

ITEM 7

(12 PAGES)

**POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION**

**RESOLUTION**

**MOTION:** \_\_\_\_\_

**RESOLUTION NO. 08-03-\_\_\_\_\_  
OFFICIAL COMMISSION MEETING  
MARCH 6, 2008**

**SECOND:** \_\_\_\_\_

**RE: APPROVAL OF MINUTES FOR THE POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION MEETING OF FEBRUARY 14, 2008**

**WHEREAS**, the Potomac and Rappahannock Transportation Commission reviews and approves the minutes of each meeting; and

**WHEREAS**, the minutes of the February 14, 2008 PRTC meeting have been presented for review.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of the February 14, 2008 Commission meeting as presented/amended.

**“PENDING BOARD APPROVAL”**

**POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION (PRTC)**

**OFFICIAL COMMISSION MEETING**

**MINUTES**

DATE: February 14, 2008  
TIME: 7:00 p.m.  
LOCATION: PRTC Transit Center  
14700 Potomac Mills Road, 2<sup>nd</sup> Floor  
Woodbridge, VA 22192-6811

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1. CALL TO ORDER

Chairman Jones called the meeting to order at 7:25 p.m.

2. ROLL CALL

MEMBERS PRESENT

*Frank Jones, Chairman	City of Manassas Park
*Corey Hill	DRPT
*Paul Milde, Immediate Past Chmn	Stafford County
*Martin Nohe	Prince William County
*George Schwartz	Stafford County

ALTERNATES PRESENT

*Jean Benson	City of Fredericksburg
*Sorine Preli	Prince William County

STAFF AND GENERAL PUBLIC

Gina Altis	PRTC Executive Assistant
Doris Chism	PRTC Dir., Customer Service & Dispatch
Joyce Embrey	PRTC Dir., Finance & Administration
Althea Evans	PRTC Dir., Marketing & Communications
Anthony Foster	PRTC Transportation Project Manager
Shanta Garth	FIRST TRANSIT Asst. Gen. Mgr.-Admin.
Al Harf	PRTC Executive Director

Angela Horan  
Robb Howell  
Todd Johnson  
Bill Leisen  
Eric Marx  
Mary Marshall  
Betsy Massie  
Carey Roessel  
Joe Swartz  
Dale Zehner

PRTC Legal Counsel  
FIRST TRANSIT Ass. Gen. Mgr.-Ops  
FIRST TRANSIT Maintenance Manager  
PRTC, Mgr., Contract Operations  
PRTC Dir., Planning & Operations  
PRTC Accounting & Budget Manager  
PRTC Dir., Grant & Project Management  
FIRST TRANSIT General Manager  
PRTC Senior Transit Planner  
VRE Chief Executive Officer

MEMBERS ABSENT

Maureen Caddigan  
Wally Covington  
Marvin Dixon, Secretary  
John Jenkins  
Scott Lingamfelter  
Mike May, Treasurer  
Jackson Miller  
Frank Principi  
Toddy Puller  
Douglas Waldron, Vice Chairman

Prince William County  
Prince William County  
City of Fredericksburg  
Prince William County  
Virginia House of Delegates  
Prince William County  
Virginia House of Delegates  
Prince William County  
Virginia Senate  
City of Manassas

ALTERNATES ABSENT

Charles Badger  
Mark Dudenhefer  
Larry Hughes  
Matthew Kelly  
Peter LaMarca  
Lorraine Lasch  
Hal Parrish  
Bryan Polk  
Phillip Rodenberg  
Corey Stewart  
John Stirrup  
Matthew Tucker  
Bill Wren

DRPT  
Stafford County  
City of Manassas  
City of Fredericksburg  
City of Fredericksburg  
Prince William County  
City of Manassas  
City of Manassas Park  
City of Fredericksburg  
Prince William County  
Prince William County  
DRPT  
City of Manassas Park

\*Voting Member

3. INVOCATION Led by Commissioner Milde.
4. PLEDGE OF ALLEGIANCE Led by Commissioner Nohe.
5. CITIZENS' TIME No citizens came forward.

## 6. PRESENTATIONS

[FT\Info] A. First Transit General Manager Carey Roessel – Employee Recognition and Operations Report.

Mr. Roessel recognized bus operators who went above and beyond during the ice event on Tuesday, February 12<sup>th</sup>: Cesar Javier, Mehیار Majdi, James Andrews, Quintin Richter, Suyapa Solano, Kadijah Nashid, and Francisca Nolasco. He noted that without these bus operators making additional trips, passengers would have been stranded either at Metro stations or at PRTC.

Mr. Roessel recognized the January Operator-of-the-Month Ms. Deborah Lewis.

Mr. Roessel reported that 27 bus operators received commendations during the month of January.

Mr. Roessel noted that a Maintenance Audit recently occurred. The results are positive and First Transit's goal is to ensure that improvements are sustainable/continue.

Mr. Roessel reported that a bus operator training class consisting of five new operators is underway. Training classes are being held every two weeks. He also noted that the number of accidents has decreased, and praised the operators for ably handling the ice storm (during which two minor accidents occurred).

Chairman Jones noted that he was sitting in traffic during the ice storm on February 12<sup>th</sup> and observed several buses in operation. He commended the bus operators on the care/caution they exercised.

## 7. APPROVAL OF MINUTES

RES 08-02-01 Minutes of January 3, 2008. Commissioner Nohe  
[PRTC\Minutes] moved, with a second by Commissioner Milde, to approve the Minutes as presented. There was no discussion on the motion. (NOHE\MILDE, UNANIMOUS)

## 8. AGENDA APPROVAL

RES 08-02-02 Agenda of February 14, 2008. Commissioner Milde  
[PRTC\Agenda] moved, with a second by Commissioner Nohe, to approve the Agenda as amended (Chairman Jones moved Closed Meeting to occur prior to Item 11 – Chairman's Time. There was no discussion on the motion. (MILDE\NOHE, UNANIMOUS)

9. CONSENT AGENDA APPROVAL

- RES 08-02-03  
[PRTC\Consent  
Agenda] Consent of Agenda of February 14, 2008.  
Commissioner Nohe moved, with a second by  
Commissioner Milde, to approve the Consent Agenda  
as presented. There was no discussion on the motion.  
(NOHE\MILDE, UNANIMOUS)
- RES 08-02-04      A.      Approved the Treasurer's Report of November 30,  
[PRTC\Finance]      2007, as presented. (NOHE\MILDE,  
UNANIMOUS)
- RES 08-02-05      B.      Approved a Loan to the VRE in the Amount of  
[Prince William      \$300,000 at no Interest from Prince William  
County]      County's 2% Motor Fuels Tax Funds. (NOHE\  
MILDE, UNANIMOUS)
- RES 08-02-06      C.      Authorized the Budget and Appropriation of  
[PRTC\Fredericksburg]      \$1,446,811 of the City of Fredericksburg's 2% Motor  
Fuels Tax Funds for Parking Garage Debt Service,  
FRED Transit Operations, and Capital Projects.  
(NOHE\MILDE, UNANIMOUS)
- RES 08-02-07      D.      Authorized the Budget and Appropriation of  
[Stafford County]      \$347,781 of Stafford County's 2% Motor Fuels Tax  
Funds for Transportation Expenditures for the First  
and Second Quarters of FY 2008. (NOHE\MILDE,  
UNANIMOUS)
- RES 08-02-08      E.      Approved to Change the January 1, 2009  
[PRTC\Board Meeting]      Commission Meeting to January 8, 2009.  
(NOHE\MILDE, UNANIMOUS)
- RES 08-02-09      F.      Authorized to Submit FY 2009 State Grant  
[PRTC\FY2009 State      Applications. (NOHE\MILDE, UNANIMOUS)  
Grant Applications]

10. VIRGINIA RAILWAY EXPRESS (VRE)

- [VRE\Info]      A.      Operations Board Meeting Agenda and Minutes of  
January 18, 2008. There were no comments.
- [VRE\Info]      B.      Chief Executive Officer's Report (Jan 08).

Mr. Zehner reported that ridership has increased 4% year-to-date from the previous year and revenue has increased 9% as a result of a hard stance taken on ticket checking and a change in the free-ride policy. He noted that the Fredericksburg line carried over 8,000 trips (the last time this occurred was in June 2005) and the growth rate is higher on the Fredericksburg line than the Manassas line. On-time performance is 86% (90% and 81% on the Manassas and Fredericksburg lines, respectively).

Mr. Zehner noted that public hearings will commence next week regarding the fare increase/indexing.

