

ITEM 7

(11 PAGES)

**POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION**

**RESOLUTION**

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

**RESOLUTION NO. 10-04-\_\_\_\_\_  
OFFICIAL COMMISSION MEETING  
APRIL 1, 2010**

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

**RE: APPROVAL OF MINUTES FOR THE POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION MEETING OF MARCH 4, 2010**

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

**WHEREAS**, the minutes of the March 4, 2010 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 March 4, 2010 Commission meeting as presented/amended.

**“PENDING BOARD APPROVAL”**

POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION (PRTC)

OFFICIAL COMMISSION MEETING

MINUTES

DATE: March 4, 2010  
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

In Chairman’s May absence, Vice Chairman Way called the meeting to order at 7:00 p.m. with a quorum present.

2. ROLL CALL

MEMBERS PRESENT

*Maureen Caddigan	Prince William County
*Wally Covington	Prince William County (arrived at 7:30 p.m.)
*Corey Hill	Department of Rail & Public Transportation
*John Jenkins	Prince William County
*Jerry Logan, Secretary	Spotsylvania County
*Paul Milde, Treasurer	Stafford County
*Frank Principi	Prince William County (arrived at 7:10 p.m.)
*Jonathan Way, Vice Chairman	City of Manassas

ALTERNATES PRESENT

*Lorraine Lasch	Prince William County
*Benjamin Pitts	Spotsylvania County
*Brian Potvin	Prince William County

STAFF AND GENERAL PUBLIC

Gina Altis	PRTC Executive Assistant
Monica Backmon	PWC Department of Transportation

Diane Bergeron	Budget Manager, City of Manassas
Art Clark	FIRST TRANSIT Safety & Training Manager
Doris Chism	PRTC Dir., Customer Service & Dispatch
Tim Crobons	Connectics Transportation Group
Rob Dickerson	PRTC Legal Counsel
Joyce Embrey	PRTC Dir., Finance & Administration
Althea Evans	PRTC Dir., Marketing & Communications
Sandy Ferris	Citizen
Anthony Foster	PRTC Transportation Project Manager
Holly Frisch	Citizen
Shanta Garth	FIRST TRANSIT AGM-Accounting & Admin.
Al Harf	PRTC Executive Director
Steve Hastalis	Citizen
Robb Howell	FIRST TRANSIT General Manager
Amy Inman	Department of Rail & Public Transportation
Uriah Kiser	News and Messenger
Bob Leibbrandt	Budget & Analysis, Prince William County
Eric Marx	PRTC Dir., Planning & Operations
Betsy Massie	PRTC Dir., Grants & Project Management
Jennifer Mouchantaf	VRE Deputy Chief Executive Officer
Ginger Murphy	PRTC Transit Operations Planner
Paul Pitchke	FIRST TRANSIT AGM-Operations
Raymond Spicer	Manassas Family Services
Dave Tyeryar	Dir., Budget & Analysis, Prince William County
Dale Zehner	VRE Chief Executive Officer

MEMBERS ABSENT

Frank Jones, Immediate Past Chairman	City of Manassas Park
Matthew Kelly	City of Fredericksburg
Scott Lingamfelter	Virginia House of Delegates
Michael May, Chairman	Prince William County
Jackson Miller	Virginia House of Delegates
Martin Nohe	Prince William County
Toddy Puller	Virginia Senate
Gary Skinner	Spotsylvania County
Susan Stimpson	Stafford County

ALTERNATES ABSENT

Ateeb Ahmad	Prince William County
David Awbrey	Department of Rail & Public Transportation
Hilda Barg	Prince William County
Jean Benson	City of Fredericksburg
Hap Connors	Spotsylvania County
Harry Crisp	Stafford County
Mark Dudenhefer	Stafford County
Brad Ellis	City of Fredericksburg



7. APPROVAL OF MINUTES

RES 10-03-01 Minutes of February 4, 2010  
[PRTC\Minutes]

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

8. AGENDA APPROVAL

RES 10-03-02 Agenda of March 4, 2010.  
[PRTC\Agenda]

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

9. CONSENT AGENDA APPROVAL

RES 10-03-03 Consent Agenda of March 4, 2010.  
[PRTC\Consent Agenda]

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

RES 10-03-04 A. Treasurer's Report.  
[PRTC\Finance]

Accepted the Treasurer's Report for Period Ending December 31, 2009, as presented. (JENKINS\MILDE, UNANIMOUS)

RES 10-03-05 B. Budget and Appropriation of \$220,880 of Stafford County's  
[Stafford] 2% Motor Fuels Tax Funds for Transportation Expenditures  
for the Fourth Quarter of FY 2009.

