

MINUTES
NVTC COMMISSION MEETING – JANUARY 6, 2000
NVTC CONFERENCE ROOM - ARLINGTON, VIRGINIA

The monthly meeting of the Northern Virginia Transportation Commission was called to order by Chairman Kauffman at 8:08 P.M.

Members Present

Leo J. Bevon
Sharon Bulova
Gerald Connolly
L. Karen Darner
Kerry J. Donley
Paul Ferguson
Jay Fisette
Katherine K. Hanley
Dana Kauffman
Scott Silverthorne
David F. Snyder
Lois L. Walker
Mary Margaret Whipple
Christopher Zimmerman

Members Absent

Joseph V. Gartlan, Jr.
Elaine McConnell
Toddy Puller
Marian Van Landingham

Staff Present

Rhonda W. Gilcrest
DeLania Hardy
Gyles Norwood
Stephen T. Roberts (VRE)
Sharmila Samarasinghe
Jennifer Straub
Richard K. Taube

Minutes of the December 2, 1999 NVTC Meeting

Mr. Zimmerman stated that the following sentence on page 7 should be deleted from the minutes, "Mr. Connolly then called the question." Mr. Zimmerman then moved approval of the revised minutes. Mr. Connolly seconded. The vote in favor was cast by commissioners Bevon, Bulova, Connolly, Darner, Ferguson, Hanley, Kauffman, Silverthorne, Snyder, Walker and Zimmerman.

New NVTC Commissioner

Chairman Kauffman announced that William Bogard has been appointed to serve on NVTC representing Loudoun County, replacing Dave McWatters. Mr. McWatters stated that Mr. Bogard was unable to attend the meeting due to a previous commitment.

Election of NVTC Officers for 2000

Chairman Kauffman reported that NVTC's Executive Committee served as the Nominating Committee and recommends the following slate of officers for 2000: Mr. Snyder for chairman, Mr. Donley for vice-chairman and Mr. Zimmerman for secretary-treasurer. There were no objections.

Mr. Donley arrived at 8:11 P.M.

Mrs. Hanley moved, with a second by Mrs. Bulova, to elect the slate of officers for 2000. The vote in favor was cast by commissioners Bevon, Bulova, Connolly, Darner, Donley, Ferguson, Hanley, Kauffman, Silverthorne, Snyder, Walker and Zimmerman.

Mr. Kauffman administered the oath of office to commissioners Snyder, Donley and Zimmerman.

Mr. Fiset joined the meeting at 8:12 P.M.

Chairman Snyder thanked Mr. Kauffman for his past year of service as NVTC's chairman. He then presented a plaque to Mr. Kauffman. He also presented a framed certificate to Mr. McWatters for his service as a NVTC commissioner. Certificates will also be sent to Senator Gartlan and Delegate Puller.

NVTC Board and Committee Assignments

Chairman Snyder reported that NVTC's Executive Committee recommends the following NVTC Board and committee assignments:

WMATA Board

Principals: Kate Hanley and Chris Zimmerman
 Alternates: Dana Kauffman and Lois Walker

VRE Board

Principals: Sharon Bulova, Dana Kauffman and Elaine McConnell
 Alternates: Lois Walker

Chairman Snyder stated that he has selected the following NVTC representatives for 2000. He reminded commissioners that Fairfax County will not select its NVTC commissioners until later in the month and the General Assembly member appointments are pending and, therefore, these appointments are subject to change.

Virginia Transit Association

Principals: Sharon Bulova and Mary Margaret Whipple
 Alternates: Dave Snyder, Lois Walker and Rick Taube

NVTC Legislative Committee

Kate Hanley, Chairman
 Kerry Donley
 Paul Ferguson
 William Bogard
 Scott Silverthorne
 Dave Snyder
 Marian Van Landingham
 Mary Margaret Whipple

NVTC Executive Committee

Dave Snyder, Chairman
 Kerry Donley, Vice-Chairman
 Chris Zimmerman, Secretary-Treasurer
 Kate Hanley, WMATA Board
 Mary Margaret Whipple, General Assembly
 Dana Kauffman, Immediate Past Chairman

Mr. Silverthorne moved, with a second by Mr. Donley, to approve the nominations for WMATA and VRE Boards and to confirm the chairman's appointments

to other committees and boards, contingent on future action taken by Fairfax County and the General Assembly. The vote in favor was cast by commissioners Bevon, Bulova, Connolly, Darner, Donley, Ferguson, Fiset, Hanley, Kauffman, Silverthorne, Snyder, Walker and Zimmerman.

