

POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION

OFFICIAL COMMISSION MEETING

MINUTES

DATE: May 3, 2007  
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 Gibbons called the meeting to order at 7:00 p.m.

2. ROLL CALL

MEMBERS PRESENT

*Charles Badger	DRPT
*Hilda Barg, Immediate Past Chmn	Prince William County
*Maureen Caddigan	Prince William County
*Wally Covington	Prince William County (arrived at 7:11 p.m.)
*Bob Gibbons, Chairman	Stafford County
*Frank Jones, Vice Chairman	City of Manassas Park
*Matthew Kelly, Treasurer	City of Fredericksburg
*Paul Milde	Stafford County
*Martin Nohe	Prince William County

ALTERNATES PRESENT

Jean Benson	City of Fredericksburg
Marvin Dixon	City of Fredericksburg
Bill Wren	City of Manassas Park

STAFF AND GENERAL PUBLIC

Gina Altis	PRTC Executive Assistant
Rick Canizales	PWC Dept. of Public Works
George Dwamena	FIRST TRANSIT Bus Operator
Joyce Embrey	PRTC Dir., Finance & Administration
Anthony Foster	PRTC Transportation Project Manager

Holly Frisch	Citizen
Laurel Hammig	PRTC Transportation Apprentice
Al Harf	PRTC Executive Director
Angela Horan	PRTC Legal Counsel
Annette King	FIRST TRANSIT Bus Operator
Bob Leibbrandt	PWC Mgt. & Budget Analyst II
Bill Leisen	PRTC Mgr., Contract Operations
Eric Marx	PRTC Dir., Planning & Operations
Betsy Massie	PRTC Dir., Grant & Project Management
Carey Roessel	FIRST TRANSIT General Manager
Jennifer Straub	VRE Deputy Chief Executive Officer
Joe Swartz	PRTC Senior Transit Planner
Dolores Wetzel	FIRST TRANSIT Bus Operator
Dale Zehner	VRE Chief Executive Officer

MEMBERS ABSENT

John Jenkins	Prince William County
Scott Lingamfelter	Virginia House of Delegates
Michele McQuigg	Virginia House of Delegates
Toddy Puller	Virginia Senate
Corey Stewart	Prince William County
Douglas Waldron, Secretary	City of Manassas

ALTERNATES ABSENT

Mark Dudenhefer	Stafford County
Corey Hill	DRPT
Larry Hughes	City of Manassas
Peter LaMarca	City of Fredericksburg
Lorraine Lasch	Prince William County
Hal Parrish	City of Manassas
Sorine Preli	Prince William County
Phillip Rodenberg	City of Fredericksburg
Sharmila Samarasinghe	DRPT
George Schwartz	Stafford County
John Stirrup	Prince William County

\*Voting Member

- |    |                      |                            |
|----|----------------------|----------------------------|
| 3. | INVOCATION           | Led by Commissioner Wren.  |
| 4. | PLEDGE OF ALLEGIANCE | Led by Commissioner Dixon. |

## 5. CITIZENS' TIME

Dr. Mary Lopez, 9001 Digges Road, Manassas, Virginia, voiced her concern about transportation inadequacies in Prince William County for people with disabilities, noting that a Disability Services Board (DSB) survey conducted once every three years indicates that expanded public transportation is a critical need for people with disabilities. She noted that available public transit is supplemented by some Medicaid services for people to travel to medical appointments, but services for other types of travel are wanting. She also noted that taxi services are not ADA compliant, and she observed that if a taxi cab company operates a van, then that company is required by law to make it handicapped accessible.

In response to Dr. Lopez's concern, Mr. Harf noted that PRTC's pending long-range plan will delineate areas in the County that are not currently served but warrant service, and went on to say that the plan will: (1) be presented to the PRTC Operations Committee on June 7<sup>th</sup>; and (2) by the subject of a public review process that the Board will be asked to authorize thereafter. Following the public review, the PRTC Board will be asked in early fall to adopt the plan, after which the bus-sponsoring local governments will be asked to sponsor the services (an annual process). He noted that services may not commence right away because of budgetary constraints, but the adopted plan will provide staff a frame of reference to confer with the local governments about bus sponsorship.

Chairman Gibbons appointed Commissioners Barg and Caddigan to work with Mr. Harf on an examination of ADA issues, and asked for an information report at the June meeting.

Commissioner Jones asked Dr. Lopez to provide the Committee with the statutory provision compelling taxi cab companies to operate handicapped accessible vans if they operate a van. If necessary, the franchise agreements for the services provided in the City of Manassas Park will be revisited to ensure that the statutory requirement is being met.

Mr. Richard Benham, 2906 Weatherburn Court, Woodbridge, Virginia 22191, noted that he rides the OmniRide bus service from Rt. 234 to the Pentagon daily and voiced his concern about reduced fares not currently being offered on the OmniRide commuter bus service as it is for OmniLink to senior citizens and people with disabilities. He urged a change of policy.

