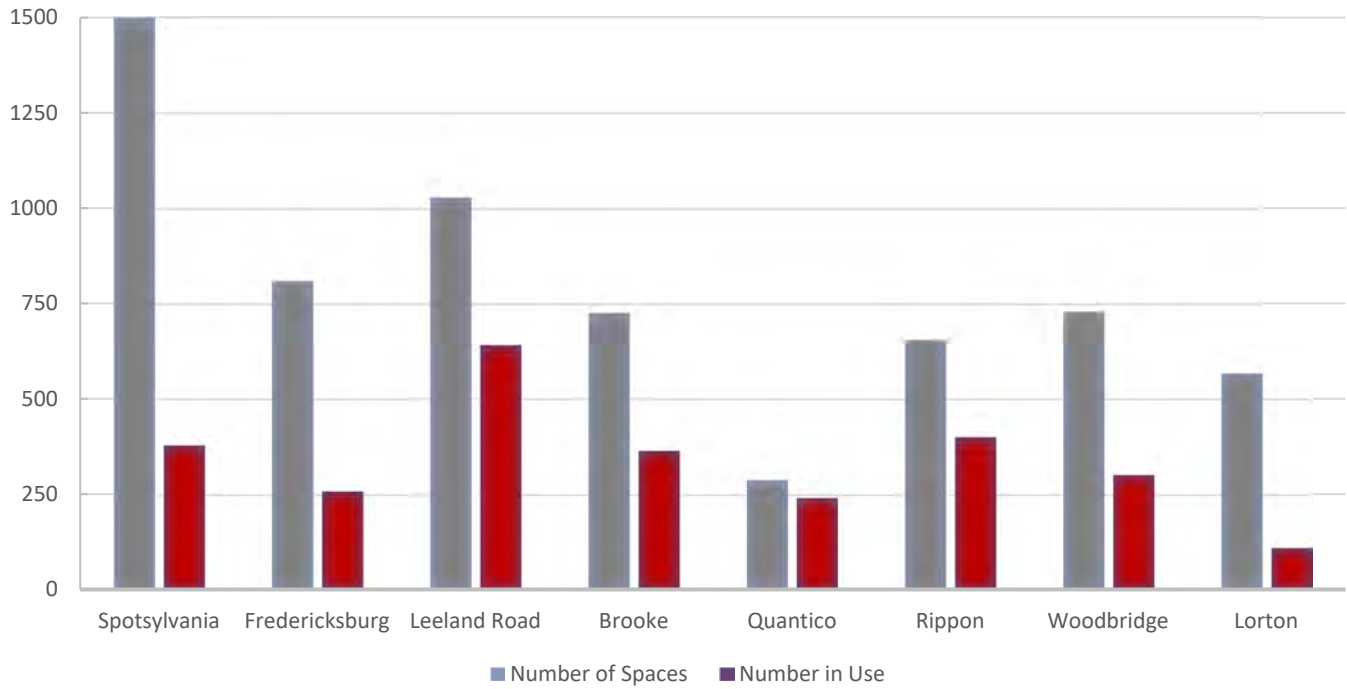
## MANASSAS LINE



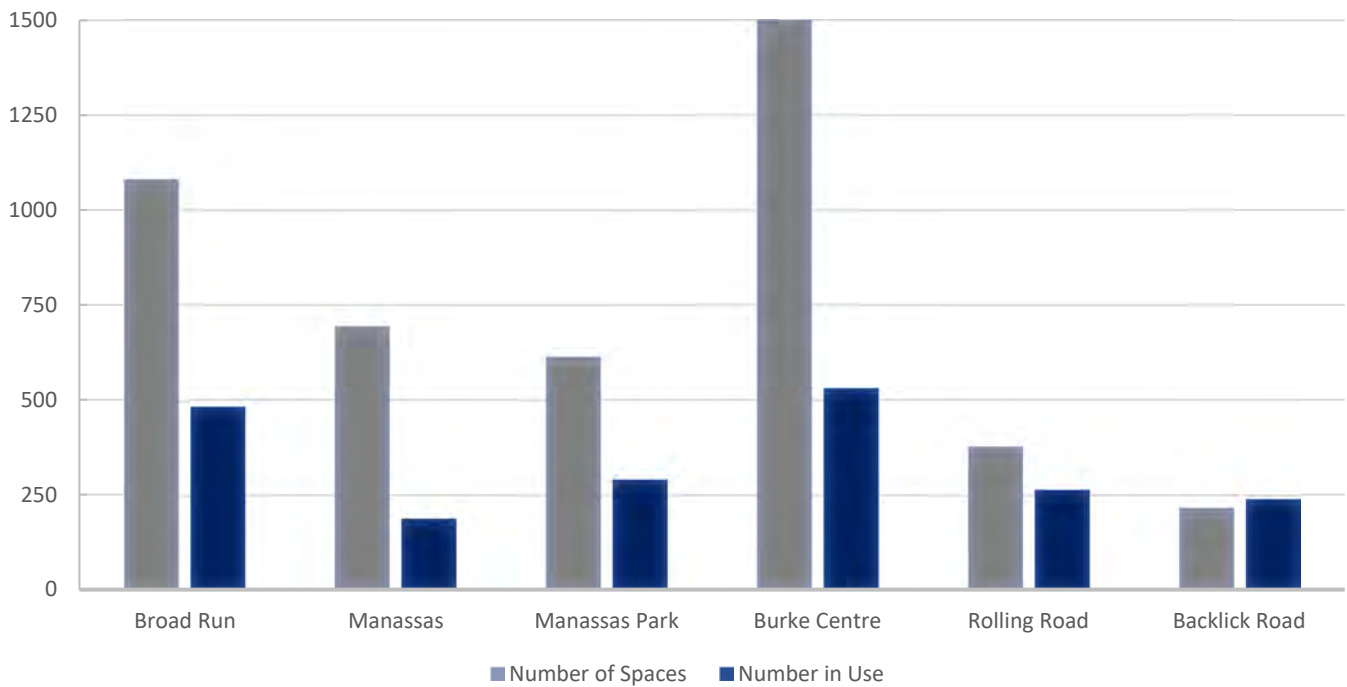


# PARKING UTILIZATION

## FREDERICKSBURG LINE



## MANASSAS LINE



# FACILITIES UPDATE

The following is a status update of VRE facilities projects.

Completed projects:

1. Replacement of wood light pole at Leeland Road station
2. Installation of elevator signage and Fire Department Knox boxes at Quantico station
3. Repairs to storm drainage pipe at Manassas station parking garage
4. Replacement/installation of pathfinder signage for multiple stations



*Pathfinder signage at the Quantico station*

Projects scheduled to be completed this quarter:

1. Replacement of entrance gate and motor at Crossroads MASF
2. Replacement of parking lot entrance signs at Woodbridge, Brooke, Leeland Road and Manassas Park stations
3. Painting of steel railing repairs at Brooke, Leeland Road, Backlick Road and Burke Centre stations



*Elevator signage and Knox Box at Quantico station*

Projects scheduled to be initiated this quarter:

1. Replacement of LED lighting at Woodbridge station parking garage
2. Repairs to stairs at Franconia-Springfield and Woodbridge stations
3. Repairs to train gate conduits at Crossroads MASF
4. Replacement of existing lighting with LED lighting at Manassas station parking garage
5. Repairs to steel railings at Broad Run station
6. Replacement of employee turnstile with swing gate at Broad Run MASF
7. Replacement of platform lighting at multiple stations

Ongoing projects:

1. Modernization of east elevator at Woodbridge station parking garage
2. Minor structural repairs at Woodbridge station parking garage
3. Improvements to various elements of Manassas Park station

# UPCOMING PROCUREMENTS

1. Locomotive AR-10 parts
2. Modernization of Woodbridge Station east elevator
3. Construction of Alexandria Station improvements
4. Broad Run and Crossroads security camera system power and network infrastructure upgrade
5. Locomotive master controllers
6. Locomotive exterior painting services
7. Construction management services for the Crystal City Station improvements project
8. Photography and videography services
9. Locomotive air compressors

## CAPITAL PROJECTS UPDATE

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	Comments on the conformed consolidated 90% plans received from VPRA, CSXT and WMATA. Responses have been provided, and revisions underway. Workshop scheduled between VPRA, CSXT, VRE, Engineer of Record and Construction Manager for mid-December. (December) Conformed, consolidated 90% plans due to VRE in mid-October for distribution to VPRA, CSXT and Amtrak for stakeholder review. (November)
Backlick Road Station Improvements	A 290-foot platform extension will accommodate eight-car trains thereby eliminating passenger movement within railcars and decreasing boarding and off-boarding time. Rehabilitation and repair of the existing platform and canopy, and upgrades of the lighting and communication systems are included.	Development	\$ 8,454,206.00	A GEC task order to advance an environmental study and engineering design is being reviewed. (December) A request for CMAQ funding flexibility is currently being processed with VDOT, DRPT/VPRA, and FTA. (November)
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	Facility design working group meeting held to review the draft 90% permit package. The team will incorporate comments from VRE and make site and building permit applications with the city and county. (December) VRE comments on advanced 90% design package have been returned. Pre-application meetings are set with city and county ahead of forthcoming permit applications for site and buildings. Coordinating with US Army Corps of Engineers regarding jurisdictional wetlands. (November)
Crossroads MSF Employee Parking & AEW Building	Design and construction of a permanent employee parking lot and Administrative and Employee Welfare Building at VRE Crossroads Yard.	Final Design	\$ 7,365,765.00	Advancing building to 60% design and will schedule a facility design working group meeting in January prior to finalizing the 60% deliverables. Site permit application for parking has been deemed complete by the county, which is performing a review of the package. Working on a procurement for advanced tree clearing to stay ahead of time-of-year restrictions. (December) Special use permit for eastern parcel approved by County Planning Commission. Task order for AEW building has been awarded. (November)

- continued next page -

## CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Crossroads MSF-TRV Phase II Service Expansion	Design and construction for long-term expansion of Crossroads MSF is needed to accommodate train consists, locomotives, and spare equipment required to provide the level of service contemplated in the Transforming Rail in Virginia Phase II service plan for Fredericksburg Line service. This includes warehouse expansion, additional storage tracks, electrical yard expansion, new pond, and pole barn building.	Development	\$ 55,061,790.00	All final deliverables substantially complete. Will schedule a facility design working group meeting to review steps to advance to final design/construction. (December) Final deliverables substantially complete. (November)
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	90% plans received from designer. Authorization for designer to advance Phase 1 from 90% to IFB and Phase 2 from 30% to 90% anticipated within the next month. (December) Station design advancing to 90%. Milestone deliverable package anticipated in November. Significant coordination ongoing with adjacent project stakeholders to clarify design intent of Phase 2 (entrance from 2011 Crystal Drive)(November)
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	Comments received from VPRA on the 90% unified design package, (consolidating the platform extensions, pedestrian underpass, and repairs to the existing station), and responses returned. Consultant advancing package to final, and addressing comments. Final plans anticipated by end of year. (December) Unified 90% Stakeholder Review Set distributed to VPRA and CSXT for review. (November)
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	Cost estimate update in progress (December/November)
Leeland Road Station Improvements	Design and construction of a platform extension to accommodate full-length VRE trains.	Development	\$ 10,361,037.00	Cost estimate update in progress (December/November)
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	An information item on project status is being prepared for January Operations Board meeting. (December) Coordination for utility relocation and signal design with the Long Bridge North and LEF projects is ongoing. (November)

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## CAPITAL PROJECTS UPDATE

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## VIRGINIA RAILWAY EXPRESS

1500 KING STREET, SUITE 202 • ALEXANDRIA, VA 22314 • 703.684.1001

VRE.ORG





**Virginia Railway Express**  
**MINUTES Operations Board Meeting**  
**9:00 AM - Friday, December 20, 2024**  
 14700 Potomac Mills Road

The Operations Board Meeting of the Virginia Railway Express was called to order on Friday, December 20, 2024, at 9:00 AM, in the 14700 Potomac Mills Road, with the following members present:

- PRESENT:** Chair (Elected official) Meg Bohmke, Vice Chair (Elected official) Sarah Bagley, Treasurer (Elected official) Daniel Storck, At-Large (Elected official) Andrea Bailey, Immediate Past Chair (Elected official) James Walkinshaw, Board Member (Elected Official) Tom Gordy, Board Member (Elected official) Lori Hayes, Board Member (Elected official) Jannan Holmes, Board Member (Elected official) Takis Karantonis, Board Member (Elected official) Alanna Mensing, Board Alternate (Appointed official) Michael McLaughlin, and Alternate (Elected official) Pamela Yeung
- EXCUSED:** Secretary (Elected official) Ralph Smith, Board Member (Elected official) Margaret Franklin, Alternate (Elected official) Canak Aguirre, Alternate (Elected official) Victor Angry, Alternate (Elected official) Kenny Boddye, Alternate (Elected official) Will Mackintosh, Alternate (Elected official) Libby Garvey, Alternate (Elected official) Darryl Moore, Alternate (Elected official) Pamela Sebesky, and Board Member (Appointed Official) Tiffany Robinson
- STAFF AND MEMBERS OF THE PUBLIC** Mubashir Ahmed (VRE), Alexander Buchanan (VRE) Trinette Broussard (VRE), Jay Corbalis (JBG Smith) Rich Dalton (VRE), John Duque (VRE), Anaya Farah (VRE) Karen Finucan Clark (VRE), Peter Gary (Citizen), Chris Henry (VRE), John Kerins (Keolis) Lezlie Lamb (VRE), Steve MacIsaac (VRE), Kate Mattice (NVTC), Dallas Richards (VRE), Nick Ruiz (VRE), Bob Schneider (PRTC), Mark Schofield (VRE), Joe Swartz (VRE)

**1. Pledge of Allegiance**

**2. Roll Call**

- A. Approval of the remote participation by Chair Bohmke

**1-2024**

Board Member (Elected official) Lori Hayes made a motion to approve the remote participation of Chair Bohmke, in accordance with the VRE Operations Board Electronic Participation Policy. At-Large (Elected official) Andrea Bailey seconded the motion. Carried unanimously.