RES 08-02-10            C.     Sell Retirement-Age Gallery Cars. Commissioner  
[VRE\Gallery Cars]            Nohe moved, with a second by Commissioner Milde, to sell ten Gallery cars to Regional Transit Authority of Nashville, Tennessee and the sale is contingent upon disposition approval from the Federal Transit Administration and will not occur until such approval is received. There was no discussion on the motion. (NOHE\MILDE, UNANIMOUS)

RES 08-02-11            D.     Award a Contract for the Manufacture of New  
[VRE\New                            Locomotives]            Locomotives. Commissioner Nohe moved, with a second by Commissioner Milde, to award a contract to Motive Power, Inc. of Boise, Idaho for the manufacture of two new locomotives in an amount not greater than \$8,758,542, plus a contingency of \$875,854, for a total amount not to exceed \$9,634,396. There was no discussion on the motion. (NOHE\MILDE, UNANIMOUS)

RES 08-02-12            E.     Award Contract for Construction Engineering and  
[VRE\Diesel-                            Inspection Services for the Purchase and Manufacture  
Electric Locomotive]            of Diesel-Electric Locomotives. Commissioner Milde moved, with a second by Commissioner Nohe, to enter into a contract with STV Incorporated dba STV Group Incorporated of Fairfax, Virginia for construction engineering and inspection services for the purchase and manufacture of up to twenty diesel-electric locomotives in the amount of \$3,769,000, plus a contingency of \$376,920, for a total amount not to exceed \$4,145,920. There was no discussion on the motion. (MILDE\NOHE, UNANIMOUS)

RES 08-02-13  
[PRTC\Convene  
Closed Meeting]

Commissioner Milde moved, with a second by Commissioner Nohe, to convene into Closed Meeting at 7:33 p.m. regarding discussion of a proposed change order to the First Transit Contract, which qualifies for discussion in Closed Meeting under Section 2.2-3711(A)(6) (investment of public funds where bargaining is involved, where if the discussion was had publicly, the financial interest of the PRTC would be adversely affected), Section 2.2-3711(A)(7) consultation with legal counsel and staff pertaining to probable litigation, and Section 2.2-3711(A)(29) (award of a public contract involving the expenditure of public funds where public discussion would adversely affect the bargaining position or negotiating strategy of the PRTC). There was no discussion on the motion. (MILDE\NOHE, UNANIMOUS)

RES 08-02-14  
[PRTC\Certify  
Closed Meeting]

Commissioner Nohe moved, with a second by Commissioner Milde, to certify Closed Meeting at 8:25 p.m. There was no discussion on the motion. (NOHE\MILDE, UNANIMOUS)

Action Items Reported out of Closed:

RES 08-02-15  
[PRTC-FT  
Contract]

PRTC – First Transit Contract – Change Order Number Nine. Commissioner Nohe moved, with a second by Commissioner Preli, to approve the changes as proposed and to memorialize these changes to the contract in the form of a change order (Changed Order Number Nine). There was no discussion on the motion. (NOHE\PRELI, UNANIMOUS)

11. CHAIRMAN'S TIME

Chairman Jones had nothing to report at this time.

12. EXECUTIVE DIRECTOR'S TIME

[PRTC\Info]           A.     Executive Director's Report.

On the Federal legislative side, Mr. Harf noted that the President has signed the "Economic Stimulus" package into law, which contains no infrastructure elements. Also, the President's FY 2009 proposed budget calls for transit appropriations of \$200 million less than the SAFETEA-LU authorization level and the diversion of

\$3.2 billion from the Transit Trust Fund to the Highway Trust Fund as a solution to the latter's "insolvency" problem.

Mr. Harf reported that the National Surface Transportation Policy and Revenue Study Commission issued its report on framing a federal role and funding approach for the successor to SAFETEA-LU, which expires in September 2009. He explained that the Commission was created by Congress as part of SAFETEA-LU and its target was to finish a study effort around this time frame knowing that calendar year 2009 is the year when the legislative debate about the next reauthorization will take place.

The report proposes a radical overhaul of the federal transportation programs, dispensing with formulaic programs in favor of performance-based programs, and an increase in the federal gasoline tax from the current 18.3 cents a gallon by 40 cents a gallon over five years in an incremental fashion. It also calls for the creation of a National Surface Transportation Commission consisting of a twelve member appointed body that would have authority to raise the gas tax beyond the 40 cent increase after the five years as necessary to achieve the performance outcomes. The Commission's findings about what gas tax increase needs to be would only be "nixed" if two-thirds of both Houses of Congress were to vote "no" (60 days to decide).

Mr. Harf went on to say that a dissenting report was authored by three of the twelve Commissioners (Administration appointees), who took strong exception to the proposed gas tax increase and the contention that the federal role should be sustained at the same proportionate rate as it has been historically. The dissenters argue that the nation's transportation funding problem can be solved by more aggressive pricing (i.e., more toll roads, congestion pricing zones, public-private partnerships). The likelihood is that nothing will happen between now and January 21<sup>st</sup> when the new Administration inherits the issue.

Mr. Harf noted that an "election" vote involving First Transit's maintenance work force occurred on February 1<sup>st</sup> and the vote was overwhelmingly in favor of collective bargaining by AFSCME (which also represents the operator work force).

Mr. Harf reported that PRTC locked-in fuel for February, March, and April at \$2.73 on average per gallon. An adjustment has been made in the mid-year budget revision to account for this increased expenditure beyond budget.

Mr. Harf noted that the bus yard expansion construction is underway. He explained that the finding of clay and impervious conditions required additional excavating and the installation of a grid with a 21-inch stone placed on top. As a result, the \$150,000 contingency allowance the Board previously approved will be exceeded and a recommendation to increase the contingency allowance will be presented to the Board at its April meeting.

Turning to the longstanding issue of Taxation's handling of fuel tax disputes, Mr. Harf summarized the successful resolution crediting Chairman Jones and Delegate Lingamfelter for their important contributions. The Department of Taxation has agreed to consult with PRTC on significant tax disputes. A "Memorandum of Agreement" has been negotiated that envisions the Department of Taxation informing PRTC whenever it is prepared to accept something \$25,000 or more below what its original assessment is so that PRTC can consider their rationale, etc. and be in a position to opine though the ultimate decision is Taxation's to make. As a result, Delegate Lingamfelter's office was informed that the bill he introduced could be withdrawn. Commissioner Milde passed on former Commissioner Bob Gibbon's appreciation for the hard work that was put into this effort. Commissioner Nohe recommended that a letter of appreciation be sent to Delegate Lingamfelter on behalf of the Commission. There were objections by the Board Members present.

Mr. Harf reported that the self-cleaning bathrooms have been installed, but are not operating yet because a sewer line collapsed. He noted that an emergency procurement has been arranged and the work is underway.

Regarding HOT lanes, Mr. Harf noted that the TPB did approve the project with its amended transit plan for inclusion in the CLRP, which is an important milestone (without this the project would not qualify for the remaining federal approvals). He went on to say that letters were exchanged in January between the Commission and the Secretary reinforcing the Commission's concerns about "safety and enforcement". The Secretary's response pledged that VDOT will be contracting with an independent and nationally recognized safety consultant (Halcrow) to conduct an independent study of whether or not the safety and enforcement accommodations that are now envisioned for the project are adequate. The Secretary pledged that Halcrow would be in communication with PRTC. To date, there has been no further word on the Halcrow front, Mr. Harf noted, but the meetings with Halcrow are likely to take place within the next few weeks.

Mr. Harf went on to say that Senator Barker introduced a bill that proposed a 45 mph minimum speed for the HOT Lanes. He noted that in the course of discussions during a Committee Hearing, Senator Barker discussed the possibility of raising the minimum to 55 mph, prompting VDOT staff to advise that this speed is not feasible. While the bill died in Committee, Mr. Harf observed that the choice of a speed is an important policy issue warranting public review and discussion. Commissioner Nohe recommended the Commission reach out to Senator Colgan about this issue. Chairman Jones asked Commissioner Nohe to contact Senator Colgan and to ask Commissioner Jenkins to do so as well. He directed staff to send letters under his signature to Governor Tim Kaine (with a "cc" to Secretary of Transportation Homer) and a letter to U.S. DOT Secretary Mary Peters (with a "cc" to the Northern Virginia Delegation, NVTAC Chairman Zimmerman, and NVTC Chairman Euille) reiterating the Commission's concerns about "safety and enforcement" and urging that no further project approvals be sought from the FHWA before these concerns have been adequately addressed, and calling for careful public deliberation about

the speed issue. Chairman Jones noted the “consensus among all Board Members present” and directed management to proceed accordingly.

