



Potomac and Rappahannock
Transportation Commission

14700 Potomac Mills Road
Woodbridge, VA 22192

February 1, 2018

TO: Chair Anderson and PRTC Commissioners

FROM: Robert A. Schneider, PhD
Executive Director 

RE: February 1st Commission Meeting

Enclosed is your board kit for the February 1, 2018 Commission meeting at 7:00 p.m. in PRTC's large conference room (2nd floor).

If you have any questions regarding agenda items or any other item in your board kit, please contact me at (703) 580-6117 or bschneider@omniride.com.

Enclosure: As stated



POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION
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Board of Commissioners Monthly Meeting

Thursday, February 1, 2018, 7:00pm: PRTC Transit Center

Prior to entering the meeting, please turn all electronic devices (cell phones, pagers, etc.) to a silent, vibrate or off position.

OFFICERS

Hon. Ruth Anderson, Chair (Prince William County) • Hon. Jeanette Rishell, Vice Chair (City of Manassas Park) • Vacant, Treasurer • Hon. Pamela Sebesky, Secretary (City of Manassas)

1. Call to Order (Anderson)
2. Invocation and Pledge of Allegiance (Anderson)
3. Attendance Roll Call (Anderson/Altis)
 - A. INFO Welcome Stafford County Representatives to the PRTC Board and VRE Operations Board
 - B. RES Expression of Appreciation – Paul Milde
4. Adoption of Agenda – February 1, 2018 (Anderson)
5. Approval of Minutes (Anderson/Schneider)
 - A. RES December 7, 2017
 - B. RES January 4, 2018
6. Citizen's Time/Public Comment (3 minute time limit per speaker) (Anderson)
7. Approval of Consent Agenda – January 4, 2018 (Anderson)
 - A. RES Acceptance of the Jurisdictional Financial Report for the Period Ended November 30, 2017
 - B. RES Authorization to Submit FY19 State Grant Applications
8. PRTC Executive Director's Time (Schneider)
 - A. INFO Employee Recognition – Joe Stainsby (5 years of service)
 - B. INFO Follow-up from Prior Meetings
 - C. INFO Executive Director's Report
 - Brand Refresh

- Article The “Choice” vs. “Captive” Transit Rider Dichotomy Is All Wrong
 - OmniRide Fuel Gauge Dashboard
9. Virginia Railway Express Chief Executive Officer’s Time
 - A. INFO Agenda of the January 19, 2018 VRE Operations Board (Meeting Cancelled)
 - Broad Run Expansion Project Update
 - VRE Transit Development Plan (TDP) Update
 - Proposed 2018 VRE Operations Board Meeting Schedule Changes
 - Legislative Update
 - Spending Authority Report
 10. Presentations/Information Items
 - A. INFO Fast Ferry Service Critical Issues Review – [Hand out at the meeting]
 - B. INFO Presentation on PRTC FY19 Budget – Review of Revenues
 11. PRTC Action Items (Anderson/Schneider)
 - A. RES Concurrence with PRTC Member Jurisdictions VRE Operations Board Appointments
 - B. RES Election of Vacant PRTC Treasurer Position
 12. PRTC Chair’s Time (Anderson)
 - A. Expression of Appreciation – Outgoing Chairman Frank Principi – [Verbal]
 - B. Recognition – Outgoing Immediate Past Chairman John Jenkins – [Verbal]
 13. Other Business/Commissioners’ Time (Anderson)
 14. Adjournment (Anderson)

Information Items

December Fleet Audit Reports

Performance Service Reports

Revised Purchasing Authority Report

Wheels-to-Wellness Funding Status

ITEM 1

Call to Order

ITEM 2

Invocation and Pledge of Allegiance

ITEM 3

Attendance Roll Call

- A. Welcome Stafford County Representatives to the PRTC Board and VRE Operations Board**
 - B. Expression of Appreciation – Paul Milde**
-

ITEM 3-A
January 4, 2018
PRTC Regular Meeting

Welcome Stafford County Representatives to the PRTC Board and VRE Operations Board

PRTC Board

Members: Mark Dudenhefer
 Wendy Maurer

Alternates: Jack Cavalier
 Cindy Shelton

VRE Operations Board

Member
Member

Alternate
Alternate

ITEM 3-B
February 1, 2018
Regular Meeting
Res. No. 18-02-__

MOTION:

SECOND:

RE: EXPRESSION OF APPRECIATION FOR SERVICES RENDERED BY PAUL MILDE

ACTION:

WHEREAS, PRTC Commissioner Paul Milde ceased his service as a PRTC Commissioner following the Commission's December 7, 2017 meeting; and

WHEREAS, Mr. Milde has served as a PRTC Commissioner since 2006; and

WHEREAS, Mr. Milde has been a true champion of regional cooperation in his capacity as a PRTC Commissioner; and

WHEREAS, regional cooperation is a core part of PRTC's Founding Ordinance; and

WHEREAS, it is PRTC's long-standing practice of lauding the work of those who serve as Commissioners, throughout their time as Commissioners and more particularly upon learning of their pending departure.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby express its sincere gratitude to Paul Milde for his distinguished service as a PRTC Commissioner and continued success in all of his future endeavors.

Votes:

Ayes:

Nays:

Abstain:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:

PROCLAMATION



WHEREAS, Paul Milde began his service with the Potomac and Rappahannock Transportation Commission (PRTC) and Virginia Railway Express (VRE) as a Commissioner and Operations Board Member in 2006; and

WHEREAS, Paul served on these bodies through 2017, and oversaw many milestones; and

WHEREAS, the milestones with PRTC include: the celebration of the 20th Anniversary of the agency, the introduction of electronic fareboxes and the use of the SmarTrip card on buses, the opening of a new 128-space commuter parking lot at the Transit Center, the introduction of new services to include Rosslyn/Ballston, Tysons Corner, Gainesville, Mark Center and the launch of Wheels to Wellness, in addition there was also the introduction of electronic weekly and day passes on the local services; and

WHEREAS, the milestones with VRE include: the transition of the Operation and Maintenance contract from Amtrak to Keolis, the addition of locomotives, the approval of the VRE System Plan 2040, the amendment of the Corridor Improvement Project MOU between VRE, DRPT and CSX for the addition of Potomac Shores Station, the amendment of the Master Agreement to comply with VA GA legislation giving DRPT a weighted vote, and initiated the VRE Operations Board Member Recognition Program; and

WHEREAS, Paul Milde leaves the Commission after eleven years of commendable dedication to PRTC and VRE.

NOW THEREFORE, this Commission does hereby confer upon

PAUL MILDE

its highest commendation for the manner in which he has performed his duties with the Potomac and Rappahannock Transportation Commission and the Virginia Railway Express with special thanks for his professionalism and dedication to service.

Adopted this first day of February, 2018

Ruth Anderson, Chair

ITEM 4
February 1, 2018
PRTC Regular Meeting
Res. No. 18-02-___

MOTION:

SECOND:

RE: APPROVE – AGENDA – FEBRUARY 1, 2018

ACTION:

WHEREAS, the Potomac and Rappahannock Transportation Commission (“PRTC” or the “Commission”) meets on a monthly basis and an agenda is presented to the Commission for review and approval.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the agenda of February 1, 2018, as presented/amended.

Votes:

Ayes:

Abstain:

Nays:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:

ITEM 5
February 1, 2018
PRTC Regular Meeting

Approval of Minutes

- A. RES December 7, 2017
- B. RES January 4, 2018

ITEM 5-A
February 1, 2018
PRTC Regular Meeting
Res. No. 18-02-___

MOTION:

SECOND:

RE: APPROVE – MINUTES – DECEMBER 7, 2017

ACTION:

WHEREAS, on February 1, 2018 at 7:00 p.m. the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") convened its regular meeting at the PRTC Transit Center, located at 14700 Potomac Mills Road, Woodbridge, Virginia; and

WHEREAS, PRTC conducted business in accordance with a published agenda dated February 1, 2018.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of December 7, 2017.

Votes:

Ayes:

Nays:

Abstain:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:



POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION

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MINUTES

PRTC Commission Meeting – December 7, 2017

Members Present

*Richard Anderson
*Ruth Anderson
*George Barker
*Maureen Caddigan
*John Jenkins, Immediate Past Chairman
*Matthew Kelly,
*Jeanine Lawson
*Paul Milde, Treasurer
*Marty Nohe
*Frank Principi, Chairman
*Jeanette Rishell, Vice Chairman
*Pamela Sebesky, Secretary
*Gary Skinner
*Paul Trampe

Jurisdiction

Virginia House of Delegates
Prince William County
Virginia Senate
Prince William County
Prince William County
City of Fredericksburg
Prince William County
Stafford County
Prince William County
Prince William County
City of Manassas Park
City of Manassas
Spotsylvania County
Spotsylvania County

Members Absent

Jackson Miller
Jennifer Mitchell
Bob Thomas

Virginia House of Delegates
Department of Rail & Public Transportation
Stafford County

Alternates Present

Norm Catterton
Margaret Franklin
*Todd Horsley

Prince William County
Prince William County
Department of Rail & Public Transportation

Alternates Absent

Hilda Barg
Pete Candland
Hector Cendejas
Wendy Maurer
Tim McLaughlin
Suhas Naddoni
Steve Pittard
David Ross
Laura Sellers
Donald Shuemaker

Prince William County
Prince William County
City of Manassas Park
Stafford County
Spotsylvania County
City of Manassas Park
Department of Rail & Public Transportation
Spotsylvania County
Stafford County
City of Manassas Park

Mark Wolfe
Billy Withers

City of Manassas
City of Fredericksburg

*Voting Member

**Delineates arrival/departure following the commencement of the PRTC Board Meeting. Notation of the exact arrival/departure time is included in the body of the minutes.

Staff and General Public

Gina Altis – PRTC
Doug Allen – PRTC
Cozy Bailey – Citizen
Tonisha Belton – PRTC
LaTricia Benson – PRTC
Tomonkia Byrd – PRTC
Nelson Cross – First Transit
Tracy Dean – PRTC
Rob Dickerson – PRTC Legal Counsel
Joyce Embrey – PRTC
Althea Evans – PRTC
Mike Garber – PBMAres
Donald Hamilton – PRTC
Adra Haley – Citizen
JR Hipple – SIR
Todd Johnson – First Transit
Ken Jones – PRTC
Uriah Kaiser – Potomac Local
Emory Large – First Transit
Bob Leibbrandt – Prince William County
Doris Lookabill – PRTC

Jacqueline Lucas – PRTC Legal Counsel
Betsy Massie – PRTC
Ben Matters – PRTC
Jerry McIntosh – PRTC
Karen Mills – PRTC
Holly Morello – PRTC
Michael Otson – Citizen
Vivian Ozbun – Citizen
Perrin Palistrant – PRTC
Kim Pitner – PRTC
Christine Rodrigo – PRTC
Marsha Reid – PRTC
Bob Schneider – PRTC
Markesha Smithen – PRTC
Joe Stainsby – PRTC
Chuck Steigerwald – PRTC
Joe Swarz – VRE
Ken Tuitt – PRTC
Nia Tuix – Citizen
Bea Wooden – PRTC
Monique Wyche – First Transit

Chairman Principi called the meeting to order at 7:00 p.m. The Pledge of Allegiance, a moment of silence, and Roll Call followed.

Approval of the Agenda –4 [RES 17-12-01]

Chairman Principi noted that the Commission is in receipt of an open letter from employees claiming that the proposed reduction-in-force (Agenda Item 10-E) is for illegally, discriminatory purposes. Upon discussion with the Executive Director and PRTC Legal Counsel, it is recommended that the agenda be amended to table Agenda Items 10-E and 10-F to a future PRTC Board meeting. Also, the Executive Director has been asked to contact the Prince William County EEO and Diversity Officer through the Prince William County Executive's office to perform an independent review of the complaint. Chairman Principi also noted that Citizens' Time (Agenda Item 6) will still occur and anyone who would like to address the PRTC Board will be given three minutes to speak.

Continuing, Chairman Principi noted that the Agenda will be further amended to allow Mike Garber (PBMAres) to give his financial audit presentation (Agenda Item 10-A) to occur before the Executive Director's Report (Agenda Item 8) and Agenda Items 8 and 9 will be swapped on the

agenda, as the Executive Director's Report contains a presentation on the new branding of the PRTC organization and VRE CEO Doug Allen will need to depart in order to attend the Northern Virginia Transportation Commission's (NVTC) meeting later this evening.

Commissioner Rishell moved, with a second by Commissioner Barker, to approve the agenda, as amended. Commissioner Skinner made a friendly amendment to the motion and second to move Mr. Allen's Report (Agenda Item 9) to occur before Agenda Item 6 (Citizens' Time) to allow Mr. Allen sufficient time to depart for the NVTC meeting. Both Commissioner Rishell and Commissioner Barker agreed to the friendly amendment. There was no further discussion on the motion. (RISHELL/BARKER, UNANIMOUS)

Approval of the Minutes of the November 7, 2017 PRTC Board Meeting – 5 [RES 17-12-02]

Commissioner Skinner moved, with a second by Commissioner Rishell, to approve the minutes, as presented. There was no discussion on the motion. (SKINNER/RISHELL; WITH MAJORITY VOTE, HORSLEY/LAWSON/SEBESKY ABSTAINED)

At this time, VRE CEO Doug Allen gave his report (Item 9 will remain in correct numbering sequence within the minutes).

Citizens' Time - 6

Chairman Principi noted that Citizens' Time provides private individuals an opportunity to address the PRTC Board. Protocol allows for citizens to speak for up to three minutes and citizens are asked to come to the podium to speak into the microphone as the PRTC Board Meetings are recorded. Chairman Principi asked those who would like to address the PRTC Board this evening to direct their comments to the PRTC Board, introduce themselves, share whether they are here representing an organization, themselves or an outside organization, and to note if they are an employee of PRTC or First Transit.

At this time a number of citizens and PRTC/First Transit employees addressed the PRTC Board (Transcript attached).

