

POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION (PRTC)

OFFICIAL COMMISSION MEETING

MINUTES

DATE: July 17, 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 7:00 p.m.

2. ROLL CALL

MEMBERS PRESENT

*Maureen Caddigan	Prince William County
*Corey Hill	DRPT (arrived at 7:05 p.m.)
*John Jenkins	Prince William County
*Frank Jones, Chairman	City of Manassas Park
*Michael May, Treasurer	Prince William County (arrived at 7:20pm)
*Paul Milde, Immediate Past Chmn	Stafford County
*Frank Principi	Prince William County
*George Schwartz	Stafford County
*Jonathan Way, Vice Chairman	City of Manassas

ALTERNATES PRESENT

*Jean Benson	City of Fredericksburg
*Lorraine Lasch	Prince William County
*Brian Potvin	Prince William County
Bill Wren	City of Manassas Park

STAFF AND GENERAL PUBLIC

Gina Altis	PRTC Executive Assistant
Rick Canizales	PWC Dept. of Public Works
Doris Chism	PRTC Dir., Customer Service & Dispatch
Rob Dickerson	PRTC Legal Counsel
Joyce Embrey	PRTC Dir., Finance & Administration

Althea Evans  
Holly Frisch  
Shanta Garth  
Al Harf  
Robb Howell  
Todd Johnson  
Pamela Jordan  
Bob Leibbrandt  
Eric Marx  
Mary Marshall  
Betsy Massie  
Dorcas Mensah  
Paul Pitchke  
Dale Zehner

PRTC Dir., Marketing & Communications  
Citizen  
FT AGM-Accounting & Administration  
PRTC Executive Director  
FIRST TRANSIT General Manager  
FIRST TRANSIT Maintenance Manager  
FIRST TRANSIT Bus Operator  
PWC Budget & Analysis  
PRTC Dir., Operations & Planning  
PRTC Accounting & Budget Manager  
PRTC Dir., Grants & Project Mgt  
FIRST TRANSIT Bus Operator  
FIRST TRANSIT AGM-Operations  
VRE Chief Executive Officer

MEMBERS ABSENT

Wally Covington  
Marvin Dixon, Secretary  
Scott Lingamfelter  
Jackson Miller  
Martin Nohe  
Toddy Puller

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

ALTERNATES ABSENT

Charles Badger  
Harry Crisp  
Mark Dudenhefer  
Larry Hughes  
Matthew Kelly  
Peter LaMarca  
Hal Parrish  
Bryan Polk  
Sorine Preli  
Phillip Rodenberg  
Corey Stewart  
John Stirrup  
Matthew Tucker

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

\*Voting Member

3. INVOCATION Led by Commissioner Wren.
4. PLEDGE OF ALLEGIANCE Led by Commissioner Way.
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 May 2008 Operator-of-the Month Ms. Pamela Jordan (bus operator since April 2007) and noted that she was recently promoted to the position of Auxiliary Supervisor. He also recognized the June Operator-of-the-Month Ms. Dorcas Mensah (bus operator since January 2007).

Mr. Howell reported that fifteen commendations (directed to fourteen bus operators) were received during the month of June (one “general” commendation directed to the new vehicles). He went on to say that the accident frequency rate decreased to 1.04 per 100,000 miles bringing the year-to-date frequency rate to 1.23% compared to 1.99% for the same period last year (approximately a 40% reduction).

Mr. Howell noted that the “Maintenance Vehicle Audit” will conclude on Friday, July 18, 2008, and the results are trending in a favorable direction. Staff will provide the audit results to the Board at its September meeting.

Mr. Howell reported that the May/June “System Performance and Ridership Reports” reflected a “spike” in customer complaint rates for both the OmniRide and OmniLink in May. Staff has been proactively tackling this to reverse the spike, with more concerted bus operator “counseling”. June results evidence the fact that these efforts have been fruitful – the complaint rate on OmniRide decreased to 6.94, the lowest rate this calendar year, and the OmniLink rate has improved from 7.52 to 5.25, which is in line with the year-to-date average.

Mr. Howell noted that while the most recent Customer Satisfaction Survey results show a slight improvement in the “overall” rating, there are other more specific ratings that warrant management attention, namely:

- 1)     A slight decrease in the bus condition rating. Staff has changed vehicle servicing practices – an outside contractor has been hired for vehicle washing and improvement is expected.
- 2)     A drop in “operator knowledge and familiarity” ratings. Changes have been made to both the training department/program in order to reverse this.

