POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION (PRTC)

OFFICIAL COMMISSION MEETING

MINUTES

DATE: February 10, 2011

TIME: 7:00 p.m.

LOCATION: PRTC Transit Center
14700 Potomac Mills Road, 2nd Floor
Woodbridge, VA 22192-6811

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1. CALL TO ORDER

Chairman Jenkins called the meeting to order at 7:00 p.m., with a quorum present.

2. ROLL CALL

MEMBERS PRESENT

*David Awbrey	Department of Rail & Public Transportation
*Wally Covington	Prince William County
*Fred Howe	City of Fredericksburg
*John Jenkins, Chairman	Prince William County
*Jerry Logan, Secretary	Spotsylvania County
*Frank Principi	Prince William County
*Gary Skinner	Spotsylvania County
*Susan Stimpson	Stafford County
*Jonathan Way, Vice Chairman	City of Manassas

ALTERNATES PRESENT

*Hilda Barg	Prince William County
*Lorraine Lasch	Prince William County
*William Wren	City of Manassas Park

STAFF AND GENERAL PUBLIC

Gina Altis	PRTC Executive Assistant
Monica Backmon	PWC Regional Transportation Planner
Doris Chism	PRTC Dir., Customer Service & Dispatch
Art Clark	FIRST TRANSIT Safety & Training Manager
Joyce Embrey	PRTC Dir., Finance & Administration

Althea Evans	PRTC Dir., Marketing & Communications
Anthony Foster	PRTC Transportation Project Manager
Shanta Garth	FIRST TRANSIT AGM-Accounting & Admin.
Al Harf	PRTC Executive Director
Rob Howell	FIRST TRANSIT General Manager
Ryan Jones	PRTC Special Projects Coordinator
Todd Johnson	FIRST TRANSIT Maintenance Manager
Mary Marshall	PRTC Accounting & Budget Manager
Eric Marx	PRTC Dir., Planning & Operations
Betsy Massie	PRTC Dir., Grants & Project Management
Tim McCann	FIRST TRANSIT Region Vice President
Ginger Murphy	PRTC Transit Operations Planner
Salvador Navarro	FIRST TRANSIT Bus Operator
Bernadette Peele	PRTC Legal Counsel
Paul Pitchke	FIRST TRANSIT AGM-Operations
Chuck Steigerwald	PRTC Mgr. of Planning & Quality Assurance
Dale Zehner	VRE Chief Executive Officer

MEMBERS ABSENT

Richard Anderson	Virginia House of Delegates
Maureen Caddigan	Prince William County
Frank Jones	City of Manassas
Michael May, Immediate Past Chairman	Prince William County
Paul Milde, Treasurer	Stafford County
Jackson Miller	Virginia House of Delegates
Marty Nohe	Prince William County
Toddy Puller	Virginia Senate

ALTERNATES ABSENT

Ateeb Ahmad	Prince William County
Hap Connors	Spotsylvania County
Harry Crisp	Stafford County
Mark Dudenhefer	Stafford County
Brad Ellis	City of Fredericksburg
Darrel Feasel	Department of Rail & Public Transportation
Suhas Naddoni	City of Manassas Park
Hal Parrish	City of Manassas
Benjamin Pitts	Spotsylvania County
Sorine Preli	Prince William County
Corey Stewart	Prince William County
John Stirrup	Prince William County

*Voting Member

3. INVOCATION Led by Commissioner Wren.

4. PLEDGE OF ALLEGIANCE Led by Commissioner Barg.

5. CITIZENS' TIME No citizens came forward.

6. PRESENTATIONS

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

Mr. Howell recognized the December 2010 Operator-of-the-Month Salvador Navarro. Mr. Salvador has been a bus operator since 2008 and currently operates the Dale City AM and Rosslyn/Montclair PM bus routes.

