

POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION

OFFICIAL COMMISSION MEETING

AGENDA

DATE: March 1, 2007  
TIME: 7:00 p.m.  
LOCATION: PRTC Transit Center  
14700 Potomac Mills Road, 2<sup>nd</sup> Floor  
Woodbridge, VA 22192-6811

---

1. CALL TO ORDER

Chairman Gibbons called the meeting to order at 7:05 p.m.

2. ROLL CALL

MEMBERS PRESENT

*Charles Badger	DRPT
*Hilda Barg, Immediate Past Chmn	Prince William County
*Maureen Caddigan	Prince William County
*Bob Gibbons, Chairman	Stafford County
*Frank Jones, Vice Chairman	City of Manassas Park
*Matthew Kelly, Treasurer	City of Fredericksburg
*Michele McQuigg	Virginia House of Delegates
*Paul Milde	Stafford County
*Martin Nohe	Prince William County
*Douglas Waldron, Secretary	City of Manassas

ALTERNATES PRESENT

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

STAFF AND GENERAL PUBLIC

Gina Altis	PRTC Executive Assistant
Rick Canizales	PWC Dept. of Public Works
Bob Corbin	Bus Operator
Joyce Embrey	PRTC Dir., Finance & Administration

Althea Evans  
Anthony Foster  
Holly Frisch  
Al Harf  
David Hines  
Angela Horan  
Robb Howell  
Lillian Kafka  
Bill Leisen  
Doris Lookabill  
Bob Leibbrandt  
Steve MacIsaac  
Eric Marx  
Mary Marshall  
Betsy Massie  
Carey Roessel  
Joe Swartz  
Brad Thomas  
Dale Zehner

PRTC Dir., Marketing & Communications  
PRTC Transportation Project Manager  
Citizen  
PRTC Executive Director  
FIRST TRANSIT Regional VP  
PRTC Legal Counsel  
FIRST TRANSIT Assistant General Mgr.  
Potomac News Reporter  
PRTC Mgr., Contract Operations  
PRTC Dir., Customer Service & Dispatch  
PWC Mgt. & Budget Analyst II  
VRE Legal Counsel  
PRTC Dir., Planning & Operations  
PRTC Accounting & Budget Manager  
PRTC Dir., Grant & Project Management  
FIRST TRANSIT General Manager  
PRTC Senior Transit Planner  
FIRST TRANSIT Sr. Region VP  
VRE Chief Executive Officer

MEMBERS ABSENT

Wally Covington  
John Jenkins  
Scott Lingamfelter  
Toddy Puller  
Corey Stewart

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

ALTERNATES ABSENT

Marvin Dixon  
Mark Dudenhefer  
Kathleen Gammell  
Corey Hill  
Larry Hughes  
Lorraine Lasch  
Hal Parrish  
Phillip Rodenberg  
Sharmila Samarasinghe  
George Schwartz  
John Stirrup  
Bill Wren

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

\*Voting Member

3. INVOCATION Led by Commissioner Kelly.
4. PLEDGE OF ALLEGIANCE Led by Commissioner Milde.

5. CITIZENS' TIME No citizens came forward.

6. RECOGNITION

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

Mr. Roessel reported on weather-related service disruptions, highlighting the effects of the February 13-14 ice storm. He went on to say that a second storm occurred during the weekend following the first ice storm, which had no service consequence.

Mr. Roessel reported that time did not allow for the selection of the February 2007 Operator-of-the-Month and, consequently, the Operator-of-the-Month for both February and March will be selected/announced at the April Board meeting.

Regarding the new "electronic fareboxes", Mr. Roessel reported that preparations are underway to receive delivery of the fareboxes, which will "revolutionize" fare collection.

Mr. Roessel reported that the bus operator headcount is at full strength. He went on to say that there has been a rash of minor accidents owing to the influx of new operators, and noted that efforts have been heightened to counteract this, including refresher training, placing experienced drivers with the new operators to assist with bus routes, and guidance on the safe operation of the buses.

7. APPROVAL OF MINUTES

RES 07-03-01 Minutes of March 1, 2007. Commissioner Kelly  
[PRTC\Minutes] moved, with a second by Commissioner Barg, to  
approve the Minutes as presented. There was no  
discussion on the motion. (KELLY\BARG, WITH  
MAJORITY VOTE, McQUIGG ABSTAINED)

8. AGENDA APPROVAL

RES 07-03-02 Agenda of March 1, 2007. Commissioner Caddigan  
[PRTC\Agenda] moved, with a second by Commissioner Kelly, to  
approve the Agenda as presented. There was no  
discussion on the motion. (CADDIGAN\KELLY,  
UNANIMOUS)