Revise NVTC Signatories and Pension Trustees

Chairman Snyder explained that Resolution #820 would establish that NVTC's new secretary-treasurer and acting assistant controller be added to the list of signatories and pension trustees.

Mrs. Hanley moved, with a second by Mr. Connolly, to approve the resolution (attached). The vote in favor was cast by commissioners Bevon, Bulova, Connolly, Darner, Donley, Ferguson, Fiset, Hanley, Kauffman, Silverthorne, Snyder, Walker and Zimmerman.

Public Hearing and Action on NVTC's Proposed Goals, Workprogram and Schedule for 2000

Jennifer Straub gave an overview of the proposed Goals, Workprogram and Schedule for 2000. Staff will return to the commission in June with an update on the progress being made on the workprogram. Sharmila Samarasinghe provided information about NVTC's federally funded project to develop a compatible fare collection system for WMATA, VRE, and local bus systems, using smart card technology. Approximately one million dollars is available for this work.

Chairman Snyder invited comments from the public. Mr. Ed Tennyson stated that although the region now has a 2020 Transportation Plan, it is not fiscally restrained as required by law and common sense. He stated that the Plan should include a refining process to slim down the Plan so that it can be implemented. The only feasible relief from traffic congestion will come from an improved (extended) rail transit system. He added that the region must stop deferring the Dulles Rail Line. It is readily fundable if the region applies for available funds. He also stated that I-66 cannot function effectively in peak periods without a light rail line from Vienna to the new Air and Space Museum in Chantilly. Metrorail will cost too much and be less efficient. Mr. Tennyson applauded the region for the new bus service to Fair Lakes and Fair Oaks Hospital and for restoring direct bus service from Ballston to Georgetown, but there needs to be marketing for this new service, including updated bus schedules.

Mr. Zimmerman moved, with a second by Mr. Kauffman, to adopt the proposed goals, workprogram and schedule for 2000.

Mr. Zimmerman asked where the Route 1 transit study starts and finishes. Mr. Taube stated that the study specifics are still to be determined, but the focus will be on service in the Route 1 corridor located near the borders of Fairfax and Prince William

counties. Mr. Zimmerman stated that there are other ongoing and future projects in the Route 1 corridor so there needs to be a way to distinguish this study from the others. He also suggested that Goal 3, Action 3 be defined more broadly so as to not presume an outcome.

In response to a question from Mr. Connolly, Mr. Taube stated that the public hearing was advertised in the newspaper and listed in NVTC's schedule, as well as the web site.

Mr. Fisette stated that NVTC's goals should clearly emphasize initiatives for greater public awareness, including targeting the media. He also suggested that the commission may get a bigger "bang for the buck" by putting its energy into more effective marketing initiatives that will reach a greater number of people. He observed that the NVTC Handbook is probably not widely read by the public, so it may only need to be updated every other year. Mr. Donley suggested that NVTC examine and develop a strategy that would lead to increased regional marketing of transit and transit options. Staff should look at what local jurisdictions and other regions are doing. He also suggested that after a strategy is developed, it may be beneficial to issue a RFP for a public relations firm to help in marketing initiatives. Mrs. Bulova stated that Metro and VRE do a good job in marketing their systems, but the public does not understand the planning process and how the major players work together.

Mr. Ferguson stated that Arlington County recently advertised in the Washington Post offering free bus tickets and suggested that NVTC could do this on a regional level. He stated that the Guaranteed Ride Home program's telephone number needs to be better publicized.

Mrs. Whipple joined the discussion at 8:31 P.M.

Mr. Donley moved to amend the motion to add a new #4 under Goal 7 to include the following language: "To develop a strategy to increase promotion and marketing of transit opportunities and options in the region, including the use of media sources and to include an explanation of the transit planning process." Mr. Connolly seconded. The maker and seconder of the original motion agreed to accept this friendly amendment.