Mr. Harf noted that the latest customer satisfaction survey is underway and the results will soon be forthcoming.

With regard to the Interactive Voice Response (IVR) Phone System Enhancement, Mr. Harf noted that it went live on February 11<sup>th</sup>. Turning to the RTPi initiative, Mr. Harf noted that the Board is being asked this evening to award a contract to a new contractor (MACRO), because PRTC found it necessary to terminate the contract with on the RTPi consultant PRTC previously contracted with.

Mr. Harf noted that the Virginia Vanpool Insurance Program (*AdVANtage*) will be launched soon and the program will offer attractive insurance rates to promote vanpool operations.

[PRTC\Action]            B.        Action Items:

- |  |    |  |
|--|----|--|
| RES 08-02-16<br>[PRTC\FY2009<br>Federal Legislative<br>Agenda] | 1. | Federal Legislative Agenda. Commissioner Milde moved, with a second by Commissioner Nohe, to endorse the FY 2009 federal legislative agenda and authorized the transmittal of the agenda and associated discretionary funding request forms to the Northern Virginia Congressional Delegation and others as might be appropriate and to make use of the agenda in taking steps as may be required to promote it. There was no discussion on the motion. (MILDENOHE, UNANIMOUS) |
| RES 08-02-17<br>[PRTC\FY2008 Mid-<br>Year Budget Revision]     | 2. | FY2008 Mid-Year Budget Revision. Commissioner Milde moved, with a second by Commissioner Nohe, to approve the revision of PRTC’s FY 2008 budget from \$28,263,389 to \$42,042,236. There was no discussion on the motion. (MILDENOHE, UNANIMOUS)   |
| RES 08-02-18<br>[PRTC\New Commuter<br>Lot]                     | 3. | Award a Contract for Design/Construction Management of New Commuter Lot. Commissioner Milde moved, with a second by Commissioner Nohe, to execute a contract with The Engineering Group, Inc. for design/construction management of the new commuter park-ride lot amounting to  |

\$167,153 and authorizes a contingency allowance amounting to \$19,222 that the Executive Director may tap as necessary to defray unforeseen costs related to this effort if they arise. There was no discussion on the motion. (MILDE\MOHE, UNANIMOUS)

RES 08-02-19  
[PRTC\RTPI]

4. Award Contract for Real-Time Passenger Information (RTPI) Planning Services to MACRO. Commissioner Nohe moved, with a second by Commissioner Milde, to award MACRO Corporation a task order contract for a period of up to five years, award the first task order under this contract in the amount of \$99,079.15, and tap a ten percent contingency allowance as necessary to cover the costs of unforeseen complications. There was no discussion on the motion. (NOHE\MILDE, UNANIMOUS)

[PRTC\Info]

C. Information Items:

1. PRTC Service Performance Reports. Mr. Harf noted that ridership trends are being affected by the sub-prime mortgage crisis. OmniLink has been hardest hit – the combined end result of that crisis and heightened apprehension about illegal immigration. The OmniLink losses are most pronounced on the routes that are serving communities with a high incidence of Hispanic population and where foreclosures are most pronounced.
2. PRTC Budget-to-Actual Comparison – Six Months Ended December 31, 2007. There were no comments.
3. General Assembly Status Report. There were no comments.
4. Communications:
  - a. Related to Funding. There were no comments.
  - b. Related to Jurisdiction. There were no comments.

c. General Interest. There were no comments.

13. OTHER BUSINESS/COMMISSIONERS' TIME

Commissioner Preli moved to appoint a Committee to review holding the PRTC Board meetings at alternate locations three to four times a year. Absent a "second" Chairman Jones noted that the motion dies. Chairman Nohe recommended that this issue be placed on the March agenda. Chairman Jones asked that this issue be placed under Commissioners' Time on the March agenda to allow sufficient time for discussion to occur among the member jurisdiction Boards and re-discuss at the March PRTC Board meeting.

14. ADJOURNMENT

There being no further business to come before the Commission, Chairman Jones adjourned the meeting at 9:15 p.m.

NEXT MEETING: Thursday, March 6, 2008, 7:00 p.m.

LOCATION: PRTC Transit Center  
14700 Potomac Mills Road, 2<sup>nd</sup> Floor  
Woodbridge, VA 22192-6811  
Main # (703) 583-7782  
Fax #: (703) 583-1377

**ITEM 8**

**(1 PAGE)**

**POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION**

**RESOLUTION**

**MOTION:** \_\_\_\_\_

**RESOLUTION NO. 08-04-\_\_\_**

**OFFICIAL COMMISSION MEETING**

**SECOND:** \_\_\_\_\_

**APRIL 3, 2008**

**RE: APPROVAL OF AGENDA FOR THE POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION MEETING APRIL 3, 2008**

**WHEREAS,** the Potomac and Rappahannock Transportation Commission meets on a monthly basis; and

**WHEREAS,** an agenda is prepared for each Potomac and Rappahannock Transportation Commission meeting; and

**WHEREAS,** the agenda is presented to the Potomac and Rappahannock Transportation Commission for review and approval; and

**WHEREAS,** a motion was made to approve the agenda as presented/amended.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby approve the agenda for the Commission meeting of April 3, 2008 as presented/amended.

**ITEM 9**

**(1 PAGE)**

**POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION**

**RESOLUTION**

**MOTION:** \_\_\_\_\_

**RESOLUTION NO. 08-04-\_\_\_\_\_  
OFFICIAL COMMISSION MEETING  
APRIL 3, 2008**

**SECOND:** \_\_\_\_\_

**RE: APPROVAL OF CONSENT AGENDA FOR THE POTOMAC AND  
RAPPAHANNOCK TRANSPORTATION COMMISSION MEETING  
OF APRIL 3, 2008**

**WHEREAS,** the Potomac and Rappahannock Transportation Commission was presented with a consent agenda; and

**WHEREAS,** an opportunity was afforded for items to be added or deleted from the consent agenda; and

**WHEREAS,** a motion was made to approve the consent agenda as presented/amended.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby approve the consent agenda for the Commission meeting of April 3, 2008 as presented/amended.

**ITEM 9-A**

**(14 PAGES)**

**POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION**

**RESOLUTION**

**MOTION:** \_\_\_\_\_

**RESOLUTION NO. 08-04-\_\_\_\_\_  
OFFICIAL COMMISSION MEETING  
APRIL 3, 2008**

**SECOND:** \_\_\_\_\_

**RE: ACCEPTANCE OF THE POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION MONTHLY JURISDICTIONAL  
FINANCIAL REPORT FOR THE PERIOD ENDED JANUARY 31, 2008**

**WHEREAS**, a financial report for each jurisdiction is prepared each month for presentation to the Potomac and Rappahannock Transportation Commission; and

**WHEREAS**, this report supplies information on the current month and year-to-date motor fuel tax collections; earned interest, other revenues, state administration cost, expenditures, transfers and encumbrances; and

**WHEREAS**, this information covers the Potomac and Rappahannock Transportation Commission as a whole, as well as each separate jurisdiction.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby accept the Jurisdictional Financial Report for the period ended January 31, 2008 as presented/amended.

**Fuel Tax Revenues  
Budget to Actual  
Seven Months Ended January 2008**

	FY08 YTD Budget	FY08 YTD Actual	Variance %	Variance \$
Prince William County	7,286,270	7,329,425	1%	43,155
Stafford	2,498,447	2,521,606	1%	23,159
Manassas	823,270	959,376	17%	136,106
Manassas Park	486,442	490,779	1%	4,337
Fredericksburg	870,653	857,854	-1%	(12,799)
<b>Total</b>	<b>11,965,082</b>	<b>12,159,040</b>	<b>2%</b>	<b>193,958</b>

MONTHLY FINANCIAL REPORT FOR ALL JURISDICTIONS  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2008

FY08 Beginning Fund Balance \$ 27,402,143.34 (1)

	<u>Current Month</u>	<u>Year To Date</u>
Gross Tax Revenue	\$ 1,664,281.63	\$ 12,215,849.28
Less: State Admin. Cost	\$ (9,035.87)	\$ (56,809.76)
Net Tax Revenue	\$ 1,655,245.76	\$ 12,159,039.52
Interest from Investment	\$ 91,531.84	\$ 685,543.15
Total Tax & Investment Revenue	\$ 1,746,777.60	\$ 12,844,582.67
Expenditures/Transfers	\$ (9,234,959.50)	\$ (20,672,318.00)
Transfer from PWC	\$ -	\$ 700,000.00
Reimbursement from Other Governments	\$ -	\$ 298,972.00
PRTC Operating Fund Balance	\$ 1,754,880.00	\$ 4,736,197.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		<u>\$ 25,309,577.01</u>