**3. Safety Moment**

**4. Approval of Agenda**



A. Approval of the Agenda

**2-2024**

Board Member (Elected official) Lori Hayes made a motion to approve the agenda. At-Large (Elected official) Andrea Bailey seconded the motion. Carried unanimously.

**5. Approval of Previous Minutes**

A. Approval of Minutes from the November 15, 2024 VRE Operations Board Meeting

**3-2024**

Board Member (Elected official) Takis Karantonis made a motion to approve the minutes from the November 15, 2024 meeting. At-Large (Elected official) Andrea Bailey seconded the motion. Carried. Chair (Elected Official) Meg Bohmke, Board Member (Elected Official) Tom Gordy, and Alternate (Elected Official) Pamela Yeung abstained.

**6. Chair's Comments**

**7. Chief Executive Officer's Report**

The CEO briefed the Board on the following topics:

- Ridership
- Performance
- Safety Drill with First Responders from the City of Manassas
- December Special Events:
  - VRE participated in the Fredericksburg Christmas Parade on December 7, 2024.
  - VRE's annual Santa Trains event took place on December 14, 2024.

**8. Virginia Railway Express Riders' and Public Comment**

A.

Mr. Jay Corbalis was present to represent JBG Smith and National Landing to convey the importance of the Crystal City Station Improvements Project. Mr. Corvallis asked that VRE provide updates on the project status to the public. Two other public comments were submitted electronically and were forwarded to members of the Operations Board.

**9. Action Items**

A. Referral of the Amended FY 2025 and Recommended FY 2026 VRE Operating and Capital Budgets to the Commissions and Jurisdictions

Mark Schofield, VRE CFO, presented the budget's key issues:

1. The Capital Improvement Program (CIP) six-year program
  - a. Near-Term CIP projects
  - b. Out-Year CIP projects

2. FY 2026 Recommended Operating Budget overview.
  - a. Total FY 2026 Operating Budget is \$115.2 Million, which is a \$3.2 million decrease from FY 2025
  - b. Operating expense highlights
  - c. Operating revenue highlights
3. Balance of Fares/Subsidy/Pandemic Relief
  - a. Six-Year plan returns to alternating fare and subsidy increases.
  - b. The recommended budget has no fare increase and an 8% subsidy increase.

Discussion:

1. Ms. Hayes expressed opposition to an 8% subsidy increase. Spotsylvania County has many transportation needs, and an 8% subsidy increase will be difficult for her county.
2. Chair Bohmke asked if Saturday service is expected in FY 2026. She also indicated that she believes another fare increase is appropriate, even though there was one in FY 2025. Federal workers make up the majority of VRE Ridership and those riders receive commuter benefits that cover much of their fare.
3. Vice Chair Bagley asked Mr. Schofield to outline the cascading reductions in the remaining funds from the pandemic relief programs.
4. Vice Chair Bagley asked Mr. Schofield to outline the insurance costs strategy.
  - a. Mr. Schofield stated that the amount of insurance coverage VRE must buy is specified in our access agreements. The insurance market had been stable in previous years but has changed in recent years.
5. Mr. Gordy urged the Board to consider a plan for managing the remaining relief funding.
6. Dr. Yeung asked for an explanation of the increase in the subsidy when ridership has not increased.
  - a. Vice Chair Bagley explained that the subsidy is based on operational costs, not ridership. Operational costs increase annually based on contractual factors. Mr. Schofield added that while the overall subsidy is an 8% increase, the portion that each jurisdiction pays is based on their ridership.
7. Mr. Walkinshaw cautioned the Board about relying too heavily on the remaining relief funding, reminding the Board that this proposed subsidy is a return to the pre-pandemic funding formula rather than an actual increase. While the jurisdictions enjoyed relief from subsidies over the pandemic and immediate post-pandemic years, it should not be viewed as normal. If spread out over that period, 8% works out to an increase of about 1.3% per year.
8. Mr. Karantonis reminded the Board that VRE is a critical piece of regional transportation, and adequately funding it is an essential component to increasing ridership. He stated that VRE is working to increase ridership, but he is concerned that another fare increase could hamper those efforts.

9. Ms. Hayes anticipates that federal workers will be sent back to work, which will increase ridership. She wants VRE to apply more of its relief funding to reduce the subsidy increase.
10. Mr. Storck advised that the Board should view VRE as an investment and consider that jurisdictional subsidies have been flat in relation to the cost of living. He feels that this Board should honor the commitment predecessors made and accept the subsidy increase. He added that he would not be opposed to a limited fare increase, however, he does have concerns about its impact on ridership.
11. Chair Bohmke asked Mr. Schofield to explain how the jurisdictional subsidy is determined per the Master Agreement.
12. Ms. Gary thanked staff for excellent stewardship of resources. She pointed out that she has not seen any other organization manage pandemic relief funds as well to provide that needed runway. She suggests using that remaining funding to build out a more reliable and flexible service, which is what her constituents tell her they want.
13. Mr. Walkinshaw cautioned against accelerating toward the end of the runway.
14. Ms. Bailey stated she supports staying with the plan.
15. In response to Dr. Yeung's question, Mr. Schofield outlined the spent funding and the deadlines for using the remaining federal funds.

#### **4-2024**

Immediate Past Chair (Elected official) James Walkinshaw made a motion to refer the Amended FY 2025 and the Recommended FY 2026 VRE Operating and Capital Budgets as presented to the commissions and jurisdictions. Board Member (Elected official) Alanna Mensing seconded the motion. Carried 10-3 (opposed: Chair (Elected official) Meg Bohmke, Board Member (Elected official) Lori Hayes, and Alternate (Elected official) Pamela Yeung).

B. Approval of the 2025 VRE Officers

#### **5-2024**

Board Member (Elected official) Takis Karantonis made a motion to approve the nominated slate of 2025 VRE Officers. Immediate Past Chair (Elected official) James Walkinshaw seconded the motion. Carried unanimously.

C. Authorization to Amend the Contract for Final Design Services for Phase 1 and Phase 2 of the VRE Crystal City Station Improvements Project

#### **6-2024**

At-Large (Elected official) Andrea Bailey made a motion to authorize the Chief Executive Officer amend the contract for Final Design Service for Phase 1 and Phase 2 of the VRE Crystal City Station Improvements Project. Board Member (Elected official) Takis Karantonis seconded the motion. Carried unanimously.

D. Recommend Authorization to Submit a Joint VRE-VPRA Application for a Planning Grant to the USDOT PROTECT FY2024-2025 Funding Round

**7-2024**

At-Large (Elected official) Andrea Bailey made a motion to recommend the commissions authorize the Chief Executive Officer submit a joint VRE-VPRA Application for a planning grant to the USDOT PROTECT FY2024-2025 funding round. Board Member (Elected official) Jannan Holmes seconded the motion. Carried unanimously.

**10. Information Items**

A. Spending Authority Report

**11. Closed Session**

**12. Operations Board Member's Time**

A.

Mr. Walkinshaw thanked staff for Santa Trains.

Ms. Mensing wished everyone happy holidays.

Mr. McLaughlin seconded Mr. Walkinshaw's thanks for the Santa Trains and complimented the Board on the respectful budget discussion.

Ms. Mattice thanked those who participated in the Joint Legislative Forum held last week.

Ms. Gary stated she took her family on the Santa Trains as well and hopes to be back on the Board in the future.

Mr. Gordy wished everyone Merry Christmas and thanked Rich for the system tour.

Ms. Holmes thanked VRE for their participation in the Fredericksburg Christmas Parade

Ms. Hayes thanked the Board members for allowing the frank budget discussion and hopes VRE will consider participating in Spotsylvania's holiday parade in the future.

Dr. Yeung appreciated the discussion and suggested that VRE consider expanding the use of station buildings.

Ms. Bailey apologized for missing the Legislative Forum; and thanked.

**13. Adjournment**

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Chief Executive Officer

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Board Clerk

**RESOLUTION #2553**

- SUBJECT:** Adopt and Refer the Amended VRE FY 2025 and Recommended FY 2026 Operating and Capital Budgets to the Commissions and Participating and Contributing Jurisdictions
- WHEREAS:** The VRE Master Agreement requires the Northern Virginia Transportation Commission and the Rappahannock Transportation Commission (the “Commissions”) be presented with a fiscal year budget for their consideration at their respective January meetings prior to the commencement of the subject fiscal year;
- WHEREAS:** The VRE Chief Executive Officer has provided the VRE Operations Board with the recommended Fiscal Year 2026 Operating and Capital Budget within the guidelines developed in cooperation with the staff representatives of the local jurisdictions;
- WHEREAS:** The VRE Operations Board finds that the availability of emergency federal pandemic relief funding allows for VRE to supplement reduced passenger revenues and achieve a balanced budget without requiring significant fare increases or service reductions;
- WHEREAS:** VRE staff recommends a budget based on a service level of 32 weekday daily revenue trains and 12 daily trains on Saturdays and average daily ridership of 8,000 weekday trips and 1,000 Saturday trips, respectively;
- WHEREAS:** Planned Saturday service is contingent upon VRE reaching agreement with the host railroads and operations and maintenance contractor;
- WHEREAS:** The operating budget includes three new full-time positions to support VRE’s expanded safety and security program, expanded marketing efforts, and ongoing planning and data analysis efforts;
- WHEREAS:** The Fiscal Year 2026 budget does not include any changes to current passenger fares;
- WHEREAS:** The Fiscal Year 2026 budget includes the resumption of the Amtrak Step-Up program for VRE passengers, with a Step-Up ticket price to the passenger of \$4.00, contingent on the passenger already holding a valid VRE multi-ride ticket;
- WHEREAS:** The Fiscal Year 2026 budget recommends a total jurisdictional subsidy contribution of \$19,764,843;

**WHEREAS:** The amended Fiscal Year 2025 budget includes a reprogramming of prior year Commuter Rail Operating and Capital funds totaling \$26,000,000 from the L'Enfant Station and Fourth Track Project to the anticipated Manassas Line property acquisition; and

**WHEREAS:** The VRE Operations Board recommends the following action.

**NOW, THEREFORE, BE IT RESOLVED,** that the Northern Virginia Transportation Commission does hereby adopt the FY 2026 VRE Operating and Capital Budget in the following amounts and forward this budget to the local jurisdictions for inclusion in their budgets and appropriations in accordance with the Master Agreement:

Operating Budget	\$115,243,484
Capital Budget	\$110,548,328
Total Operating and Capital	\$225,791,812

**BE IT FURTHER RESOLVED** that NVTC does hereby adopts the amended FY 2025 VRE Operating and Capital Budget in the following amounts:

Operating Budget	\$112,654,892
Capital Budget	\$118,830,386
Total Operating and Capital	\$231,485,278

**BE IT FURTHER RESOLVED** that NVTC does hereby authorizes the VRE Chief Executive Officer to amend the Passenger Tariff to reflect an Amtrak Step-Up ticket price to the passenger of \$4.00.