Authorized the use of \$220,880 for the fourth quarter (FY 2009) of 2% motor fuels tax funding in Stafford County's account for transportation expenditures. (JENKINS\MILDE, UNANIMOUS)

RES 10-03-06 C. Budget and Appropriation of \$202,302 of Stafford County's  
[Stafford] 2% Motor Fuels Tax Funds for Transportation Expenditures  
for the First Quarter of FY 2010.



Moving to another subject, Mr. Zehner reported construction of a “second platform” at the Woodbridge VRE Station is nearing completion. Construction of the “kiss and ride” lot will not continue until the weather has improved. VRE staff is working with Commissioner Principi to plan a “grand opening” ceremony to occur in the March-April time frame.

11. CHAIRMAN'S TIME

- [PRTC\TDP]            A.     Introduction of the Transit Development Plan (TDP) Team and the TDP Stakeholder Group, Followed by a PowerPoint Presentation to Acquaint the Commission and Stakeholder Group with the TDP Scope, Schedule, and Early Deliverables.

Vice Chairman Way introduced the TDP Team (Amy Inman of DRPT and Tim Crobons of Connectics Transportation Group) and acknowledged the TDP Stakeholder Group (William Armstrong, City of Manassas Park; Diane Bergeron, City of Manassas; Monica Backmon, Rick Canizales, Bob Leibbrandt, and Courtney Tierney, Prince William County; and Ray Spicer, Manassas Family Services).

At this time, Ms. Inman and Mr. Crobons provided a briefing about the “Transit Development Plan.” A hard copy of the presentation was furnished. A question and answer session followed.

Vice Chairman Way: Will any interaction take place with COG’s Transportation Planning Board (TPB) in the development of the analysis. Mr. Harf explained that the financial resources being employed as parameters for the constrained element of the plan will have a tie of sorts to the resource constraints used by COG for its plans and programs. The TDP is service-oriented, as distinct from most of COG’s capital-oriented plans, so the only real commonality will be on the financial constraint side.

Vice Chairman Way: Were lessons learned with regard to the COG “rapid bus transit” study. Mr. Harf replied that the principal lesson learned is that density matters, so PRTC will need to right-size its transit services so they are commensurate with the local area densities. He went on to observe that Prince William County aspires to develop more densely in certain areas and, as that vision is realized, it has companion implications for transit service expansion.

Commissioner Caddigan: Why is the OmniLink bus service per capita less than PRTC’s peers? Mr. Harf explained the amount of OmniLink bus service is basically a policy-driven decision about how much transit local government sponsors feel they can afford.

Commissioner Hill: Noted that DRPT has two major aims in mandating TDPs statewide: 1) creating a sound asset management system – there are currently 59 transit systems in the state of Virginia and DRPT is collecting the existing asset information of those systems to verify the timing and costs of replacement when needed; and 2) arraying future needs and

associated funding requirements, for expanded services. Taken together the fulfillment of these two aims will enable DRPT to predict transit systems' needs and seek resources as necessary.

Commissioner Principi: What is the percentage of the state's subsidy to PRTC. Commissioner Hill answered the state provides about 14% of PRTC's capital and operating expenses.

Vice Chairman Way: What are the key determinants for deciding when a higher intensity of bus transit per capita is warranted, and will the TDP provide insights about this? Commissioner Hill responded that this is more a matter of local preference, and he went on to say that DRPT's aim is to ensure that transit plans are grounded in reality and a legitimate expression of what the community wants and is willing to pay for.

Mr. Harf observed that the segregation of PRTC's bus services in the TDP planning effort from a separate TDP planned for VRE services poses a complication for PRTC's jurisdictions because local resource constraints apply to the services in the aggregate.

Commissioner Covington: How many of the peer systems have a train component. Mr. Crobons initially replied "none," and then corrected himself by noting that several do have rail-bus mixes.

Commissioner Covington: Questioned whether the peers chosen are analogous to PRTC/VRE, prompting both Mr. Crobons and Mr. Harf to acknowledge the difficulties in finding perfect peers.

Mr. Harf went on to observe that VRE train service and commuter bus service do not compete with one another. This was verified by research conducted with regard to the origin-destination patterns for both commuter bus and VRE riders in the I-66 and I-95 corridors, showing a remarkable degree of complementariness rather than overlap (e.g. people who reside in eastern Prince William County and travel east of 14<sup>th</sup> Street will generally opt to commute via the VRE while people who travel to destinations west of 14<sup>th</sup> Street will generally opt to commute by commuter bus. If people were consigned to only one mode, new services would have to be introduced providing direct access to the same locations.