9. CONSENT AGENDA APPROVAL

RES 07-03-03 Consent Agenda of March 1, 2007. Commissioner  
[PRTC\Consent Agenda] Barg moved, with a second by Commissioner Kelly,

to approve the Consent Agenda as presented. There was no discussion on the motion. (BARG\KELLY, UNANIMOUS)

RES 07-03-04            A.    Treasurer’s Report of December 31, 2006, as  
[PRTC\Finance]            presented. (BARG\KELLY, UNANIMOUS)

RES 07-03-05            B.    Approved the Executive Director to Issue a RFP for  
[PRTC\Insurance]            Group Health and Dental Insurance Coverage  
Effective July 1, 2007, as presented.  
(BARG\KELLY, UNANIMOUS)

10. VIRGINIA RAILWAY EXPRESS (VRE)

[VRE\Info]            A.    Operations Board Meeting Agenda and Minutes  
of February 16, 2007. There were no comments.

[VRE\Info]            B.    Chief Executive Officer’s (Feb 07).

Mr. Zehner reported that the construction of two new tracks across the Quantico Bridge has been completed. He went on to say that the “civil work” on the switches on both ends of the bridge was completed on Friday, February 16<sup>th</sup>, which allowed the second track to become operable (an Amtrak train traveled over the new bridge the next morning). He noted that “signal” testing was completed on February 19<sup>th</sup> (President’s Day), so VRE service was not affected. Also, the work on the Possum Point switch is scheduled to occur over a period of one week, followed by a week of signal testing. The scheduled completion date of all the work is April 6<sup>th</sup>.

Chairman Gibbons acknowledged the excellent construction job on the Quantico “crossover”. Mr. Zehner agreed and explained that different “signal gates” have been installed including a “pedestrian gate”, which allows trains to travel through Quantico on both tracks simultaneously. However, a new safety concern has arisen as pedestrians who walk across the crossing while the gates are down/signals flashing and proceed around the back/front of the train are not accustomed to the fact that trains can be approaching from both directions. Staff is currently working with Commissioner Caddigan, the Marine Corps Base/MP’s, and the City of Quantico to educate passengers on the dangers of crossing the tracks in this manner.

11. CHAIRMAN'S TIME

Chairman Gibbons expressed his appreciation to the PRTC Committee who met this evening about the VRE governance issues.

12. EXECUTIVE DIRECTOR'S TIME

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

Reporting on legislative developments, Mr. Harf reported that both the House and Senate have passed a transportation bill. He explained that the bill is currently awaiting the Governor's reaction. He went on to say that the bill consists of state-wide and Northern Virginia elements, and observed that the state-wide element envisions \$2.5B worth of bond funding for transportation projects. The bill prescribes the use of portions of the bond funding, including 15.7% for transit purposes and 4.3% for the "rail enhancement fund". These bond funds are obviously one-time funds, he noted.

Turning to the Northern Virginia element, Mr. Harf said it has been characterized as a "self-help" bill because it is predicated on specified taxes being enacted by the Northern Virginia local governments on themselves, yielding approximately \$400M/year. On the VRE side, the Northern Virginia segment stipulates \$25M/year for VRE purposes. He went on to observe that, as written, these VRE funds can be used for "capital only", and are contingent on Prince William County enacting the taxes on its own residents and businesses. If this does not occur, the \$25M/year revenue stream will not materialize.

On the budget side, separate from the transportation bill, Mr. Harf noted that the budget provides \$15M sought by VRE for "rail rolling stock".

Commissioner Nohe pointed out that at one time the early version of the bill included a link related directly to "road projects" and noted that the final version of the bill contains language that states the funds could be used for any capital project with the stipulation that the project be referred to the General Assembly representatives in whose district the project would be constructed. He noted that it is unclear if the General Assembly will have an outright veto or merely the ability to venture an opinion. Mr. Rick Canizales noted that the bill specifically states "in consultation with", indicating that the General Assembly did not intend to exercise veto power over the project – it is merely a "consultation" requirement to ensure that the General Assembly is aware that the project is happening and that VDOT is consulted to ensure that there are no duplicative efforts by NVTA and VDOT.

On the Federal side, Mr. Harf reported that the FY2007 continuing resolution (CR) was signed into law by the President. The President also signed a rescission notice that calls for the return of about \$3.5B of federal highway funds. Every state will have to supply a piece of the \$3.5B including Virginia (about \$96M). However, Virginia anticipated this because of its conservative budgeting and programming practices. He explained that when programming was conducted for FY2007, Virginia assumed that only 92% of the obligation limit for all the states would actually materialize so, consequently, Virginia will not see any dislocation because Virginia did not anticipate receiving the rescinded funds in the first place.