Mr. Howell reported 12 commendations (for twelve different operators) were received during the month of January. He went on to report that the accident frequency year-to-date rate is 0.59 per 100,000 miles. He also reported that the complaint rate on the OmniRide service for January decreased significantly. The year-to-date rate is 5.12 compared to 6.14 for the same period last year. The complaint rate on the OmniLink service for January remains the same with a slight increase in the rate per 10,000 trips as a result of decreased ridership in January. The year-to-date rate is 4.12 compared to 4.64 for the same period last year.

Continuing, Mr. Howell reported that the total number of missed trips has been trending slightly upward over the past three years. He went on to report there has been a significant increase in the number of strategic buses driven by supervisors this past year compared to prior years, which he attributed to insufficient bus operator staffing levels. He noted that this problem is being accorded a top priority by First Transit management. Mr. Howell concluded his opening remarks by observing that miles between service interruptions fleet-wide is 6,887 (the highest annual total in five years), which is a good thing.

Vice Chairman Way asked if there are complaints stemming from overcrowding on the buses. Mr. Howell replied "yes." Mr. Harf also noted that 22 of 198 scheduled trips experience chronic overcrowding.

Chairman Jenkins commended Mr. Howell and staff for the outstanding bus service operated in January despite the inclement weather.

7. APPROVAL OF MINUTES

RES 11-02-01 Minutes of January 13, 2011.
[PRTC]

Vice Chairman Way moved, with a second by Commissioner Barg, to approve the Minutes, as presented. There was no discussion on the motion. (WAY\BARG; WITH MAJORITY VOTE, LASCH\STIMPSON\WREN ABSTAINED)

8. AGENDA APPROVAL

RES 11-02-02 Agenda of February 13, 2011.
[PRTC]

Commissioner Covington moved, with a second by Commissioner Howe, to approve the Agenda, as amended. There was no discussion on the motion. (COVINGTON\HOWE, UNANIMOUS)

9. CONSENT AGENDA APPROVAL

RES 11-02-03 Consent Agenda of February13, 2011.
[PRTC]

Vice Chairman Way moved, with a second by Commissioner Principi, to approve the Consent Agenda, as presented. (WAY\PRINCIPI, UNANIMOUS)

RES 11-02-04 A. Treasurer's Report.
[PRTC]

Accepted the Treasurer's Report for the period ended November 20, 2010, as presented. (WAY\PRINCIPI, UNANIMOUS)

RES 11-02-05 B. Issue a Request for Proposals (RFP) for Website Design and
[PRTC] Development, General Technical Support, and Website Hosting Services.

Authorized the Executive Director to issue a Request for Proposals (RFP) for website design and development, general technical support, and website hosting services. (WAY\PRINCIPI, UNANIMOUS)

RES 11-02-06 C. Issue for Request for Proposals (RFP) for Bus Shelters
[PRTC] Engineering and Design Services.

Authorized the issuance of a Request for Proposals (RFP) to procure planning and engineering support services needed for the PRTC bus shelters program. (WAY\PRINCIPI, UNANIMOUS)

RES 11-02-07 D. Advertise Bus Shelter Cleaning Services FY 2011.
[PRTC]

Authorized the Executive Director to advertise for procurement of bus shelter, sign, and miscellaneous facility maintenance services. (WAY\PRINCIPI, UNANIMOUS)

RES 11-02-08 [PRTC]	E.	Advertise for Procurement of Facility Garage Resinous Floor System Renovation Services.

Authorized the Executive Director to conduct a competitive procurement for facility garage resinous floor system renovation services, and return to the Commission for a separate authorization to award a contract after bids have been received and evaluated. (WAY\PRINCIPI, UNANIMOUS)

RES 11-02-09 [PRTC]	F.	Extend Existing Linwood Capital, LLC Contract through May 31, 2011.

Authorized the Executive Director to extend the existing contract with Linwood Capital, LLC for diesel fuel price risk management consulting services through May 31, 2011, to allow the time necessary for a competitive procurement without a break in consulting services. (WAY\PRINCIPI, UNANIMOUS)

10. VIRGINIA RAILWAY EXPRESS (VRE)

[VRE\Info]	A.	Operations Board Meeting Agenda and Minutes of January 21, 2011. There were no comments.
[VRE\Info]	B.	Chief Executive Officer's Report (01-2011).