Chairman Jones commended First Transit on the “statistics” generally trending in the right direction, especially in light of growing road miles and passengers.

7. APPROVAL OF MINUTES

RES 08-07-01 Minutes of June 5, 2008.  
[PRTC\Minutes]

Commissioner Milde moved, with a second by Commissioner Caddigan, to approve the Minutes as presented. There was no discussion on the motion. (MILDE\CADDIGAN, UNANIMOUS)

8. AGENDA APPROVAL

RES 08-07-02 Agenda of June 5, 2008.  
[PRTC\Agenda]

Commissioner Principi moved, with a second by Commissioner Milde, to approve the Agenda as presented. There was no discussion on the motion. (PRINCIPI\MILDE, UNANIMOUS)

9. CONSENT AGENDA APPROVAL

RES 08-07-03 Consent Agenda of June 5, 2008.  
[PRTC\Consent Agenda]

Commissioner Milde, moved, with a second by Commissioner Principi to approve the Consent Agenda, as presented. (MILDE\PRINCIPI, UNANIMOUS)

RES 08-07-04 A. Treasurer's Report.  
[PRTC\Finance]

Approved the Treasurer's Report of April 30, 2008, as presented. (MILDE\PRINCIPI, UNANIMOUS)

RES 08-07-05 B. Budget and Appropriate \$50,000 of the City of  
[Fredericksburg] Fredericksburg's 2% Motor Fuels Tax Funds for Engineering Design and Replacement Work on the Fall Hill Avenue Bridge over the Rappahannock Canal.

Authorized the expenditure of \$50,000 of the City of Fredericksburg's 2% motor fuels tax account for engineering design and replacement work on the Fall Hill Avenue Bridge over the Rappahannock Canal, as presented. (MILDE\PRINCIPI, UNANIMOUS)

RES 07-08-06 C. Issue a Request for Proposals (RFP) to Purchase a Higher  
[PRTC\E-Mail] Functioning E-Mail Notification System.



[VRE\Info] C. Rising Fuel Costs.

Mr. Zehner noted that diesel fuel costs are considerably higher than the amounts budgeted for in both FY 2008 and FY 2009. He went on to say there will be partial offsets to this – ridership/passenger revenue is higher and state grant participation rates are higher than budgeted in FY 2009. Mr. Zehner concluded his remarks by observing that the 3% fare increase approved for FY 2009 was implemented effective June 30, 2008. Staff is examining the “puts and takes” more carefully and will provide an update to the VRE Operations Board at its August meeting.

[VRE\Info] D. Gainesville-Haymarket Feasibility Study and Alternatives Analysis.

Mr. Zehner reported that work commenced in April 2008 and will last 12 months. He noted that a Public Workshop is scheduled for July 30, 2008, from 6:30-9:00 p.m. at Stonewall Jackson High School in Manassas to introduce the study to the general public and solicit public opinion for improving transportation in the Gainesville-Haymarket corridor.

Commissioner Milde expressed his concern about accommodating the significant increases in ridership as a result of the high fuel costs. Mr. Zehner noted that two trains currently stored at the L’Enfant storage track can be added, but additional work is needed in terms of electrical power and compressed air. Also, an additional three to four railcars can be added to other trains. He explained that the now-aborted HB 3202 funding would have provided for three more trains, but that funding is now moot.

With regard to parking, Mr. Zehner noted that the Burke Centre parking garage is open, the Manassas parking garage is scheduled to open this month, and the Brooke Station parking lot has been restriped netting an additional 72 parking spaces.

Chairman Jones observed that chronic overcrowding is an area of concern that the Commission will need to pay strict attention to.

Commissioner Jenkins inquired about the status of the new locomotives. Mr. Zehner noted that VRE Legal Counsel Steve MacIsaac is currently working on the paperwork required for the locomotive purchase, and indicated that he expects this to be completed within the next week or two.

Commissioner Principi inquired about the status of the Cherry Hill Third Rail project and the completion date of the EIS. Mr. Zehner noted that environmental/engineering work commenced in March, and the deliverable is expected in the spring of 2009. He explained that an EIS is not required if the improvements remain within the right-of-way of the railroad, so whether an EIS will or won’t be required remains to be seen.

Commissioner Michael May arrived at 7:20 p.m. during discussion of Item 10-D and was absent on the vote for Items 7, 8, 9, and 9A-D.