Mr. Harf explained that under federal law, half fare privileges must be offered to senior citizens and people with disabilities in the off-peak hours. With regard to the local bus service, PRTC has chosen to go beyond what the federal law requires by offering the half fare privilege all the time. He noted that the Board has the discretion to change the policy, though this would have a financial consequence since it would lower passenger revenues.

Commissioner Covington arrived at 7:11 p.m. during Citizens' Time.

6. RECOGNITION

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

Mr. Roessel recognized the February and March Operator-of-the-Month Ms. Annette King and Mr. George Dwamena, respectively, and the Operator-of-the-Year Dolores Wetzel.

Chairman Gibbons suggested that a “symbol” recognizing the Operator-of-the-Month be placed on the outside of the Operator's bus.

Mr. Roessel reported that bus Operator John Campbell recently participated in the Virginia State Rodeo in Richmond, Virginia, and will participate in the National Bus Rodeo on Saturday, May 5<sup>th</sup>, in Nashville, Tennessee.

Mr. Roessel reported that First Transit has started a program whereby all employees carry an “Injury Prevention Program (IPP)” handbook. He explained that the program is intended to encourage employees to engage in conversations with others regarding what they observe about safety issues and document their observations in the handbook. Mr. Roessel observed that, to the best of his knowledge, First Transit is the first company with a program of this sort and, by documenting safety conversations, expects to heighten safety awareness and realize reduced accidents and injuries.

Mr. Roessel reported that an “emergency response drill” was recently held at Potomac Mills Mall. He noted that bus operators played the role of victims and the drill provided the emergency responders an opportunity to become familiar with the equipment.

Mr. Roessel noted that he is celebrating his one year anniversary as the First Transit General Manager.

7. APPROVAL OF MINUTES

RES 07-05-01  
[PRTC\Minutes] Minutes of April 5, 2007. Commissioner Kelly moved, with a second by Commissioner Milde, to approve the Minutes as presented. There was no discussion on the motion. (KELLY\MILDE, UNANIMOUS)

8. AGENDA APPROVAL

RES 07-05-02  
[PRTC\Agenda]                      Agenda of May 3, 2007. Commissioner Kelly moved, with a second by Commissioner Caddigan, to approve the Agenda as presented. There was no discussion on the motion. (KELLY\CADDIGAN, UNANIMOUS)

9. CONSENT AGENDA APPROVAL

RES 07-05-03  
[PRTC\Consent  
Agenda]                      Consent Agenda of May 3, 2007. Commissioner Kelly moved, with a second by Commissioner Covington, to approve the Consent Agenda as presented. (KELLY\COVINGTON, UNANIMOUS)

RES 07-05-04                      A.              Approved the Treasurer's Report of February 28, 2007, as presented. (KELLY\COVINGTON, UNANIMOUS)  
[PRTC\Finance]

RES 07-05-05                      B.              Authorized the Executive Director to Award a Contract to the Public Financial Management (PFM) Group to Perform Financial Advisory Services, as presented. (KELLY\COVINGTON, UNANIMOUS)  
[PRTC\PFM Group]

RES 07-05-06                      C.              Authorized the Executive Director to Solicit Proposals for Vehicle Maintenance Audit Consultant Services, as presented. (KELLY\COVINGTON, UNANIMOUS)  
[PRTC\Vehicle  
Maintenance Audit]

RES 07-05-07                      D.              Authorized the Executive Director to Advertise for the Competitive Procurement of Bus Rehabilitation Services for the Orion Fleet, as presented. (KELLY\COVINGTON, UNANIMOUS)  
[PRTC\Bus Rehab  
Services]

RES 07-05-08                      E.              Authorized the Executive Director to Advertise for the Competitive Procurement of On-Site Security Services, as presented. (KELLY\COVINGTON, UNANIMOUS)  
[PRTC\On-Site  
Security Services]

RES 07-05-09                      F.              Authorized the Budget and Appropriation of \$786,391 of Stafford County's 2% Motor Fuels Tax Funds for FY07 Transportation Expenditures through March 31, 2007, as presented. (KELLY\COVINGTON, UNANIMOUS)  
[Stafford County]

RES 07-05-10 [Stafford County] G. Authorized to Budget and Appropriate \$2,767,728 of Stafford County's 2% Motor Fuels Tax Funds for FY06 Transportation Expenditures, as presented. (KELLY\COVINGTON, UNANIMOUS)

RES 07-05-11 [PRTC\Legal Services] H. Authorized of Reimbursement to Prince William County for Legal Services Provided in FY 2007 and Continuation of Legal Representation by Prince William County in FY 2008, as presented. (KELLY\COVINGTON, UNANIMOUS)

10. VIRGINIA RAILWAY EXPRESS (VRE)

[VRE\Info] A. Operations Board Meeting Agenda and Minutes of April 20, 2007. There were no comments.

[VRE\Info] B. Chief Executive Officer's Report (Apr 07).

Mr. Zehner reported that on-time performance system-wide for the month of April was 88 percent (89 and 87 percent on the Manassas and Fredericksburg lines, respectively) and noted that ridership continues to grow. Since the completion of the Quantico Bridge project, railroad-related delays have decreased. Delays resulting from mechanical issues have also been diminished.