Chairman Snyder invited comments on NVTC's Workprogram from Mr. Allen Muchnick, a board member of the Washington Area Bicyclist Association and the Washington Regional Network for Livable Communities. He stated that bicycle parking at park-and-ride facilities needs to be expanded and improved. VRE still does not have any rental bike lockers and with the exception of the East Falls Church Metrorail station, there are no covered bike racks at any transit center or park-and-ride lot in Northern Virginia. The cost of adequate bicycle parking facilities is small in comparison to both transit agency budgets and the cost of added car parking. Also, all new and rehabilitated VRE and Metrorail cars should be configured to cost-effectively accommodate bicycles and similar-sized objects, such as wheelchairs, strollers and luggage carriers. He stated that early morning bike-on-Metrorail access is needed, which would greatly expand the ability to combine bicycling and Metrorail for morning

work commutes. Mr. Muchnick called for a study to examine pedestrian and bicycle access deficiencies at selected transit centers so that cost-effective improvements can be identified and then implemented. Programs also need to be developed and implemented to replace and/or retrofit existing diesel-fueled buses for cleaner emissions.

In response to a question from Mr. Fiset, Chairman Snyder stated that it would be appropriate to ask the VRE Operations Board to look at the bicycle locker issue. Mr. Connolly offered a friendly amendment to the motion that would direct staff to parse the public comments into the workprogram and return the document to the commission within two months. Mr. Zimmerman and Mr. Kauffman agreed to include this in the main motion. There were no objections.

The commission then voted on the motion and it passed unanimously. The vote in favor was cast by commissioners Bevon, Bulova, Connolly, Darner, Donley, Ferguson, Fiset, Hanley, Kauffman, Silverthorne, Snyder, Walker, Whipple and Zimmerman.

NVTC Preliminary Administrative Budget for FY 2001

Mr. Taube stated that each year the commission is asked in September to forward a preliminary NVTC administrative budget to local jurisdictions for use in their budget planning. The following January, the commission discusses the draft final budget and acts in February on the final budget. Total local contributions for FY 2001 would decline by 5.7 percent compared to FY 2000. There were no comments or questions.

NVTC Legislative Items

HB 49 Local Income Tax - Use for Educational Purposes. Mr. Taube reported that Delegate Jim Scott has patroned this legislation that would add education as an additional purpose for which the local income tax may be used, provided at least fifty percent of the revenues collected by any county or city would be expended for transportation purposes. The provision requiring any locality which imposes the tax to sunset it at the end of five years would be repealed. If no locality enacts the tax by July 1, 2001, the entire local income tax article would expire.

2020 Plan. Mr. Taube stated that the TCC Executive Committee may be asked to address the issue of whether the TCC should prioritize projects for funding or keep the 2020 Plan as a whole and not single out individual projects. Mr. Connolly stated that there will be increased pressure from the Northern Virginia General Assembly delegation to prioritize the projects. Mrs. Hanley stated that the question should be how the 2020 Plan can be accomplished and not funding of specific projects.

Governor Gilmore's Budget Proposal. VDOT Commissioner Chip Nottingham briefed the VRE Operations Board on December 17, 1999. He announced that the Governor has proposed \$100 million of General Funds to be repaid in FY 2001 and again in FY 2002, with the funds to be allocated using the Transportation Trust Fund formulas, so that transit would receive 14.7 percent each year. However, the funds would be assigned to the proposed priority project fund for allocation by the CTB rather than assigned to the existing transit programs within the TTF. Mr. Taube stated that the Virginia Transit Association will ask that at least half of the 14.7 percent be used for existing programs using existing formulas.

Governor Gilmore's Proposal for Electronic Fuel Tax Collection. On December 17, 1999, J. Lynwood Butner, Assistant Commissioner for Mode Carrier Services of the Department of Motor Vehicles, met with commission and local staff, together with representatives of the Virginia Department of Taxation, to review the Gilmore Administration's plans to introduce legislation to change the way in which state motor fuels taxes are collected. Taxing at the terminal rack, rather than the wholesale/retail level, would reduce the number of entities paying the state tax to about 200 from 2,000. Increased compliance, based on experience in 19 states that already tax at the terminal, is conservatively estimated to increase state collections by \$20 million annually, starting in FY 2001. Beginning in FY 2002, \$18 million of new federal formula revenues would result. Governor Gilmore has proposed that \$16 million annually be used for debt service on bonds authorized by the 1999 Virginia Assembly, including Northern Virginia projects. Mr. Butner reiterated DMV's assurances that the legislative changes to Chapter 21 of the Virginia Code would not affect the collection of NVTC's and PRTC's two percent tax.

Federal Legislative items. APTA has begun to work on the next transportation reauthorization bill. TEA-21 expires October 1, 2003.