Approval of the Consent Agenda –7 [RES 17-12-03]

Commissioner Jenkins moved, with a second by Commissioner Sebesky, to approve the Consent Agenda, as presented. [JENKINS/SEBESKY, UNANIMOUS]

- Accepted the Potomac and Rappahannock Transportation Monthly Jurisdictional Financial Report for the Period Ended September 30, 2017, as presented. [RES 17-12-04]
- Accepted the 2018 PRTC Meeting Schedule, as presented. [RES-17-12-05]

At this time, Mike Garber (PBMAres) gave a briefing on PRTC's FY 2017 Audited Financial Statements (Agenda Item 10-A). There were no questions.

Authorization to Accept FY 2017 Audited Financial Statements, Required Communication to the Commissioners, and PBMares, LLP Management Letter [17-12-06]

Commissioner Kelly moved, with a second by Commissioner Jenkins, to accept the FY 2017 audited financial statements, required communication to the Commissioners, and management letter, as presented by PBMares, LLP. There was no discussion on the motion. (KELLY/JENKINS, UNANIMOUS)

PRTC Executive Director's Time – 8

Dr. Schneider briefed the Board on the following item(s) of interest:

- Dr. Schneider introduced Mr. J.R. Hipple of Southeastern Institute of Research, Inc. (SIR), who gave a presentation about the “PRTC Brand Renewal Strategy.”
- Christine Rodrigo (PRTC's Public Relations Specialist) recognized for 15 years of service.
- The Commonwealth Transportation Board (CTB) passed the I-395 Inside the Beltway concessionaire's package. PRTC has a proposed agreement with VDRPT, which is technically VDOT/CTB and NVTC also has an agreement. There were no substantive changes – mainly related to how the funds would be passed internally within the Commonwealth.
- The OmniRide Fuel Dashboard covers the first quarter of the fiscal year and shows that PRTC pumped less fuel and PRTC's projected fuel expense is considerably lower. The total cost of last year's fuel over this year's fuel reflects that PRTC expended \$60,000 less through the first four months of the year so PRTC is paying a lower price per gallon for fuel, resulting in a cost savings in the near-term.

Chairman Principi observed that year over year PRTC is spending more money on fuel, but cut services over that period of time. Dr. Schneider noted the service cuts occurred in 2016 and that staff will confirm the information with staff and report back to the Commission.

Commissioner Skinner asked if PRTC's gas futures will be affected i.e. where PRTC purchases six months of fuel and also asked about when the next batch of gas futures purchase will occur. Dr. Schneider noted that PRTC's gas futures purchase will be affected in the near term and also noted that the most recent batch of gas futures PRTC purchased is at a higher rate. Dr. Schneider noted that he cannot recall off the top of his head when the next batch of gas futures will be purchased, but will gather this information and report back to the Commission with an update.

- For perusal, staff has identified an article “The Bus Network Redesign in Indianapolis Will Be Like Launching a Brand New Transit System” that talks about the issues suburban communities are facing and focuses on suburban services in the outer area. PRTC is more of this parallel and is that suburban community. PRTC's focus is what this means for Prince William County.

- With the release of the LaHood Report, NVTC has crafted a letter from Jeff McKay to Governor McAuliffe that identifies parallels that exists for the WMATA reforms that are tied to NVTC, which is relevant to PRTC as PRTC is one of the two owners of the VRE, so there are implications in terms of rail transportation and for the region as a whole. Specifically, NVTC recently adopted two resolutions one of which is a resolution from NVTC to endorse the direction and spirit of WMATA General Manager Paul Wiedefeld's April 2017 Action Plan, which outlines key steps to control operation of capital costs. A secondary resolution includes provisions for labor negotiations, pension liability, etc. NVTC is formally asking in support of the reform effort that the Reform Board is formed to be jointly appointed by the Governor and NVTC.

Tolls on I-66 are as much as \$40.00 for a ten mile commute. There's a proposal from Loudoun County Supervisor Ron Meyer to potentially place a cap on the tolls or a suspension. Commissioner Lawson noted that the Prince William Board of County Supervisors agreed to write a letter to the Governor, Secretary Layne, and Governor-Elect Northam to express concern about the toll pricing and to ask for a temporary freeze of the tolls until such time a solution is reached.

Virginia Railway Express Chief Executive Officer's Time – 9

Mr. Allen briefed the Board on the following item(s) of interest:

- VRE participated in a rail security meeting convened by The Association of American Railroads in conjunction with TSA to look at current and pending regulations and best practices on how to improve security and began a program to install new access control equipment and security cameras at VRE's facilities.
- Ridership was 19,700 for the month of October and On-Time Performance (OTP) is 91% on both the Fredericksburg Line and the Manassas Line.
- Good progress is being made at the Potomac Shores Station by DRPT as well as their work on designing the third track through that section. The developer has restarted the design work on the station.
- VRE is working to get operational by January with two storage tracks by the L'Enfant VRE Station, which will provide VRE more operational flexibility.
- VRE is expanding at the crossroads yard to build a lifecycle overhaul and upgrade facility to keep VRE's rolling stock and railway equipment in a state-of-good-repair. VRE has worked with the Spotsylvania Board of County Supervisors to get a zoning update for a parcel of property VRE requires to commence the work. With the updated zoning in place, VRE will begin an appraisal and review process along with the Federal Transit Administration's (FTA) review, so that VRE can acquire the property and begin work on the facility.

- An action item is before the Commission this evening with regard to VRE's Legislative Agenda. Also, the Commonwealth Transportation Board (CTB) voted on Wednesday to endorse a number of projects that have been recommended by the Northern Virginia Transportation Authority (NVTA). The projects relate to the I-66 Outside the Beltway Project and VRE is recommended to receive \$128 million to implement the Manassas Line capacity enhancements. The CTB will vote in January to add the projects to the Commonwealth's Six-Year Improvement Plan.
- The jurisdictional CAO Task Force concluded their analysis of VRE's proposed FY 2019 budget and concurs with the analysis and the recommended budget, which will be brought to the VRE Operations Board at its next meeting.

Accept and Authorize Distribution of VRE's FY 2017 Comprehensive Annual Financial Report (CAFR) [Res 17-12-07]

Commissioner Kelly moved, with a second by Commissioner Nohe, to accept VRE's FY 2017 Comprehensive Annual Financial Report (CAFR) and associated information from the auditors and authorizes the VRE Chief Executive Officer to forward these documents to interested groups, firms, and members of the public. There was no discussion on the motion. (KELLY/NOHE, UNANIMOUS)

Authorization to Submit VRE Projects to NVTA for FY 2018-2023 Six Year Program Funding Consideration [17-12-08]

Commissioner Caddigan moved, with a second by Commissioner Kelly, to approve the submission of the projects identified in Attachment 1, for a total request up to \$168 million, to the NVTA for consideration for funding in its FY2018-2023 Six Year Program. The projects encompass NVTA TransAction Project No. 93, VRE Fredericksburg Line Rail Capacity Improvements; Project No. 298, VRE Alexandria-DC Rail Capacity Improvements; Project No. 300, VRE Manassas Line Capacity Enhancements; Project No. 301, VRE Fredericksburg Line Service Expansion and authorizes the VRE Chief Executive Officer to submit the approved projects for funding, to make any necessary corrections to project amounts or descriptions, to remove the L'Enfant station and track improvements project dependent on its eligibility for NVTA funding, and to execute all project Agreements on behalf of the Commissions. There was no discussion on the motion. (CADDGIAN/KELLY; WITH MAJORITY VOTE, NOHE/RISHELL ABSTAINED)

Authorization to Submit VRE Projects to NVTC for FY 2018 I-66 Commuter Choice Funding Consideration [Res 17-12-09]

Commissioner Kelly moved, with a second by Commissioner Milde, to approve the submission of the Crystal City Station Improvements, L'Enfant Station and Track Improvements, and Manassas Line Real-Time Multimodal Traveler Information System projects to the Northern Virginia Transportation Commission (NVTC) for funding consideration in its FY 2018 Commuter Choice Program and authorizes the VRE Chief Executive Officer to submit the approved projects for funding, to make any necessary corrections to project amounts for descriptions,

and to execute all project agreements on behalf of the Commissions. There was no discussion on the motion. (KELLY/MILDE, UNANIMOUS)

Approve the 2017/2018 VRE Legislative Agenda [Res 17-12-10]

Commissioner Milde moved, with a second by Commissioner Jenkins, to approve the 2017/2018 VRE Legislative Agenda and authorizes the VRE Chief Executive Officer to actively pursue the elements set forth in the attached documents. There was no discussion on the motion. (MILDE/JENKINS, UNANIMOUS)

PRTC Action Items - 10

Authorization to Accept the FY 2017 Audited Financial Statements, Required Communication to the Commissioners, and PBMAres, LLP Management Letter

This item voted on following Mike Garber's (PBMAres) briefing to the Commission.

Authorization to Submit an Application for, and Accept, NVTC's Commuter Choice Multimodal Funding [17-12-11]

Commissioner Lawson moved, with a second by Commissioner Barker, to authorize the Executive Director to apply for and accept funding from the I-66 Commuter Choice Program.

Chairman Principi asked what projects are included in the Program. PRTC Director of Operations and Operations Planning Perrin Palistrant noted there are five total projects being requested. Mr. Palistrant went on to note that two of the projects are specific transit-related projects: 1) add one morning and one evening trip to the Linton Hall Metro Direct bus service and 2) reintroduce all day reverse commute service on the Manassas Metro Direct.

Continuing, PRTC Director of Strategic Planning Chuck Steigerwald noted there are three ideas on the transportation demand management side that include 1) to build a flexible vanpool program, which is technology based, 2) implement one or more neighborhood shuttles to commuter lots in the I-66 corridor attempting to use a micro-transit application for those services, and 3) increased monthly payment through the Vanpool Alliance Program to vanpools in that corridor and/or combine this item with the flexible vanpool program.

There was no further discussion on the motion. (LAWSON/BARKER, UNANIMOUS)

Authorization to Execute an Agreement with VDRPT to Provide Funding for Bus Service Improvements during the Construction of the I-395 Express Lanes [17-12-12]

Commissioner Milde moved, with a second by Commissioner Sebesky, to authorize the Executive Director to execute an agreement with VDRPT for the provision of transit services as part of the I-395 Express Lanes Transportation Management Program. There was no discussion on the motion. (MILDE/SEBESKY, UNANIMOUS)

Authorization to Submit a Congestion Mitigation and Air Quality (CMAQ) Funding Request for FY 2024 and a Possible NVTAFY 2018-2023 Funding Request [7-12-13]

Commissioner Milde moved, with a second by Commissioner Sebesky, to authorize the Executive Director to submit a CMAQ funding request for FY 2024 and a possible NVTAFY 2018-2023 funding request for the Western Facility. There was no discussion on the motion. (MILDE/SEBESKY; WITH MAJORITY VOTE NOHE ABSTAINED)

Implementation of the Reduction-In-Force Policy, Abolishment of Vacant Bus Monitor Position and Creation of Positions

This item tabled.

Authorization to Execute an Amendment to Contract #13-02 between the Potomac and Rappahannock Transportation Commission and First Transit, Inc.

This item tabled.

Chairman's Comments – 11

Vice Chairman Rishell reported that the Nominating Committee's proposed slate of PRTC Officers for calendar year 2018 is as follows:

Chairman	Frank Principi
Vice Chairman	Jeanette Rishell
Secretary	Pamela Sebesky
Treasurer	Ruth Anderson
Immediate Past Chairman	John Jenkins
At-Large	Matt Kelly

Madam Vice Chair Rishell noted that this is PRTC Officer (Treasurer) Paul Milde's last meeting and expressed appreciation to Mr. Milde for his service to the PRTC Board. Mr. Milde will be missed.

At this time, Madam Vice Chair Rishell asked for nominations from the floor. Chairman Principi added that the proposed 2018 PRTC Slate of Officers is for information purposes only this evening and that the adoption of the 2018 PRTC Slate of Officers will occur at the Commission's January 4th meeting. Continuing, Chairman Principi noted that during the Nominating Committee meeting, Commissioner Ruth Anderson was mentioned as a potential candidate for the Treasurer position.

At this time, Chairman Principi asked a second time if there are any nominations from the floor and if any Commissioner would like to nominate themselves for one of the Officer positions. Commissioner Lawson asked if representatives from the City of Manassas and the City of Manassas Park are always required to be on the Executive Board. Commissioner Milde noted that the only requirement is that the Chairman is always from Prince William County and all of the other positions can move around as the Commission desires. PRTC Legal Counsel Rob Dickerson confirmed that the Chairman position per the PRTC Bylaws always goes to a

representative from Prince William County and also confirmed per the PRTC Bylaws that the position of Chairman and Vice Chairman cannot be held by somebody from the same jurisdiction.

Commissioner Kelly added that the tradition has been that PRTC's southern jurisdictions are nominated to the At-Large position; however, if either Commissioner Trampe or Commissioner Skinner would like to serve in the At-Large capacity he is amenable to them doing so.

Commissioner Skinner asked if there can be any modifications to the 2018 PRTC Slate of Officers at the next meeting. Chairman Principi answered yes, and reiterated that this is for information purposes only this evening and if anyone would like to nominate themselves between now and the next meeting to please let him know.

Other Business/Commissioners' Time – 12

Commissioner Jenkins complimented PRTC for the fine bus service it provided from the PRTC Transit Center to the Hilton Springfield and return for transporting Commissioners and staff to attend the December 4th Joint NVTC-PRTC Legislative Briefing. Commissioner Jenkins commended the bus Operator who was attentive, courteous, and attended to the passengers' needs and encouraged those Commissioners who haven't rode one of PRTC's 57-passenger OmniRide buses to do so.

Commissioner Trampe noted that during Citizens' Time this evening one of the speakers mentioned a two-month period after employment of having health insurance and that it's his understanding they have to be given the option of buying into the group health plan for an additional six months and would like to ensure PRTC complies with the COBRA requirement.