Mr. Harf noted that the Bush Administration's FY2008 transportation budget has been unveiled. It proposes to fund transportation at the SAFETEA-LU authorization level except for the "new starts" program, which is proposed for \$300M less than authorized. He noted that the Congress will likely have a different idea.

Mr. Harf went on to say that the Bush Administration's FY2008 budget envisions \$800M of funding for AMTRAK, or \$500M less than AMTRAK received in FY2007. He observed that the Administration continues to use the budget process in an effort to force AMTRAK reform, but Congress has spurned this repeatedly and there is no indication that it will be different this time.

On the BRAC front, Mr. Harf reported that the draft EIS for both the Ft. Belvoir and Quantico are close to being issued (the Quantico early draft has been distributed). DOD and VDOT continue to discuss the standard that will be used for deciding what roadway impacts are DOD's responsibility, with DOD aiming to ensure that problems that pre-dated the BRAC decision do not become a DOD inheritance. He noted that DOD envisions providing only 10,000 more parking spaces at Ft. Belvoir even though there's a projected demand for 13,000 – DOD intends to rely on an aggressive TDM/transit program to bridge the difference. Whether DOD will propose funding for these purposes remains to be seen.

Commissioner Caddigan requested that information be provided to the Commissioners regarding the Quantico DEIS. Mr. Canizales noted that he is in receipt of the DEIS for Quantico and is currently developing comments that will be distributed to the Prince William Board of County Supervisors.

Commissioner Gibbons asked whether the Congress did as it said it would regarding the exclusion of "earmarks". Mr. Harf said it did. Commissioner Badger noted that there is one exception – the SAFETEA-LU earmarks. Mr. Harf agreed and explained that PRTC is the beneficiary of a small amount of the SAFETEA-LU earmarked funds.

Regarding HOT Lanes, Mr. Harf reported that a "scope of work" has been readied for the transit service plan for the I-95 HOT Lanes project. DRPT is currently in the process of retaining an outside consultant, after conferring with the members of the advisory committee. The work is expected to be completed over the course of the next year. He noted that Fluor/Transurban and VDOT are concurrently moving forward with their efforts to get the project incorporated within the conformity analysis and the CLRP, which the TPB will be considering over the next month or so.

Mr. Harf reported that PRTC is in receipt of a letter from Mr. Paul McCulla, Fauquier County Administrator, expressing on behalf of the Fauquier Board of County Supervisors, Fauquier's continuing interest in joining PRTC. However, the letter goes on to say that Fauquier is also exploring the possibility of creating a

separate transportation district with a number of its neighbors who are not currently members of a transportation district.

Mr. Harf reported that a public hearing was held on Tuesday, February 27<sup>th</sup> about the “PRTC Fare and Ticketing Amendments” proposal which is before the Commission this evening for consideration. He noted that four people attended the hearing, none were critical of the recommendations, and thus management has seen fit to make the same recommendations as before for the Commission’s consideration.

Mr. Harf noted that a VRE public hearing was held at the PRTC offices on Wednesday, February 28<sup>th</sup> on its proposed pricing changes. No one attended.

Chairman Gibbons noted that CTB member Cord Stirling has indicated that he and Secretary Homer are seeking funding for both Ft. Belvoir and Quantico transportation improvements. He went on to say that a “charrette” is scheduled for Thursday, March 8<sup>th</sup>, at the Quantico Marine Corps Base, to identify potential opportunities to solve current and future traffic problems at the Base.

Commissioner Milde asked about Fauquier County’s aims regarding membership in PRTC. Mr. Harf explained that Fauquier is eager to have the 2% motor fuels tax since it has unmet transportation needs just as its neighbors do (including bus service that the County has indicated it might want PRTC to operate). Fauquier recognizes that PRTC membership would carry an obligation to bear a portion of the VRE expense, which it is willing to do. He went on to say that the negotiations with the County have been “on hold” because VRE’s existing member governments have chosen to reexamine the existing governing arrangements to rectify problems that have arisen. Any changes to governing arrangements are sensible to make before new members are brought in so the prospective new members know what is being asked and can make an informed decision for themselves.

Commissioner Milde inquired about the non-member jurisdiction ridership associated with Fauquier County. Mr. Harf replied he thought it is about 300 riders and Commissioner Waldron added that it is closer to 200 according to the latest survey results he had in his possession. Chairman Gibbons asked staff to provide all pertinent correspondence about Fauquier’s interest to the new Commissioners.