WMATA Items

FTA Grant Application for Preliminary Engineering for the Dulles Corridor. The WMATA Board has approved the request from the Commonwealth that WMATA apply for FTA funds for preliminary engineering and National Environmental Protection Act work. WMATA would provide technical oversight and control of this work.

WMATA FY 2001 Budgets. Mr. Taube stated that final action on the budgets by the WMATA Board is scheduled for May, 2000. Mr. Donley observed that the budget reflects the formula changes accomplished by the Regional Mobility Panel, in which Northern Virginia's jurisdictional subsidy shares are reduced.

SmarTrip Sales. WMATA has sold over 30,700 smart cards since May, 1999.

Regional Transportation Items

Dulles Corridor. At its December 7, 1999 meeting, the Task Force agreed to ask WMATA to apply to FTA for funds for preliminary engineering. The Task Force also approved the report of the Technology Task Group.

TCC's 2020 Transportation Plan. On December 16, 1999 TCC passed a resolution adopting the Northern Virginia 2020 Transportation Plan and forwarding its findings and recommendations to the Governor and General Assembly.

NVTC Staff Highlights

Mr. Taube stated that the new format of the staff highlights presentation generally will have at most one staff member provide a progress report on a specific project. DeLania Hardy gave an update on the status of the Falls Church electric bus project. The proposed operating agreement between NVTC, WMATA and Falls Church has incorporated language by the commission to clarify the limits of NVTC's and its jurisdictions' financial liability. Mr. Taube stated that the Falls Church City Council is expected to vote on the agreement on January 10, 2000. Ms. Hardy stated that the city is expected to choose a name for the system and specific routes and stops are being finalized. The pilot bus will be inspected in Chattanooga and delivered to Falls Church sometime during January.

NVTC Financial Report for November, 1999

The financial reports were provided to commissioners and there were no questions.

Commuter Rail Items

Report from the VRE Operations Board. Mrs. Bulova commended the minutes of the December 17, 1999 Operations Board meeting to the commission.

Authorization of Task Order for Environmental Assessment of Cherry Hill Station Development. Mrs. Bulova reported that the VRE Operations Board recommends approval of Resolution #821, which would authorize staff to issue a task order (not to exceed \$348,000) to HDR, Inc. for the performance of planning, engineering and environmental analysis associated with the development of a Cherry Hill VRE station. In February, 1999, Deleuw Cather was authorized to proceed with this work. However, the scope of work has been refined and staff now feels that a better allocation of resources can be made using HDR, Inc. Funding for this work will be through federal grants identified in VRE's CIP and matched with Prince William County proffered funds and in-kind land value.

Mrs. Bulova moved, with a second by Mr. Kauffman, to approve Resolution #821 (attached). The vote in favor was cast by commissioners Bevon, Bulova, Connolly,

Darner, Donley, Ferguson, Fisette, Hanley, Kauffman, Silverthorne, Snyder, Walker, Whipple and Zimmerman.

Kawasaki Inspection Services and Modifications. Mrs. Bulova stated that the VRE Operations Board recommends approval of Resolution #822. The resolution would authorize staff to issue a task order for \$147,298 to RailPlan International, Inc. to complete inspection and acceptance tests on the Kawasaki bi-levels as well as install passenger tables and cup holders on these cars.

Mrs. Bulova moved, with a second by Delegate Darner, to approve the resolution (attached). The vote in favor was cast by commissioners Bevon, Bulova, Connolly, Darner, Donley, Ferguson, Fisette, Hanley, Kauffman, Silverthorne, Snyder, Walker, Whipple and Zimmerman.

Authorization for L'Enfant Station Preliminary Design. Mrs. Bulova reported that the VRE Operations Board recommends approval of Resolution #823, which would authorize the issuance of a task order to Deleuw Cather for preliminary design and cost estimate work at the L'Enfant station. A relocation of the station is being proposed as part of a report to Congress produced by the Federal Railroad Administration and Amtrak. The report addresses capacity improvements needed to accommodate enhanced rail passenger service in the Washington-Richmond corridor. VDR&PT has provided up to \$300,000 for preliminary engineering and cost estimate work. As this relocation would improve MARC run-through opportunities, officials of the State of Maryland may provide additional financial assistance.

Mrs. Bulova moved to approve Resolution #823. Mr. Connolly seconded.

