

POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION (PRTC)

OFFICIAL COMMISSION MEETING

AGENDA

DATE: June 2, 2011
TIME: 7:00 p.m.
LOCATION: PRTC Transit Center
14700 Potomac Mills Road, 2nd Floor
Woodbridge, VA 22192-6811

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

*Richard Anderson	Virginia House of Delegates**
*David Awbrey	Department of Rail and Public Transportation
*Fred Howe	City of Fredericksburg
*John Jenkins, Chairman	Prince William County
*Frank Jones	City of Manassas Park
*Jerry Logan, Secretary	Spotsylvania County
*Michael May, Immediate Past Chairman	Prince William County
*Paul Milde, Treasurer	Stafford County
*Jackson Miller	Virginia House of Delegates**
*Marty Nohe	Prince William County**
*Frank Principi	Prince William County
*Gary Skinner	Spotsylvania County
*Jonathan Way, Vice Chairman	City of Manassas

MEMBERS ABSENT

Maureen Caddigan	Prince William County
Wally Covington	Prince William County
Toddy Puller	Virginia Senate
Susan Stimpson	Stafford County

ALTERNATES PRESENT

*Lorraine Lasch Prince William County
Matthew Kelly City of Fredericksburg

ALTERNATES ABSENT

Ateed Ahmad Prince William County
Hilda Barg Prince William County
Hap Connors Spotsylvania County
Harry Crisp Stafford County
Mark Dudenhefer Stafford County
Brad Ellis City of Fredericksburg
Suhaz 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
William Wren City of Manassas Park

*Voting Member

**Delineates arrival following the commencement of the Board meeting. Notation of exact arrival time is included in the body of the minutes.

STAFF AND GENERAL PUBLIC

Nick Alexandrow PRTC Transit Project Manager
Gina Altis PRTC Executive Assistant
Monica Backmon PWC Regional Transportation Planner
Doris Chism PRTC Dir., Customer Service & Dispatch
Rob Dickerson PRTC Legal Counsel
Joyce Embrey PRTC, Dir., Finance & Administration
Althea Evans PRTC Dir., Marketing & Communications
Anthony Foster DRPT Northern Virginia Transit Planner
Shanta Garth FIRST TRANSIT AGM-Accounting & Admin.
Alfred Harf PRTC Executive Director
Todd Johnson FIRST TRANSIT Maintenance Manager
Eric Lee FIRST TRANSIT Safety & Training Manager
Bob Leibbrandt PWC Budget & Analysis
Mary Marshall PRTC Accounting & Budget Manager
Eric Marx PRTC Dir., Planning & Operations
Betsy Massie PRTC Dir., Grants & Project Management
Paul Pitchke FIRST TRANSIT AGM-Operations
Dale Zehner VRE Chief Executive Officer

train in the Alexandria area, and heavy passenger loads and heat restrictions the day before Memorial Day.

Moving to another subject, Mr. Zehner reported that only two mechanical delays occurred in May – telltale evidence of the benefits of the new locomotives. Twelve of the new locomotives are in service and, by the end of May, every revenue train in service had a new locomotive. Two more locomotives are in transit from the Boise, Idaho plant with an expected delivery to occur within the next two weeks. All twenty locomotives are still expected by the end of July.

Concluding, Mr. Zehner reported VRE’s annual “Meet the Management” program is going well. VRE management visited the Leeland Road Station on June 1st and will visit the Manassas Station on June 8th.

RES 11-06-11 C. Operating Maintenance Services Contract (Second Year).
[VRE]

Mr. Zehner explained that both the Northern Virginia Transportation Commission (NVTC) and the PRTC are being asked to authorize modification of the Keolis Rail Services Virginia contract for operating and maintenance services by approving a contract change of up to \$17,954,527 starting in July 2012. The contract modification includes a number of changes including the addition of a turn-back train (which began in May), the lengthening of trains to accommodate growing ridership, some contractual changes on the “free ride” certificate (decreasing it from 60 minutes to 30 minutes), and the inclusion of a provision for facilities task orders allowing VRE to task Keolis to perform specific work. The contract modification will bring the total contract amount to \$38,498,875.