Mr. Harf reported that a Federal Fiscal Year 2009 appropriation for transportation will not occur before September 30<sup>th</sup>, meaning there will be another continuing resolution (CR). The full appropriation will surely not occur until the Congress returns from the election recess, and may end up having to await the new Congressional session.

Mr. Harf reported that the latest Customer Satisfaction Survey results are positive except for the two areas Mr. Howell highlighted that warrant management attention: 1) operator knowledge and familiarity, and 2) the condition of the buses. Management is addressing both issues.

Mr. Harf noted that the once every-three-years Federal Triennial Review for both PRTC and VRE is scheduled to occur August 4-6, 2008 at the PRTC and VRE offices. Both PRTC and VRE are well acquainted with this sort of review, and are treating it with the seriousness it warrants.

Mr. Harf reported that the bus yard construction project is complete/full. He went on to say that an assessment has commenced involving the three bus sponsoring jurisdictions to address the issue of the westerly OmniLink service, an outgrowth of the Manassas City Council's narrow approval of its share of the FY 2009 subsidy. A staff level task working group is scheduled to meet with PRTC staff on August 8<sup>th</sup> at the PRTC offices. Materials prepared by PRTC staff in anticipation of a September 4<sup>th</sup> presentation to the PRTC Operations Committee will be reviewed by the working group.

Mr. Harf noted that PRTC's work on an upgraded PRTC website is now virtually complete and management is prepared to give the Board a preview if it desires (in light of the lateness of the hour, the Board later declined the offer).

[PRTC]                      B.      Action Items:

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| RES 07-08-12<br>[PRTC\DRPT<br>Bus Service] | 1.      VDOT-PRTC Beltway HOT Lanes TDM Agreement<br>Providing for State-Funded Bus Route between Prince<br>William County and Tyson's Corner. |
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Mr. Harf noted that the local jurisdictions will not bear any cost for the service and explained that the state wants to provide a bus route from eastern Prince William County to Tyson's Corner (Wi-Fi enabled). The state is proposing to bankroll the acquisition of the buses and subsidy of the route for three years. He went on to explain that the Agreement that is still being reviewed at the state end is appended, and the Board is being asked this evening to provisionally authorize the Executive Director to execute an agreement substantially in this form subject to PRTC legal counsel's review.

Commissioner May asked if the service is contingent upon the construction of the I-95 HOT Lanes. Mr. Harf answered "no". He explained that the buses would travel on the I-95 HOV Lanes and enter the beltway operating in the general purpose lanes. Upon completion of the



2. Budget adjustments for non-commissioned critical expense reductions that are budgeted in order to free up resources along with some favorable variances from state grants that can help partially fund the expense increases for fuel and revenue hours.
3. Proposed FY 2009 fare increase.
4. Proposed fare indexing policy that would help shape PRTC's fare practices for FY 2010 and beyond.
5. Expedite the purchase of buses that are budgeted rather than waiting for the receipt of grants so the buses can be acquired sooner than the grants are awarded and do so by an internal bridge loan.
6. Provide a supplemental appropriation in FY 2009 that will be drawn from higher fuel tax yields. The Board will not be asked to take any action on this now, because it is best left for the mid-year budget revision when more facts will be known about how fuel prices are trending and other issues that are susceptible to uncertainty now are likely to materialize over the course of the year. Management is envisioning a supplemental appropriation request around mid-year that would be based on a more solid set of facts known at the time.

A question and answer session followed:

Commissioner Caddigan: What is the mileage on the oldest buses PRTC has in the contingency fleet (the 1989 vintage buses)? Mr. Harf explained that the roadworthiness of the bus is a function of how well it was/is maintained, and whether its engine/power train components have been replaced as necessary. He went on to say that the bus engines have an expected life of approximately 300,000 miles. Staff will provide the Board with more specific information about what "replacement" investments have been made to the buses in question.

Commissioner Principi: Have "contingency fleet" buses already been deployed? Mr. Harf replied "yes", and explained that nine 1993/95 vintage buses are now in the active fleet leaving only three 1989-vintage buses left in the contingency fleet.

Mr. Harf went on to explain the "active fleet-to-contingency fleet" shifts as new (replacement) buses are delivered – over-aged buses in the active fleet are returned to the contingency fleet until such time as service demands require such buses to be moved back into the active fleet. This will happen next when the four buses budgeted for acquisition are delivered. Two of the four buses are slated for delivery within five months if the Board approves the acquisition. The buses are budgeted, grant-funded, and the grants are assured (the timing of the grants is the only uncertainty). To allow delivery of two buses in as little as five months, an "internal bridge loan" would be necessary while the award of the grants is awaited.