FY08 Projected 2% Motor Fuel Revenue  
(for remainder of fiscal year) \$ 8,352,530.48

FY08 Projected State Debt Service Grant  
(for remainder of fiscal year) \$ 153,679.00

LESS: Unexpended Adopted Resolutions \$ (5,123,866.17) (\*)

Other Financing Sources/(Uses)		
Claims and Judgments	-	-
Jurisdictional Reimbursement	<u>\$0.00</u>	<u>\$0.00</u>

Total Projected Unencumbered Balance \$ 28,691,920.32 (2)

<u>ADOPTED RESOLUTIONS</u>	<u>AMOUNT</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
05-03-05	\$ 75,000.00 (1)	\$ -	\$ 75,000.00
06-05-05	\$ 984,920.00 (1)	\$ 280,482.50	\$ 704,437.50
06-06-09	\$ 400,000.00 (1)	\$ -	\$ 400,000.00
06-06-15	\$ 5,679.00 (1)	\$ -	\$ 5,679.00
06-09-08	\$ 95,000.00 (1)	\$ -	\$ 95,000.00
06-09-09	\$ 385,507.00 (1)	\$ -	\$ 385,507.00
07-02-05	\$ 758,895.00 (1)	\$ 284,544.00	\$ 474,351.00
07-06-05	\$ 876,942.00 (1a)	\$ 500,000.00	\$ 376,942.00
07-06-06	\$ 53,997.00 (1)	\$ 53,997.00	\$ -
07-06-07	\$ 297.17 (1)	\$ -	\$ 297.17
07-06-08	\$ 46,222.00 (1a)	\$ 27,226.00	\$ 18,996.00
07-06-09	\$ 222,658.00 (1a)	\$ 222,658.00	\$ -
07-06-10	\$ 647,552.00 (1a)	\$ 604,487.50	\$ 43,064.50
07-06-18	\$ 10,117,400.00 (1a)	\$ 10,117,400.00	\$ -
07-06-19	\$ 8,399,975.00 (1a)	\$ 8,399,975.00	\$ -
07-07-09	\$ 450,000.00	\$ -	\$ 450,000.00
07-11-08	\$ 181,548.00	\$ 181,548.00	\$ -
08-02-05	\$ 300,000.00	\$ -	\$ 300,000.00
08-02-06	\$ 1,446,811.00	\$ -	\$ 1,446,811.00
08-02-07	\$ 347,781.00	\$ -	\$ 347,781.00
Total	<u>\$ 25,796,184.17</u>	<u>\$ 20,672,318.00</u>	<u>\$ 5,123,866.17 (*)</u>

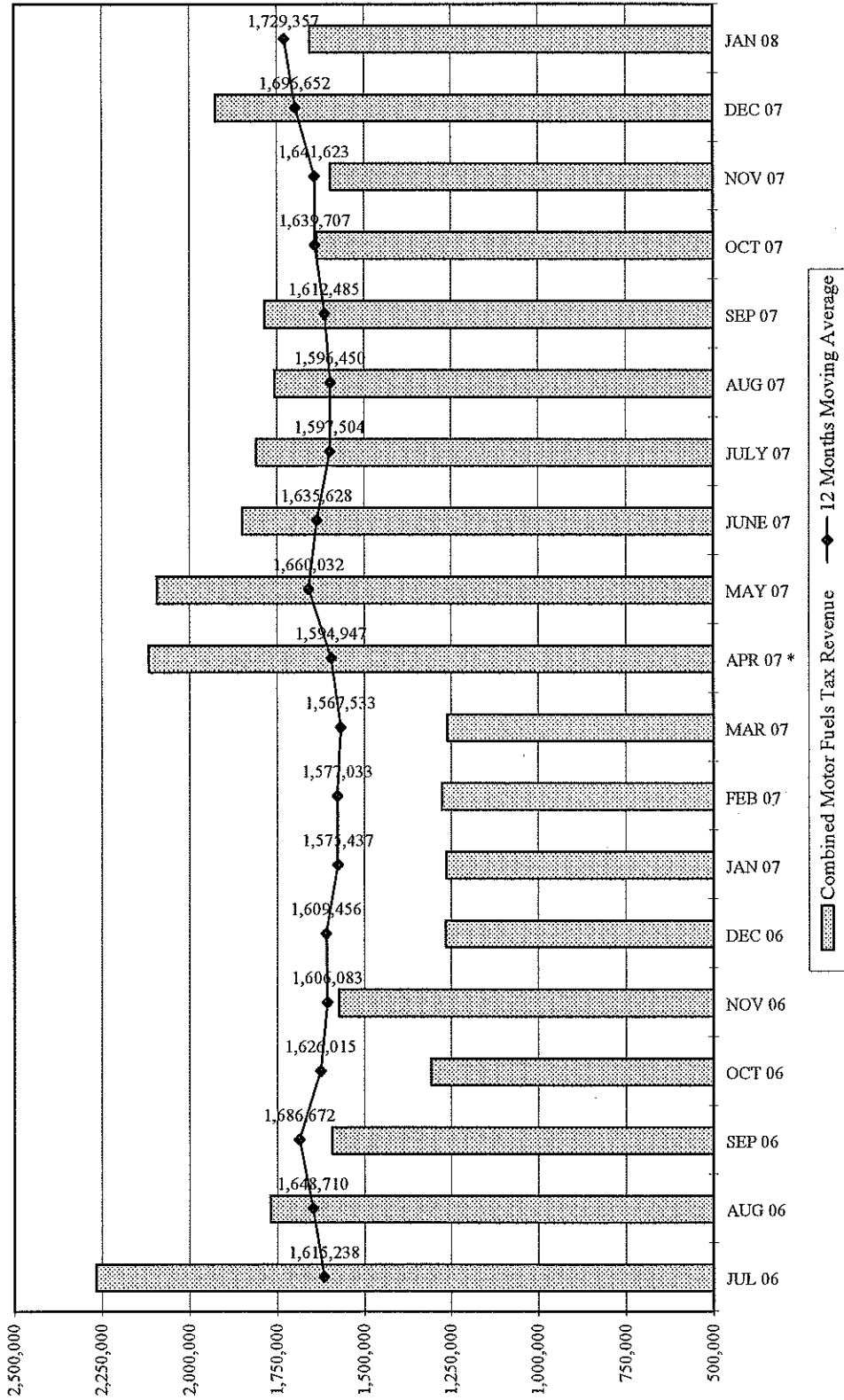
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(\*) Resolutions which have been encumbered will not be expended until funds become available.

# PRTC NET FUEL TAX COLLECTIONS

FY07 and FY08



\* Stafford's amount includes \$88,664.95 in backpayments from a fuel vendor for the period September 2004 - April 2005.

MONTHLY FINANCIAL REPORT FOR PRINCE WILLIAM COUNTY  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2008

FY08 Beginning Fund Balance		\$ 14,819,059.62 (1)
	<u>Current Month</u>	<u>Year To Date</u>
Gross Tax Revenue	\$ 986,859.75	\$ 7,363,611.68
Less: State Admin. Cost	\$ (5,357.95)	\$ (34,186.23)
Net Tax Revenue	\$ 981,501.80	\$ 7,329,425.45
Interest from Investment	\$ 48,418.95	\$ 358,142.77
Total Tax & Investment Revenue	\$ 1,029,920.75	\$ 7,687,568.22
Expenditures/Transfers	\$ (7,069,604.00)	\$ (15,352,332.50)
Transfer from PWC	\$ -	\$ 700,000.00
Reimbursement from Other Governments (State Debt Service Grant)	\$ -	\$ 142,638.00
PRTC Operating Fund Balance	\$ 1,724,248.00	\$ 4,511,165.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		<u>\$ 12,508,098.34</u>
FY08 Projected 2% Motor Fuel Revenue (for remainder of fiscal year)		5,161,323.55
FY08 Projected State Debt Service Grant (for remainder of fiscal year)		153,679.00
LESS: Unexpended Adopted Resolutions		\$ (725,685.50) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	0.00	-
Jurisdictional Reimbursement	<u>\$0.00</u>	<u>\$0.00</u>
Total Projected Unencumbered Balance		<u>\$ 17,097,415.39 (2)</u>