**BE IT FURTHER RESOLVED** that NVTC does hereby authorize the VRE Chief Executive Officer to initiate the resumption of the Amtrak Step-Up program prior to July 1, 2025, if the required negotiations and operational preparations can be successfully concluded prior to that date.

**BE IT FURTHER RESOLVED** that NVTC hereby concurs with the VRE Operations Board's recommendation that, given the availability of federal pandemic relief funding to supplement lost passenger revenues, that it is in the best interests of the Commissions and the riders of VRE the Amended FY 2025 and Recommended FY 2026 Operating Budgets do not achieve a fifty percent (50%) recovery of operating expenses from passenger fares.

**BE IT FURTHER RESOLVED** that NVTC hereby concurs with the VRE Operations Board and does hereby authorize the VRE Chief Executive Officer, following the approval of the FY 2026 Operating and Capital Budget by the Commissions, to initiate recruitment and hiring activities for the new VRE Safety and Security position prior to the start of the fiscal year on July 1, 2025.

**BE IT FURTHER RESOLVED** that NVTC does hereby authorize the executive directors of both PRTC and NVTC to submit to the Transportation Planning Board of the National Capital Region and to the Federal Transit Administration or other federal agencies, applications for Transit Improvement Program and grants for FY 2025 and FY 2026, the anticipated revenues from which have already been incorporated in the budget.

**BE IT FURTHER RESOLVED** that NVTC does hereby authorize the NVTC executive director to submit to the Commonwealth the approved budget as part of any FY 2026 state grant or other funding applications.

Approved this 16<sup>th</sup> day of January 2025.

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Chair

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Secretary-Treasurer

**Action Item****Operations Board Meeting  
AGENDA ITEM REPORT**

**To:** Chair Bohmke and the VRE Operations Board  
**From:** Rich Dalton  
**Date:** December 20, 2024  
**Re:** Referral of the Amended FY 2025 and Recommended FY 2026 VRE Operating and Capital Budgets to the Commissions and Jurisdictions

**RECOMMENDATION:**

The VRE Operations Board is asked to adopt the amended FY 2025 VRE Operating and Capital Budget and the recommended FY 2026 VRE Operating and Capital Budget and refer them to the Commissions for their consideration and subsequent referral to the jurisdictions for their formal review and adoption; and to recommend the Commissions authorize the Executive Directors of NVTC and PRTC to take the necessary actions to apply for federal and state grant funding.

**SUMMARY:**

Following the presentation of the preliminary FY 2026 budget in September and the budget updates in October and November, staff are presenting the recommended FY 2026 operating and capital budget for adoption and referral. The recommended budget is balanced, with no funding gap, and with all projected expenditures in FY 2026 supported by reasonably expected sources of funding. The budget supports VRE's existing weekday service of 32 daily trains as well as the planned introduction of Saturday service. The FY 2026 budget includes no change to passenger fares compared to FY 2025 and a total jurisdictional subsidy contribution of \$19.76 million, an increase of 8.0% over FY 2025.

**BACKGROUND INFORMATION:**

In accordance with the VRE Master Agreement, which outlines the process for annual budget approval, the key issues to be addressed in the FY 2026 budget were presented to the VRE Operations Board for discussion in July 2024, and the preliminary FY 2026 budget was prepared for review and referral at the September 2024 Operations Board meeting. Additional discussions and reviews were undertaken with the Operations Board and the members of the Finance Committee between September and December.

The Recommended FY 2026 Operating and Capital Budget totals \$225.8 million. The budget includes no change to passenger fares and projects average daily ridership of 8,000 on weekdays and 1,000 on Saturdays, with Saturday service contingent upon VRE reaching agreement with its host railroads and operations and maintenance contractor. These ridership projections and fare changes result in \$20.1 million of total annual fare revenue. These projections reflect ongoing ridership trends since the end of the COVID-19 pandemic and remain lower than pre-pandemic figures. The total jurisdictional



contribution of \$19.76 million represents an increase of \$1.46 million or 8.0% over the FY 2025 subsidy amount of \$18.30 million.

FY 2026 budgeted operating expenses of \$115.2 million are lower than the prior year by \$3.2 million, a decrease of 2.7%. Although many individual expense items are expected to increase with inflation in the coming year, the net decline is due primarily to (a) the conclusion in FY 2025 of VRE's lease with MUFG for 11 railcars and (b) the significant reduction in access fee payments to Norfolk Southern resulting from the Virginia Passenger Rail Authority (VPRA) purchase of the Manassas Line in September 2025. The detailed operating budget assumptions are provided in the FY 2025 Recommended Budget document, but the key assumptions include:

- Total jurisdictional contribution of \$19,764,843.
- No change to passenger fares. Fare revenue is budgeted at \$20.1 million based on a projected weekday average daily ridership of 8,000 and 32 daily weekday revenue trains and a projected 1,000 average daily riders for the planned Saturday service of 12 revenue trains.
- Total FY 2025 state assistance is projected conservatively at \$16.0 million, with \$12.4 million programmed to support the operating budget and the remaining \$3.6 million to be used for capital grant matching. As in FY 2025, this reflects VRE's departure from the State MERIT funding program and VRE now receiving up to 3.5% of the Commonwealth Mass Transit Fund (MTF), dependent on meeting certain performance metrics.
- Diesel fuel cost is projected at \$5.7 million, based on an average cost of \$3.00 per gallon and projected usage of 1.91 million gallons, inclusive of the planned new Saturday service.
- Track access fees across all three host railroads of \$21.3 million, based on estimated or actual contractual amounts, inclusive of the planned new Saturday service. This estimate assumes that track access fees for Saturday service will follow a similar cost methodology to the current weekday service. The FY 2025 budget assumes continued track access reimbursement funding from the Virginia Passenger Rail Authority (VPRA) at 84%, or \$17.9 million.
- Three additional FTE staff are proposed in FY 2026: a new Safety & Security position and the conversion of two existing part-time employee positions in Marketing and Planning to full-time. The net additional cost in FY 2026 for these FTE staff is approximately \$320,000, inclusive of all fringe benefits.
- Required contractual increases for train operations and maintenance of equipment budgeted at a net increase of \$376,000 or 1.2%.
- Operating contingency at 2.0% of the operating budget, reflecting no change in rate from the 2.0% budgeted for FY 2025.
- Budgeted insurance premium costs have increased by \$700,000 or 9.1%, due to ongoing evaluation of VRE's needs and constraints in the global insurance marketplace.

### **Ridership and Fare Revenue**

The ridership outlook for FY 2026 remains uncertain. While some employees have returned to their offices on a full-time basis, many employers have permanently shifted to a hybrid work schedule (with some days at the office and some remote), and other employers have allowed employees to remain entirely remote. VRE remains heavily dependent on ridership from federal government employees and related private sector contractors. With the upcoming change in the Presidential administration in January 2025, there have been informal statements made about requiring more federal employees to return to the office, but the timing, breadth, and net impact of such potential directives are unknown.

The FY 2025 amended operating budget (which is described in more detail below) assumes that average daily ridership for the year will be 6,800. This ridership outlook results in total projected fare revenue for FY 2025 of \$16.7 million, down from the original projection of \$23.0 million.

From that baseline, the FY 2026 recommended budget projects a more conservative but continued steady recovery of ridership over the course of the fiscal year. Ridership and fare revenue are still expected to remain substantially below pre-pandemic levels. Over the course of the entire year, average daily ridership is expected to be 8,000 trips, with an additional projected 1,000 average daily riders on Saturdays, which corresponds to a total projected fare revenue for the year of \$20.1 million.

The one fare-related change in FY 2026 is the expected restoration of the Amtrak Step-Up ticket program on VRE Mobile only (due to changes in requirements by Amtrak regarding passenger manifests). The price for the rider per Step-Up ticket will be \$4.00. Final parameters of the program remain to be determined through ongoing discussions with Amtrak and the Commonwealth of Virginia. VRE has received I-395/95 Commuter Choice funding to support the restart of this program.

### **FY 2026 Jurisdictional Subsidy Allocation**

The annual Master Agreement survey was successfully conducted on October 2, 2024, and the results have been incorporated into the FY 2026 allocation of jurisdictional subsidy. The survey responses reflected the slow but steady growth in overall ridership and showed – consistent with previous surveys – that approximately 90% of VRE riders live in one of the seven Participating Jurisdictions, while 10% reside either in a Contributing Jurisdiction (Arlington and Alexandria) or outside the VRE service area.

Ridership growth rates were not equal across the entire service area, however, with Fairfax County and Spotsylvania County showing the largest increases over last year. This differential growth caused jurisdictional subsidy shares to change modestly, with Fairfax increasing from 30% to 31% and Spotsylvania increasing from 12% to 13%. At the same time, Stafford County's subsidy share declined from 15% to 14%. Stafford County's share of total ridership also fell below 15%, meaning that the County will have only one seat on the Operations Board next year rather than two.

The recommended total subsidy for FY 2026 is \$19.76 million, an increase of 8% over FY 2025. The allocation of the subsidy by jurisdiction utilizing the latest survey results is provided in the attachment to this item. Given the projected pace of ridership return in the next few years, and the associated levels of fare revenue, VRE will continue to rely on federal pandemic funds to support the operating budget. The subsidy increase is intended to extend the future availability of those federal funds in light of both contractual cost increases and inflation effects on operating costs.

### **Federal Pandemic Relief Funding**

VRE received pandemic relief funding from three separate pieces of federal legislation: \$86.1 million from the Coronavirus Aid, Relief, and Economic Security (CARES) Act in March 2020; \$70.1 million from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) in December 2020; and \$118.7 million from the American Rescue Plan (ARP) Act in March 2021. The funds from each act are treated like 5307 Urbanized Area funds, but there is no local match requirement. Each allocation has a required 1% set-aside for safety and security investments, but otherwise the funds are intended to help transit agencies mitigate the increased costs and decreased revenues associated with the COVID-19 pandemic.

The recommended FY 2026 budget projects approximately \$32.7 million of federal pandemic relief will be needed to offset reduced passenger revenues and balance the budget. VRE's CARES Act funds were entirely expended as of the first quarter of FY 2023, and ARP funds are now the source of operating support for FY 2025 and FY 2026. At current drawdown rates, ARP funds will likely be fully expended near the end of FY 2026, at which point VRE would transition to drawing down the final tranche of CRRSAA funds.

Given currently projected ridership levels and the desire to maintain a continuity of operations and high-quality service, the Operations Board has directed staff to recommend a balanced budget that

does not achieve a 50 percent farebox recovery ratio (i.e., 50 percent of operating expenses covered by passenger fares). The budget achieves balance through the use of federal pandemic relief funds, rather than through higher fares or reduced service.

### **Potential Off-Cycle Budget Amendment**

The Operations Board typically recommends an amendment of each fiscal year's budget at the midpoint of that year (December) as part of the adoption of the subsequent year's budget. This amendment normally encompasses any material changes to ridership, revenue sources, operating expenses, and capital projects that have arisen since the original budget approval.

However, "off-cycle" budget amendments at other points in time can be considered if the issues are of sufficient interest and importance. For FY 2026, there is uncertainty around a few key issues that is likely to be resolved in the coming months, such that an off-cycle amendment may be appropriate. The issues include:

- a. The impact of potential 'return to office' policies for federal employees on VRE ridership and fare revenue as well as on the timing of future fare increases
- b. A determination by VPRA of the expected annual maintenance costs for the Manassas Line as well as a methodology for allocation of those costs among the various users of the corridor
- c. Potential further reprogramming of federal and state grant funds related to the anticipated Manassas Line Funding Agreement between VRE and VPRA and the four property acquisitions contemplated in that agreement
- d. Inclusion in the capital budget of potential real property acquisitions that are not sufficiently developed to include at this time.

### **Six-Year Financial Forecast**

The six-year forecast is intended to demonstrate the potential sustainability of VRE's budget beyond the initial year and to highlight areas of potential risk so they can be addressed in advance. The return of ridership is of course a key risk currently facing VRE. The forecast projects ridership continuing to grow but not reaching pre-pandemic levels by FY 2031. A sharp or sustained increase in ridership as a result of potential "return to work" mandates" for federal employees in 2025 is not currently projected.