Vice Chairman Way moved, with a second by Commissioner Howe, to authorize the VRE Chief Executive Officer to modify the contract for operating and maintenance services up to \$17,954,527, for a total contract amount not to exceed \$38,498,875, for the second year of operation, through June 30, 2012, and approved other minor contract changes. There was no discussion on the motion. (WAY\HOWE, UNANIMOUS)

[Commissioner Miller arrived at 7:10 p.m. and was absent for the vote on Items 7, 8, and 9 (9A-9G)].

At this time, Commissioner Principi asked when the “kiss-and-ride” facility will be opened at the Woodbridge VRE Station. Mr. Zehner explained that VRE is awaiting approval from VDOT, but there is no indication that the plan will not be approved. He stated that VRE staff will contact VDOT tomorrow and will report the outcome to Commissioner Principi early next week.

11. CHAIRMAN'S TIME

[PRTC] A. Appointment of Matthew Kelly as the City of
Fredericksburg’s Alternate Representative to the PRTC.

Chairman Jenkins announced the appointment of Mr. Matthew Kelly as the City of Fredericksburg's "alternate" representative to the PRTC. Mr. Kelly will replace Ms. Jean Benson whose term expired on June 30, 2010.

RES 11-06-12 B. August Recess.
[PRTC]

Commissioner Milde moved, with a second by Commissioner Lasch, to approve a recess during the month of August. There was no discussion on the motion. (MILDE\LASCH, UNANIMOUS)

RES 11-06-13 C. Convene into Closed Meeting.
[PRTC]

Vice Chairman Way moved, with a second by Commissioner Principi, to convene into Closed Meeting at 7:15 p.m. for discussion pertaining to consultation with counsel and staff regarding legal advice associated with the operation of a parking lot shuttle and legal advice relating to ongoing litigation. There was no discussion on the motion. (WAY\PRINCIPI, UNANIMOUS)

[Commissioner Nohe arrived at 7:17 p.m. and was absent for the vote on Items 7, 8, 9 (9A-9G), 10-C, 11-B, and 11-C]

[Commissioner Anderson arrived at 7:30 p.m. and was absent for the vote on Items 7, 8, 9 (9A-9G), 10-C, 11-B, and 11-C]

RES 11-06-14 D. Certification of Closed Meeting.
[PRTC]

Vice Chairman Way moved, with a second by Commissioner Principi, to certify Closed Meeting at 8:00 p.m. There was no discussion on the motion. (WAY\PRINCIPI, UNANIMOUS)

E. Action Items Reported Out of Closed Meeting

Chairman Jenkins noted there are no items to report out of the Closed Meeting.

12. EXECUTIVE DIRECTOR'S TIME

A. Executive Director's Report.

On behalf of the Commission, Mr. Harf expressed its gratitude to DRPT for taking PRTC's reactions to the draft six-year program to "heart." DRPT has communicated to PRTC management that all of the concerns PRTC expressed about proposed PRTC funding in the

draft six-year program have been fixed. The CTB is scheduled to approve the final version of the six-year program on June 15th.

Mr. Harf reported that efforts continue on the “customer satisfaction survey” follow up and noted that there are a number of “blanket” communications in the board kit that have been sent to PRTC’s Rider Express customers and posted on the PRTC website to address commonly expressed concerns/questions from the last survey, with overcrowding principal among them. While the communications via Rider Express have presumably helped to manage expectations, PRTC is still fielding an unprecedented number of complaints about overcrowding or the elimination of certain bus stops in downtown DC. Mr. Harf went on to say that while PRTC is managing the expectations as well as it can, customers do not have open-ended patience about the experience of having to stand aboard the buses on their long commutes. He concluded by observing that if Congress legislates another extension of the \$230.00 per month commuter benefit beyond calendar year 2011 management will feel compelled to ask the Commission to revisit the assumptions now underpinning the budget -- no resources to expand service

With regard to the commuter benefit, Commissioner Principi asked what the timetable is for Congressional action. Mr. Harf explained that if Congress doesn’t act before the end of calendar year 2011, then the commuter benefit will roll-back from \$230.00 per month to \$120.00 per month, though the roll-back could be slightly lessened to (say) about \$125.00 per month if OMB sees fit.