<u>ADOPTED RESOLUTIONS</u>	<u>AMOUNT</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
06-06-15	\$ 5,679.00 (1)	\$ -	\$ 5,679.00
07-06-05	\$ 876,942.00 (1a)	\$ 500,000.00	\$ 376,942.00
07-06-10	\$ 647,552.00 (1a)	\$ 604,487.50	\$ 43,064.50
07-06-18	\$ 9,622,969.00 (1a)	\$ 9,622,969.00	\$ -
07-06-19	\$ 4,624,876.00 (1a)	\$ 4,624,876.00	\$ -
08-02-05	<u>\$ 300,000.00</u>	<u>\$ -</u>	<u>\$ 300,000.00</u>
Total	\$ 16,078,018.00	\$ 15,352,332.50	\$ 725,685.50 (*)

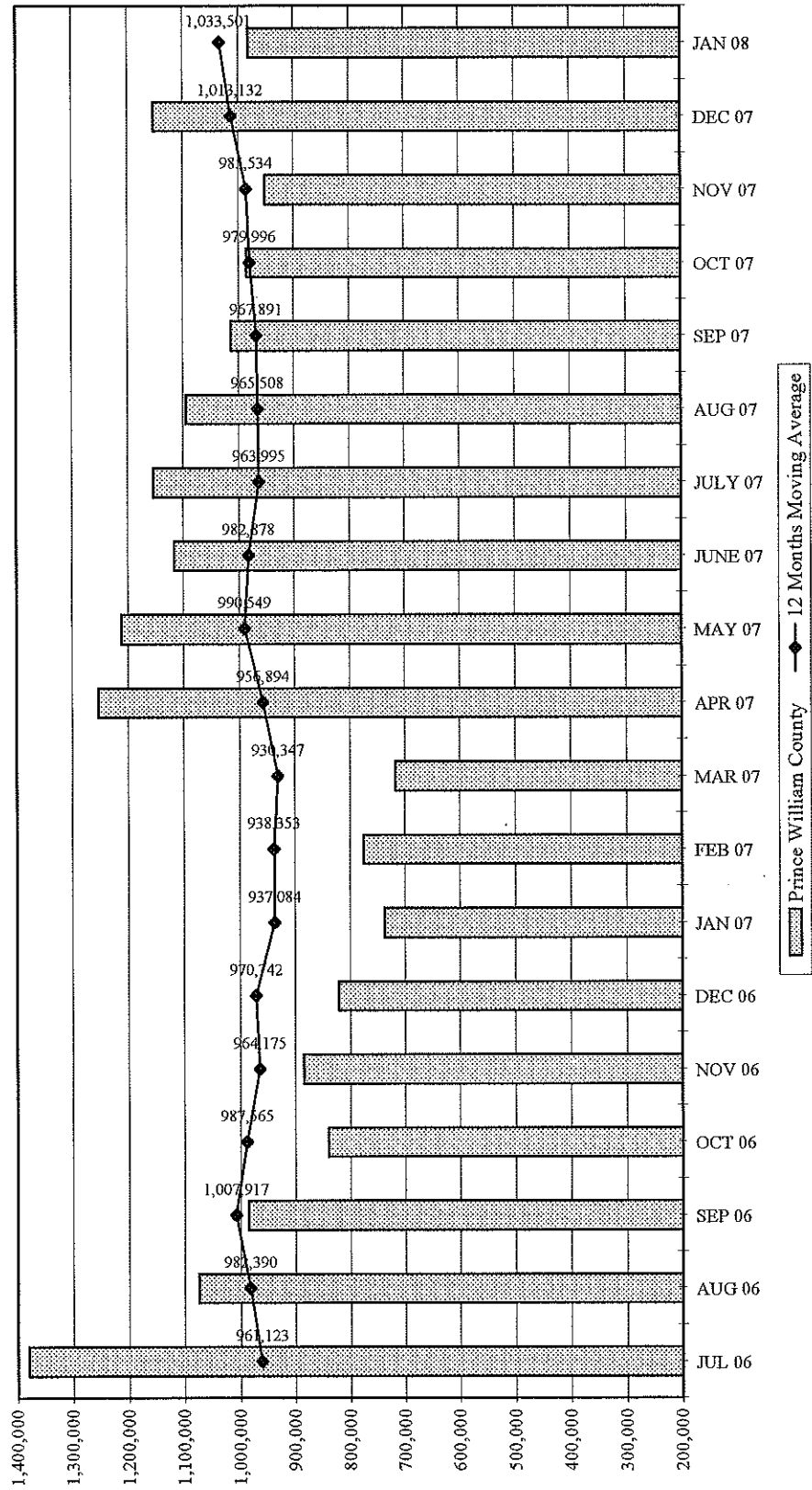
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# PRTC NET FUEL TAX COLLECTIONS

## FY07 and FY08



MONTHLY FINANCIAL REPORT FOR STAFFORD COUNTY  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2008

FY08 Beginning Fund Balance \$ 3,213,080.63 (1)

	Current Month	Year To Date
Gross Tax Revenue	\$ 347,044.81	\$ 2,533,454.19
Less: State Admin. Cost	\$ (1,884.21)	\$ (11,848.48)
Net Tax Revenue	\$ 345,160.60	\$ 2,521,605.71
Interest from Investment	\$ 8,866.48	\$ 68,087.35
Total Tax & Investment Revenue	\$ 354,027.08	\$ 2,589,693.06
Expenditures/Transfers	\$ (1,214,867.50)	\$ (2,649,050.00)
Reimbursement From Other Governments	\$ -	\$ -
PRTC Operating Fund Balance	\$ -	\$ 37,767.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		<u>\$ 3,191,490.69</u>
FY08 Projected 2% Motor Fuel Revenue (for remainder of fiscal year)		1,761,446.29
LESS: Unexpended Adopted Resolutions		\$ (347,781.00) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	\$0.00	\$0.00
Jurisdictional Reimbursement	\$0.00	\$0.00
Total Projected Unencumbered Balance		<u>\$ 4,605,155.98</u> (2)

ADOPTED RESOLUTIONS	AMOUNT	EXPENDITURES	BALANCE
07-06-18	\$ 37,767.00 (1a)	\$ 37,767.00	\$ -
07-06-19	\$ 2,429,735.00 (1a)	\$ 2,429,735.00	\$ -
07-11-08	\$ 181,548.00	\$ 181,548.00	\$ -
08-02-07	\$ 347,781.00	\$ -	\$ 347,781.00
Total	<u>\$ 2,996,831.00</u>	<u>\$ 2,649,050.00</u>	<u>\$ 347,781.00</u> (*)

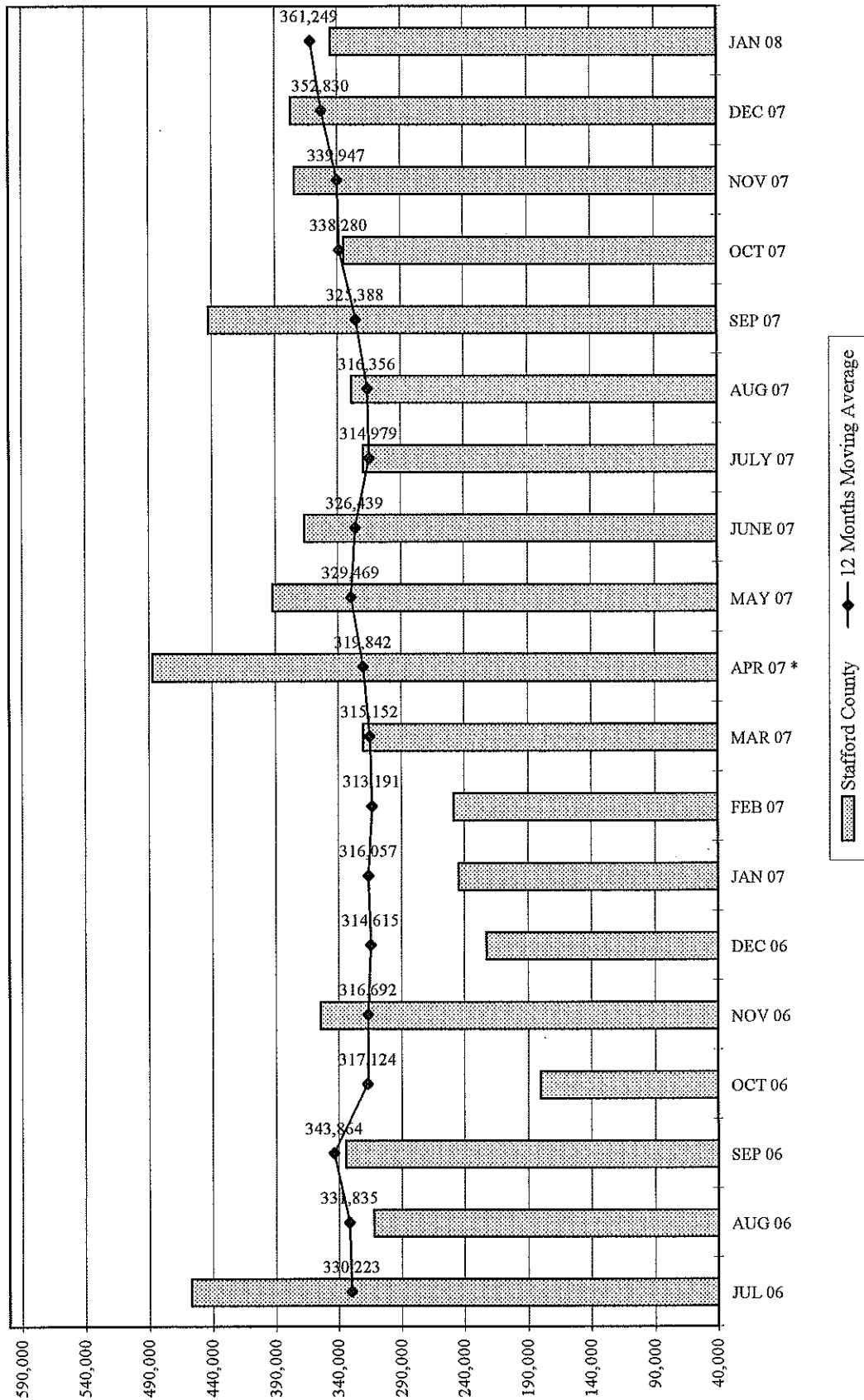
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# PRTC NET FUEL TAX COLLECTIONS