Commissioner Principi: Asked whether the grants are truly a certainty. Mr. Harf explained that the grants are already-appropriated formula funds or earmarks meaning they are truly certain.

Commissioner Way: Asked how long a delay there could be before the grants are received? Mr. Harf explained that the normal grant award cycle will ensue and the grants should be received by the end of the calendar year. The “bridge loan” is confined to two buses and PRTC would only tap the loan if the buses are delivered and the grants are not in-hand. The four buses referenced in the presentation of the plan are separate and apart from the four buses the Board previously approved in the preceding agenda item for state-funded service to Tyson’s Corner. All told, PRTC will acquire eight buses, but only four buses are pertinent to this issue.

Commissioner Jenkins: Asked again what the total cost of the four buses is and asked whether the FY 2008 funds were carried over to the FY 2009 budget to fully fund them. Mr. Harf answered that the four buses total approximately \$1.9 million dollars, and will be funded with a combination of FY 2008 carry-forward and FY 2009 budgeted capital.

Commissioner Jenkins: How much revenue does PRTC have that can be tapped for an internal bridge loan? Ms. Embrey noted that the fund balance is approximately \$10-12 million and there is sufficient cash flow to “bridge loan” two of the buses. The amount of the bridge loan for the two buses is approximately \$1 million.

Commissioner Principi: What is the time frame for the “contingency fleet” buses to be put into service? Mr. Harf explained that nine have been in service for the better part of a year, four of which occurred recently because of the ridership surge.

Commissioner Principi: Asked what percentage of the total fleet is comprised of over-aged buses? Mr. Harf replied “about 10%”.

Commissioner Hill: With regard to the westerly maintenance facility, will PRTC submit an application to DRPT in the next capital funding cycle? Mr. Harf replied “no”, because no “match” currently exists. PRTC has funding in-hand or committed only for design work and property acquisition. The timing of a capital grant request for construction will be governed by when PRTC is in a position to match (matching funds do not currently exist for this project in the five-year plan).

Commissioner Way: Was fourteen annualized revenue hours as a contingency budgeted? Mr. Harf replied “yes”, observing that the gross cost of the hours is budgeted without an offset for anticipated revenue. Mr. Harf went on to explain that additional passengers PRTC does realize from the added service is carried over as a revenue source for ensuing years, lowering PRTC’s dependency on new subsidy. Elaborating further, Mr. Harf observed that while “contingency” hours are normally budgeted on a gross cost basis, PRTC management departed from the practice in the proposed plan by estimating a revenue offset to lessen the cost of the plan.

Commissioner Principi: Are any existing routes candidates for elimination or curtailment because insufficient ridership exists? Mr. Harf explained that PRTC is always seeking opportunities to alter service to either increase its productivity or reduce its expense, but no

such opportunities are present in management's opinion at this time. He went on to observe that certain services are obviously less productive than others, highlighting the local routes on the western side of the service area as an example, but went on to say that all routes are experiencing major ridership gains and the westerly local routes are outpacing the other routes even though the ridership on the westerly routes is still comparatively low.

Commissioner Hill: It seems counterintuitive that the percentage of SmartTrip users is much lower among the people PRTC carries to the nearest Metro Station than the people PRTC is carrying elsewhere. Why isn't the SmarTrip card being utilized? Mr. Harf "hypothesized" that the reason may be based on the complexion of who the riders are – a higher incidence of occasional users. Commissioner Hill observed that this is an excellent opportunity for PRTC to market the SmarTrip card.

Commissioner Jenkins: Inquired about the "peer comparison charts" that staff recently presented to the Prince William Board of County Supervisors. Mr. Harf noted that the closest comparison to the PRTC OmniRide service is Loudoun County's commuter bus fare of \$6.00, which only yesterday the Loudoun Board of County Supervisors raised to \$7.00. He explained that Loudoun County is not a recipient of federal funds and not bound by the same public review process as PRTC. Commissioner Jenkins observed that PRTC's proposed plan is in line with the surrounding jurisdictions.