Mr. Zehner reported that the average daily ridership for the month of January was 18,260 (the first month in VRE's history that the daily average ridership was over 18,000). Seven of the ten highest ridership days occurred in January. The year-to-date ridership (July 2010 through January 2011) is up 7.5%. There are standees on most trains.

Mr. Zehner went on to report that a number of mechanical delays occurred in November and December and more recently on January 7th. VRE has audited its mechanical operation and have made necessary improvements.

Continuing, Mr. Zehner noted the fourth new locomotive was delivered this week. Following a test run this weekend, the locomotive will be placed into service next week. The new locomotives are being shipped every two weeks from the Boise, Idaho plant, but have been delayed in transit as a result of the inclement weather in the mid-west.

With regard to the Woodbridge VRE Station design for a "Kiss & Ride" facility, Mr. Zehner reported that VRE is in receipt of comments from both VDOT and Prince William County and a task order/notice to proceed has been issued. VRE anticipates design completion by early 2011, followed by construction in the spring or summer.

In conclusion, Mr. Zehner reported that VRE advertised a Request for Proposals (RFP) for the preliminary engineering and environmental work for a VRE Broad Run Station parking garage. A recommendation to commence design work will be presented to the VRE Operations Board at its March meeting.

Commissioner Skinner asked if the new locomotives are being operated on both the Fredericksburg and Manassas lines. Mr. Zehner said "yes," but went on to say that the numbers assigned to each line depends on how the old locomotives are operating. By the end of April VRE will be in receipt of twelve new locomotives and will receive the last eight locomotives by July. Two of the new locomotives are currently operating on the Fredericksburg line and one on the Manassas line.

Vice Chairman Way stated that the City of Manassas encountered parking problems as a result of the snow. Parking lots were unavailable because they were not cleared. As a result, people parked on the third floor of the parking garage which is reserved for the City and those that did were ticketed. The City is currently reviewing its policy to be more forgiving during declared weather emergencies.

11. CHAIRMAN'S TIME

RES 11-02-10 A. PRTC Executive Committee.
[PRTC]

Following some opening observations about the composition of the PRTC Executive Committee, Chairman Jenkins invited Mr. Harf to elaborate. Mr. Harf explained that at the present time and, in accordance with the amended Bylaws, the only jurisdiction qualified to serve as "Chair" is Prince William County. With Mr. Jenkins occupying the chairmanship, the Executive Committee is now comprised of five positions and the "Immediate Past Chairman" is also a Prince William County representative. Consequently, two of the six member jurisdictions are not presently represented on the Executive Committee (i.e., the Cities of Fredericksburg and Manassas Park). The Bylaws, as written, allow the Commission to designate additional members to the Executive Committee, so Mr. Harf observed that the issue is before the Commission this evening to inquire whether it is the Commission's pleasure to leave the Executive Committee "as is" or expand it to allow representation by all the member jurisdictions.

Commissioner Covington moved, with a second by Vice Chairman Way, to expand the number of members on the Executive Committee with the inclusion of the Cities of Fredericksburg and Manassas Park, so all of PRTC's member jurisdictions are represented. There was no further discussion on the motion. (COVINGTON\WAY, UNANIMOUS)

Commissioner Barg clarified that the Commission offices and at-large members who serve on the Executive Committee shall be held by members (elected officials) of the Commission (<u>not</u> Alternate members).

At this time, Chairman Jenkins provided a brief summary on the status of PRTC's bus operations and upcoming Board presentations (attached).

[PRTC] B. PRTC Commissioner Designees Representing the Department of Rail and Public Transportation (DRPT).

Chairman Jenkins welcomed newly appointed PRTC Ex-Officio Member David Awbrey on behalf of DRPT and acknowledged that Darrel Feasel would be representing the DRPT as an Alternate (Mr. Feasel was not present).

12. EXECUTIVE DIRECTOR'S TIME

[PRTC] A. Executive Director's Report.