The forecast also assumes that increases in the financial burden of VRE operations are equitably split between VRE riders, in the form of fare increases, and the jurisdictions, in the form of subsidy increases. The intent is for jurisdictional subsidy and passenger fares to maintain their current purchasing power by increasing at the rate of inflation, modeled here at 3% annually, or a 6% bi-annual increase in alternating years, respectively. Actual decisions by the Board during each annual budget cycle may differ in both timing and amount.

Given the projected exhaustion of pandemic relief during the six-year forecast window, the analysis highlights the need for continued action and advocacy at the regional, state, and federal levels to identify additional, sustainable funding for VRE and other transit providers in the region.

### **Capital Budget and Six-Year Capital Improvement Program**

The FY 2026–2031 VRE Capital Improvement Program (CIP) is an integrated set of projects and programs that will improve passenger safety and operational efficiency, maintain the VRE system in a state of good repair, and expand capacity. The six-year CIP includes fully-funded, partially-funded, and unfunded (out-year) projects. Funded projects are those that are funded through federal formula grants received annually by VRE; through state funding in accordance with the Commonwealth's Six-Year Improvement Program (SYIP); through already allocated funds from other entities or programs,

such as NVTA, the Commuter Choice program, or a VRE jurisdiction; or through other committed sources. Partially funded projects are those that are pending a discretionary allocation by a funding authority or for which a funding source has not yet been identified. Unfunded projects in the out years of the CIP are included because a future need has been identified through planning efforts, but no funding has yet been sought or identified.

The overall outlook for the FY 2026-2031 capital program is generally positive, despite the impacts of the COVID-19 pandemic on operations. Political and legislative actions in recent years – including the creation of the dedicated CROC Fund at \$15 million per year, the commitment by the Commonwealth to continue current levels of reimbursement for track access fees, and the creation of the Virginia Passenger Rail Authority as part of the Transforming Rail in Virginia program – have created an environment that is supportive of VRE’s long-term growth.

Three major capital projects – the Lifecycle Overhaul and Upgrade (LOU) Facility, the Quantico Station Improvements project, and the Fredericksburg Station Improvements project – have been successfully completed and are in revenue service, and so have been removed from this year’s CIP update.

Some funding challenges remain. The economy-wide inflation experienced from mid-2021 through mid-2023 has impacted the cost of both materials and labor, and certain key near-term projects are still partially unfunded. While CROC and Capital Reserve funds may be available to fill some gaps, an ongoing VRE priority for FY 2026 will be to continue to work with local, state and other partners to identify and secure additional funding for the commuter rail system. The statutory limitations on the use of VRE’s primary source of federal formula funding (the Section 5337 State of Good Repair program) further complicates the capital funding picture.

Finally, this six-year CIP includes projects to expand VRE’s rolling stock (both locomotives and coaches) and to initiate a program of constructing crossovers on both lines to improve operational flexibility. These major rolling stock purchases are currently programmed for roughly the FY 2028 to FY 2031 period, which is why they are included in this six-year plan. The fleet expansion and crossovers are currently unfunded and represent a significant portion of the total unfunded amount in the CIP. Given current estimates, total costs for projects in the FY 2026-2031 CIP (including all costs to complete) are approximately \$1.4 billion, inclusive of the anticipated Manassas Line property acquisition.

### **Commuter Rail Operating and Capital (CROC) Fund & Manassas Line Property Acquisition**

In accordance with the 2021 Funding Agreement between VRE and VPRA, VRE and NVTC closed the sale of the Series 2022 Bonds in June 2022. The sale of these thirty-year, double-A rated tax-exempt bonds generated approximately \$119 million in net proceeds that were transferred to VPRA in July 2022 to assist in the purchase of CSXT right of way. The Amended FY 2025 and Recommended FY 2026 budgets reflect VRE programming its \$15 million in annual CROC funds on \$7.5 million for debt service on the Series 2022 Bonds and \$7.5 million towards TRV capital projects, primarily Long Bridge (contributed as reimbursements to VPRA).

Prior to the Series 2022 debt issuance, VRE originally programmed \$45 million of CROC funds covering fiscal years 2019 to 2021 towards the L’Enfant (\$30 million) and Crystal City (\$15 million) station improvement projects. However, as the schedule and budget for the L’Enfant project have evolved, that CROC programming has been revisited. In the FY 2024 budget, approximately \$4 million of CROC funds were reprogrammed from L’Enfant to the Track 22 component of the broader Washington Union Station rehabilitation project led by Amtrak. In this budget, the remaining \$26

million of L'Enfant CROC is being reprogrammed towards the initial Manassas Line property acquisition payment, and the L'Enfant project funding gap will be backfilled from other sources.

## **FY 2025 Amended Budget**

As part of the annual process of adopting the budget for the upcoming fiscal year, VRE also revises the current year budget to reflect updated projections for revenues and expenses and changes to capital funding sources. In most years, this is a relatively technical process of adjusting specific line items that were unknown at the time of adoption, and it does not usually result in significant changes to the overall budget.

However, given (a) the ongoing challenges of projecting ridership in the post-pandemic environment, (b) delays in the inauguration of planned Saturday service, and (c) the VPRA purchase of the Manassas Line, the amended FY 2025 operating budget includes some material differences from the original approved version with respect to revenues and expenses. The major revisions to the FY 2025 budget are identified below:

### Revenue

- Decrease in passenger fare revenue from \$22.9 million to \$16.6 million, to reflect lower than projected ridership and delay in the start of Saturday service.
- Decrease of state access fee reimbursement grant revenue in the amount of \$3.9 million, reflecting both changes in the ownership of the Manassas Line from Norfolk Southern to VPRA, as well as the delayed start of Saturday VRE service.
- Increase in state operating assistance in the amount of \$264,000 to reflect a higher funding amount than originally projected.
- An increase in interest income of \$100,000, reflecting slightly higher than projected interest rates and more funds held in interest bearing accounts due to the Series 2022 Bonds.
- Increase in the utilization of federal pandemic relief funds of \$4.0 million reflecting overall lower than projected revenues offset by decreased overall operating costs.

### Expenses

- The FY 2025 operating contingency is reduced by a net \$1.5 million for various additions and revisions of current year operating and capital costs and revenue. The notable expense changes are:
  - Decrease in Host Railroad Access Fee costs of \$4.7 million, reflecting both the changes in the ownership of the Manassas Line from Norfolk Southern to the Virginia Passenger Rail Authority, as well as the delayed start of Saturday service.
  - Decrease in Amtrak contracted services of \$613,000 due to lower than projected annual cost escalation (PRIIA) and the delayed start of Saturday Service.
  - Decrease in contracted train operations and maintenance costs of \$530,000, due to the delayed start of Saturday Service.
  - Decrease in Diesel Fuel and Station Maintenance costs of \$388,000 (combined) due to the delayed start of Saturday Service.
  - Decrease in Staff Salary and Fringe costs of \$380,000 due to vacancies for the first half of FY 2025.
  - Increase in consulting costs for IT for various system upgrade initiatives and cybersecurity efforts of \$650,000.
  - Increase in total insurance costs of \$400,000, reflecting ongoing market conditions in meeting VRE's regulatory requirements.
  - Increase in Facilities non-routine station maintenance costs of \$400,000, reflecting expanded facility maintenance needs.
  - Increase in Facilities station parking lease costs of \$180,000, reflecting an extension of the lease of the Rippon parking lot.

- Increase in Mechanical Operations repair and maintenance of railcars costs of \$112,000 for waste treatment tanks.
- Increase in Legal consulting costs of \$100,000, reflecting appraisal efforts related to the proposed Manassas Line property acquisitions.
- Increase of \$90,000 for temporary staff support in the Finance and Accounting division.
- Other miscellaneous increases across VRE's operating divisions with a net total increase of \$380,000.

The operating contingency remaining after the changes detailed above is \$500,000 for the second half of FY 2025.

#### Capital Program

- \$600,000 of previously unallocated prior-year federal formula funds were allocated to the Facilities Asset Management program. These federal formula funds represent 80% of the total dollar amount, with the remaining 20% coming from state and local matches.
- The Alexandria Station Improvements project has been obligated additional funding totaling \$25.4 million. All \$25.4 million of this funding is from the Virginia Passenger Rail Authority and requires no additional matching funds.
- The Backlick Road Station Improvements project has been obligated additional funding totaling \$6.1 million. All \$6.1 million of this funding is from the Northern Virginia Transportation Authority (NVTVA) and requires no additional matching funds.

#### **ATTACHMENTS:**

[Output Document \(2024-56\) - Pdf](#)



Virginia Railway Express  
Operations Board

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**Referral of the Amended FY 2025 and Recommended FY 2026 VRE Operating and Capital Budgets to the Commissions and Jurisdictions**

**WHEREAS**, the VRE Master Agreement requires the Commissions be presented with a fiscal year budget for their consideration at their respective January meetings prior to the commencement of the subject fiscal year; and,

**WHEREAS**, the VRE Chief Executive Officer has provided the VRE Operations Board with the recommended Fiscal Year 2026 Operating and Capital Budget within the guidelines developed in cooperation with the staff representatives of the local jurisdictions; and,

**WHEREAS**, the VRE Operations Board finds that the availability of emergency federal pandemic relief funding allows for VRE to supplement reduced passenger revenues and achieve a balanced budget without requiring significant fare increases or service reductions; and,

**WHEREAS**, VRE staff recommends a budget based on a service level of 32 weekday daily revenue trains and 12 daily trains on Saturdays and average daily ridership of 8,000 weekday trips and 1,000 Saturday trips, respectively; and,

**WHEREAS**, planned Saturday service is contingent upon VRE reaching agreement with the host railroads and operations and maintenance contractor; and,

**WHEREAS**, the operating budget includes three new full-time positions to support VRE's expanded safety and security program, expanded marketing efforts, and ongoing planning and data analysis efforts; and,

**WHEREAS**, the Fiscal Year 2026 budget does not include any changes to current passenger fares; and,

**WHEREAS**, the Fiscal Year 2026 budget includes the resumption of the Amtrak Step-Up program for VRE passengers, with a Step-Up ticket price to the passenger of \$4.00, contingent on the passenger already holding a valid VRE multi-ride ticket; and

**WHEREAS**, the Fiscal Year 2026 budget recommends a total jurisdictional subsidy contribution of \$19,764,843; and,

**WHEREAS**, the amended Fiscal Year 2025 budget includes a reprogramming of prior year Commuter Rail Operating and Capital funds totaling \$26,000,000 from the L'Enfant Station and Fourth Track Project to the anticipated Manassas Line property acquisition;

**RESOLUTION 24-12-9A**

Regular Meeting  
December 20, 2024

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions adopt the FY 2026 VRE Operating and Capital Budget in the following amounts and forward this budget to the local jurisdictions for inclusion in their budgets and appropriations in accordance with the Master Agreement; and

Operating Budget	\$115,243,484
Capital Budget	<u>\$110,548,328</u>
Total Operating and Capital	\$225,791,812

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions adopt the amended FY 2025 VRE Operating and Capital Budget in the following amounts; and,

Operating Budget	\$112,654,892
Capital Budget	<u>\$118,830,386</u>
Total Operating and Capital	\$231,485,278

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the Passenger Tariff to reflect an Amtrak Step-Up ticket price to the passenger of \$4.00; and

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to initiate the resumption of the Amtrak Step-Up program prior to July 1, 2025, if the required negotiations and operational preparations can be successfully concluded prior to that date; and

**BE IT FURTHER RESOLVED THAT**, given the availability of federal pandemic relief funding to supplement lost passenger revenues, the VRE Operations Board does hereby recommend that it is in the best interests of the Commissions and the riders of VRE the Amended FY 2025 and Recommended FY 2026 Operating Budgets do not achieve a fifty percent recovery of operating expenses from passenger fares; and

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer, following the approval of the FY 2026 Operating and Capital Budget by the Commissions, to initiate recruitment and hiring activities for the new VRE Safety and Security position prior to the start of the fiscal year on July 1, 2025; and

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions authorize the Executive Directors of both PRTC and NVTC to submit to the Transportation Planning Board of the National Capital Region and to the Federal Transit Administration or other federal agencies, applications for Transit Improvement Program and grants for FY 2025 and FY 2026, the anticipated revenues from which have already been incorporated in the budgets; and,

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions authorize the Executive Director of NVTC to submit to the Commonwealth the approved budget as part of any FY 2026 state grant or other funding applications.