Commissioner Anderson asked if PRTC provides bus service on Route 28. Commissioner Nohe noted that to be fair PRTC does provide service in the Route 28 corridor and noted that a statement has been made that implied people who reside on Route 28 don't have bus service and noted that PRTC does have bus service in the Manassas Park Yorkshire area. Buses travel along roads other than Route 28, because Route 28 is a commercial corridor that doesn't provide direct connectivity to people. Dr. Schneider added that part of PRTC's marketing approach is to get people to travel to park n ride commuter lots, to Sudley Road, etc. so that PRTC's buses can travel on I-66, which has the HOV lanes as opposed to Route 28, which is a virtual parking lot. PRTC will continue to look at the issue.

Commissioner Lawson asked if the Commission is meeting on January 4, 2018. Chairman Principi answered yes.

Commissioner Franklin asked in terms of the restructuring for the Dispatchers, will the restructuring be postponed until after the investigation is completed. Dr. Schneider noted that the request is to postpone Agenda Items 10-E and 10F until the independent review occurs. Commissioner Franklin also noted that she still sees buses with issues once every few weeks on the side of the road and asked if it's possible for Commissioners to receive monthly updates in terms of what challenges the PRTC buses are having. Dr. Schneider answered yes.

Dr. Schneider noted that since PRTC stopped focusing on governance and reminded the Commission that the monthly Board Kits contain information items, which includes PRTC's Performance Service Reports that validate information related to accidents, breakdowns, etc. by PRTC's Quality Assurance team. PRTC uses the information to compare and contrast on invoicing. The Commission will start to receive a 24-month review of the accident/incident record as well as look into the road call issue.

Commissioner Barker noted that during the legislative session the Metro funding issue will be dealt with this year and thinks there's a good chance the funds will be available to enable moving forward on the issue and as part of the issue, will also deal with the gas tax floor issue as it relates to the regional gas tax with serious consideration of this issue in the General Assembly which is a more viable issue right now than it has been in the past for a variety of reasons. Also, the General Assembly will be moving in a direction as it relates to the revenue capital fiscal cliff facing transit agencies all across the Commonwealth and as to whether actual decisions will be made this year (doesn't have to be done this this year and could be pushed off to partly next year).

Commissioner Jenkins commended Commissioner Barker on his remarks, which were very applicable and right to the point.

Commissioner Skinner expressed appreciation to Commissioner Milde for his service on the PRTC Board, and the VRE Operations Board. Commissioner Skinner also expressed appreciation to Commissioner Richard Anderson for his service on the PRTC Board and wished everyone a Happy Holiday.

Commissioner Sebesky also expressed appreciation to Mr. Milde for his leadership and service on the PRTC Board, and the VRE Operations Board and serving the greater communities of not just Stafford County, but everywhere.

Commissioner Sebesky noted she attended the December 4th Joint NVTC-PRTC Legislative Briefing and expressed appreciation to PRTC for providing the OmniRide bus to the Hilton Springfield and encouraged Commissioners to ride the bus when it's offered as it was a great experience. Also, if PRTC can do anything to help with the Route 28 situation as it would be great to get more people using public transportation instead of traveling on Route 28 in cars.

Chairman Principi expressed appreciation to Commissioner Milde, Commissioner Richard Anderson, and Commissioner Miller for their service on the PRTC Board. Chairman Principi noted that the January 4th Commission meeting will be the last meeting Commissioners Richard Anderson and Miller attend and will be recognized for their service on the PRTC board at that time. Chairman Principi extended an invitation to Commissioner Milde to attend the Commission's February meeting to be recognized at that time.

Adjournment – 13

There being no further business to come before the Commission, Chairman Principi adjourned the meeting at 9:00 p.m.

Information Items

There were no comments.

NEXT MEETING: January 4, 2018, 7:00 p.m.

LOCATION: PRTC Transit Center
14700 Potomac Mills Road, 2nd Floor
Woodbridge, VA 22192-6811

CITIZEN'S TIME -- TRANSCRIPT

Donald Hamilton, PRTC Employee

I have shortened my remarks, because of the change to the Agenda. I just want to say that when Mr. Schneider informed us that we were to be RIF'd, he told us he was brought in to make tough decisions and to me it's not a tough decision to decide that you're just going let other people suffer. Seems like the tough decision would be to find a way to help these people who have been working here many years loyally and faithfully through thick and thin coming to work in the middle of the night in ice storms going home in the middle of the night in ice storms. Seems like there should be a better way than just laying us all off.

Tonisha Belton, PRTC Employee

I am a Dispatcher with PRTC and I'm kind of thinking back on what he said. Although 10E has been removed from the agenda, when it was presented there it was stated that this is being done because of inefficiencies and redundancy. In my meeting with Mr. Schneider it was stated that it was not performance based as to his decision and I would like to know what are the inefficiencies and redundancies that he is speaking of, because I've never been made aware of any inefficiencies within my department.

Ken Jones, PRTC Employee

My name is Kenneth Jones and I'm the Manger of Dispatch and I know that it's kind of unusual that Managers speak when there's a reduction-in-force, but I feel so strongly for these people who have given their all to this organization 15, 13, 10 years. Like Mr. Hamilton said come in earlier come to work in ice storms, snow storms, making sure that the passengers and our passengers get to their destination safely and on time and it's easy to look at a piece of paper and see numbers, but behind those numbers are people and people's lives and at this time of year its Christmas time people should be thinking about taking care of kids and getting toys, but instead I have dispatchers worrying about I got to get my kids to the doctor, I got to get my kids to the dentist because I'm not going to have coverage, they shouldn't have to go through that after all their dedicated years of service and I say dedicated and as far as the redundancy that was stated in here low performance and inefficiencies and at some point I would like to know what quantitative analysis was made to come to that conclusion. I've never been approached as the manager of the department that there was a problem with efficiency. I've seen them work well, I've had the actual contractor himself say that it's a beautiful arrangement that it works and it works well. So I just want you all to take this into consideration and when it comes back up on the agenda, I will finish my remarks.

Nia Tuix*, Citizen

My name is Nia Tuix and I represent the Greater DC Chapter of the National Action Network and I'm representing the PRTC Dispatchers in listening and attempting to get a fair analysis from both sides as to why decent people who have dedicated to this company for years and have not shown disciplinary problems why they have been in effect presented with dismissal. Public opinion is powerful and in the Greater DC Chapter of the National Action Network founded by our great leader Reverend Al Sharpton public opinion when people also hear we analyze and attempt to understand both sides of what is fair to employees that have held up a company that have made the company in a position to move forward some come and some are pushed off the ship they say and we're trying to understand why that decision is not a decision that is based on a more humane civil and human rights approach. As people have been saying these are livelihoods, these are paychecks were in an economy that is not strong at all this is not the time regardless of Christmas this is just not the time for people to be laid off and there's no disciplinary reason the reason the company is laying the people off is basically my concern is it a legal decision is it a decision based on what is best for the company is it just numbers and the people who have put in years of expertise to build a company they're not needed anymore and the severance pay is just embarrassing. Public opinion has a lot of weight. I'm not threatening you, this is my job this is what we deal with we deal with public opinion because this meeting is important and I thought we were going to be here to address it doesn't look like that's going to be done. I'm grateful to have a chance to say something but you're not losing your job I don't think you're going to have a job in the new year you're not going to be worried about anything related to being unemployed it's not fun. A lot of people become unemployed but let the reason be because it is substantiated based on not just finances but based on something that is understandable come to work and get a pink slip you want to understand and you want to see if you can avoid a pink slip to work out something that is suitable in a humane fashion. Thank you for your time.

Cozy Bailey*, Citizen

Good evening Mr. Commissioner and all the Commission Members, I am the Reverend Cozy Bailey and I'm the President of the NAACP in the Prince William community representing members from Prince William County, Manassas, and Manassas Park. There's a couple of things that I'm going to say and like one of the previous speakers, I've amended my remarks since this resolution will not come forth this evening, but there's a couple of things I would like to say. First, I'd like to commend you for delaying this decision until you take those actions that you plan to take. What that does as the previous speaker says the court of public opinion is it allows the community to recognize that you are at least trying to do something in an equitable way and that's very important. I came tonight to address this resolution, but again I won't have that opportunity so you will see my face again when it comes up on the agenda again. Let me tell you that everybody who has been involved in business recognizes the need for efficiencies and sometimes those efficiencies are dollars and people, however, as you have heard the people who are affected speak and there's many more who are standing here tonight there's much more that goes into a decision here than just numbers and dollars. There's people's lives who are here and it appears to me based upon my discussions with the employees that there's some confusion about how this decision was reached. You know there are some specific examples that I won't go into tonight I'll save that for the time when you actually bring this resolution vote. I will

encourage you to assure that the communication is clear and understandable to the employees as you go forward so that they don't wonder, for instance, what inefficiencies, what low performance has been displayed. I also want to ensure that you continue to work in conjunction and under the direction of Article 6 of the Civil Rights Act of 1964 which of course states specifically for governmental organizations that no decisions are made that are inequitable or have any unequal treatment to minorities specifically people of color. The NAACP represents people of color and all people who feel they are being treated in an inequitable way. I would ask that you review the action during the time that you're taking to let the Human Rights Commission and others to take a look at it, this independent review that you're going to do and talk to the employees who are affected again so that they understand exactly what's happening and perhaps come up with a course of action that satisfies the need for the transportation enterprise within Prince William County and surrounding communities to be more effective and more efficient and also take care of the people that's so important especially as we look forward and we recognize that specifically the Prince William community is in fact what some people call a majority, minority community. I say it's a community where the majority of people are people of color and that you understand that you are part of that community as well. To make a positive mark as you do the job that you have to do and it's a tough job. I would just again enjoin you to think about those things as you take this time to go forward and come up with something again that is equitable for all side. Thank you.

Vivian Ozbun, Citizen

Good evening, my name is Vivian and I am a previous PRTC employee and I worked closely with dispatch and I'm here on the Item 10E. In here you say redundancy and inefficiencies and functions between PRTC and First Transit, we've already heard from Mr. Jones and one of the other employees and Mr. Jones being a manager that he was not approached concerning this. On the way over here, I listened to Mr. Schneider and on day three he gave us a speech one of the things that he stressed is respect something that I think these employees weren't given and something that I would like you to consider something that I feel like deserves to know why they're going to lose their job, why they're being you know displaced, why their income and their families are at risk. These are things that I'd like you to consider going forward, I know that this is not going to be brought up today, but it is something that I feel like the Executive Director did not do his due diligence something that should be addressed these people have a right to know what's going on. You're looking at 13 positions replacing only 11 of them. A lot of times they're short-staffed already. There's also the idea of a peacekeeper between PRTC and First Transit something that if you work in Customer Service it's something that is extremely important, you don't want a divide, you want those people to be able to come together and you want them to be able to communicate and you want a middle man to help that happen, so that's something that I also think that's never considered, but again most importantly, the working relationship between the two and the respect given to the employees that are about to be dismissed I think all should be considered.

Jerry McIntosh, PRTC Employee

My name is Jerry McIntosh been living in Prince William County for about 10 years, homeowner, voter I'm just looking at the ones that I voted for and I don't even know faces all I'm saying is that

when you're doing your investigation, please let somebody talk to us. Some of us have been here when some of ya'll were still in college, some of us has been here before ya'll was even on the Board. Ya'll don't know us, all you have to do is make a decision, push through executives, that's it. We're more than that, we are people and that's all I'm asking you to do. When you do your investigation don't go by the man sitting right to you, come talk to us, pull us in you don't have to come down to the bus yard, we'll come in, we'll talk to you, and make a wise decision because we have some talented people in this building who care about Prince William County, we care. We've been waiting on raises for five years, six years, we've been holding on to hope just to get out. Even when ya'll are gone and ya'll are off your stance, we're still here even if it goes on and we don't have a job here, we're still voting in this County. I'm just saying please when you make your decision talk to us. Thank you.

Michael Otson*, Citizen

Good evening, my name is Michael Otson President of the (ineligible) of this County and member of the NAACP and my appeal is to the management team. When I started in Fairfax, we contracted out a lot of our services, but over time we found out that we lost control and so group by group we started to bring things in-house customer service and the last group was dispatch. We made a mistake by contracting out dispatch, because you need control and when you contract it out although you save money you give up control and dispatch can be complex so you really need to pay people well especially if you have Trapeze you have some of the features the CAD and some of the other things. You know a lot of the contract staff now they don't although they tell you on paper they don't have that expertise when they come on site, you find out that they don't have that expertise to use that equipment. So I would say that even if you make this decision in the long run you'll find out that that contract staff is not as good as you think they are and you need to control dispatch. Thank you.

LaTricia Benson, PRTC Employee

Hello Mr. Chairman, my name is LaTricia Benson I'm the Senior Monitor and work here at PRTC. I just need clarification, I know you said you're going to answer any questions, but you will address it later on, my question is as far as our severance pay that you're actually offering, it's not a severance pay. A severance pay is actually more than just one pay check. Severance pay is something that you didn't earn, it's something that is given, so my question is the letter says we will be paid 20 days from the date of January 12th and also insurance will be until March, I do believe, but my letter did not state that so I need clarification to that, so if you can address that at the next meeting, I can't speak for anyone else but if everyone else's letter is like that then I believe that's falsification so can it be addressed and looked over.

Emory Large, First Transit Employee

My name is Emory Large, Bus Operator, who I work with a lot of these fine people here every day to get these people to work. These people who have these big homes, they pay property taxes, they work at the Pentagon, DC and I don't understand they knew this (ineligible) was coming down a long time ago why everybody can't get together. You got new funding from Gainesville, there's new funding I heard from a Delegate that there's going to be some additional revenue from Richmond possibly, why do we have to make this decision so hastily and so we provide a

great service for this County and a lot of us barely make enough to live in this County that they live further south, so I would like for ya'll to take all that into consideration. Thank you very much.

Bea Wooden, PRTC Employee

My name is Beatrice Wooden. I'm a Dispatcher. I've been here for a little over 13 years. The severance pay really needs to be addressed, because I have over 450 hours of sick leave, I don't call out sick, I report to work faithfully at four o'clock in the morning, my co-partner here reports to work faithfully at 3 o'clock in the morning and to be said that we will get paid for anything over 450 hours is like 25% that's a slap in my face for 13 years. I come to work, I report to my boss, if I'm feeling sick we make arrangements, we're a team, we make arrangements to have each other covered and if I need to go home at 8 o'clock, 9 o'clock I can go home, but this is really I feel bad because this is like I said this is a real slap in my face after 13 years. I'm 59 years old this was my home for the next six, seven years until I could retire and spend time with my grandkids, but I appreciate that you're going to reconsider, talk things over whatever you need to do and get back with us.