On the Federal side, Mr. Harf reported that we are still operating under a Continuing Resolution (CR) extending funding for all federal programs through March 4th. Congress will likely extend the CR again to allow more time to decide what to do about the multi-year authorization. He went on to report that the practice of earmarks will surely cease for a time, inasmuch as the Congress has said it opposes them and President Obama eliminated any semblance of doubt when he announced during his State of Union speech that he will veto any bill containing earmarks. Whether earmarks resume after a period of time remains to be seen.

On the state side, Mr. Harf noted that the Commission has been provided with a blue-sheeted "snapshot" of bills of interest to PRTC that survived the crossover. The two principal bills of interest to PRTC are HB 2527 sponsored by Delegate Howell and SB 1446 sponsored by Senator Wampler. He explained that the principal feature of the two bills is the "accelerated debt issuance" to inject over $3 billion for transportation improvements over the course of the next three years. The two bills also create a new "infrastructure bank" endowed with a variety of funding sources over time, with the Commonwealth Transportation Board (CTB) authorized to make awards of both loans and grants. Casualties of the session so far include sources of funds that the Administration proposed to be infused in the infrastructure bank -- general fund surpluses that the Administration proposed as a first installment and the ABC Store privatization proposal. Elsewhere, a proposal to designate one-quarter percent of the existing sales tax in Northern Virginia to be used expressly for transportation purposes did not survive. Mr. Harf went on to note that the Administration has identified over 900 prospective projects in the event the Administration's accelerated debt financing proposal is approved. That list of projects is evolving over time and thus additional projects might be added to the list.

Continuing, Mr. Harf reported that HB 2016 sponsored by Delegate Albo to consolidate PRTC, NVTC, and NVTA did not survive the crossover. PRTC and NVTC local member jurisdictions collectively expressed their opposition, with some present in Richmond on the day of the committee hearing to testify against it, including PRTC Chairman Jenkins. Delegate Albo saw fit to pull the bill before the committee heard it, proposing a substitute

that would remand the proposal to the Accountability Commission for study (the Accountability Commission is a Senate-House appointed body chaired by Delegate Joe May). The substitute was embraced and thus it seems likely that consolidation will be examined by the Accountability Commission, but not in time for this particular session of the General Assembly.

Mr. Harf went on to note other highlighted bills that seek to alter the appointment process of the WMATA Board. He expressed the belief that Delegate Albo's bill to consolidate PRTC, NVTC, and NVTA was an outgrowth in part of ongoing tensions between the state and the NVTC jurisdictions about who occupies the Virginia seats on the WMATA Board.

With regard to SJ 292 sponsored by Toddy Puller, Commissioner Principi asked what the likelihood for passage is and will PRTC and VRE play a role in the process. Mr. Harf explained that PRTC and VRE would surely be active participants in the study. The Senate passed the bill, and it is now before the House Committee on Rules. The bill seems benign and probably will not trigger opposition on the House side. The aim of the bill is to examine all questions with regard to the BRAC relocation issues associated with Ft. Belvoir and Quantico and its transportation implications on the corridor in between.

Mr. Harf reported that the District of Columbia Department of Transportation (DDOT) assented to a PRTC-proposed change allowing PRTC to shift its bus route from 14th to 15th Street and to shift a slug line from 14th to New York Avenue. The tentative effective date of this is February 28th. Mr. Harf noted the District government is formally recognizing the existence of the slugs for the first time and making allowance for them as a value means of commutation.

Commissioner Logan prompted discussion about the status of HB 1865 sponsored by Delegate Cole. Mr. Harf explained this is a bill that Spotsylvania County instigated though the bill is not what the County had in mind. He went on to explain that what the County wanted was a bill that would enable Spotsylvania County to designate a portion of itself as a place where a tax could be enacted <u>as a supplement</u> to the existing 2.1% tax. However, the bill was drafted in a way that didn't treat the tax as a supplement, but as a substitute. The bill survived the crossover and has been referred to the Senate Committee on Local Government.