Mr. Zehner reported that "painting" of the Fredericksburg Station will commence on May 8<sup>th</sup>, and will be completed in three to four weeks. Chairman Gibbons asked staff to ensure that the "PA system" at the Fredericksburg Station is operating properly.

Mr. Zehner reported that staff was contacted by the Ft. Belvoir Director of Logistics on April 4<sup>th</sup> in response to a "BRAC" article that included a VRE update. He explained that the Army is working with WMATA and the Fairfax Connector about the possibility of starting shuttle service between the Franconia-Springfield and Lorton Stations to the Base.

Mr. Zehner reported that VRE launched the NuRide Program on April 3<sup>rd</sup> to encourage carpooling to the VRE stations. The NuRide Program is offering a \$25.00 gift card to Home Depot for any VRE rider who registers to become a member and takes a trip with another VRE rider to the Fredericksburg and Broad Run stations. He noted that 51 passengers have signed up for the program to date and six passengers have used the service.

Commissioner Milde asked about the VRE policy on station painting, observing that Brooke is in need of it. Mr. Zehner explained that VRE handles the painting of the station itself, including the canopy and anything on the platform. He noted that the Leeland Station has been repainted and pledged to check on the timing for Brooke.

Commissioner Milde asked for further information about a possible rail freight bypass in King George County. Mr. Zehner noted that the National Capital Planning Commission (NCPC) conducted a study and the completed report identifies three possible options, each of which is in the \$4-5 billion range. Chairman Gibbons asked staff to produce an information report on this subject for the June meeting.

Vice Chairman Jones noted that the Manassas Park City Council plans to submit a request to PRTC and VRE within the next 30 days requesting a “rename” of the Manassas Park VRE station to “Manassas Park/Park Center”.

RES 07-05-12            C.     Award a Contract for the Construction of  
[VRE\Maintenance     Facilities at the Crossroads Yards. Commissioner  
Facilities Construction] Kelly moved, with a second by Commissioner Nohe,  
to authorize the VRE Chief Operating Officer to enter  
into a contract with Mid-Eastern Builders, Inc. of  
Chesapeake, Virginia, for the construction of  
maintenance facilities at the Crossroads Yard in the  
amount of \$5,437,000, plus a 15% contingency of  
\$815,550, for a total amount not to exceed  
\$6,252,550. There was no discussion on the motion.  
(KELLY\NOHE, UNANIMOUS)

RES 07-05-13            D.     Convene into Closed Meeting. Commissioner Barg  
[PRTC\Convene     moved, with a second by Commissioner Caddigan,  
Closed Meeting] to convene into Closed Meeting at 7:35 p.m.  
regarding legal matters pertaining to Fauquier  
County’s membership in PRTC and the Department  
of Taxation’s ongoing assessment of ServiceTown  
fuel tax collections. There was no discussion on the  
motion. (BARG\CADDIGAN, UNANIMOUS)

RES 07-05-14            E.     Certification of Closed Meeting. Commissioner  
[PRTC\Certify     Caddigan moved, with a second by Commissioner  
Closed Meeting] Kelly, to certify Closed Meeting at 7:50 p.m. There  
was no discussion on the motion.  
(CADDIGAN\KELLY, UNANIMOUS)

F. Action Items Reported out of Closed Meeting

There were no items to report out of Closed Meeting.

11. CHAIRMAN'S TIME

Chairman Gibbons asked staff to send a congratulatory letter on behalf of the Commission to former Stafford Board of County Supervisor Lyle Ray Smith. Mr. Smith will be honored at a ceremony this evening (named for Stafford County's newest middle school the "Donald B. Dixon-Lyle Ray Smith [Dixon-Smith Middle School]").

12. EXECUTIVE DIRECTOR'S TIME

[PRTC\Info]

A. Executive Director's Report. There were no comments.

B. Action Items: None.

[PRTC\Info]

C. Information Items:

1. PRTC Service Performance Reports. There were no comments.
2. PRTC Budget-to-Actual Comparison – Nine Months ended March 31, 2007. There were no comments.
3. Ft. Belvoir Newsletter (Spring 2007). There were no comments.
4. Virginia's Transportation Performance Report (2006). There were no comments.
5. GAO Finds Fraud in Commuter Program. There were no comments.
6. 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

Vice Chairman Jones extended an invitation to everyone to attend a “groundbreaking ceremony” for the new Park Center development on May 19<sup>th</sup> at 11:00 a.m.

Commissioner Caddigan asked staff to respond to Mr. Michael Bresnahan’s letter regarding the difficulties that citizens have getting to and from places that are not accessible by public transportation.

Chairman Gibbons noted that Mr. Harf is scheduled to attend an “APTA Visioning Task Force” meeting in Nashville, Tennessee, on May 4<sup>th</sup>. Mr. Harf explained that the Task Force has been asked to develop a long-term vision for APTA and its members.

14. ADJOURNMENT

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

NEXT MEETING: Thursday, June 7, 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