## FY07 and FY08



\* Includes \$88,664.95 in backpayments from a fuel vendor for the period September 2004 - April 2005.

MONTHLY FINANCIAL REPORT FOR CITY OF MANASSAS  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2008

FY08 Beginning Fund Balance		<u>\$ 1,959,509.51</u> (1)
	Current Month	Year To Date
Gross Tax Revenue	\$ 144,329.93	\$ 963,843.94
Less: State Admin. Cost	\$ (783.61)	\$ (4,467.71)
Net Tax Revenue	\$ 143,546.32	\$ 959,376.23
Interest from Investment	\$ 6,769.96	\$ 47,915.21
Total Tax & Investment Revenue	\$ 150,316.28	\$ 1,007,291.44
Expenditures/Transfers	\$ (536,898.50)	\$ (1,201,343.00)
Reimbursement From Other Governments (State Grant)	\$ -	\$ 156,334.00
PRTC Operating Fund Balance	\$ 20,741.00	\$ 113,232.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		<u>\$ 2,035,023.95</u>
FY08 Projected 2% Motor Fuel Revenue (for remainder of fiscal year)		451,943.77
LESS: Unexpended Adopted Resolutions		\$ (113,996.00) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	\$0.00	\$0.00
Jurisdictional Reimbursement	<u>\$0.00</u>	<u>\$0.00</u>
Total Projected Unencumbered Balance		<u>\$ 2,372,971.72</u> (2)

ADOPTED RESOLUTIONS	AMOUNT	EXPENDITURES	BALANCE
06-09-08	\$ 95,000.00 (1)	\$ -	\$ 95,000.00
07-06-08	\$ 46,222.00 (1a)	\$ 27,226.00	\$ 18,996.00
07-06-09	\$ 222,658.00 (1a)	\$ 222,658.00	\$ -
07-06-18	\$ 296,382.00 (1a)	\$ 296,382.00	\$ -
07-06-19	\$ 655,077.00 (1a)	\$ 655,077.00	\$ -
Total	<u>\$1,315,339.00</u>	<u>\$ 1,201,343.00</u>	<u>\$ 113,996.00</u> (*)

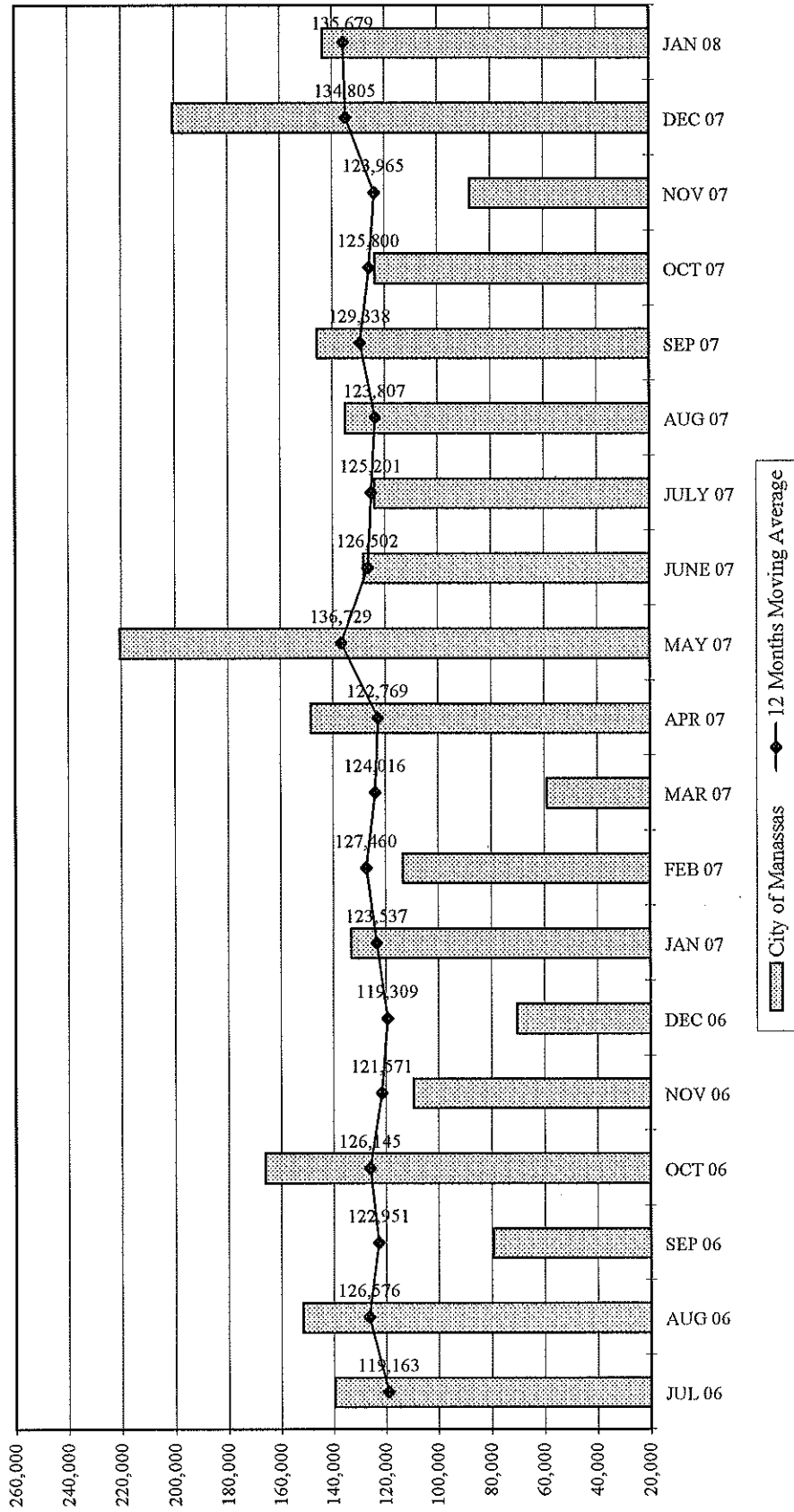
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# PRTC NET FUEL TAX COLLECTIONS

## FY07 and FY08



MONTHLY FINANCIAL REPORT FOR CITY OF MANASSAS PARK  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2008

FY08 Beginning Fund Balance		<u>\$ 2,136,577.28</u> (1)
	<u>Current Month</u>	<u>Year To Date</u>
Gross Tax Revenue	\$ 72,729.54	\$ 493,088.92
Less: State Admin. Cost	\$ (394.87)	\$ (2,310.39)
Net Tax Revenue	\$ 72,334.67	\$ 490,778.53
Interest from Investment	\$ 8,119.67	\$ 59,896.83
Total Tax & Investment Revenue	\$ 80,454.34	\$ 550,675.36
Expenditures/Transfers	\$ (248,233.00)	\$ (505,260.00)
Reimbursement From Other Governments	\$ -	\$ -
PRTC Operating Fund Balance	\$ 9,891.00	\$ 59,437.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		<u>\$ 2,241,429.64</u>
FY08 Projected 2% Motor Fuel Revenue (for remainder of fiscal year)		343,122.47
LESS: Unexpended Adopted Resolutions		\$ (925,000.00) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	\$0.00	\$0.00
Jurisdictional Reimbursement	<u>\$0.00</u>	<u>\$0.00</u>
Total Projected Unencumbered Balance		<u>\$ 1,659,552.11</u> (2)