RES 07-03-06  
[PRTC\FY08  
Budget]

B. Referral of Proposed FY 2008 Budget to the Jurisdictions for Approval and Authorization to Hold a Public Hearing on the Proposed FY 2008 Budget and FY 2008 Federal Grant Applications. Commissioner Barg moved, with a second by

Commissioner Jones, to authorize the Executive Director to refer the proposed FY08 budget to the jurisdictions for approval and hold a public hearing

on the FY08 budget and FY08 federal grant applications. There was no discussion on the motion. (BARG\JONES, UNANIMOUS)

RES 07-03-07  
[PRTC\Fare and  
Ticketing Plan]

- C. Proposed Second Revision to Adopted Fare/Ticketing Pricing Plan. Commissioner Barg moved, with a second by Commissioner Caddigan, to approve management's proposed further revision to the adopted fare/ticketing plan. There was no discussion on the motion. (BARG\CADDIGAN, UNANIMOUS)

RES 07-03-08  
[PRTC\VRA Loan]

- D. Finalization of Virginia Resource Authority (VRA) Loan Arrangements. Commissioner Barg moved, with a second by Commissioner Caddigan to approve: 1) Leasing Arrangement and Lease Obligation; 2) Prime Lease; 3) Financing Lease, Agreement to Pay Amounts Due Under Financing Lease, Support Agreement; 4) Local Lease Acquisition Agreement; 5) Terms of the Documents; 6) Terms of the Lease Obligation; 7) Interim Note; 8) Execution of Documents, Recordation of Prime Lease, Financing Lease, and Local Lease Acquisition Agreement; 9) Form of Documents; 10) Essentiality of the Project; 11) Source of Payment; 12) Payment Under the Support Agreement is Subject to Appropriation; 13) Disclosure Documents; 14) Execute and Comply with Tax Documents; 15) Official Intent to Reimburse; 16) Confirm Other Actions; 17) Repeal the Conflicting Resolutions; and 18) Establish an Effective Date.

Mr. Harf explained that the Commission previously authorized a Virginia Resources Authority (VRA) loan, but did so without the actual "loan instruments" drafted by bond counsel. He noted that staff alluded to the fact that they would return to the Commission for authorization to execute the actual loan instruments which is the action item before the Commission this evening. The three bus-sponsoring jurisdictions (Prince William County and the cities of Manassas and Manassas Park), as participants in the

financing, will take separate action before their own governing bodies later this month. These actions will satisfy the VRA debt security requirements.

There was no discussion on the motion.  
(BARG\CADDIGAN, UNANIMOUS)

[PRTC\Info]

E. Other Information Items:

1. PRTC Service Performance Reports. There were no comments.
2. PRTC Budget-to-Actual Comparison – Seven Months ended January 31, 2007. There were no comments.
3. APTA Legislative Update (2/8/07). There were no comments.
4. 1/9/07 Transit News. There were no comments.
5. Communications:
  - a. Related to Funding. There were no comments.
  - b. Related to Jurisdiction. There were no comments.
  - c. General Interest. There were no comments.

RES 07-03-09  
[PRTC\Convene  
Closed Meeting]

- F. Convene into Closed Meeting. Commissioner Jones moved, with a second by Commissioner Milde, to convene Closed Meeting at 7:35 p.m. to consult with legal counsel [Horan-Lemmon, Angela M.] regarding the PRTC-First Transit contract pursuant to Section 2.2-3711.A.7 (legal) VA Code Ann. There was no discussion on the motion. (JONES\MILDE, UNANIMOUS)

RES 07-03-10  
[PRTC\Certify  
Closed Meeting]

- G. Certification of Closed Meeting. Commissioner Caddigan moved, with a second by Commissioner Barg, to certify Closed Meeting at 8:10 p.m. There was no discussion on the motion. (CADDIGAN\BARG, UNANIMOUS)

H. Action Items Reported out of Closed Meeting.

There were no action items to report out of Closed Meeting.

13. OTHER BUSINESS/COMMISSIONERS' TIME

Commissioner Milde noted that the United States Postal Service (USPS) closed the post office located in the vicinity of the VRE Brooke Station in Stafford County. He requested that the PRTC send a letter urging the USPS to reconsider its decision.

Commissioner McQuigg reported that the General Assembly has enacted the legislation PRTC sought to enable “unruly” customers to be banned as necessary from its buses. She expressed her appreciation to staff in this effort. Mr. Harf replied that the Commission is indebted to Commissioner McQuigg because she “sponsored” the legislation and invested real time and effort to see it through to fruition.

Chairman Gibbons noted that legislation was also passed amending the “Freedom of Information Act” (FOIA) statute whereby any board or organization that has membership 60 miles apart will be able to use “video teleconferencing”.

14. ADJOURNMENT

There being no further business to come before the Board, Chairman Gibbons adjourned the meeting at 8:20 p.m.

NEXT MEETING: Thursday, April 5, 2007, 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