Adra Haley*, Citizen

My name is Adra Hayley I'm not an employee, but I'm a former employee of First Transit. In 2009 I was in the same situation as these guys you know we lost our contract and First Transit didn't pick us up and I understand what they're feeling and we was told that we were going to get a severance pay, we didn't get nothing. We had to go out and find our own job and you know half of the time you know doors were shut in my face. I understand what they're going through, but Mr. Commissioner and I'm not trying to put down First Transit you better consider hiring First Transit to do your dispatching, because I know what they're about I worked for them for over 20 years and these people, they're good people and I've heard their stories about going to work in the snow staying two almost five hours after the time they're supposed to get off and yeah, it's just a slap in the face. Ya'll going to go home during the holidays, ya'll going to sit under your tables, be with your families these guys going to be here thinking about whether they're going to have a job come first of the year, so take that into consideration before you turn anything over to First Transit and I'm sorry for stepping on anybody's toes. Thank you.

Monique Wyche, First Transit Employee

Good evening everyone, my name is Monique Wyche and this is Ahmad Khan and Norma Rodriquez. We are First Transit employees. We're not PRTC of course and we haven't gotten the letters, but we are being directly impacted by the change that's coming amongst the dispatchers, because we work in dispatch also, so therefore our jobs have or will be posted and inevitably we're going to be out of jobs also if we're not selected for these positions, so again we just ask that you reconsider and just take into effect that it's just not affecting these persons but us also.

Ken Tuitt, PRTC Employee

Good evening Commissioners, unfortunately I'm a little underdressed, but I apologize. I'm the new guy on the block and since I started working with PRTC it's been a second family. I spend all

my time here, these guys work hard. They took me in, they taught me a lot, I've been in the industry for 30 years, but I'm still learning so much from these guys. When Dispatch steps into work, there's nothing you have to fear. Dispatch is there to take care of whatever you need, so please reconsider this, think wisely. Thank you.

*Correct spelling of names not provided; may be incorrect.

ITEM 5-B
February 1, 2018
PRTC Regular Meeting
Res. No. 18-02-____

MOTION:

SECOND:

RE: APPROVE – MINUTES – JANUARY 4, 2018

ACTION:

WHEREAS, on February 1, 2018 at 7:00 p.m. the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") convened its regular meeting at the PRTC Transit Center, located at 14700 Potomac Mills Road, Woodbridge, Virginia; and

WHEREAS, PRTC conducted business in accordance with a published agenda dated February 1, 2018.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of January 4, 2018.

Votes:

Ayes:

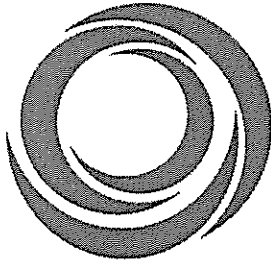
Nays:

Abstain:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:



POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION

14700 POTOMAC MILLS RD • WOODBRIDGE, VA • 22192 • PRTCTRANSIT.ORG

MINUTES

PRTC Commission Meeting – January 4, 2018

Members Present

*Richard Anderson
*Ruth Anderson
*Maureen Caddigan
*George Barker
*Jeanine Lawson
*Frank Principi, Chairman
*Matt Kelly, At-Large Member
*Jackson Miller
*Jeanette Rishell, Vice Chair
*Pamela Sebesky, Secretary
*Gary Skinner
*Bob Thomas
*Paul Trampe

Jurisdiction

Virginia House of Delegates
Prince William County
Prince William County
Virginia Senate (arrived at 7:14 p.m.)
Prince William County
Prince William County
City of Fredericksburg
Virginia House of Delegates
City of Manassas Park
City of Manassas
Spotsylvania County
Stafford County
Spotsylvania County

Members Absent

John Jenkins, Immediate Past Chairman
Jennifer Mitchell
Marty Nohe

Prince William County
Department of Rail and Public Transportation
Prince William County

Alternates Present

Hilda Barg
*Norm Catteron
*Margaret Franklin
*Wendy Maurer

Prince William County
Prince William County
Prince William County (voting member @ 9:30 p.m.)
Stafford County

Alternates Absent

Pete Candland
Hector Cendejas
Todd Horsley
Tim McLaughlin
Suhas Naddoni
Steve Pittard
David Ross
Donald Shuemaker

Prince William County
City of Manassas Park
Department of Rail and Public Transportation
Spotsylvania County
City of Manassas Park
Department of Rail and Public Transportation
Spotsylvania County
City of Manassas Park

Billy Withers
Mark Wolfe

City of Fredericksburg
City of Manassas

*Voting Member

**Delineates arrival/departure following the commencement of the PRTC Board Meeting. Notation of the exact arrival/departure time is included in the body of the minutes.

Staff and General Public

Tracy Dean – PRTC
Doug Allen – PRTC
Cozy Bailey – Citizen
Rob Dickerson – PRTC Legal Counsel
Nelson Cross – First Transit
Joyce Embrey – PRTC
Todd Johnson – First Transit
Ken Jones – PRTC
Bob Leibbrandt – Prince William County
Doris Lookabill – PRTC
Ebony Lofton – Citizen

Amber Maiden – Citizen
Jerry McIntosh – PRTC
Perrin Palistrant – PRTC
Tim Payne – Nelson/Nygaard
Christine Rodrigo – PRTC
Rhiannon Roszell – First Transit
Bob Schneider – PRTC
Markesha Smithen – PRTC
Chuck Steigerwald – PRTC
Bea Wooden – PRTC

Chairman Principi called the meeting to order at 7:00 p.m. The Pledge of Allegiance, a moment of silence, and Roll Call followed.

Approval of the Agenda –4 [RES 18-01-01]

Commissioner Rishell moved, with a second by Commissioner Kelly, to approve the agenda, as presented. There was no discussion on the motion. (RISHELL/KELLY, UNANIMOUS)

Approval of the Minutes of the December 7, 2017 PRTC Board Meeting – 5

Chairman Principi deferred the December 7, 2017 minutes to the February meeting.

Citizens' Time - 6

Chairman Principi reminded the Commission that at the December meeting, two items were tabled related to the new PRTC organization chart as well as a contract modification with First Transit. Chairman Principi reminded the Commission that the two items were tabled by the Commission in light of an open letter the Commissioner received concerning employment discrimination. The Commission asked that Prince William County's EEO Office conduct an independent review of several items. Immediately following the last meeting, Prince William County confirmed that they would perform the review and in December established that the review process will begin tomorrow.

At this time, Chairman Principi invited anyone in the audience that would like to address the Commission to step forward, introduce themselves, state whether or not they're representing an organization or themselves and to limit remarks to three minutes. A number of individuals addressed the Commission (Transcript attached).

Chairman Principi thanked everyone for their heartfelt remarks and noted that the Commission will take everyone's remarks to heart. Chairman Principi reiterated that the investigation commences tomorrow and that updates will be provided as the process progresses. The Commission anticipates closure on the particular set of issues in the March/April time frame.

Approval of the Consent Agenda – 7 [RES 18-01-02]

Commissioner Caddigan moved, with a second by Commissioner Kelly, to approve the Consent Agenda, as presented. There was no discussion on the motion. [CADDIGAN/KELLY, UNANIMOUS]

- Accepted the Potomac and Rappahannock Transportation Monthly Jurisdictional Financial Report for the Period Ended October 31, 2017, as presented. [RES 18-01-03]
- Authorized the Budget and Appropriation of Spotsylvania County's Motor Fuels Tax Funds for Various FY18 Transportation Projects, as presented. [RES 18-01-04]

PRTC Executive Director's Time – 8

Dr. Schneider briefed the Board on the following item(s) of interest:

- Human Resources met with employees who had specific questions regarding the proposed reduction-in-force that was tabled at the January 4th meeting and some items were clarified for employees, as requested. Follow up was also provided by Dr. Schneider and PRTC Legal Counsel for Commissioners that had specific questions during and after the meeting.
- With regard to Commissioner Skinner's question at the January 4th meeting about fuel purchase and hedging, PRTC currently has one contract for 42,000 gallons of fuel for the months of April, May, and June of 2018 that was purchased in late July 2017. PRTC was still buying futures pre-hurricanes, so once the hurricanes hit, prices went up, but with the recent higher gas prices PRTC is not buying additional futures, but instead is relying on the MWCOG's "rack" price, as PRTC is part of the MWCOG's competitive bid package, which is currently a better price.
- A Triennial Review of PRTC's and VRE's federal compliance requirements occurred in the spring of 2017 where the Federal Transit Association (FTA) visited PRTC and conducted a review. The final report and all corrective actions have been accepted by the FTA and is included in the Board Kit for the Commissioner's perusal.
- The OmniRide Fuel Gauge is designed to inform the Commission on how PRTC is doing in terms of price. PRTC saved about \$60,000 through October 31, 2017. PRTC pumped more fuel, because it is now using the NVTC money to operate the new service out of Gainesville in the I-66 corridor, so PRTC has pumped about 12,000 more gallons, but because of the price reduction PRTC has saved money.

- A Strong Towns Article – “The Negative Consequences of Car Dependency” is included in the Board Kit for the Commission’s review. As part of the ongoing PRTC Strategic Plan goals, staff continues to provide information to the Commission about impacts regarding transit, communities, etc.
- Dr. Schneider provided a briefing regarding a bus Operator operating PRTC OmniRide Bus 348, who absconded the bus and traveled to Southampton County in southern Virginia. PRTC received a call from a motorist, who saw PRTC’s phone number on the back of Bus 348 to report that the bus was on fire. This is the second incident in the last four months where an Operator has driven a PRTC OmniRide bus out of the service area. An independent review will be conducted for both of the two incidents by Mr. Tim Collins, a former General Manager at PRTC. Mr. Collins is familiar with the region, transit contracting, operations, and safety and will perform a review of the December 2017 and August 2017 incidents. A report will be given at the Commission’s February meeting.
- Mr. Steigerwald reported on the progress of the PRTC Strategic Plan (the “Plan”) and reminded the Commission that the Plan was organized around four focus areas which include organizational, transit, transportation demand management, and future innovations. Contained within the four focus areas, are 19 recommendations for action. Progress has been made in the last several months on each of the four focus areas as well as on 12 of the 19 recommendations.

Continuing, Mr. Steigerwald noted that last month the Commission authorized the Executive Director to apply for funds through the I-66 Commuter Choice Program that NVTC is running. This action allowed PRTC to move forward in each of the four focus areas touching multiple areas of the recommendations and moved PRTC forward on seeking some new sources of funding and leveraging new opportunities to fund services. It will help to expand transit service in a high capacity corridor on I-66, help to increase the number of vanpools registered in PRTC’s Vanpool Alliance Program, and help to enable PRTC under the future innovations focus area to investigate and implement new modes of demand-based service.

Mr. Steigerwald also noted that one of the themes that runs throughout the Plan, and the recommendations is PRTC being more outward facing and in that regard PRTC has met with Prince William County DOT and will include in its regular meetings with the Prince William DOT the Cities of Manassas and Manassas Park. PRTC is participating in the FAMPO long-range transportation plan, participated in the MWCOG long-distance commuter bus study, and PRTC has an existing study on local service that recently commenced, which will help to maintain PRTC’s presence. There are also two new initiatives in the outward facing mode, for example, PRTC’s participation the Fast Ferry effort.

Virginia Railway Express Chief Executive Officer’s Time – 9

Mr. Allen briefed the Board on the following item(s) of interest:

- The perimeter fencing has been upgraded at the Broad Run Station. VRE also continues training of multiple first responders.
- Ridership for the month of November is 19,700 and On-Time Performance (OTP) is 91 percent system-wide.
- VRE's annual Operation Lifesaver Santa Trains occurred on December 9th, which supports the Toys for Tots campaign. The annual event involved 13 trains from five different stations throughout the day. Mr. Allen expressed appreciation to the City of Manassas, in particular, City Manager Pat Pate, for providing excellent security and safety from a pedestrian standpoint at the Manassas VRE station for enhanced safety during the event.
- The Lorton Station Platform Extension Project was completed and opened for full service operation on December 11th and Rolling Road is the next extension.
- Last month, VRE received a letter from a family expressing appreciation for the medical assistance that their son (who was traveling on a VRE train) received from the VRE operating Keolis crews and other passengers who assisted with first aid. The young man has fully recovered.
- Mr. Allen and others (including Chairman Principi) attended an event in Richmond to talk about various transportation priorities for incoming Governor Northam and his new cabinet. Chairman Principi asked that when the new briefing paper from the Transition Committee (given to the new VDOT Secretary) regarding transportation priorities over the next four years is released, that it be circulated to members of both Commissions.

[Commissioner Barker arrived at 7:14 p.m. during Mr. Allen's CEO Report (Item 9-A)]

Adopt and Refer the Revised FY 2018 and FY 2019 VRE Operating and Capital Budgets to the Jurisdictions – [RES 18-01-05]

Commissioner Kelly moved, with a second by Commissioner Skinner, to adopt the revised FY 2018 and recommended FY 2019 VRE Operating and Capital Budgets and forward the FY 2019 budget to the local jurisdictions for inclusion in their budgets and appropriations in accordance with the VRE Master Agreement. There was no discussion on the motion. (KELLY/SKINNER, UNANIMOUS)

Recommend Approval to Refinance VRE RRIF Loan – [RES 18-01-06]

Commissioner Anderson (Ruth) moved, with a second by Commissioner Sebesky, that the Potomac and Rappahannock Transportation District Commission, as follows:

1. The VRA Loan, upon the terms and conditions set forth in the VRA Term Sheet dated December 15, 2017 (a copy of which has been provided to the Commissions), with such changes thereto as may be consented to in writing by the Chairman, Vice Chairman or Executive Director of PRTC, is hereby authorized.