Commissioner Covington arrived at 7:30 p.m. during the TDP presentation and was absent on the vote for Items 7, 8, 9, and 9A-E.

## 12. EXECUTIVE DIRECTOR'S TIME

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

On the Federal side, Mr. Harf reported an extension of SAFETEA-LU will ultimately occur once the House and Senate have reconciled their respective "jobs bills." A one-year extension of SAFETEA-LU is anticipated.

With regard to TIGER funding, Mr. Harf highlighted PRTC's good fortune as a recipient of \$10 million for bus and CAD/AVL acquisitions, which is 100% of what PRTC had sought. He contrasted PRTC's successful pursuit with the overall ratio of applications vs. available funding nationwide. PRTC will proceed expeditiously once the funds are secured because the funds themselves must be spent no later than February 2012.

On the state side, Mr. Harf reported that the state transportation funding issue in all likelihood will not be resolved until a special session occurs. He went on to report that the bill sponsored by Delegate Scott Lingamfelter to override Tax Commissioner Bowen's "motor fuels tax guidelines" exemptions has been legislated (HB 1329) and is awaiting the Governor's signature. He also noted that the "background checking/fingerprinting" bills sponsored by Delegate Jackson Miller (HB 690) and Senator Toddy Puller (HB 28) passed in both the Senate and House and is now awaiting the Governor's signature.

Continuing, Mr. Harf reported that PRTC in conjunction with the Virginia Transit Association (VTA) was successful in nixing the outgoing Administration's plan to divert \$30 million of formula capital funding for discretionary spending. In so doing, the \$30 million will continue to be a part of the transportation trust fund that is distributed on a formula basis to all the transit systems.

With regard to the Proposed FY 2011 fare increase, Mr. Harf reported the public review process is complete, and the Commission is being asked to adopt the increase as proposed (an action item elsewhere on this month's agenda).

Mr. Harf reported staff spent the month of February dealing with severe weather, service disruptions, and operator shortages. PRTC riders were accepting of service disruptions except for the "limited service" provided on Friday, February 12 (the first day back for the federal government). On February 16, a spike in the shortage of bus operators disrupted service delivery, resulting in missed trips. Despite these setbacks, PRTC continues to have near record high bus ridership carrying 13,000 riders per day.

[PRTC\Action]            B.    Action Items:

RES 10-03-09                            1.    FY 2011 Fare Increase.  
[PRTC\Fare Increase]

Commissioner Milde moved, with a second by Commissioner Covington, to adopt the proposed fare increase. There was no discussion on the motion. (MILDE\COVINGTON, UNANIMOUS)

RES 10-03-10                            2.    FY 2010 Mid-Year Budget Revision.  
[PRTC\Budget]

Commissioner Caddigan moved, with a second by Commissioner Pitts, to approve the revision of PRTC's FY 2010 budget from \$30,313,800 to \$45,173,700. There was no discussion on the motion. (CADDIGAN\PITTS, UNANIMOUS)

RES 10-03-11                      3.      Landscaping Contract Award.  
[PRTC\Landscaping]

Commissioner Caddigan moved, with a second by Commissioner Milde, to authorize the award of a contract to Grass Roots, Inc. and authorized the Executive Director to exercise each of the four one-year options without the need for further Commission action. There was no discussion on the motion. (CADDIGAN\MILDE, UNANIMOUS)

[PRTC\Info]                      C.      Information Items:

1.      PRTC Service Performance Reports. There were no comments.
2.      PRTC Budget-to-Actual Comparison. There were no comments.
3.      Communications:
  - a.      Related to Funding. There were no comments.
  - b.      Related to Jurisdiction. There were no comments.
  - c.      General Interest. There were no comments.
4.      Most Recent Customer Satisfaction Survey Results. Mr. Harf reported that customer satisfaction ratings improved on the OmniLink bus service and ratings remain high on the OmniRide bus service despite overcrowding. As a result of traffic congestion and an increasing demand for off route deviations, the low "excellent" rating for the OmniLink on-time performance remains a challenge. This was the subject of a presentation to the PRTC Operations Committee in November 2009 and has been targeted for special analysis as part of the transit development planning exercise currently underway.

13.      OTHER BUSINESS/COMMISSIONERS' TIME

Commissioner Caddigan asked the Executive Director to follow up with the gentleman they recently conversed about.

14.      ADJOURNMENT

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

NEXT MEETING: Thursday, April 1, 2010, 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