**RESOLUTION 24-12-9A**

Regular Meeting  
December 20, 2024

**INTRODUCTION AND VOTE RECORD:**

**MOTION:**  
**SECOND:**

**Ayes:**  
**Nays:**  
**Abstentions:**  
**Absent from Vote:**



## RESOLUTION #2554

**SUBJECT:** Authorize the VRE CEO to Submit a Joint VRE-VPRA Application for a Planning Grant to the USDOT PROTECT FY2024-2025 Funding Round

**WHEREAS:** On October 24, 2024, the Federal Highway Administration (FHWA) opened a notice of funding opportunity under the Promoting Resilient Operations for Transformative, Efficient, and Cost Saving Transportation (PROTECT) program for fiscal years 2024 and 2025;

**WHEREAS:** On June 20, 2024, The Metropolitan Washington Council of Governments Transportation Planning Board (MWCOG TPB) adopted the Washington D.C. region's Transportation Resiliency Improvement Plan (TRIP) and incorporated it into the region's metropolitan transportation plan, including several VRE and VPRA-submitted planning study concepts based on areas identified by the TRIP's Vulnerability Assessment of future infrastructure vulnerability caused by adverse heat and inland flooding;

**WHEREAS:** Because the majority of the future infrastructure that VRE will operate over will be owned or controlled by VPRA, VRE has partnered with VPRA to submit a joint application for a Planning Grant under this funding opportunity with VRE as the Lead Applicant;

**WHEREAS:** The joint VRE-VPRA application will include a request for funding to study in greater detail those areas within the VRE operating territory that were identified as highly vulnerable to future adverse climate events in the TRIP and to develop any resulting resiliency implementation projects to a conceptual level of design, positioning these projects for future priorities evaluation, TRIP inclusion and implementation grant funding opportunities;

**WHEREAS:** The federal share for Planning Grant funding awards is 100%, with no local match required by successful applicants seeking to conduct resilience planning activities under this program; and

**WHEREAS:** The VRE Operations Board recommends the following action.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission does hereby authorize the VRE Chief Executive Officer to submit, on behalf of the Commissions, the joint VRE-VPRA Planning Grant application to the PROTECT FY 2024-2025 funding round, to make any necessary corrections to the project amount or descriptions in the application, and execute all project funding agreements that may result from consideration of the VRE-VPRA joint application.

Approved this 16<sup>th</sup> day of January 2025.

\_\_\_\_\_

Secretary-Treasurer

\_\_\_\_\_

Chair

**Action Item**Operations Board Meeting  
**AGENDA ITEM REPORT**

**To:** Chair Bohmke and the VRE Operations Board

**From:** Rich Dalton

**Date:** December 20, 2024

**Re:** Recommend Authorization to Submit a Joint VRE-VPRA Application for a Planning Grant to the USDOT PROTECT FY2024-2025 Funding Round

**RECOMMENDATION:**

The VRE Operations Board is asked to recommend the Commissions authorize the VRE Chief Executive Officer to submit, on behalf of the Commissions, a joint VRE-VPRA application to the USDOT PROTECT FY2024-2025 Planning Grant funding opportunity, to make any necessary corrections to the project amount or descriptions in the application(s), and to execute all project funding agreements that may result from consideration of the VRE application(s).

**SUMMARY:**

VRE has identified the need to study the impacts of future adverse climate conditions on its operating territory, including infrastructure not owned by the Commissions, but by partners such as the Virginia Passenger Rail Authority (VPRA), CSXT, and Norfolk Southern. This study will assess, as a follow-up to a more general high-level desktop analysis conducted by the Metropolitan Washington Council of Governments Transportation Planning Board (TPB), the magnitude and severity of potential risks to rail operations caused by extreme heat, inland flooding, and intensifying storms with extreme wind and rain. If authorized, VRE would apply as the lead applicant for funding for this study under the planning track of the FY2024-2025 USDOT PROTECT Program, with VPRA serving as the joint applicant for this submittal.

**BACKGROUND INFORMATION:**

On October 24, 2024, the Federal Highway Administration (FHWA) issued a Notice of Funding Opportunity (NOFO) for the FY2024-2025 funding round of the Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) program. This funding program's purpose is to provide grants on a competitive basis for projects that seek to strengthen surface transportation to be more resilient to natural hazards, including climate change, sea level rise, heat waves, flooding, extreme weather events, and other natural disasters through support of planning activities and resilience implementation projects. In this funding round, \$576 million is available across all program areas, with an estimated \$86 million available for Planning Grants.

Concurrently with this federal funding program, the MWCOG TPB finalized its National Capital Region Transportation Resilience Improvement Plan (TRIP) on June 20, 2024, funded by an FY2022-2023 PROTECT Planning grant. Included in this plan is a transportation asset vulnerability assessment,

supported by an interactive mapping tool that shows the level of risk under various adverse climate conditions for the region's transportation infrastructure. As a result of this desktop high-level risk identification exercise, the TRIP identified several VRE assets (either directly controlled by VRE's Parent Commissions, Member Jurisdictions, or by operating host railroad partners) over which VRE operates that are projected to be highly vulnerable to future adverse climate events.

Because the majority of VRE's future operating territory will be owned and controlled by VPRA, VRE and VPRA are joining together to submit a joint application for the study of all the infrastructure over which VRE operates that has a high vulnerability risk to extreme climate events, including those risks identified in TPB's TRIP document. Resilience planning studies, if selected, are funded at 100% federal share, with no local match required.

For reference, the following assets and climate risk areas were included in the adopted TRIP and will be addressed in the proposed PROTECT grant planning study. Additionally, the proposed planning grant study will be expanded to address the entirety of the VRE system, including both the Fredericksburg and Manassas Lines.

	<b>VRE</b>	<b>VPRA</b>
Excessive Heat	<ul style="list-style-type: none"> <li>• All VRE stations (with five stations emphasized as highest risk to future operations)</li> <li>• Manassas Line Track Infrastructure from Broad Run MSF to AF Interlocking</li> <li>• Both VRE MSF locations</li> <li>• L'Enfant and Quantico Stations</li> </ul>	<ul style="list-style-type: none"> <li>• RF&amp;P Track Infrastructure</li> </ul>
Inland Flooding	<ul style="list-style-type: none"> <li>• Broad Run MSF (excluding the station platform but including parking)</li> </ul>	<ul style="list-style-type: none"> <li>• RF&amp;P Rail Corridor</li> <li>• Quantico Creek and Pohick Creek Rail Bridges</li> </ul>

The VRE-VPRA planning study, should it be selected for funding in this round, will expand on this high-level list of potential resilience projects included in TPB's TRIP document with specific implementable projects to address expected future vulnerabilities to the rail infrastructure developed to a conceptual level for future implementation priority screening by VRE Project Development staff. These projects would be included in a future amended TRIP document.

**FISCAL IMPACT:**

There is no fiscal impact to VRE to submit an application under this funding program. Planning grants are funded at 100% federal share, so no local VRE match would be required if awarded. If selected for PROTECT funding, an amendment to the FY26 Operating and Capital Budget to reflect the receipt of the PROTECT funds would be presented to the Operations Board for approval and referral to the Commissions.

**ATTACHMENTS:**

[Output Document \(2024-55\) - Pdf](#)



Virginia Railway Express  
Operations Board

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**Authorization to Submit a joint VRE-VPRA Application for a Planning Grant to the USDOT PROTECT FY2024-2025 Funding Round**

**WHEREAS**, On October 24, 2024, the Federal Highway Administration (FHWA) opened a notice of funding opportunity under the Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) program for fiscal years 2024 and 2025; and,

**WHEREAS**, On June 20, 2024, The Metropolitan Washington Council of Governments Transportation Planning Board (MWCOTG TPB) adopted the Washington D.C. region's Transportation Resiliency Improvement Plan (TRIP) and incorporated it into the region's metropolitan transportation plan, including several VRE and VPRA-submitted planning study concepts based on areas identified by the TRIP's Vulnerability Assessment of future infrastructure vulnerability caused by adverse heat and inland flooding; and,

**WHEREAS**, because the majority of the future infrastructure that VRE will operate over will be owned or controlled by VPRA, VRE has partnered with VPRA to submit a joint application for a Planning Grant under this funding opportunity with VRE as the Lead Applicant; and,

**WHEREAS**, the joint VRE-VPRA application will include a request for funding to study in greater detail those areas within the VRE operating territory that were identified as highly vulnerable to future adverse climate events in the TRIP and to develop any resulting resiliency implementation projects to a conceptual level of design, positioning these projects for future priorities evaluation, TRIP inclusion, and implementation grant funding opportunities; and,

**WHEREAS**, the federal share for Planning Grant funding awards is 100%, with no local match required by successful applicants seeking to conduct resilience planning activities under this program;

**NOW, THEREFORE, BE IT RESOLVED** that the Virginia Railway Express Operations Board does hereby recommend the Commissions authorize the VRE Chief Executive Officer to submit, on behalf of the Commissions, the joint VRE-VPRA Planning Grant application to the PROTECT FY 2024-2025 funding round, to make any necessary corrections to the project amount or descriptions in the application, and execute all project funding agreements that may result from consideration of the VRE-VPRA joint application.

**INTRODUCTION AND VOTE RECORD:**

**MOTION:**

**SECOND:**

**RESOLUTION 24-12-9D**

Regular Meeting  
December 20, 2024

**Ayes:**  
**Nays:**  
**Abstentions:**  
**Absent from Vote:**

AGENDA ITEM #13  
Department of Rail and  
Public Transportation (DRPT)

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice  
**DATE:** January 9, 2025  
**SUBJECT:** Department of Rail and Public Transportation (DRPT)

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At the January 2025 meeting, DRPT Director Tiffany Robinson will give her report. The [monthly DRPT Report](#), which provides updates on DRPT programs and initiatives, is attached.



## COMMONWEALTH of VIRGINIA

Tiffany P. Robinson  
Director

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION  
600 EAST MAIN STREET, SUITE 2102  
RICHMOND, VA 23219-2416

(804) 786-4440  
FAX (804) 225-3752  
Virginia Relay Center  
800-828-1120 (TDD)

TO: Chair de Ferranti and NVTC Commissioners

FROM: Tiffany P. Robinson, Director

DATE: January 9, 2025

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

### **Commonwealth Transportation Board (CTB)**

The 2025 CTB Workshop and Meeting schedule is now available at <https://ctb.virginia.gov/meetings-news/meetings/>. The January 14 workshop will include an item related to authorizing the DRPT Director to execute a Memorandum of Understanding with the North Carolina Department of Transportation related to an FRA grant award for an analysis of the Southeast Rail Network, which includes high speed rail from Washington D.C. into North Carolina.

### **DRPT Operating Assistance for WMATA**

The state WMATA Operating Assistance Agreement for the FY25-26 General Fund allocation was executed on November 25. On December 24, WMATA provided the SJ28 Northern Virginia Growing Needs of Public Transit Subcommittee and the DRPT Director a Peer Benchmarking Analysis of National Transit Database (NTD) operating cost data, which was a provision in Virginia's 2024-2026 Biennial Budget language. Per the WMATA Operating Assistance Agreement, FY26 operating assistance to WMATA is subject to the fulfillment of this requirement. DRPT is reviewing the WMATA analysis to ensure the requirement has been met.

On December 18, the Governor released his proposed amendments to the Biennial Budget, which included a reduction of approximately \$11M for WMATA operating assistance. The proposed budget amendment is still intended to fully cover half of Virginia's share of the additional regional investment in WMATA needed over the biennium and is based on FY25 budget updates from WMATA and the proposed FY26 WMATA budget.

### **DRPT Staff Update**

I am excited to announce the promotion of Jennifer Mayton, DRPT Chief of Administration, to the position of Deputy Director of DRPT. Jennifer is a veteran Commonwealth employee with extensive management experience at DRPT as well as in previous roles at the Virginia



Department of Small Business and Supplier Diversity, the Virginia Department of Health and the Virginia Department of Historic Resources. Jennifer will continue her executive leadership over IT, HR, Purchasing, and Facilities Management at DRPT, and she will also take on additional responsibilities as our new Deputy Director.