2. The Chairman, Vice Chairman or Executive Director of PRTC is authorized to consent to the final details of the VRA Loan, including, without limitation, the aggregate principal amount of the VRA Loan, the interest rates on the VRA Loan, the dates (including payment dates) of the VRA Loan documents and the amounts and prices of any optional or mandatory prepayments, provided, however, that the aggregate principal amount of the VRA Loan shall not exceed \$56,000,000, its term shall not exceed 15 years from its delivery date, it shall generate net present value savings of at least 3% of the refunded principal, and its other terms and conditions shall be substantially as provided in the VRA Term Sheet described above. The VRA Loan will require that the Commissions grant the VRA security interests in the participating jurisdictions' jurisdictional payments under the Master Agreement. The consent of the Chairman, Vice Chairman or Executive Director of PRTC of such details shall be conclusively evidenced by the execution and delivery of certain of the loan documents for the VRA Loan, which VRA Loan documents shall be prepared or reviewed by VRE's bond counsel and reviewed by its general counsel, it being acknowledged and understood that the repayment obligations of the VRA Loan and the related financing covenants will be evidenced by a local bond to be issued by NVTC and a local bond sale and financing agreement to be negotiated and entered into by NVTC and VRA. The consummation of the VRA Loan shall be subject to the consent of the Participating and Contributing Jurisdictions as described in the recitals to this Resolution.

3. The Chairman, Vice Chairman or Executive Director of PRTC is authorized to approve, execute and deliver on behalf of PRTC, and, if required, the Secretary or any Assistant Secretary of PRTC is authorized to affix and attest the seal of PRTC to, the VRA Loan documents described above and such other documents, instruments or certificates as they deem necessary or appropriate, in consultation with VRE's bond counsel and general counsel, to consent to and facilitate the VRA Loan transaction authorized by this resolution. The consent of the Chairman, Vice Chairman or Executive Director of PRTC shall be conclusively evidenced by the execution and delivery of such documents, instruments or certificates. Such officers of PRTC and the Executive Director are further authorized to do and perform such other things and acts as they deem necessary or appropriate, in consultation with VRE's bond counsel and general counsel, to consent to and facilitate the VRA Loan transaction authorized by this resolution. All of the foregoing previously consented to, approved, executed, delivered, done or performed by such officers of PRTC or the Executive Director are in all respects hereby consented to, approved, ratified and confirmed.

There was no discussion on the motion. (ANDERSON (RUTH)/SEBESKY, UNANIMOUS)

10. Presentation

At this time, Chairman Principi introduced Mr. Tim Payne, who gave a presentation on the "M495 Corridor Fast Ferry Study and Project Update." A lengthy question and answer session followed.

Chairman Principi asked the Executive Director to return to the Commission's next meeting with a recommendation from staff as to whether or not PRTC should have a role or responsibility in some aspect of Fast Ferry going forward given PRTC's Strategic Plan and, if the recommendation is affirmative, identify specifically what functions, tasks, and roles PRTC

can take on given current staffing levels, current budget impact, etc. and docket this for discussion at the Commission's February meeting. Chairman Principi noted that VDOT is sitting on a grant, which will expire if it's not spent by A local jurisdiction or local body, so this would be the first recommendation if the Commission recommends PRTC's involvement. In the meantime, a digital copy of the presentation as well as a link to the website will be provided to Commissioners in advance of the next meeting.

11. PRTC Action Items

Authorization to Execute Funding Agreements with VDRPT for Funding Elements of the I-66 Outside the Beltway Transportation Management– [Res 18-01-07]

Commissioner Kelly moved, with a second by Commissioner Maurer, to authorize the Executive Director to execute funding agreements related to the I-66 Express Lanes Transportation Management Program. (KELLY/MAURER, UNANIMOUS)

Authorization to Execute Agreements with VDRPT for Funding Projects under the Vanpool!VA Program – [Res 18-01-08]

Commissioner Lawson moved, with a second by Commissioner Rishell, to authorize the Executive Director to execute funding agreements under the Vanpool!VA Program. There was no discussion on the motion. (LAWSON/RISHELL, UNANIMOUS)

Authorization to Enter into a Contract for Fleet Auditing Services with Transit Resource Center – [Res 18-01-09]

Commissioner Caddigan moved, with a second by Commissioner Lawson, to authorize the Executive Director to award a new contract to Transit Resource Center for one year and to exercise nine option years if, in the Executive Director's judgment, doing so would be in PRTC's interest. There was no discussion on the motion. (CADDIGAN/LAWSON, UNANIMOUS)

Approval of Legislative Agenda – [Res 18-01-10]

Commissioner Kelly moved, with a second by Commissioner Sebesky, to approve the PRTC 2018 Legislative Agenda. Following a lengthy discussion, there was no further discussion on the motion. (KELLY/SEBESKY; WITH MAJORITY VOTE ANDERSON (RICHARD), BARKER, MILLER ABSTAINED; LAWSON NAY)

Authorization to Refer the Proposed FY19 Budget to Member Jurisdictions for Consideration and Hold Public Hearings on the Proposed FY19 Budget and Federal Grant Applications – [Res 18-01-11]

Commissioner Kelly moved, with a second by Commissioner Caddigan, to authorize the Executive Director to refer the proposed FY19 PRTC budget to the jurisdictions for consideration and further authorized the Executive Director to commence a public review process (including public hearings) on the proposed FY19 budget and federal grant applications.

Commissioner Skinner asked that the Commission be provided a list at its February meeting of what professional services are cut, what PRTC is losing, and what is the impact on PRTC.

Commissioner Ruth Anderson asked if the new proposed organizational structure is built into the budget. Dr. Schneider replied yes, and noted that the vast majority of the positions are cost neutral, for example, a graphic designer would be able to help create some of the professional service reductions.

Commissioner Miller asked if there's any evidence that Uber and Lyft are part of the reason for increase in fares and asked if PRTC's riders using Uber and Lyft. Dr. Schneider replied somewhat, mainly on local bus services and noted that Uber and Lyft are picking people up at the Transit Center in the bus circle. The lion share of PRTC's passengers is traveling 25 miles into Washington, D.C., Tyson's Corner, and Gainesville -Uber and Lyft are not picking up these passengers. Also, in a good economy there is a reduction in ridership.

Commissioner Lawson requested the Commission receive a briefing/presentation regarding Wheels-to-Wellness at a future Commission meeting.

There was no further discussion on the motion. (KELLY/CADDIGAN, UNANIMOUS)

PRTC Chairman's Time - 12

At this time, Commissioner Principi asked Commissioner Franklin to sit at the table as a voting member in Commissioner Jenkins' absence and noted the time as 9:30 p.m.

Approval of the Nominating Committee Recommendations for 2018 PRTC Officers and Concurrence with PRTC Member Jurisdiction VRE Operations Board Appointments

Chairman Principi noted that a resolution is before the Commission this evening for the Nominating Committee's proposed Slate of PRTC Officers for calendar year 2018, as follows.

Chairman	Frank Principi
Vice Chair	Jeanette Rishell
Secretary	Pamela Sebesky
Treasurer	Ruth Anderson
Immediate Past Chairman	John Jenkins
At-Large Member	Matt Kelly

Chairman Principi noted there is not closure with regard to Stafford County's appointment to the PRTC Board and the VRE Operations Board, which will resolve itself on January 9. A resolution is before the Commission to approve the proposed 2018 PRTC Slate of Officers and PRTC representatives to serve on the VRE Operations Board with the exception of the two Stafford representatives.

Chairman Principi noted that per the PRTC Bylaws, nominations from the floor were asked for at the last meeting and also noted that the PRTC Bylaws require the Commission to accept

nominations from the floor before a Slate of PRTC Officers is adopted by the Commission. At this time, Chairman Principi asked if there are any nominations from the floor for the 2018 PRTC Slate of Officers. Commissioner Caddigan nominated Commissioner Ruth Anderson to serve in the position of Chair for calendar year 2018.

Chairman Principi called on PRTC Legal Counsel Rob Dickerson for clarification regarding the main resolution presented in the board kit. Mr. Dickerson noted that the Commission did not make motion and second on the main resolution.

At this time, Chairman Principi asked Commissioner Margaret Franklin to sit at the table as a voting member in Commissioner Jenkins' absence.

Commissioner Caddigan moved to nominate Commissioner Ruth Anderson to serve as Chair of PRTC for calendar year 2018 and Commissioner Skinner seconded. A hand vote was taken of the Commissioners for either Ruth Anderson or Frank Principi to serve as Chair for calendar year 2018. The vote was 9-6 in favor of Commissioner Ruth Anderson to serve as PRTC's Chair in calendar year 2018. There was no discussion on the motion. (CADDIGAN/SKINNER, UNANIMOUS) [Res 18-01-12]

Commissioner Caddigan moved, with an opening for the Treasurer position, with a second by Commissioner Maurer, to adopt the remaining 2018 PRTC Slate of Officers positions as follows:

Vice Chair	Jeanette Rishell
Secretary	Pamela Sebesky
Treasurer	Vacant
At-Large Member	Gary Skinner
Immediate Past Chairman	Frank Principi

Chairman Principi noted that the Commission will need to revisit Stafford County's involvement at the next meeting. There was no discussion on the motion. (CADDIGAN/MAURER, UNANIMOUS) – [Res 18-01-13]

Chairman Principi noted that a list of the PRTC representatives to serve on the VRE Operations Board is not available this evening and will be before the Commission for adoption at its February meeting.

Expression of Appreciation – Delegate Richard Anderson – [Res 18-02-14]

Commissioner Thomas moved, with a second by Commissioner Maurer, to express the Potomac and Rappahannock Transportation Commission's sincere gratitude to Delegate Richard Anderson for his distinguished service as a PRTC Commissioner and continued success in all of his future endeavors. There was no discussion on the motion. (THOMAS/MAURER, UNANIMOUS)

Expression of Appreciation – Delegate Jackson Miller – [Res 18-02-15]

Commissioner Thomas moved, with a second by Commissioner Maurer, to express the Potomac and Rappahannock Transportation Commission's sincere gratitude to Delegate Jackson Miller for his distinguished service as a PRTC Commissioner and continued success in all of his future endeavors. There was no discussion on the motion. (THOMAS/MAURER, UNANIMOUS)

Other Business/Commissioners' Time – 13

There was no other business to come before the Commission.

Adjournment – 14

There being no further business to come before the Commission, Chairman Principi adjourned the meeting at 9:00 p.m.

Information Items

There were no comments.

NEXT MEETING: February 1, 2018, 7:00 p.m.

LOCATION: PRTC Transit Center
14700 Potomac Mills Road, 2nd Floor
Woodbridge, VA 22192-6811

CITIZEN'S TIME -- TRANSCRIPT

Amber Maiden, CEO of Alchemy Enterprises

I reviewed the December 7, 2017 memorandum entitled "Implementation of the Reduction-In-Force Policy, Abolishment of Vacant Monitor Position and Creation of Positions" authorized by Dr. Schneider. I'm deeply concerned about it. I feel like as citizens that we keep paying more and more and more for less and less and less. I do not like the idea of these functions being contracted out to employees, contract employees have far less responsibility to their jobs, because they are contract employees. This is serious business, running buses. I sent each and every one of you a five page letter (attached) regarding all of my concerns, but this isn't just limited to PRTC. This is something that is going on all over this country. We keep having everything watered down, we keep getting less and less and less while paying more and it's a cancer, I believe its destroying our society, and I'm very upset about it. Just a whole bigger picture, but I believe there are very serious EEO issues involved in all of this and that is my background EEO diversity and affirmative action. I worked for the Metropolitan Washington Airport Authority for seven years. Aviation is a billion dollar industry and let me tell you there were some issues, so thank you and I hope that you all read my letter and you know if you want to contact me you have my e-mail.

Cozy Bailey, President of the Prince William Community NAACP

I was here at the last meeting addressing the same issue. As we heard last time, an investigation independent has been opened, and I commend the Commission and Board for making that decision to continue to look at these issues to ensure that all of the employees are treated in an equal and more importantly an equitable manner. You know, NAACP advocates for folks who can't advocate for themselves these folks certainly can advocate for themselves and again commend you for allowing this advocacy to come forward without a feeling of acrimony. We understand the business aspects of what happens, but I want to continue to remind you that these are people who are involved here, people who in many cases have worked and labored to deliver transportation services to our community for years and years and years, so I would hope and encourage you continue to find a solution that solves some of the financial issues that are taking place, but also continue to take care of the people, these important citizens of the Prince William, and the surrounding community. Thank you very much.

Bea Wooden, PRTC Employee

Good evening my name is Beatrice Wooden. I've worked for PRTC for 13 years. Mr. Principi you stated that you work for non-profit and small business to improve the quality of life for families in our region. I am part of a family in this region and terminating my job will hurt my family and I'm not a part of what you're trying to improve in this region. I live in the Occoquan District, the

Supervisor is the Honorable Ruth Anderson. You mentioned that your goal is to create more options for transportation systems that gets people to and from destinations within the County and beyond in a safe and effective manner. You also stated that you worked as a community to achieve our vision, you cannot work by yourself nor can your staff do it. I want to say that the PRTC dispatch team on a daily basis has achieved this vision and will continue as we have been doing. I also want to add that I have a grandson that has Williams Syndrome and sometimes I have to take off to help care for him. A supervisor that is with First Transit and I know PRTC has nothing to do with this or anything like that, but she is in a situation where she had to take off. Other than taking FMLA, they would not allow her to take off. If she had called in every day, she would have lost her job. This would take like three weeks for her son to recover and everything. If I go to work for First Transit, I cannot have that on my conscience on my mind if I get a call and I need to go to help with my grandson to take care of my other grandsons and to help my son that I could possibly lose my job and in saying that I just want to say that I am part of this region and if that happens, I lose my job my family will hurt and that is what you had talked about in some of your statements. Thank you.