Commissioner Hill: With regard to taxpayers paying 75% and the riders 25%, are there any "peer" examples available that reflect what the "split" is for other providers? Mr. Harf replied that, generally speaking, PRTC's farebox recovery is comparatively high. He went on to clarify that the "25%" statistic is a percentage of the gross budget – operating and capital combined – and if costs are confined to just operating costs, PRTC's farebox recovery ratio would be close to one-third. Citing National Transit Database (NTD) data, Mr. Harf also made the following comparative observations of fares per mile of service: PRTC's OmniLink fare per mile is 12 cents, Fairfax Connector (15 cents), Alexandria DASH (35 cents), Fairfax City Cue (20 cents), Arlington County ARTS (87 cents), and Fredericksburg's FRED (3 cents).

Commissioner Principi: Asked for clarification with regard to the 24.2% farebox recovery. Mr. Harf noted that a formal policy has never existed. Historically, the practice of what feels right shapes the policies and what has felt right is relatively steady, 75% of the total cost (operating and capital combined) being borne by all sources of subsidy. This longstanding defacto policy has colored each year's budget deliberations, with a sentiment that PRTC should try to sustain this relationship.

Commissioner Principi: How does PRTC compare to other local jurisdictions on farebox recovery? Mr. Harf explained that the subsidy levels for the bus-only systems in Northern Virginia tend to be higher than PRTC's.

Commissioner Principi: To avoid the depletion of the motor fuels tax account beyond FY 2011-2012, would a solution be to increase the rider's share of the cost? Mr. Harf replied "yes".

Mr. Zehner: Observed that there are two “classes” of riders: 1) the federal rider who receives an employer-sponsored Metrochek benefit and 2) the non-federal rider who generally does not. He explained that non-federal riders express their concern about fare increases at fare public hearings, because they are paying the full amount out-of-pocket. Pricing decisions have to be made with an awareness of this duality, because riders bearing the full cost out-of-pocket will opt out if the fares are increased too aggressively.

Commissioner Principi: It seems that the fare indexing policy as proposed will assuredly keep the subsidy rate at 75%. Mr. Harf replied that it is hard to be categorical about that because there is significant variability in federal and state grant/funding levels from year-to-year, variables PRTC does not control.

Commissioner Principi: Wouldn't the 24.2% in FY 2009 be higher if the fares were increased by more than proposed? Mr. Harf replied “yes” and explained that the “plan” envisions the percentage becoming higher. He went on to say that the only reason it is as low as 24.2% is because the proposed fare increase would not occur until mid-year. If it occurred at the beginning of the year, the farebox recovery would be over 25% and PRTC would aim to sustain this.

Mr. Harf went on to say that this recovery ratio is also influenced by ridership growth rates – high growth rates will tend to drive the ratio upward, arguably lessening the need for fare increases or the magnitude of these increases. All the variables at work are why the policy needs to be a guide, Mr. Harf observed, not a purely mechanistic formula, with the PRTC Board being the decision-maker.

Commissioner Milde: What is VRE's farebox recovery? Mr. Zehner answered that VRE's operating cost runs between 50-60%. Mr. Harf cautioned that recovery rates depend on definitions, noting that the NTD contains the most current audited data (2006) for systems nationwide, using a consistent definition for capital vs. operating. According to this NTD data, VRE and PRTC recover 41% and 32%, respectively, of their operating expenses. Mr. Harf noted that the NTD statistic for VRE differs from Mr. Zehner's “50-60%” statistic simply because of definitional differences, highlighting the track lease expense as a prominent example. NTD treats the track lease expense as an operating expense, while this expense is treated as a capital expense in VRE's adopted farebox recovery policy. Mr. Harf concluded by observing that both measures are legitimate, having been conceived for different reasons.

Prompted by the foregoing discussion, Commissioner Hill noted that the “FY 2002-2006 Virginia Transit Performance Report”, which includes every transit operator in Virginia based on the NTD data, is posted on DRPT's website.

Commissioner Caddigan moved, with a second by Commissioner Principi, to approve PRTC's plan for counteracting the effects of rising fuel prices. There was no further discussion on the motion. (CADDIGAN\PRINCIPI, UNANIMOUS)

- RES 08-07-14            3.        Proposed FY 2009 Fare Increase and Fare Policy  
[PRTC\FY 2009            Public Review Authorization.  
Fare Increase]

Commissioner Caddigan moved, with a second by Commissioner Jenkins, to authorize the start of a public review process to invite reaction to the proposed FY 2009 fare increase/fare indexing policy. There was no discussion on the motion. (CADDIGAN\JENKINS, UNANIMOUS)

- RES 08-07-15            4.        Authorization for the Executive Director to Execute a  
[PRTC\OmniRide]            Purchase Order with Motor Coach Industries (MCI) for the  
Purchase of as Many as Eight (8) New OmniRide Buses.