### **Reminders**

***FY 2026 DRPT Grant Applications:*** DRPT's FY 2026 application process for all our grant programs opened on December 1. Grantee resources, including video of the November 13, 2024 Transit and Special Programs application workshop is available on our [website](#). The application period closes on February 1, 2025.

**TO:** Chair de Ferranti and NVTC Commissioners  
**FROM:** Kate Mattice  
**DATE:** January 9, 2025  
**SUBJECT:** Executive Director Report

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At the January 2025 meeting, the executive director will give her 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 jurisdictional and regional partners.

The January 2025 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 Reports**

The [November 2024 Financial Reports](#) are provided as information.



# Northern Virginia Transportation Commission

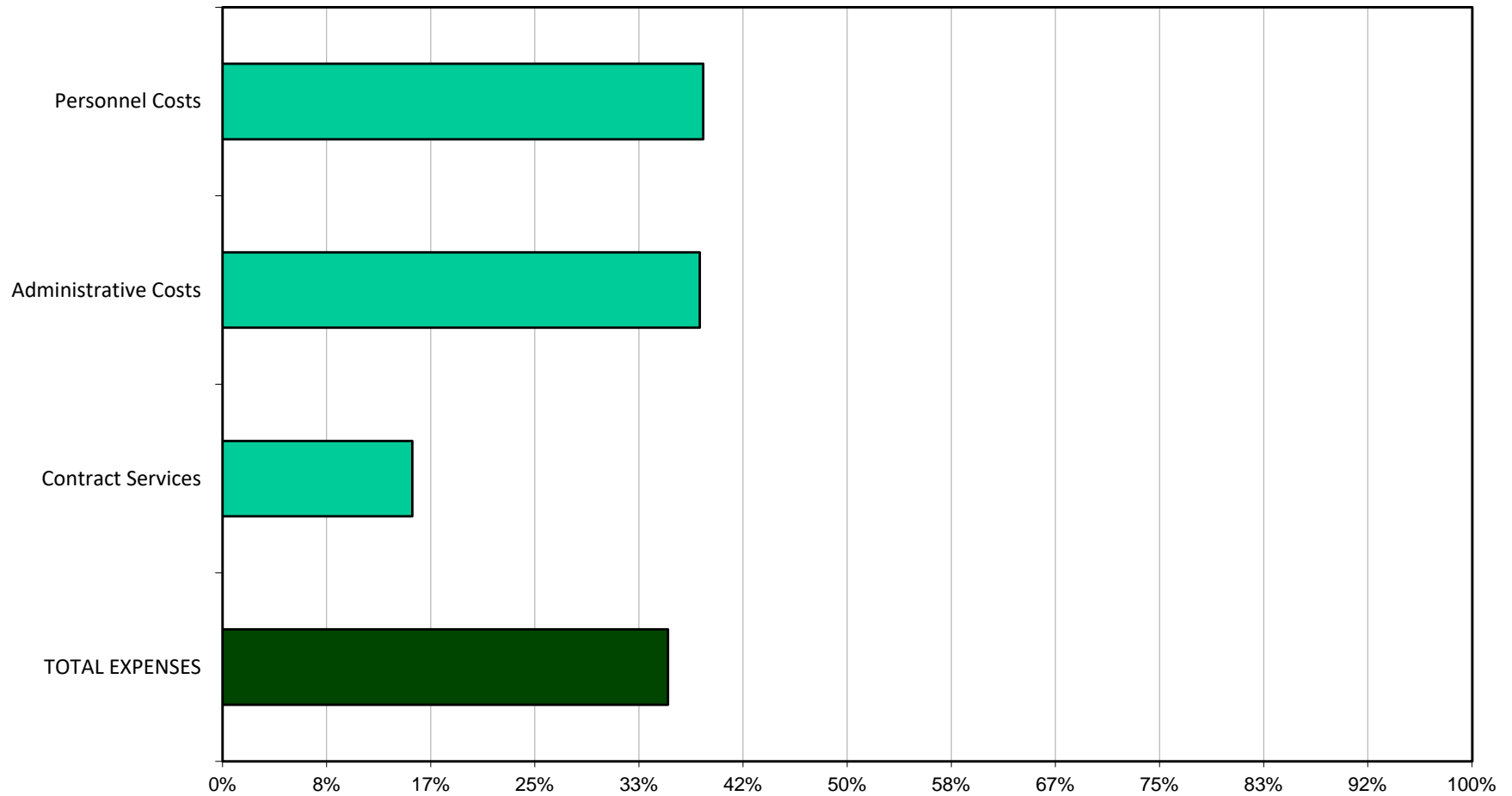
Financial Reports

November 2024

# PERCENTAGE OF FY 2025 NVTC ADMINISTRATIVE BUDGET USED

## November 2024

(TARGET 41.7% OR LESS)



**Note: Refer to pages 2 and 3 for details**

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION  
G&A BUDGET VARIANCE REPORT  
November 2024**

	<b>Current Month</b>	<b>Year To Date</b>	<b>Annual Budget</b>	<b>Balance Available</b>	<b>Balance %</b>
<u>Personnel Costs</u>					
Salaries and Wages	\$ 234,838.35	\$ 1,131,721.44	\$ 2,835,000.00	\$ 1,703,278.56	60.1%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>234,838.35</u>	<u>1,131,721.44</u>	<u>2,835,000.00</u>	<u>1,703,278.56</u>	<u>60.1%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	12,863.40	77,498.65	199,600.00	122,101.35	61.2%
Group Health Insurance	16,019.28	78,912.71	242,800.00	163,887.29	67.5%
Retirement	14,320.00	71,600.00	250,000.00	178,400.00	71.4%
Workmans & Unemployment Compensation	118.62	589.68	6,300.00	5,710.32	90.6%
Life Insurance	154.35	914.12	6,600.00	5,685.88	86.1%
Long Term Disability Insurance	1,458.16	7,224.00	17,600.00	10,376.00	59.0%
Total Benefit Costs	<u>44,933.81</u>	<u>236,739.16</u>	<u>722,900.00</u>	<u>486,160.84</u>	<u>67.3%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	1,150.00	4,750.00	14,000.00	9,250.00	66.1%
<i>Rents:</i>	<i>37,492.76</i>	<i>185,715.47</i>	<i>446,800.00</i>	<i>261,084.53</i>	<i>58.4%</i>
Office Rent	35,615.06	178,190.47	422,600.00	244,409.53	57.8%
Parking & Transit Benefits	1,877.70	7,525.00	24,200.00	16,675.00	68.9%
<i>Insurance:</i>	<i>1,200.00</i>	<i>3,000.00</i>	<i>8,500.00</i>	<i>5,500.00</i>	<i>64.7%</i>
Public Official Bonds	800.00	1,000.00	2,500.00	1,500.00	60.0%
Liability and Property	400.00	2,000.00	6,000.00	4,000.00	66.7%
<i>Travel:</i>	<i>4,297.25</i>	<i>24,706.99</i>	<i>60,600.00</i>	<i>35,893.01</i>	<i>59.2%</i>
Conference / Professional Development	3,090.10	21,461.56	42,100.00	20,638.44	49.0%
Non-Local Travel	-	130.78	2,500.00	2,369.22	94.8%
Local Travel, Meetings and Related Expenses	1,207.15	3,114.65	16,000.00	12,885.35	80.5%

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION  
G&A BUDGET VARIANCE REPORT  
November 2024**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Communication:</i>	1,570.77	6,086.81	19,400.00	13,313.19	68.6%
Postage	151.17	302.34	1,400.00	1,097.66	78.4%
Telephone and Data	1,419.60	5,784.47	18,000.00	12,215.53	67.9%
<i>Publications &amp; Supplies</i>	2,342.24	8,400.54	37,000.00	28,599.46	77.3%
Office Supplies	90.22	1,469.71	2,500.00	1,030.29	41.2%
Duplication and Paper	-	1,857.76	9,500.00	7,642.24	80.4%
Public Engagement	2,252.02	5,073.07	25,000.00	19,926.93	79.7%
<i>Operations:</i>	3,741.85	17,124.28	56,800.00	39,675.72	69.9%
Furniture and Equipment (Capital)	-	971.00	19,800.00	18,829.00	95.1%
Repairs and Maintenance	-	273.20	1,000.00	726.80	72.7%
Computer Operations	3,741.85	15,880.08	36,000.00	20,119.92	55.9%
<i>Other General and Administrative:</i>	1,142.50	4,152.51	11,900.00	7,747.49	65.1%
Memberships	85.67	718.34	1,600.00	881.66	55.1%
Fees and Miscellaneous	1,056.83	3,434.17	8,800.00	5,365.83	61.0%
Advertising (Personnel/Procurement)	-	-	1,500.00	1,500.00	100.0%
Total Administrative Costs	<u>52,937.37</u>	<u>253,936.60</u>	<u>655,000.00</u>	<u>401,063.40</u>	<u>61.2%</u>
<u>Contracting Services</u>					
Auditing	-	10,200.00	26,400.00	16,200.00	61.4%
Contract Services and Support					
Commuter Choice	1,327.54	21,477.73	146,750.00	125,272.27	85.4%
Research Support	4,787.99	9,047.93	250,000.00	240,952.07	96.4%
Other Technical	6,916.67	33,833.35	120,000.00	86,166.65	71.8%
Legal	<u>2,500.00</u>	<u>12,500.00</u>	<u>30,000.00</u>	<u>17,500.00</u>	<u>58.3%</u>
Total Contract Services	15,532.20	87,059.01	573,150.00	486,090.99	84.8%
 Total Gross G&A Expenses	<u><u>\$ 348,241.73</u></u>	<u><u>\$ 1,709,456.21</u></u>	<u><u>\$ 4,786,050.00</u></u>	<u><u>\$ 3,076,593.79</u></u>	<u><u>64.3%</u></u>

NVTC  
 RECEIPTS and DISBURSEMENTS  
 November 2024

Date	Payer / Payee	Purpose	Virginia LGIP				
			Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts
<b>RECEIPTS</b>							
14	DRPT	Operating assistance - City of Fairfax				\$ 399,625.00	
14	DRPT	Operating assistance - Alexandria				2,359,462.00	
14	DRPT	Operating assistance - Arlington				1,393,655.00	
14	DRPT	Capital and operating assistance - VRE			4,066,045.00		
14	DRPT	Zero fare grant revenue - City of Fairfax				231,000.00	
14	DRPT	Capital assistance - City of Fairfax				23,371.60	
14	JBG Smith	60th anniversary sponsorship		1,000.00			
15	DRPT	Capital assistance - Arlington				13,357.92	
19	DRPT	Capital assistance - Arlington				25,541.40	
22	DRPT	Capital and operating assistance - WMATA				18,333,611.00	
26	DRPT	Capital assistance - VRE			628,496.48		
29	DRPT	Capital assistance - VRE			370,575.04		
30	Banks	Investment earnings		294.29	9,198.74	481,601.65	1,471,432.96
<b>TOTAL RECEIPTS</b>			-	1,294.29	5,074,315.26	481,601.65	24,251,056.88

NVTC  
 RECEIPTS and DISBURSEMENTS  
 November 2024

Date	Payer / Payee	Purpose	Virginia LGIP				
			Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts
<b>DISBURSEMENTS</b>							
1-30	Various	G&A expenses	(299,813.49)				
14	VRE	Grant revenue			(4,066,045.00)		
15	City of Fairfax	Other operating					(1,207.00)
18	Infrastrategies	Consulting - strategic policy roadmap	(4,787.99)				
18	Kimley-Horn	Consulting - Commuter Choice program	(1,245.54)				
26	VRE	Grant revenue			(628,496.48)		
29	VRE	Grant revenue			(370,575.04)		
30	Banks	Service charges	(44.84)	(104.22)			
<b>TOTAL DISBURSEMENTS</b>			<b>(305,891.86)</b>	<b>(104.22)</b>	<b>(5,065,116.52)</b>	<b>-</b>	<b>(1,207.00)</b>
<b>TRANSFERS</b>							
1	Transfer	LGIP to checking	125,000.00		(125,000.00)		
15	Transfer	LGIP to checking	170,000.00		(170,000.00)		
25	Transfer	LGIP to checking	110,000.00		(110,000.00)		
<b>NET TRANSFERS</b>			<b>405,000.00</b>	<b>-</b>	<b>(405,000.00)</b>	<b>-</b>	<b>-</b>
<b>NET INCREASE (DECREASE) FOR MONTH</b>			<b>\$ 99,108.14</b>	<b>\$ 1,190.07</b>	<b>\$ (395,801.26)</b>	<b>\$ 481,601.65</b>	<b>\$ 24,249,849.88</b>