Ebony Lofton, former PRTC Employee

I actually live in Dumfries moved outside of Woodbridge, but I'm a former PRTC employee I actually started as a bus Operator here with First Transit, moved into Customer Service. I've worked with a number of folks here and I just wanted to, I wasn't able to make the last meeting and I understand that we all have an invested interest in the community in transportation and seeing that your constituents and our neighbors are served well, but I also have intimate experience working here at PRTC. I have been privy to bits and pieces of the letter, I guess the open letter that was issued to you all and I can say personally and unequivocally that I have experienced some difficulty and some things that were addressed in that letter. It was part of the catalyst for me ultimately leaving PRTC and going off to pursue my own passions and so I applaud you as you've been applauded previously for taking this seriously. There are sometimes where matters like this are kind of thrown around perhaps in an effort to save a job or save a situation, but I do think there is an enormous amount of validity to the claims that have been made and I think that it is very important in this day and age 2018 it's very important that a lot more consideration is given not just to the bottom line but with those to whom you effect and in giving great consideration to what difference are you really making and whose benefitting from some of these choices that you choose sitting behind a desk, so I thank you for your time.

Ken Jones, PRTC Employee

Hello everyone, I come back to you again. My name is Ken Jones and I'm the Manager of the Dispatch Department. I come back before you tonight to defend the hard work and dedication of these women and men whose positions have been targeted for elimination by the Executive Director and whose work ethic and performance has been disparaged by the words of the Executive Director in attempt to sell his plan and to justify these job cuts. I'm referencing specifically to the resolution proposed by the Executive Director and the coded language used to justify his course of action. Within this resolution he states that the dispatch function and what PRTC and First Transit are performing are creating redundancies, inefficiencies, lower performance, and accountability and as I said previously, I take issue with the notion that it's

inefficient and that they don't perform at a high level. Each and every day they come in here and their number one thing on their mind is getting our passengers to and from their destinations safely and efficiently and providing reliable transportation for them, but I say coded word purposefully, because I think these words or interchangeable words that have been used throughout history to diminish and demean work performance of people of color. The words have changed, but the meaning and intent are the same. As an African-American man in this organization, I have a moral obligation to stand up and speak against any actions that will have a desperate impact on people of color. I cannot speak for any other African-American managers here, but for me to remain silent would be unconscionable. Now I'm using the Executive Director's own words when asked by a reporter by the Potomac local news after the last meeting to give an example of inefficiencies. The Executive Director responded quote for instance you have window dispatchers who gives dispatch orders to drivers in the morning and then has fewer things to do during the day after the buses leave the lot, well the window dispatchers are First Transit employees, they're contract employees, so if there's inefficiencies currently with the contractor why would you turn over the whole operation to them? It doesn't make sense, doesn't make common sense, and it doesn't make business sense and I would just say that before you accept this plan that you do your due diligence, study it carefully because within the plan there are redundancies and I know he purports to dislike redundancies, but there are redundancies within his own plan and positions that he wants to create that are already created and I'll even take for example the Customer Service Manager, there's currently one Customer Service Manager and within his plan he wants to create a second Customer Service Manager. There's no need. If you have a confident customer service, then you only need one and there are more examples. So I'll just by saying at election time you guys come and knock on our doors asking us to vote and we respond. Tonight these people are knocking on your doors and my question is will you respond. Thank you.

Markisha Smithen, PRTC Employee

Good evening, my name is Markesha Smithen and I've been a dispatcher here for ten years and I just want to say that integrity and transparency are very important, so please pay attention and use your humanity when you decide to vote. Thank you.

Jerry McIntosh, PRTC

My name is Jerry McIntosh. I'm a homeowner, live in the Dumfries area for well over ten years. My representatives are here and all I'm saying is that I'm a voter and ask that you pay close attention to what's going on. When I hire a plumber to come to my house, I don't expect that when that plumber comes to my house to go out to eat dinner and let that plumber just have full range in my house. I say that to say monitors, QA personnel, and dispatchers we sit and we watch we have oversight on the contractor. You just don't let nobody in your house and go to inner. I am saying to ya'll, like the young man said earlier, ya'll will be coming to our churches where we worship our God and asking for our votes, we need your votes now to come down on this particular ruling to say okay we can save money in another way. Alright, thank you.



January 2, 2018

To the PRTC Commissioners:

I am extremely concerned about a December 7, 2017 memorandum entitled "Implementation of the Reduction-In-Force Policy, Abolishment of Vacant Monitor Position and Creation of Positions" authored by Dr. Robert Schneider, executive Director at PRTC.

Allow me to introduce myself. I am Amber Maiden, C.E.O. of Alchemy Enterprises, an educational consultant firm that specializes in diversity issues in education. I recently joined the NAACP, an organization that, in my twenties, I considered an antiquated organization, fighting battles that no longer needed to be fought using language and techniques that I considered far too dated for those of us born during the latter part of the 20th century.

And, yet in my forties, I joined. I became a member because sadly, quite recently it has become quite apparent to me that we dwell in a society, where hundreds of thousands, if not millions of my fellow citizens long to a return of, not only mid-twentieth century politics, but even before, well before, say the mid-nineteenth century, where people who looked like me were relegated to lives of brutality, slavery and uncompensated servitude.

I speak plainly. And for that I make no apologies.

At any rate, regardless of what anyone wishes or longs for, *this is the 21st century*; and we cannot go back. We can only go forward. Many people are waking up and wanting to go forward with authenticity, integrity, civility and decency.

However it seems in equal measures and numbers, there are just as many who want the opposite, clinging to a past that can no longer be.

There are many people high profile positions, holding valued positions of public trust, operating under the guise of progress, yet intending to move backwards with duplicity, dishonesty, brutality and immorality. This is happening in so many civic arenas. These people raid the U.S. treasury, raid pension funds, demand that police officers, teachers, nurses, and bus drivers, (essentially, the backbone of every community) consistently due more and more *with less, less, less*. *Enough is enough!*

The proposal of the elimination of social security is well under way; as well as the desecration of our basically functional healthcare system. As far as I can tell, this is the agenda of the modern day Republican party, mindless and complete destruction of many of the things that have made this country great. All of these efforts are underway so that all the appropriate, and appointed billionaires can revel in a fatter pay day and travel in a bigger better yacht.

Just that. Nothing more. This is beyond disgraceful.

No matter what party is primarily responsible for this, (because I give Democrats no easy pass in all of this either, all the parties are responsible for the reprehensible current state of affairs as far as I'm concerned) this mentality is a cancer that has infected several layers of our society, and has been growing and spreading for years - and must be stopped!

I'm well aware of how this beginning cycle of corruption ends, as I grew up in Cleveland, Ohio, where civic corruption was and still is rampant. I saw, firsthand, with my own two eyes, my community completely destroyed by this corruption in the 1980s when I was a teen. It was so bad, I left home, moved all the way to Virginia. I married and resettled here in Prince William County, where I believed I had found a refuge. A good and decent place to raise a family.

But sadly, I was mistaken. Twenty year later, I realize this corruption is a **deep cancer- and cancer spreads and is spreading still**. This cancerous corruption is now infecting even Prince William County, where I have lived for well over twenty years, and have raised a family, paid taxes and voted annually. I have enjoyed being member of this community. I have always felt that all of our supervisors, (even the ones who propose legislation that draw down the ire of National Civil Rights organizations) generally do a pretty decent job of running the county, keeping it functional, safe, and generally a place where people can raise a family effectively and in peace - which sadly is no small accomplishment in this day and age, in this country of ours. Sadly, there are many places in the USA where such a task is nearly impossible.

Northern Virginia Community College, 2012

However, I am seeing signs of this very corrosive corruption impacting Prince William County. I was first impacted by the corruption, working as an adjunct at Northern Virginia Community College, on the Woodbridge campus. There in 2012, I witnessed firsthand the gutting of a very effective Developmental English Program - which primarily worked to the benefit of minority students and students with special needs. That was done in an extremely clever manner such as to not appear to be racially motivated at all. But I clearly saw how systematically, resources were being moved from programs that worked toward the empowerment and development of disadvantaged students (many of whom were minorities), and resources were then redistributed to programs that benefitted a largely white only student body.

With my background in EEO/Affirmative Action and Diversity, I know how these moves are made. I know how to *juke the stats*. I know how to discriminate against a group of people, and insist that no such action is being taken by finding that alleged nondiscriminatory reason, for taking action.

Regardless of the intent, when the Virginia Community College System (VCCS) decided to demand all these changes to both the remedial math and English programs within the community

college systems, despite the adamant protests of many of my esteemed colleagues, many of whom had built the effective developmental programming, that the VCCS gutted. I saw the devastating impact this action had on minority students, and the developmental programs themselves.

The alleged benefits of the proposed changes, as far as I could see, did nothing to assist faculty or students with teaching or learning- but ultimately fattened some software makers pockets exponentially. However, the computerized math programming- which none of the students seemed to be able to grasp, or learn *anything* of value from, cost many faculty their jobs, and costs students, thousands more dollars than the normal math classes, which had been taught by faculty who cared, as opposed to computers that clearly care less. I saw with my own two eyes, the education provided at NOVA, get watered down each semester, and at the same time become *more costly*. I witnessed how this impacted minority students the harshest; and yet I did and said nothing.

I can no longer stay quiet.

PRTC, 2017

Here we are again, same game, different organization.

Dr. Schneider contends in his December 7, 2017 memorandum, "At the October 5, 2017 Board meeting, the Commission adopted the Vision 2020: Post 100 day Plan which addresses seven focus areas, including a new staffing structure. the plan identified staffing opportunities and a need to evaluate core functions of the organization. A review of inefficiencies demonstrated a need for realignment of operational functions held by PRTC with assignment to First Transit in order to close technical and performance gaps."

First of all, having a masters in English, and having taught Composition and Literature at NOVA for ten years, all of my former students know that I despise poorly structured sentences, and poor vocabulary choices. The Dr. Scheneider's December 7, 2017 memorandum is *replete* with such heinous constructions. Reading that memo literally made my head hurt, as it should have. No one who is remotely reiterate can read such garbage without suffering a few spasms of repulsions.

It's truly sad that I have to say this, to so many so called educated people, ad nauseam, but in order to have meaning in English, **a sentence requires a subject, a verb and an object**. Unless the writer is skilled (and most writers are not) the sentence should never contain much more than that. When this should happen, (unskilled writers throwing around a vocabulary they have no real understanding of, within an ill-fitted sentence structure) all meaning is lost and the sentence is ridiculously awkward.

However, I understand all to well, the linguistical games that companies and government bureaucracies play, with their poorly structured sentences and bad word choices, used *hide* the real meaning of exactly whatever *heinously corrupt actions* government officials are proposing to undertake.

Reviewing Dr. Schneider's memorandum and supporting documentation, which I have done, several times, I fail to understand how any of the proposed changes will "close technical gaps and performance gaps" *whatever those may be*.

But perhaps if the memorandum contained sentences structured properly, my comprehension would be clearer. I'd understand that probably what's being proposed is firing people in the trenches (many of whom are minorities) to give executives bigger salaries and bonuses. If that's the plan, I just wish Dr. Schneider would speak plainly about it, and *spare us the bureaucratic gobibity-gook*.

PRTC runs buses. They are our public transportation system in the County, which is decent, not terrible, but not great either. Clearly, the system has some very real challenges, as there is a lot of land to cover in the county. But I understand, as surely ***you all*** must understand, (only an idiot would fail to realize) it is a lifesaver in this county, for those without cars. There is no other way for many of those individuals to get the basic necessities of life accomplished: getting to school, getting to work, getting to the doctor, without these buses.

Many of my students could only make it to NOVA via use of the PRTC system. The changes that are proposed, seem to be about, taking the boots on the ground workers, who know how to do their jobs, and take pride in their jobs, getting rid of them, and replacing them with lesser skilled and less reliable contract workers. This is efficient for the PRTC system how? Low skilled contract workers cause problems everywhere- and certainly given the complexities of public transportation, these problems have the potential to multiply liabilities exponentially. Transportation is no simple thing.

And to what end? The fattening some newly appointed executive's paychecks?

This isn't my first time at the rodeo. I understand exactly how these proposals are devised, tweaked, and made to appear as if there are appropriate business reasons for the action take and that no discriminatory action or intent was involved. However, I am doubtful that this is the case with PRTC.

I clearly understand that this is the *new* business model, (gut public funds and make the rich richer). WE can all see it being implemented everywhere, much to the detriment of all U. S. citizens, but especially the black and brown ones. I see and feel the effects of it everywhere. And I am less than pleased.

I think we all are, because as consumers of government services and any services, really we all find ourselves ***paying more and more and more, while getting less and less and less in return***; not to mention that these contract workers are often not U.S. citizens and as such a subjected to some of the most disgraceful treatment imaginable from unscrupulous employers who know that they have free reign to violate these individuals most basic human rights, precisely because of their tenuous position in our society.

Meanwhile, because these underprivileged individuals are put in charge of our services, ***the quality of our services decrease drastically***. I am seeing the effects of this all over Prince William County. It is a problem, a very, very, very serious problem. A cancer, that is spreading.

I say all of that to say this: I am not in support of any Reduction-in-Force (RIF) that doesn't consider input from all of the employees who have dutifully and successfully done their jobs and done it well - *for years*. *I am not in support of an RIF that does not* consider a course of action that is to the benefit of all of the citizens that utilize the services, pay taxes for the services and often desperately need the services.

What sort of studies or surveys have been done to support these proposed changes at PRTC? Who was surveyed? What sort of questions were asked? I know it is astounding to some, but this is still a democracy, not a tyranny of the most powerful and wealthy.

As citizens in this democracy, we need to be informed and queried about drastic systematic changes that will implement and impact all of us. Enough of the rogue actors, destroying systems, for their immediate gain and personal financial benefit.

I honestly do not see why a company that runs buses needs to eliminate the positions of those who actually run the buses to create eleven new positions, none of which seem to have anything to do with actually running the buses. I fail to understand what Dr. Schneider is proposing and why? To what end? How does it improve the lives of my former students who have to wait an hour for a bus, that will take an hour to deliver them from the far side of Dale Boulevard to the NOVA Woodbridge campus?

Someone has to speak up for these students, as well as all the others who rely upon this transportation system, which could be improved. These proposed changes of Dr. Schneider seem to me, to likely result in a degradation of the current system.