Mrs. Hanley expressed her concern that VRE will have to pay for the construction of this project because FRA and Amtrak are proposing these improvements. Mr. Roberts stated that since there are no dedicated funds for this project, it will be a challenge to find funding. Mr. Bevon stated that this project is part of the bigger picture for future VRE expansion and these improvements would allow run-through freight service which would improve passenger service and also provide a better connection to the Metrorail system. This project is a priority project in the capacity improvements for the Washington-Richmond corridor. Mr. Zimmerman asked if CSX will bear any of the costs of this project. Mr. Bevon stated that this has not been determined but CSX is upgrading the nearby Virginia Avenue tunnel. He also stated that the Commonwealth is committed to funding these improvements and he assured commissioners that the localities will not be "stuck with the bill." The District of Columbia and WMATA may also be asked to contribute financially.

The commission then voted on the motion. The vote in favor was cast by commissioners Bevon, Bulova, Connolly, Darner, Donley, Ferguson, Fisette, Hanley, Kauffman, Silverthorne, Snyder, Walker, Whipple and Zimmerman.

Authorization Of Request for Proposals for New VRE Fare Collection System. Mrs. Bulova stated that the VRE Operations Board recommends approval of Resolution

#824, which would authorize the VRE Director of Operations to issue a RFP for an automated fare collection system for VRE. This new fare collection system would replace the existing system that was procured in 1991.

Mrs. Hanley expressed her concern that this system be compatible with the region's efforts for a seamless fare collection system, led by WMATA. Mr. Roberts stated that regional compatibility is included in the RFP. Mr. Connolly stated that the RFP should include explicit language stating that the new system should be compatible with the regional system.

Mrs. Bulova moved, with a second by Mr. Kauffman, to approve Resolution #824, with the understanding that compatibility is a major consideration. The vote in favor was cast by commissioners Bevon, Bulova, Connolly, Darner, Donley, Ferguson, Fisette, Hanley, Kauffman, Silverthorne, Snyder, Walker, Whipple and Zimmerman.

Authorization of Task Order for Technical Assistance in Manufacture, Delivery and Installation of Fare Collection System. Mrs. Bulova reported that the VRE Operations Board recommends approval of Resolution #825. The resolution would authorize the VRE Director of Operations to issue a task order in the amount of \$150,000 to DeLeuw Cather for administrative support of the Automated Fare Collection System acquisition. In response to a question from Mr. Connolly, Mr. Roberts explained that this task order will provide technical support for the development of evaluation criteria, proposal evaluation, and contract administration. The estimated cost for this work is \$136,080, plus a 10 percent contingency.

Mrs. Bulova moved, with a second by Mr. Kauffman, to approve Resolution #825 (attached). The vote in favor was cast by commissioners Bevon, Bulova, Connolly, Darner, Donley, Ferguson, Fisette, Hanley, Kauffman, Silverthorne, Snyder, Walker, Whipple and Zimmerman.

VRE Debt Service Reserve. Mrs. Bulova reported that on December 9, 1999 staff completed the transaction. Proceeds were \$8,414,227.27, which are in a yield-restricted account (required by IRS arbitrage regulations) pending use for authorized VRE capital projects. The costs of the transaction were \$303,771.80 for the new insurance policy, plus a \$311,000 fee to terminate the existing Guaranteed Investment Contracts. This amount is less than estimated because of a temporary favorable movement in interest rates. Accumulated interest due to NVTC reduced the net increase above the cost of insurance to only \$80,097. Bond counsel fees of \$8,718.20 have also been paid from the proceeds. Financial advisor fees have not yet been paid.

FY 2000 Reforecast of 2001 Operating and Capital Budget. Mr. Kauffman asked for unanimous consent to defer this item to the next meeting pending answers to some federal capital funding questions. There were no objections.

Other VRE Business. Mr. Roberts announced that on January 4, 2000 VRE carried a record 9,189 passengers. Mr. Taube also announced that commuter rail executives from the United States and Canada have been invited to ride on a special

VRE excursion train to Manassas on January 9, 2000. Commissioners were invited to attend.

Adjournment

Mrs. Bulova moved to adjourn. Mrs. Whipple seconded. The vote in favor was cast by commissioners Bevon, Bulova, Connolly, Darner, Donley, Ferguson, Fisette, Hanley, Kauffman, Silverthorne, Snyder, Walker, Whipple and Zimmerman.

Approved this 3rd day of February, 2000.

David F. Snyder
Chairman

Christopher Zimmerman
Secretary-Treasurer