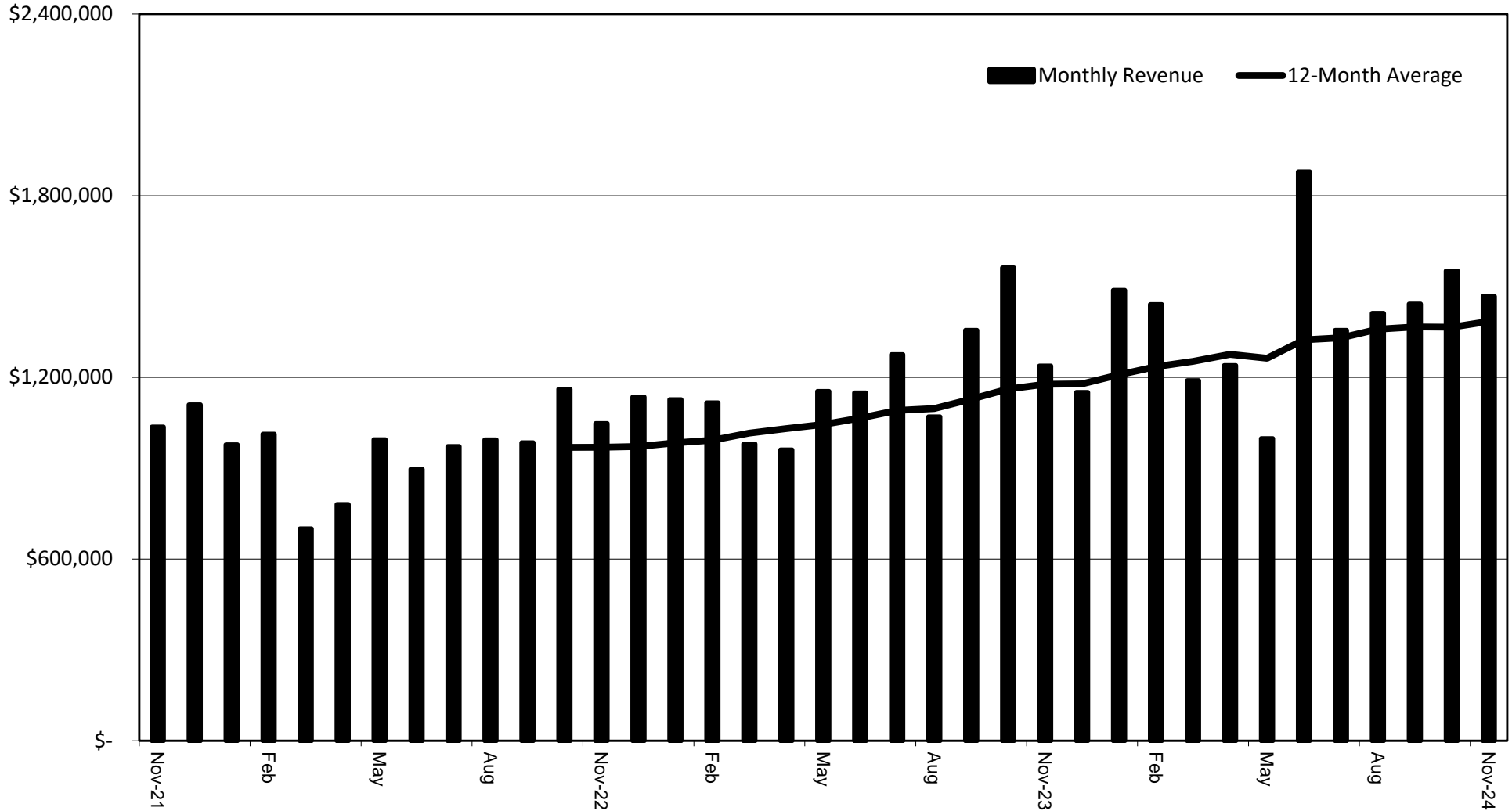


**NVTC  
INVESTMENT REPORT  
November 2024**

<u>Type</u>	<u>Rate</u>	<u>Balance 10/31/2024</u>	<u>Increase (Decrease)</u>	<u>Balance 11/30/2024</u>	<u>Balance</u>			
					<u>NVTC G&amp;A/Project</u>	<u>Commuter Choice</u>	<u>Jurisdictions Trust Fund</u>	<u>Loudoun Gas Tax Trust Fund</u>
<b><u>Cash Deposits</u></b>								
Wells Fargo: NVTC Checking	N/A	\$ 104,238.57	\$ 99,108.14	\$ 203,346.71	\$ 203,346.71	\$ -	\$ -	\$ -
Wells Fargo: NVTC Savings	0.800%	446,334.09	1,190.07	447,524.16	447,524.16	-	-	-
<b><u>Investments</u></b>								
Bank of America: Virginia Local Government Investment Pool	4.923%	488,109,329.57	24,335,650.27	512,444,979.84	2,120,360.33	122,170,419.70	335,455,410.40	52,698,789.41
		<u>\$ 488,659,902.23</u>	<u>\$ 24,435,948.48</u>	<u>\$ 513,095,850.71</u>	<u>\$ 2,771,231.20</u>	<u>\$ 122,170,419.70</u>	<u>\$ 335,455,410.40</u>	<u>\$ 52,698,789.41</u>

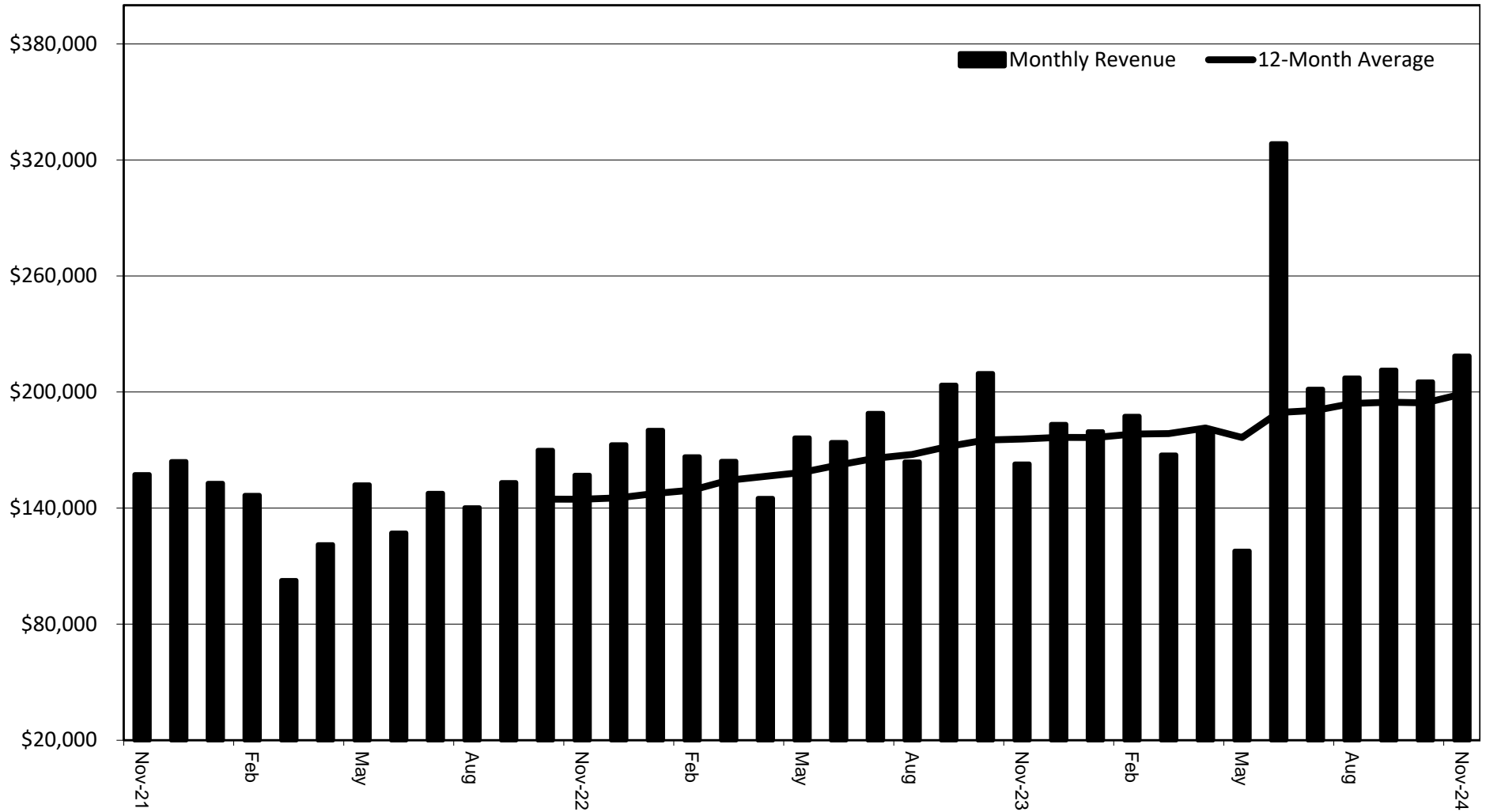


# NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2022-2025



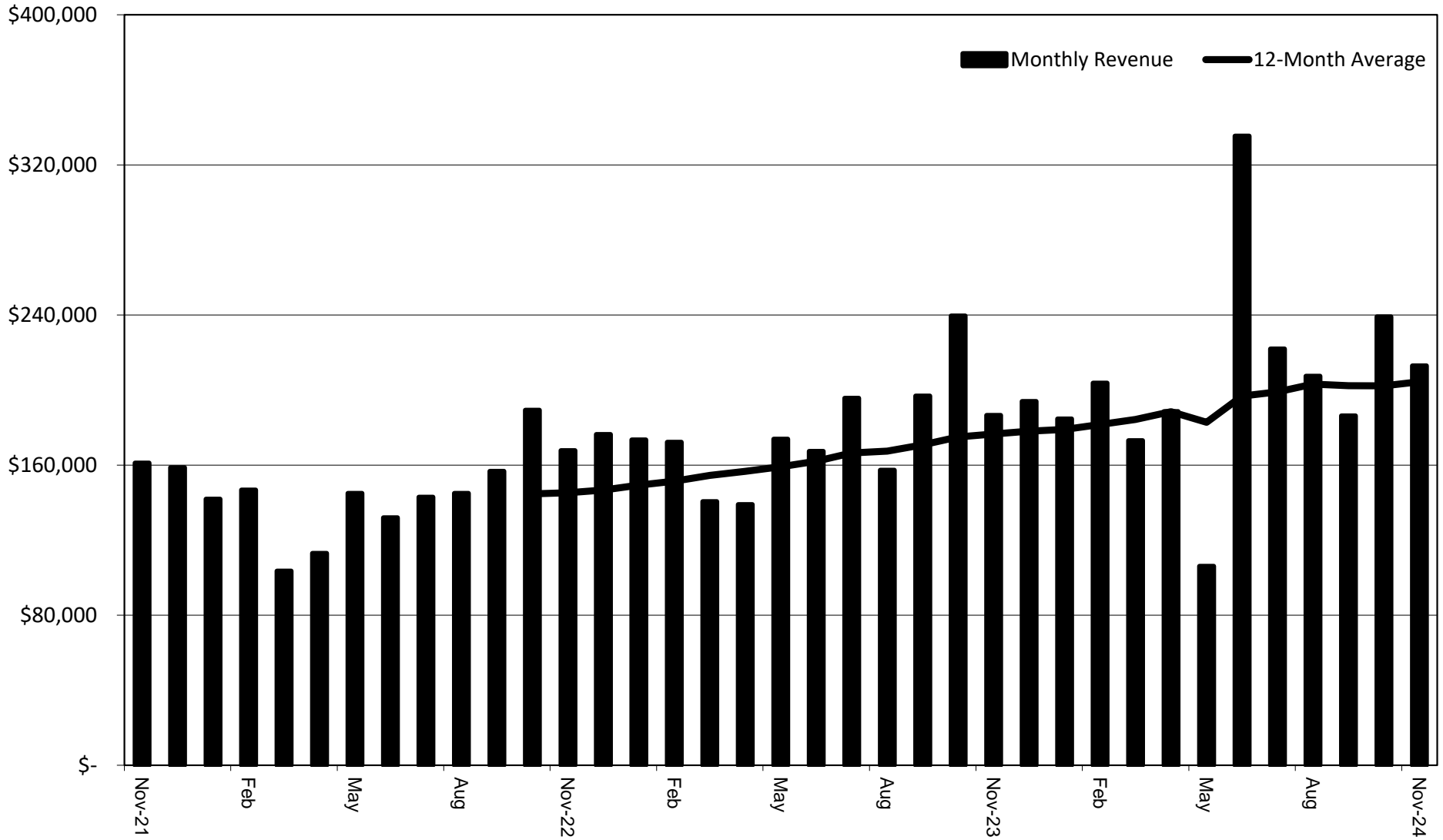
*Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.*

# NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2022-2025



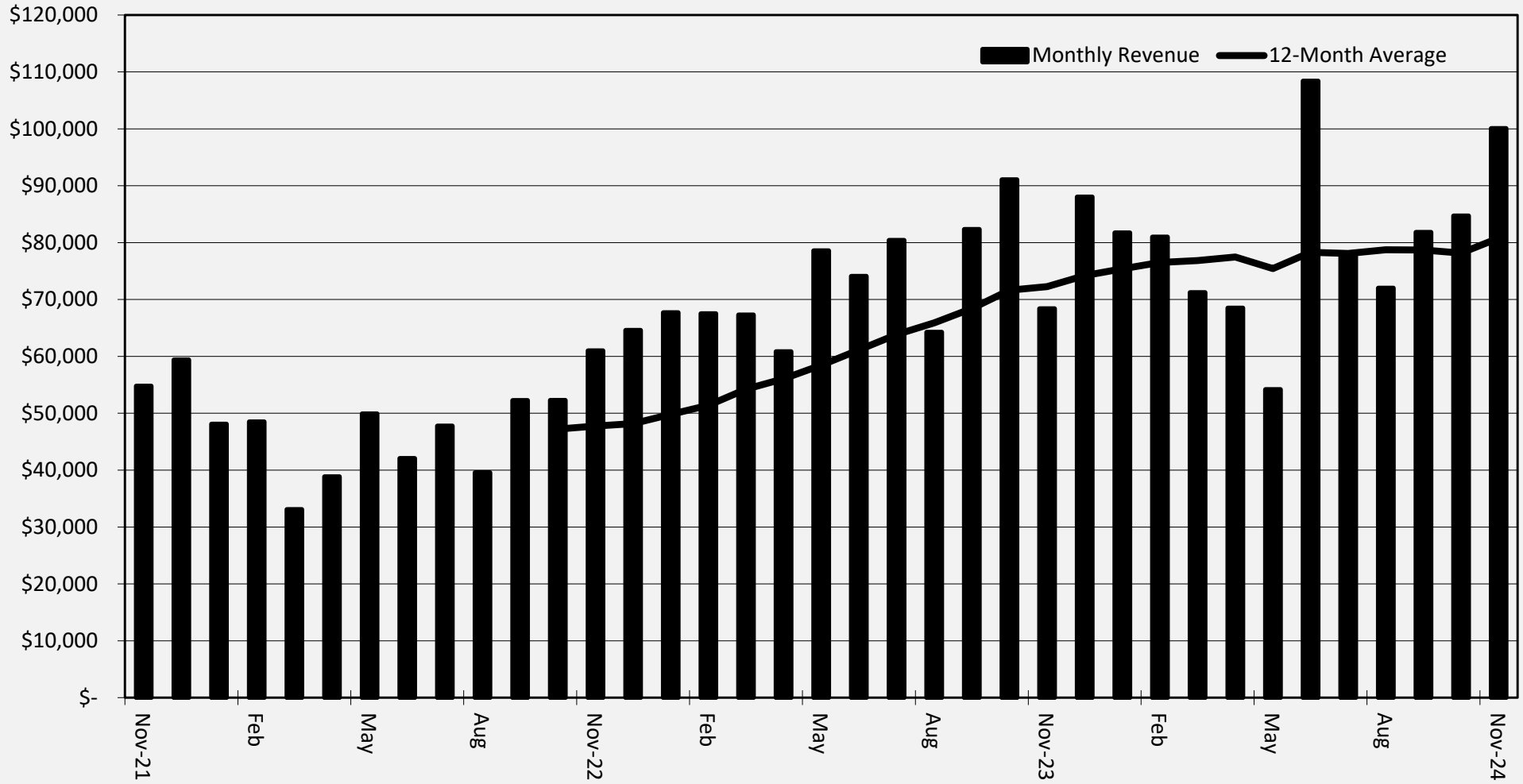
*Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.*

# NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2022-2025



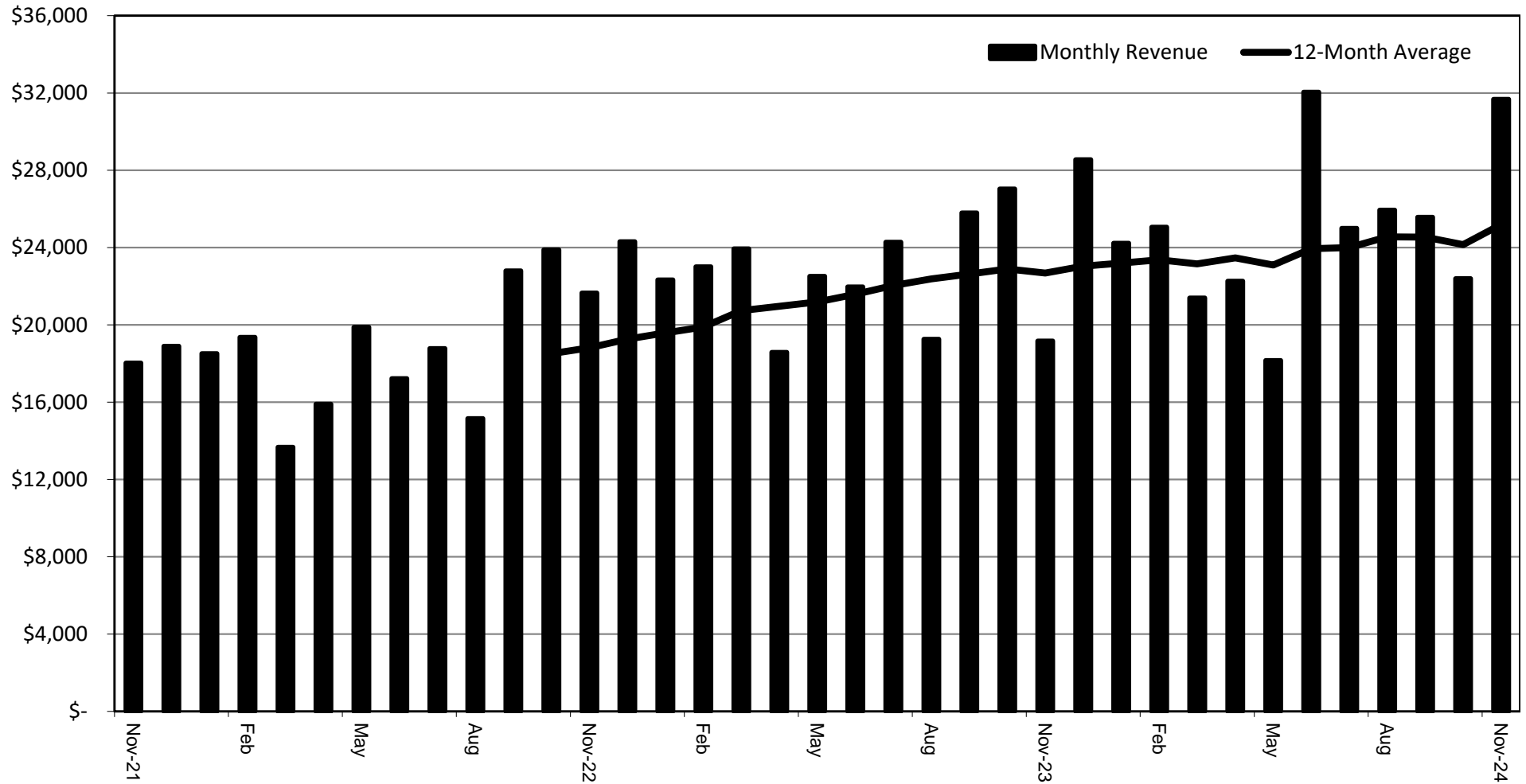
*Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.*

# NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2022-2025



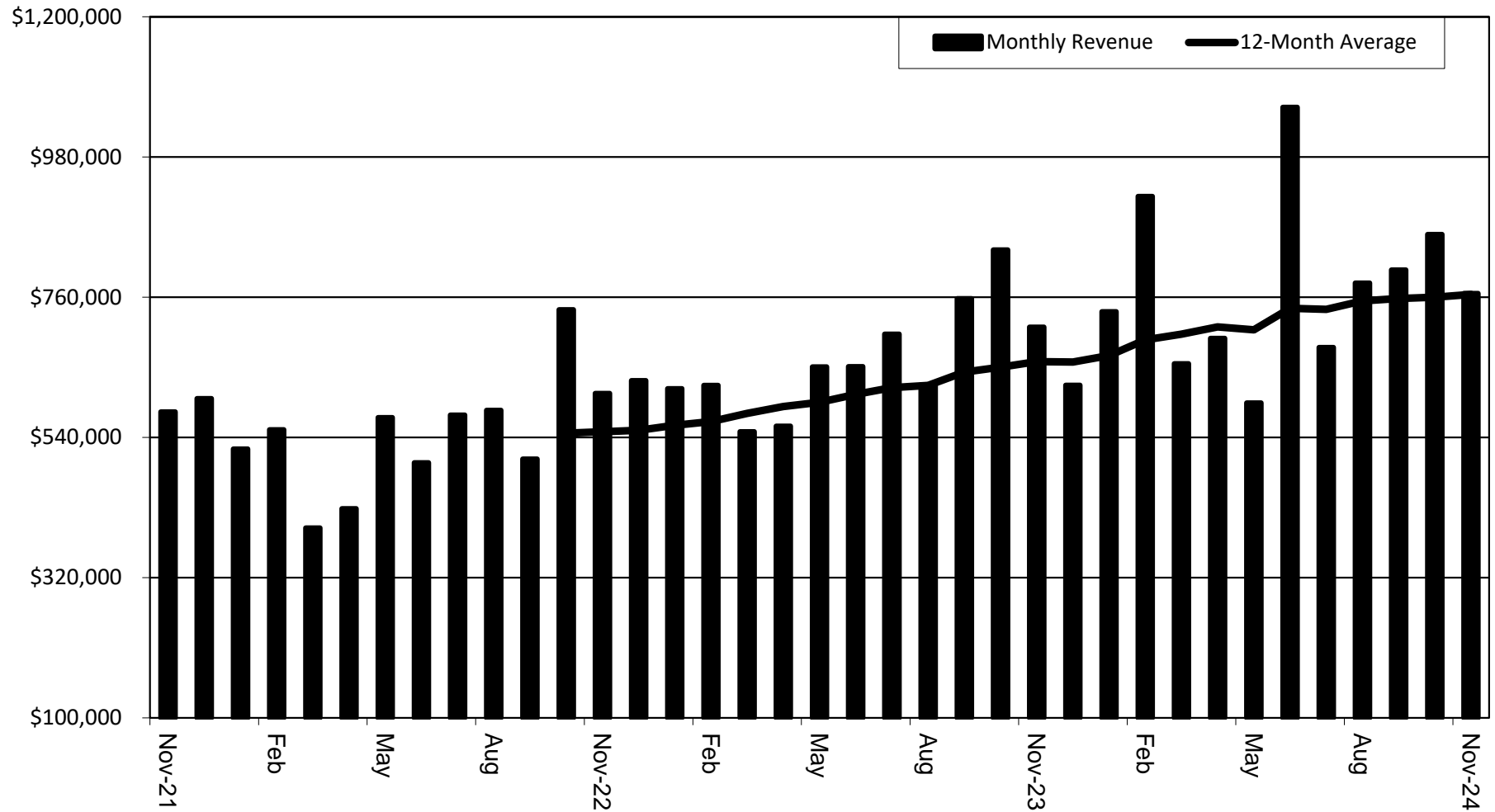
*Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.*

# NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2022-2025



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

# NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2022-2025



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