I am deeply unimpressed with the proposal to shift from "an on-street operations emphasis to a finance and planning oriented organization." Why would anyone do that? The goal is to operate public transportation, not only for Prince William County, but many others as well. On street operations is critical. ***PRTC runs busses not not banks.***

I am certainly not in support of any RIF that is all about some outsider coming into my community, enriching himself and his friends, by gutting all of the quality workers, bringing in lesser skilled ones, handing out bonuses to the buddies and white workers only while leaving a trail of disaster in his wake as he moves on to the next bigger and better paycheck.

And neither should you be. It's not decent. It's not right. and It's harmful to the community, where you work, live and serve.

Thank you for your time and consideration to this matter,

Sincerely,

Amber Maiden, J.D., M.A.
C.E.O of Alchemy Enterprises

ITEM 6
February 1, 2018
PRTC Regular Meeting

Citizens' Time
(3 minute time limit per person)

ITEM 7
February 1, 2018
PRTC Regular Meeting
Res. No. 18-02-____

MOTION:

SECOND:

RE: APPROVE – CONSENT AGENDA – FEBRUARY 1, 2018

ACTION:

WHEREAS, the Potomac and Rappahannock Transportation Commission (“PRTC” or the “Commission”) was presented with a consent agenda; and

WHEREAS, an opportunity was afforded for items to be added or deleted from the consent agenda.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the consent agenda of February 1, 2018, as presented/amended.

Votes:

Ayes:

Abstain:

Nays:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:

ITEM 7-A
February 1, 2018
PRTC Regular Meeting
Res. No. 18-02-____

MOTION:

SECOND:

**RE: ACCEPTANCE OF THE POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION MONTHLY JURISDICTIONAL
FINANCIAL REPORT FOR THE PERIOD ENDED NOVEMBER 30, 2017**

ACTION:

WHEREAS, a financial report for each jurisdiction is prepared each month for presentation to the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission"); and

WHEREAS, this report supplies information on the current month and year-to-date motor fuel tax collections; earned interest, other revenues, state administration cost, expenditures, transfers and encumbrances; and

WHEREAS, this information covers the PRTC as a whole, as wells as each separate jurisdiction; and

WHEREAS, management produced new fuel tax projections for the remainder of FY2018, which have been reflected in this month's jurisdictional financial report.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby accept the Jurisdictional Financial Report for the period ended October 31, 2017, as presented/amended.

Votes:

Ayes:

Abstain:

Nays:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:

Fuel Tax Revenues
Budget to Actual
Five Months Ended November 2017

	FY18 YTD Budget	FY18 YTD Actual	Variance %	Variance \$
Prince William County	4,780,708	4,766,812	0%	(13,896)
Stafford	1,498,500	1,463,773	-2%	(34,727)
Manassas	327,375	383,123	17%	55,748
Manassas Park	306,292	303,543	-1%	(2,749)
Fredericksburg	561,375	575,335	2%	13,960
Spotsylvania	1,654,833	1,677,315	1%	22,482
Total	9,129,083	9,169,901	0%	40,818

Year to date budget reflects updated FY2018 motor fuels tax revenue projections below done as part of the FY2019 budget and six year plan process.

	Previous FY18 Projection (11/16)	Latest FY18 Projection (11/17)	Change %	Change \$
Prince William County	10,559,471	11,473,700	8.66%	914,229
Stafford	3,217,641	3,596,400	11.77%	378,759
Manassas	855,734	785,700	-8.18%	(70,034)
Manassas Park	609,787	735,100	20.55%	125,313
Fredericksburg	1,426,901	1,347,300	-5.58%	(79,601)
Spotsylvania	3,656,687	3,971,600	8.61%	314,913
Total	20,326,221	21,909,800	7.79%	1,583,579

MONTHLY FINANCIAL REPORT FOR ALL JURISDICTIONS
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2017

FY18 Beginning Fund Balance		\$ 11,530,152.73 (1)
	Current Month	Year To Date
Gross Tax Revenue	\$ 1,566,463.85	\$ 9,169,901.04
Less: State Admin. Cost	\$ -	\$ -
Net Tax Revenue	\$ 1,566,463.85	\$ 9,169,901.04
Interest from Investment	\$ 12,319.61	\$ 48,278.35
Total Tax & Investment Revenue	\$ 1,578,783.46	\$ 9,218,179.39
Expenditures/Transfers	\$ -	\$ (6,470,643.50)
Reimbursement/Transfer from Other Governments	\$ -	\$ -
PRTC Operating Fund Balance	\$ -	\$ 4,000,000.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		\$ 18,277,688.62
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)		\$ 12,739,898.96
FY18 Projected State Grant (remainder)		\$ 173,267.40
LESS: Unexpended Adopted Resolutions		\$ (18,094,040.97) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	-	-
Jurisdictional Reimbursement	\$0.00	\$0.00
Total Projected Unencumbered Balance		\$ 13,096,814.01 (2)

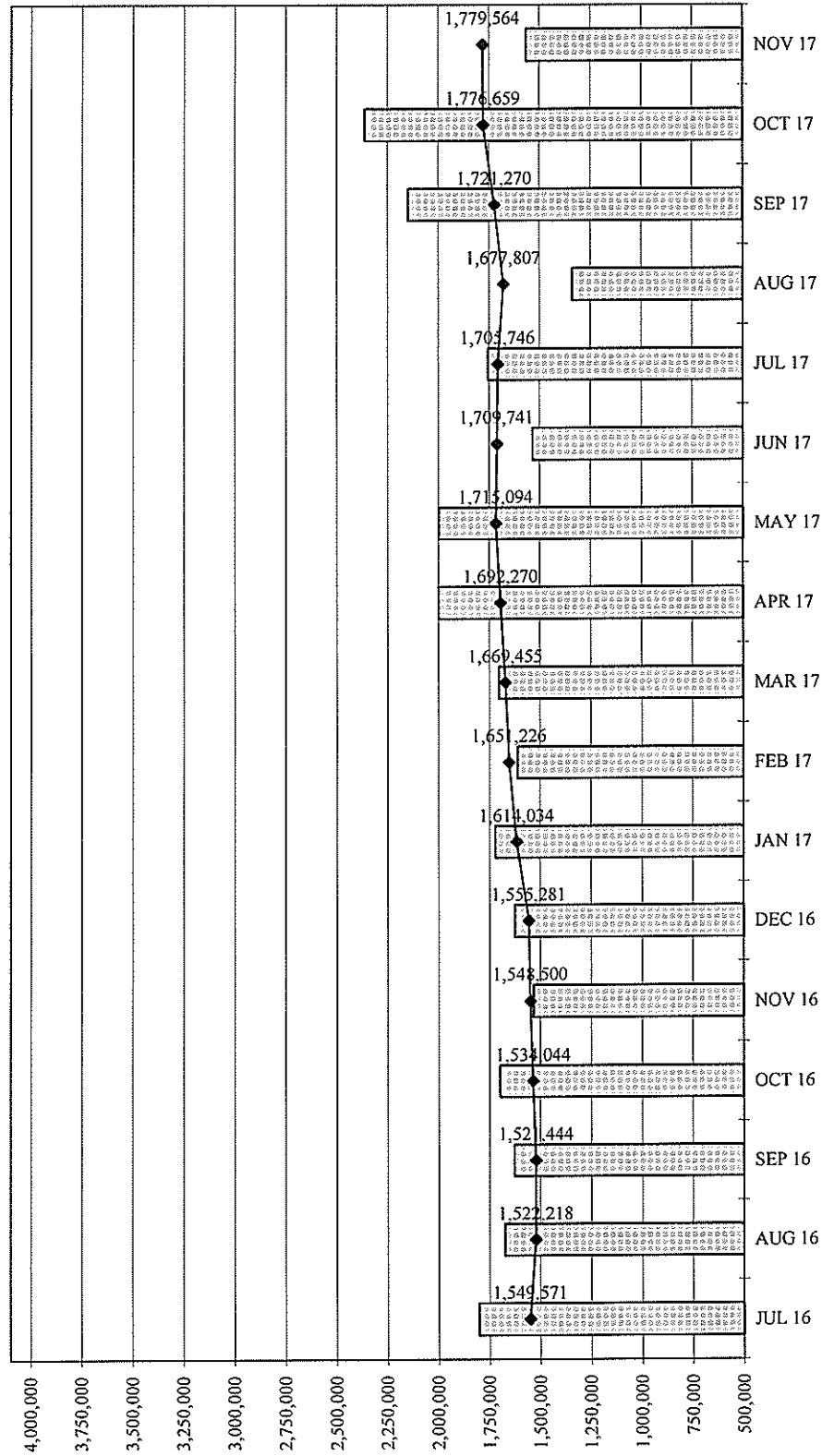
ADOPTED RESOLUTIONS	AMOUNT	EXPENDITURES	BALANCE
08-06-07	\$ 173,000.00 (1)	\$ -	\$ 173,000.00
09-11-07	\$ 93,139.69 (1)	\$ -	\$ 93,139.69
10-11-05	\$ 234,500.00 (1)	\$ -	\$ 234,500.00
13-06-08	\$ 200,000.00 (1)	\$ -	\$ 200,000.00
15-05-07	\$ 371,164.00 (1)	\$ -	\$ 371,164.00
15-12-06	\$ 2,749.78 (1)	\$ -	\$ 2,749.78
16-03-07	\$ 69,695.00 (1)	\$ -	\$ 69,695.00
16-06-09	\$ 222,540.00 (1)	\$ -	\$ 222,540.00
17-03-07	\$ 382,261.00 (1)	\$ -	\$ 382,261.00
17-06-05	\$ 1,901.00 (1)	\$ -	\$ 1,901.00
17-06-07	\$ 65,000.00 (1a)	\$ -	\$ 65,000.00
17-06-08	\$ 222,070.00 (1a)	\$ -	\$ 222,070.00
17-06-09	\$ 5,191,287.00 (1a)	\$ 2,470,643.50	\$ 2,720,643.50
17-06-13	\$ 15,275,700.00 (1a)	\$ 4,000,000.00	\$ 11,275,700.00
17-07-06	\$ 116,000.00	\$ -	\$ 116,000.00
17-07-07	\$ 206,000.00	\$ -	\$ 206,000.00
18-01-04	\$ 1,737,677.00	\$ -	\$ 1,737,677.00
Total	\$ 24,564,684.47	\$ 6,470,643.50	\$ 18,094,040.97 (*)

(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue
(for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

PRTC NET FUEL TAX COLLECTIONS FY17 and FY18



MONTHLY FINANCIAL REPORT FOR PRINCE WILLIAM COUNTY
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2017

FY18 Beginning Fund Balance			\$ 2,027,495.95 (1)
		Current Month	Year To Date
Gross Tax Revenue		\$ 806,666.23	\$ 4,766,812.09
Less: State Admin. Cost		\$ -	\$ -
Net Tax Revenue		\$ 806,666.23	\$ 4,766,812.09
Interest from Investment		\$ 3,737.95	\$ 10,374.67
Total Tax & Investment Revenue		\$ 810,404.18	\$ 4,777,186.76
Expenditures/Transfers		\$ -	\$ (3,818,119.00)
Transfer From Prince William County		\$ -	\$ -
PRTC Operating Fund Balance		\$ -	\$ 3,818,119.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)			
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES			\$ 6,804,682.71
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)			6,706,887.91
LESS: Unexpended Adopted Resolutions			\$ (10,764,181.00) (*)
Other Financing Sources/(Uses)			
Claims and Judgments		0.00	-
Jurisdictional Reimbursement		\$0.00	\$0.00
Total Projected Unencumbered Balance			\$ 2,747,389.62 (2)

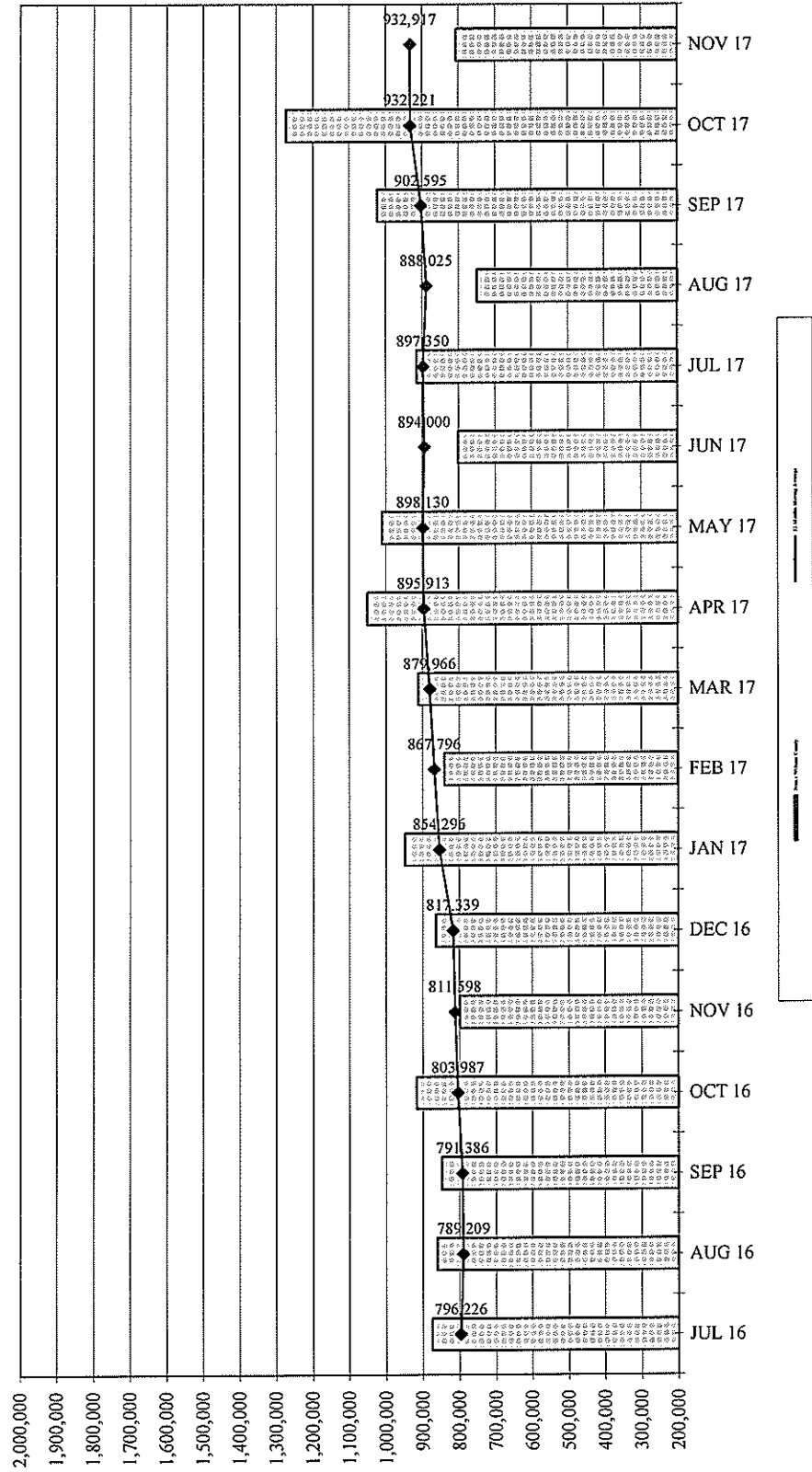
ADOPTED RESOLUTIONS	AMOUNT	EXPENDITURES	BALANCE
08-06-07	\$ 173,000.00 (1)	\$ -	\$ 173,000.00
17-06-13	\$ 14,409,300.00 (1a)	\$ 3,818,119.00	\$ 10,591,181.00
Total	\$ 14,582,300.00	\$ 3,818,119.00	\$ 10,764,181.00 (*)