Commissioner Caddigan moved, with a second by Commissioner Jenkins, to procure with Motor Coach Industries (MCI) for the purchase of as many as eight new OmniRide buses. There was no discussion on the motion. (CADDIGAN\JENKINS, UNANIMOUS)

- RES 08-07-16            5.        Authorization for the Executive Director to Contract with  
[PRTC\Fareboxes]            Cubic Transportation Systems for the Purchase of as many as  
Eight Electronic Fareboxes.

Commissioner Principi moved, with a second by Commissioner May, to contract with Cubic Transportation Systems for the purchase of as many as eight electronic fareboxes. There was no discussion on the motion. (PRINCIPI\MAY, UNANIMOUS)

- RES 08-07-17            6.        Authorization to Award Orion Bus Overhaul Contract to  
[PRTC\Orion Bus]            Midwest Bus Corporation.

Commissioner Caddigan moved, with a second by Commissioner Jenkins, to contract with Midwest Bus Corporation for the overhaul of thirteen (13) Orion buses in the amount of \$1,803,204 plus a \$100,000 contingency allowance. There was no discussion on the motion. (CADDIGAN\JENKINS, UNANIMOUS)

- RES 08-07-18            7.        Authorization to Approve a Change Order to the Bus Yard  
[PRTC\Bus Yard]            Expansion Construction Contract.

Commissioner Jenkins, moved with a second by Commissioner Caddigan, to approve a Change Order to the Finley Asphalt and Sealing contract for construction of the bus yard expansion in the amount of \$94,259. There was no discussion on the motion. (JENKINS\CADDIGAN, UNANIMOUS)

RES 08-07-19            8.        FY 2010 Budget Principles.  
[PRTC\Budget]

Commissioner Caddigan moved, with a second by Commissioner Jenkins, to adopt the FY 2010 budget guidelines. There was no discussion on the motion. (CADDIGAN\JENKINS, UNANIMOUS)

RES 08-07-20            9.        Convene into Closed Meeting.  
[PRTC\Convene  
  Closed Meeting]

Commissioner Milde, moved, with a second by Commissioner Principi, to convene into Closed Meeting at 9:05 p.m. regarding voluntary purchase authorization for property acquisition of the commuter park-ride lot near the PRTC Transit Center. There was no discussion on the motion. (MILDE\PRINCIPI, UNANIMOUS)

RES 08-07-21            10.      Certification of Closed Meeting.  
[PRTC\Certify  
  Closed Meeting]

Commissioner Jenkins, moved, with a second by Commissioner Caddigan, to certify Closed Meeting at 9:10 p.m. There was no discussion on the motion. (JENKINS\CADDIGAN, UNANIMOUS)

[PRTC\Closed            11.      Action Items Reported Out of Closed Meeting:  
  Meeting Items]

RES 08-07-22            a.        Voluntary Purchase Authorization for Property  
[PRTC\Commuter            Acquisition of the Commuter Park-Ride Lot Near  
  Park-Ride Lot]            the PRTC Transit Center.

Commissioner Jenkins moved, with a second by Commissioner Caddigan, to authorize Prince William County to re-engage the prior owners in negotiations for a “voluntary” purchase and offer the updated fair market appraisal amounts and to reaffirm prior authorization to acquire by condemnation in the event this second voluntary purchase effort is unsuccessful. There was no discussion on the motion. (JENKINS\CADDIGAN, UNANIMOUS)

[PRTC\Info Items]            C.        Information Items:

1.        PRTC Website Design. There were no comments.
2.        Metrobus Priority Corridor Network. There were no comments.

3. Letter from Matthew Tucker Dated 6/17/08 re NVTC's/PRTC's Comments Regarding the Draft FY2009 Six-Year Improvement Program. There were no comments.
4. A Bridge to Somewhere: Rethinking American Transportation for the 21<sup>st</sup> Century. There were no comments.
5. PRTC Service Performance Reports. There were no comments.
6. PRTC Budget-to-Actual Comparison. There were no comments.
7. Communications:
  - a. Related to Funding. There were no comments.
  - b. Related to Jurisdiction. Not applicable.
  - 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 Jones adjourned the meeting at 9:15 p.m.

NEXT MEETING: Thursday, September 4, 2008, 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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