<u>ADOPTED RESOLUTIONS</u>	<u>AMOUNT</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
05-03-05	\$ 75,000.00 (1)	\$ -	\$ 75,000.00
06-06-09	\$ 400,000.00 (1)	\$ -	\$ 400,000.00
07-06-18	\$ 145,686.00 (1a)	\$ 145,686.00	\$ -
07-06-19	\$ 359,574.00 (1a)	\$ 359,574.00	\$ -
07-07-09	\$ 450,000.00	\$ -	\$ 450,000.00
Total	\$ 1,430,260.00	\$ 505,260.00	\$ 925,000.00 (*)

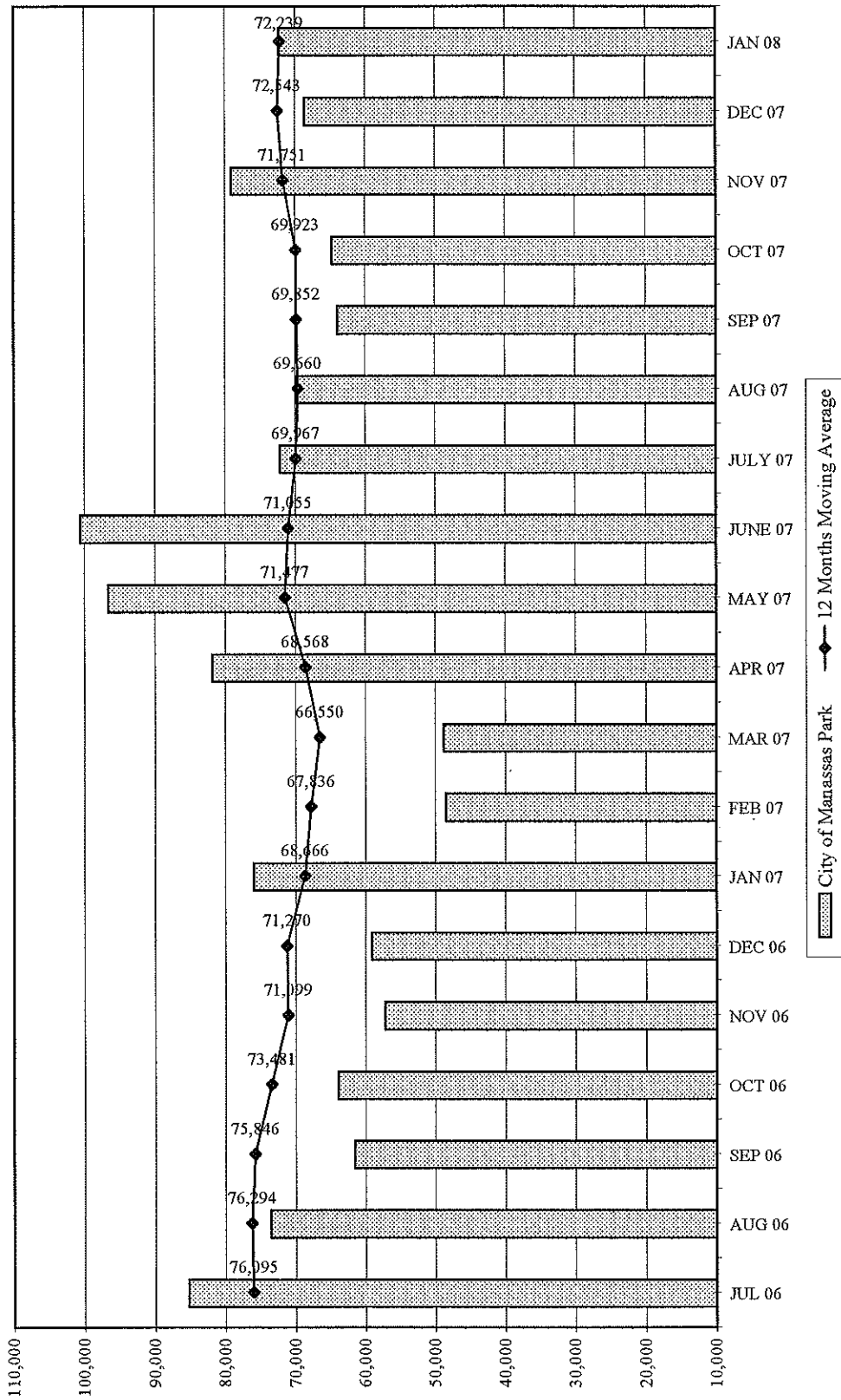
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# PRTC NET FUEL TAX COLLECTIONS

## FY07 and FY08



MONTHLY FINANCIAL REPORT FOR CITY OF FREDERICKSBURG  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2008

FY08 Beginning Fund Balance \$ 5,273,916.30 (1)

	Current Month	Year To Date
Gross Tax Revenue	\$ 113,317.60	\$ 861,850.55
Less: State Admin. Cost	\$ (615.23)	\$ (3,996.95)
Net Tax Revenue	\$ 112,702.37	\$ 857,853.60
Interest from Investment	\$ 19,356.78	\$ 151,500.99
Total Tax & Investment Revenue	\$ 132,059.15	\$ 1,009,354.59
Expenditures/Transfers	\$ (165,356.50)	\$ (964,332.50)
Reimbursement From Other Governments (State Grant)	\$ -	\$ -
PRTC Operating Fund Balance	\$ -	\$ 14,596.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		<u>\$ 5,333,534.39</u>
FY08 Projected 2% Motor Fuel Revenue (for remainder of fiscal year)		634,694.40
LESS: Unexpended Adopted Resolutions		\$ (3,011,403.67) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	\$0.00	\$0.00
Jurisdictional Reimbursement	<u>\$0.00</u>	<u>\$0.00</u>
Total Projected Unencumbered Balance		<u><u>\$ 2,956,825.12</u></u> (2)

ADOPTED RESOLUTIONS	AMOUNT	EXPENDITURES	BALANCE
06-05-05	\$ 984,920.00 (1)	\$ 280,482.50	\$ 704,437.50
06-09-09	\$ 385,507.00 (1)	\$ -	\$ 385,507.00
07-02-05	\$ 758,895.00 (1)	\$ 284,544.00	\$ 474,351.00
07-06-06	\$ 53,997.00 (1)	\$ 53,997.00	\$ -
07-06-07	\$ 297.17 (1)	\$ -	\$ 297.17
07-06-18	\$ 14,596.00 (1a)	\$ 14,596.00	\$ -
07-06-19	\$ 330,713.00 (1a)	\$ 330,713.00	\$ -
08-02-06	\$ 1,446,811.00	\$ -	\$ 1,446,811.00
Total	<u>\$ 3,975,736.17</u>	<u>\$ 964,332.50</u>	<u>\$ 3,011,403.67</u> (*)