Moving to another subject, Mr. Harf reported that the Department of Defense (DOD) commissioned a study of the Pentagon bus bays to examine how they might be more efficiently deployed so additional shuttle service planned to shuttle DOD employees between the Pentagon to other DOD installations can make use of the bays. The draft plan is poorly premised, and by analyzing the use of bus bays in the manner that DOD and its outside consultant did, the plan mistakenly concludes that the bus bays are underutilized and there is plenty of room for Pentagon shuttles to be added to the mix. The Commission is being asked this evening to authorize the Executive Director to transmit a letter to the Department of Defense’s Washington Headquarters Services (WHS) expressing PRTC’s concerns about the WHS proposed plan for revised usage of the Pentagon bus bays.

Continuing, Mr. Harf noted the presence of a status report elsewhere in the board kit about the Department of Taxation’s ongoing efforts to fix the misposting problems. The Department of Taxation currently has active audits underway with about two dozen of those fuel distributors and others are in the planning stages. Taxation is targeting locations where there is conspicuous evidence of mispostings. Initially, targeting efforts focused on Spotsylvania County, and have now shifted to the City of Manassas Park.

In conclusion, Mr. Harf reported that PRTC is in its third year of offering the “OmniLink Teen Summer Pass,” enabling teens to take unlimited local bus rides on both the OmniLink and Cross-County bus services between Wednesday, June 1 and Saturday, September 3, 2011, at a cost of \$30.00 for the entire three month period.

B. Action Items:

- RES 11-06-15 1. PRTC FY 2012 Budget Approval.
[PRTC]

Commissioner Nohe moved, with a second by Commissioner Jones, to adopt the PRTC budget and applications for federal funds as envisioned by the budget. There was no discussion on the motion. (NOHE\JONES, UNANIMOUS)

- RES 11-06-16 2. Draw Down from the Motor Fuels Tax Funds to
[PRTC] Subsidize the VRE Operating and Capital Budget
for FY 2012.

Commissioner Milde moved, with a second by Commissioner Skinner, to authorize the draw down in two installments to the VRE with the total draw down in the amount of \$10,746,895 to subsidize the VRE operating and capital costs in FY 2012. There was no discussion on the motion. (MILDE\SKINNER, UNANIMOUS)

- RES 11-06-17 3. Renew Contracts with Aetna, Kaiser Permanente and
[PRTC] Delta Dental of Virginia to Provide Group Medical
and Dental Insurance to PRTC/VRE Employees.

Commissioner Lasch moved, with a second by Vice Chairman Way, to authorize the Executive Director to renew contracts with Aetna, Kaiser Permanente, and the Delta Dental Plan of Virginia for group medical and dental insurance for PRTC/VRE employees with coverage effective July 1, 2011, and approved management's premium cost sharing proposal whereby PRTC will bear the same costs percentages as it did in FY 2010 for Aetna HMO (mid-priced plan) to establish the employer participation in absolute dollar terms, and further approved management's proposal whereby employees with Aetna will bear the same costs for Delta Dental as they did in FY 2010 and those with Kaiser or who take Delta Dental only will have 100% employer-sponsored Delta Dental coverage in an effort to lessen employer costs for health insurance coverage. There was no discussion on the motion. (LASCH\WAY, UNANIMOUS)

- RES 11-06-18 4. Reactions to DOD's Pentagon Bus Bays Plan.
[PRTC]

Commissioner Nohe moved, with a second by Commissioner May, to authorize the Executive Director to transmit a letter to the Department of Defense's Washington Headquarters Services (WHS) expressing PRTC's concerns about the WHS proposed plan for revised usage of the Pentagon bus bays. There was no discussion on the motion. (NOHE\MAY, UNANIMOUS)

C. Information Items:

1. April 2011 Fleet Maintenance Audit. Mr. Harf noted that the audits are conducted three times per year with an independent outside contractor and, as Mr. Pitchke pointed out, the completed audit is the latest in a succession of stellar audits. He reiterated Mr. Pitchke's praise for the maintenance staff's efforts.
2. PRTC Service Performance Reports. There were no comments.
3. PRTC Budget-to-Actual Comparison. 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 8:15 p.m.

NEXT MEETING: Thursday, July 7, 2011, 7:00 p.m.

LOCATION: PRTC Transit Center
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Woodbridge, VA 22192-6811
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