Mr. Harf noted that the Commission has before it a "blue-sheeted" snapshot of the HOT Lanes original proposal and the new proposal summarizing the differences between the two proposals. Mr. Harf opined that the new HOT lanes proposal is a much improved project inasmuch as it does not have the objectionable third lane inside the beltway that PRTC feared for safety reasons. The northerly terminus of the project as now proposed is Edsall Road (the first interchange inside the beltway). Three lanes from Edsall Road southward would extend to the Prince William Parkway (Interchange 158), and then two lanes from Interchange 158 southward. He further explained that the project would continue to be built in two stages with the first stage being the segment from Edsall to Garrisonville Road (Interchange 143). He went on to note that the two lane extension to Garrisonville envisioned as part of the first stage is a major positive development for Stafford County,

which expressed real concern about the original conception for the first stage of the project because it envisioned only one lane from Interchange 152 to Interchange 143 in the first stage.

Mr. Harf also cited other significant differences between the two proposals, including the infusion of public dollars in the project. He reminded the Commission that the stumbling blocks to the original project were financing -- Fluor Transurban couldn't arrange the financing as a result of the Wall Street crash -- and the lawsuit filed by Arlington County. The infusion of public funds is necessary to offset the reduction in anticipated toll revenue since the revised project envisions tolling extending only as far north as Edsall.

Continuing, Mr. Harf noted another significant difference – the original project envisioned $195 million of private sector capital (a "concession" payment) for transit service improvements and parking expansion. That $195 million contribution is certain to shrink, but the magnitude of the shrinkage is not known as yet. Mr. Harf concluded by noting that Arlington County has dropped the lawsuit and slugs in Prince William County, who staunchly opposed the original project, have been largely silent. Mr. Harf credited the Administration for fashioning a revised project that seems to have neutralized a significant amount of the earlier opposition.

[PRTC] B. Action Items:

RES 11-02-11 1. FY 2012 State Grant Applications.
[PRTC]

Commissioner Covington moved, with a second by Commissioner Barg, to authorize the Executive Director to submit the FY 2012 state grant applications. There was no discussion on the motion. (COVINGTON\BARG; WITH MAJORITY VOTE, AWBREY ABSTAINED)

RES 11-02-12 2. Schedule and Bus Stop Display Production.
[PRTC]

Vice Chairman Way moved, with a second by Commissioner Howe, to authorize management to incur costs associated with printed schedule and bus stop information display production (by its on-call contractor SmartMaps, Inc.) of as much as $210,000 (which includes a 20% contingency allowance) during the contract year January – December 2011 and averting the need for recurring Commission action for this routine type of work and issue task orders to Smartmaps, Inc. for the conduct of this work capped by the overall authorized spending level.. There was no discussion on the motion. (WAY\HOWE, UNANIMOUS)

RES 11-02-13 3. CMAQ Funding Request.
[PRTC]

Mr. Harf explained the "blue-sheeted" item before the Commission includes the specifics about the projects (bus purchases, western maintenance facility, and ridesharing assistance) for which PRTC is seeking CMAQ funding. He pointed out that the Commission submits a CMAQ funding request once a year, but is doing so earlier in 2011 because of a state dictate that CMAQ allocation preferences by Northern Virginia and every other region in the state be declared earlier to "dovetail" with the state's own six-year planning process. A second changed condition is that in prior years this has been a one year proposition, whereas now it encompasses six years at the state's insistence.

Commissioner Covington moved, with a second by Commissioner Lasch, to endorse the proposed projects for regional consideration by the Northern Virginia Transportation Authority (NVTA) for FY 2013 – FY 2017 Federal CMAQ funds. There was no discussion on the motion. (COVINGTON\LASCH, UNANIMOUS)

[PRTC] C. Information Items:

1. PRTC Service Performance Reports. There were no comments.

2. PRTC Budget-to-Actual Comparison. There were no comments.

3. State Legislative 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

There was no other business to come before the Commission.

14. ADJOURNMENT

There being no further business to come before the Commission, Chairman Jenkins adjourned the meeting at 7:55 p.m.

NEXT MEETING: Thursday, March 3, 2011, 7:00 p.m.

LOCATION: PRTC Transit Center
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