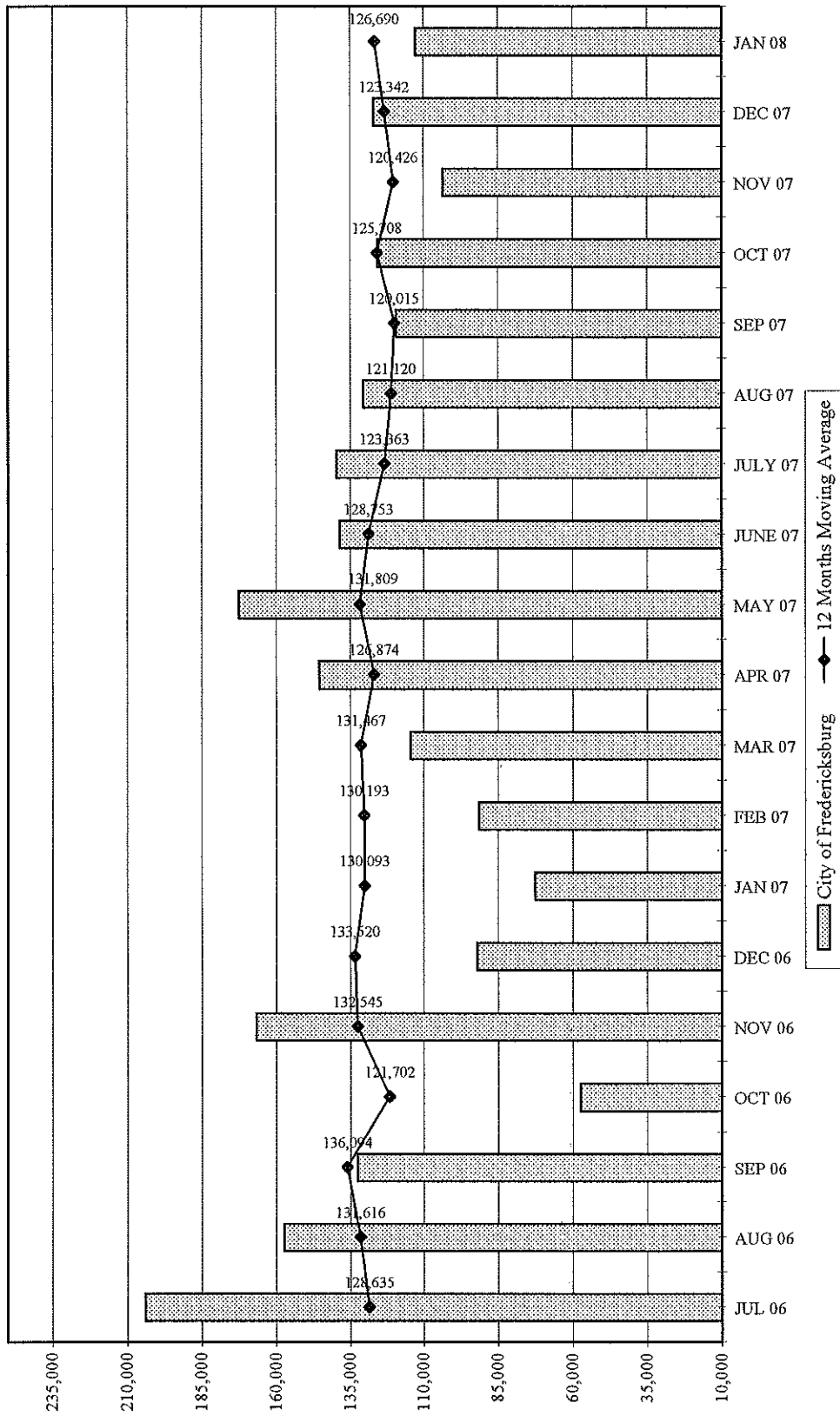
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# PRTC NET FUEL TAX COLLECTIONS

## FY07 and FY08



**ITEM 9-B**

**(2 PAGES)**

**POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION**

**RESOLUTION**

**MOTION:** \_\_\_\_\_

**RESOLUTION NO. 08-04-\_\_\_\_  
OFFICIAL COMMISSION MEETING  
APRIL 3, 2008**

**SECOND:** \_\_\_\_\_

**RE: AUTHORIZATION TO ADVERTISE FOR PROCUREMENT OF ORION BUS  
OVERHAULS**

**WHEREAS**, PRTC's fleet includes thirteen (13) Orion buses that are eight years of age; and

**WHEREAS**, these vehicles will remain in the active fleet for at least another four years and will be retained in the contingency fleet for several years after retirement; and

**WHEREAS**, these buses are in need of overhaul in order to provide customers with a complete fleet of vehicles that are in excellent condition; and

**WHEREAS**, funds for this procurement are programmed in PRTC's FY2008 and FY2009 budgets.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to proceed with a competitive procurement for this overhaul in accordance with the Commission's adopted purchase policy, returning to the Commission at the conclusion of the procurement with a recommended award as a separate authorization.

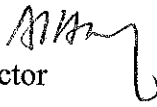


Potomac and Rappahannock  
Transportation Commission

14700 Potomac Mills Road  
Woodbridge, VA 22192

April 3, 2008

TO: Chairman Jones and Commissioners

FROM: Alfred H. Harf   
Executive Director

RE Authorization to Advertise for Procurement of Orion Bus Overhaul

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Recommendation:

Authorize PRTC's Executive Director to advertise for procurement of Orion bus overhauls.

Background:

The thirteen (13) year 2000-vintage Orion buses are now eight years old, and they must remain in the active PRTC bus fleet for at least four more years before they qualify for retirement. PRTC's practice is to keep the buses beyond the twelve year old retirement-qualifying age, initially as part of the active fleet and then as part of a "contingency bus" fleet so there is always a readiness to deploy extra buses as ridership growth warrants.

As we did with the 1993 and 1995 MCIs, the Orion buses are slated for a mid-life overhaul (as a supplement to ongoing preventative maintenance) to insure that PRTC's entire fleet remains in excellent condition irrespective of bus age. Overhaul includes: exterior painting, rebuilding the air conditioning system, a major suspension overhaul, rebuilding the differential and brakes, replacing engine and transmission (as needed), adding aluminum wheels, new seat cushions and covers (as needed), replacement of operator's compartment panels, and a variety of other items.

Management is ready to advertise the procurement and recommendation for contract award will be brought back to the Commission for separate authorization. The estimated cost of the overhaul work is being furnished to Commission members on a privileged basis to avert the possibility of adversely affecting prices.

Fiscal Impact:

Funds for this procurement are programmed in PRTC's FY2008 and FY2009 budgets.

POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION

RESOLUTION

MOTION: \_\_\_\_\_

RESOLUTION NO. 08-04-\_\_\_\_  
OFFICIAL COMMISSION MEETING  
APRIL 3, 2008

SECOND: \_\_\_\_\_

RE: **AUTHORIZATION TO AWARD A CONTRACT FOR ENGINEERING  
AND ENVIRONMENTL SERVICES FOR THE CHERRY HILL THIRD  
TRACK PROJECT**

**WHEREAS**, on December 15, 2005, the Commonwealth Transportation Board approved \$2,500,000 in funding for the Cherry Hill Station Third Track project; and

**WHEREAS**, an RFP was issued on December 20, 2007 to develop various design options, identify potentially affected environments, define the general scope of work, and formulate a project cost estimate and time line; and

**WHEREAS**, on February 15, 2008, three proposals were received and reviewed, with the most responsive being STV/RWA;

**WHEREAS**, the VRE Operations Board recommends the following action.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby authorize the VRE Chief Executive Officer to award a contract to STV/RWA for engineering and environmental services for the Cherry Hill Third Track project in the amount of \$1,833,373, plus a 7% contingency of \$128,336 for a total amount not to exceed \$1,961,709.

**BE IT FURTHER RESOLVED** that the Commission authorizes the VRE Chief Executive Officer to execute any related documents necessary to implement the project.



# Virginia Railway Express Operations Board

1500 King Street • Suite 202 • Alexandria, Virginia 22314-2730 • (703) 684-1001 • FAX (703) 684-1313  
Web Site: <http://www.vre.org> • E-Mail: [gotrains@vre.org](mailto:gotrains@vre.org)

## AGENDA ITEM 9-A ACTION ITEM

**TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD**

**FROM: DALE ZEHNER**

**DATE: MARCH 21, 2008**

**RE: AUTHORIZATION TO AWARD A CONTRACT FOR ENGINEERING AND ENVIRONMENTAL SERVICES FOR THE CHERRY HILL THIRD TRACK PROJECT**

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### RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to award a contract to STV/RWA for engineering and environmental services for the Cherry Hill Third Track project in the amount of \$1,833,373, plus a 7% contingency of \$128,336, for a total amount not to exceed \$1,961,709. The VRE Operations Board is also being asked to recommend that the Commissions authorize the Chief Executive Officer to execute any related documents necessary to implement the project.

### BACKGROUND:

In compliance with the on-going initiative to construct a third track within the CSX corridor, on October 21, 2005, VRE staff submitted an application for project funding to the Virginia Department of Rail and Public Transportation (DRPT) Rail Enhancement Fund. On December 15, 2005, the Commonwealth Transportation Board approved \$2,500,000 for the Cherry Hill Station/Third Track project. This funding will be used to initiate feasibility and environmental evaluation services.

An RFP was issued on December 20, 2007, for engineering and environmental services for the third track project. The scope of work includes assisting in developing various design options, identifying potentially affected environments, defining the general scope of work, and formulating a project cost estimate and time line.

Proposals were due on February 15, 2008, and three proposals were received. After reviewing proposals and conducting interviews with the firms, staff recommend award to STV/RWA. Upon issuance of a Notice to Proceed, the work will be completed in approximately fifteen months.

**FISCAL IMPACT:**

Funding is provided from Virginia Department of Rail and Public Transportation (DRPT) Rail Enhancement Fund grant. The remainder of the grant funding has been allocated to other project costs including CSX force account work.