(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue
(for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

PRTC NET FUEL TAX COLLECTIONS FY17 and FY18



MONTHLY FINANCIAL REPORT FOR STAFFORD COUNTY
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2017

FY18 Beginning Fund Balance \$ 1,932,896.98 (1)

	Current Month	Year To Date
Gross Tax Revenue	\$ 237,070.33	\$ 1,463,773.44
Less: State Admin. Cost	\$ -	\$ -
Net Tax Revenue	\$ 237,070.33	\$ 1,463,773.44
Interest from Investment	\$ 1,214.78	\$ 3,811.62
Total Tax & Investment Revenue	\$ 238,285.11	\$ 1,467,585.06
Expenditures/Transfers	\$ -	\$ (1,200,629.00)
PRTC Operating Fund Balance	\$ -	\$ 28,372.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		<u>\$ 2,228,225.04</u>
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)		2,132,626.56
LESS: Unexpended Adopted Resolutions		\$ (1,241,985.00) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	\$0.00	\$0.00
Jurisdictional Reimbursement	<u>\$0.00</u>	<u>\$0.00</u>
Total Projected Unencumbered Balance		<u><u>\$ 3,118,866.60 (2)</u></u>

ADOPTED RESOLUTIONS	AMOUNT		EXPENDITURES	BALANCE
17-06-09	\$ 2,344,514.00	(1a)	\$ 1,172,257.00	\$ 1,172,257.00
17-06-13	\$ 98,100.00	(1a)	\$ 28,372.00	\$ 69,728.00
Total	<u>\$ 2,442,614.00</u>		<u>\$ 1,200,629.00</u>	<u>\$ 1,241,985.00 (*)</u>

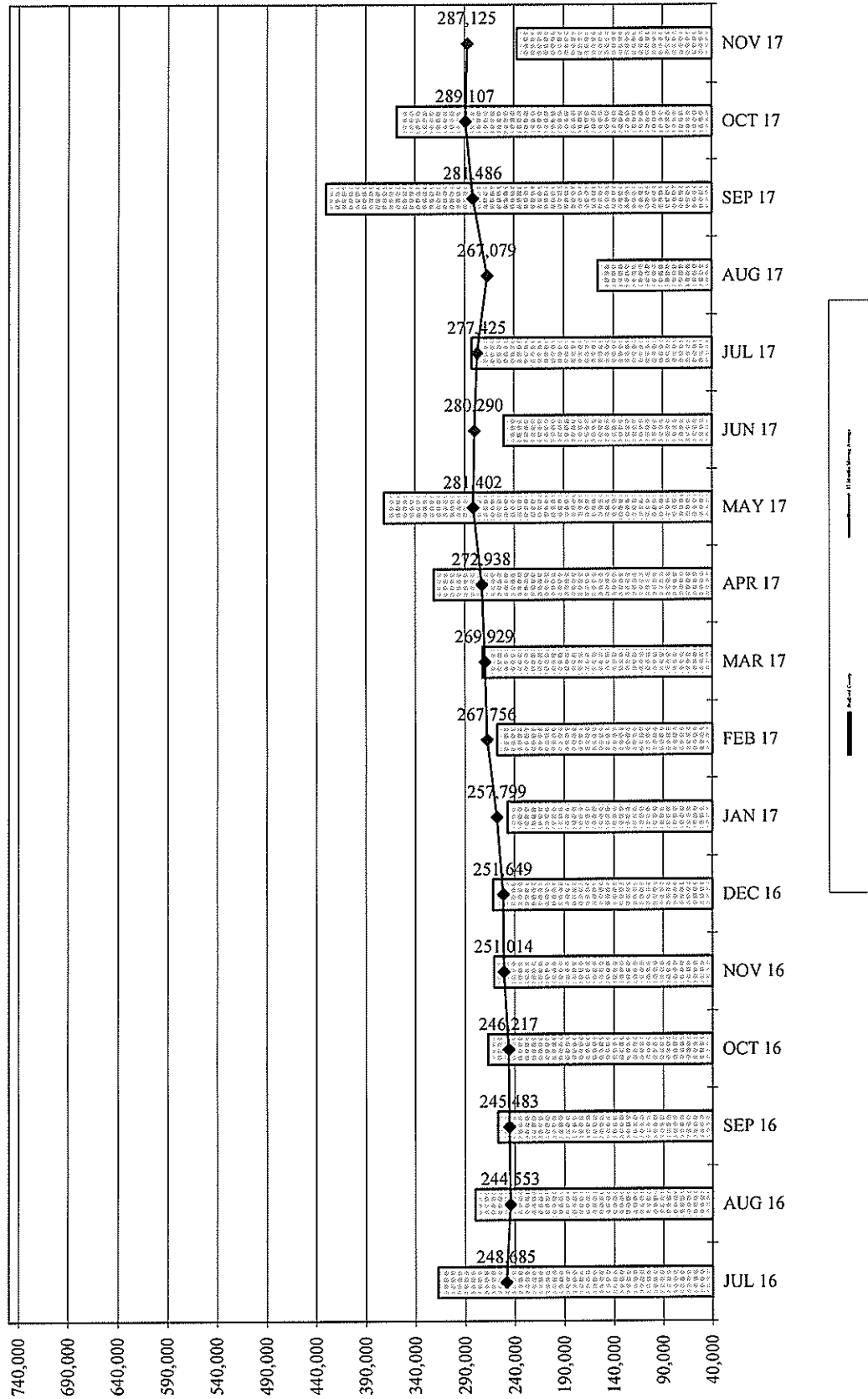
(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue
(for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

PRTC NET FUEL TAX COLLECTIONS

FY17 and FY18



MONTHLY FINANCIAL REPORT FOR CITY OF MANASSAS
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2017

FY18 Beginning Fund Balance			\$	243,169.32	(1)
		Current Month		Year To Date	
Gross Tax Revenue		\$	67,871.78	\$	383,122.95
Less: State Admin. Cost		\$	-	\$	-
Net Tax Revenue		\$	67,871.78	\$	383,122.95
Interest from Investment		\$	287.55	\$	785.50
Total Tax & Investment Revenue		\$	68,159.33	\$	383,908.45
Expenditures/Transfers		\$	-	\$	(143,121.00)
Reimbursement From Other Governments (State Grant)		\$	-	\$	-
PRTC Operating Fund Balance		\$	-	\$	50,828.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)					
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES				\$	534,784.77
FY18 Projected Motor Fuel Revenue					402,577.05
(for remainder of fiscal year)					
FY18 Projected State Grant (remainder)					173,267.40
LESS: Unexpended Adopted Resolutions				\$	(1,220,275.00) (*)
Other Financing Sources/(Uses)					
Claims and Judgments			\$0.00		\$0.00
Jurisdictional Reimbursement			\$0.00		\$0.00
Total Projected Unencumbered Balance				\$	(109,645.78) (2)

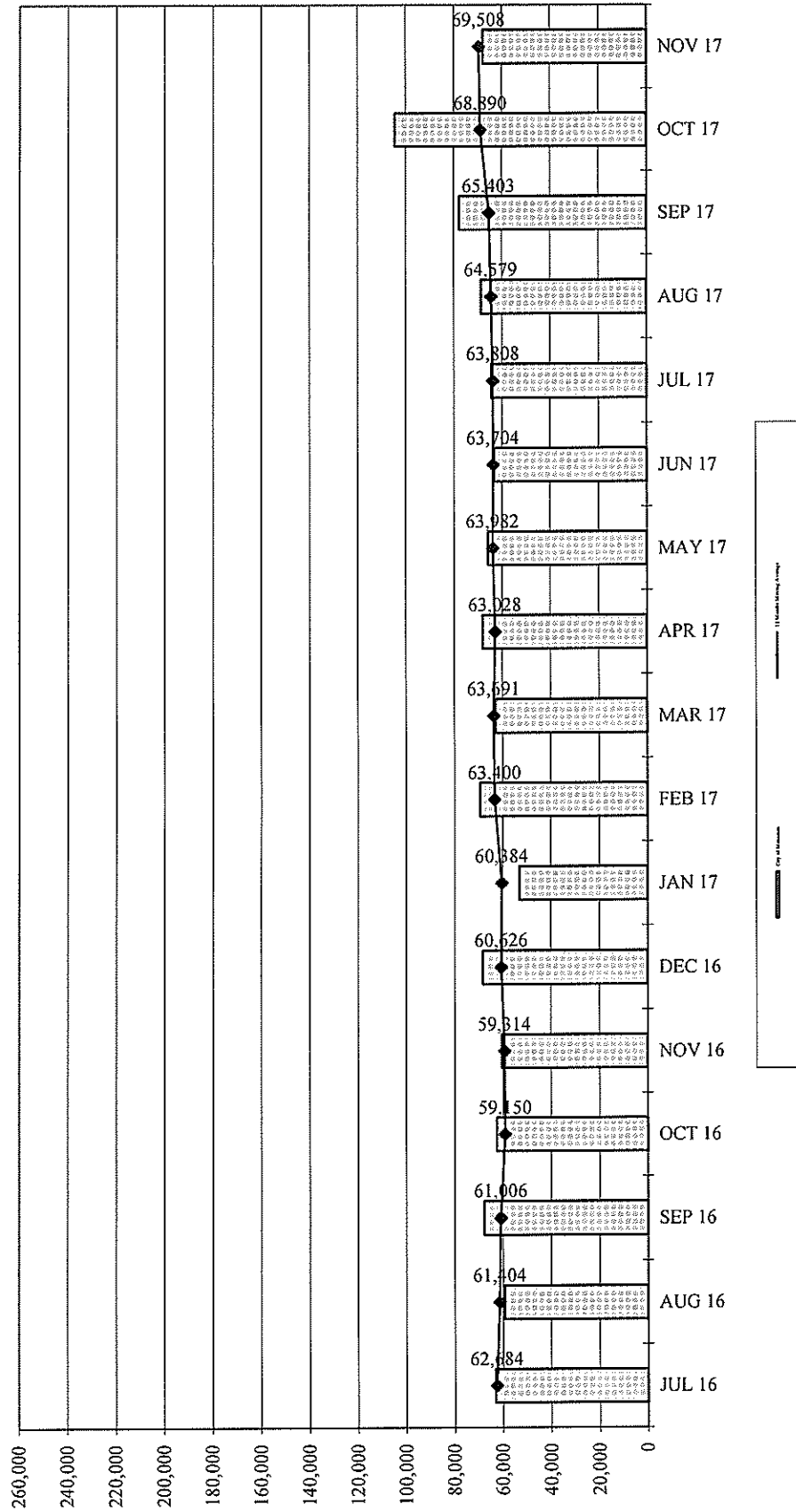
ADOPTED RESOLUTIONS	AMOUNT	EXPENDITURES	BALANCE
16-06-09	\$ 222,540.00 (1)	\$ -	\$ 222,540.00
17-06-07	\$ 65,000.00 (1a)	\$ -	\$ 65,000.00
17-06-08	\$ 222,070.00 (1a)	\$ -	\$ 222,070.00
17-06-09	\$ 434,586.00 (1a)	\$ 92,293.00	\$ 342,293.00
17-06-13	\$ 419,200.00 (1a)	\$ 50,828.00	\$ 368,372.00
Total	\$ 1,363,396.00	\$ 143,121.00	\$ 1,220,275.00 (*)

(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue
(for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

PRTC NET FUEL TAX COLLECTIONS FY17 and FY18



MONTHLY FINANCIAL REPORT FOR CITY OF MANASSAS PARK
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2017

FY18 Beginning Fund Balance \$ 2,460,115.84 (1)

	<u>Current Month</u>	<u>Year To Date</u>
Gross Tax Revenue	\$ 44,085.84	\$ 303,542.53
Less: State Admin. Cost	\$ -	\$ -
Net Tax Revenue	\$ 44,085.84	\$ 303,542.53
Interest from Investment	\$ 2,372.63	\$ 11,161.29
Total Tax & Investment Revenue	\$ 46,458.47	\$ 314,703.82
Expenditures/Transfers	\$ -	\$ (273,880.00)
PRTC Operating Fund Balance	\$ -	\$ 36,521.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		<u>\$ 2,537,460.66</u>

FY18 Projected Motor Fuel Revenue
(for remainder of fiscal year) 431,557.47

LESS: Unexpended Adopted Resolutions \$ (1,615,841.69) (*)

Other Financing Sources/(Uses)

Claims and Judgments	\$0.00	\$0.00
Jurisdictional Reimbursement	<u>\$0.00</u>	<u>\$0.00</u>

Total Projected Unencumbered Balance \$ 1,353,176.44 (2)

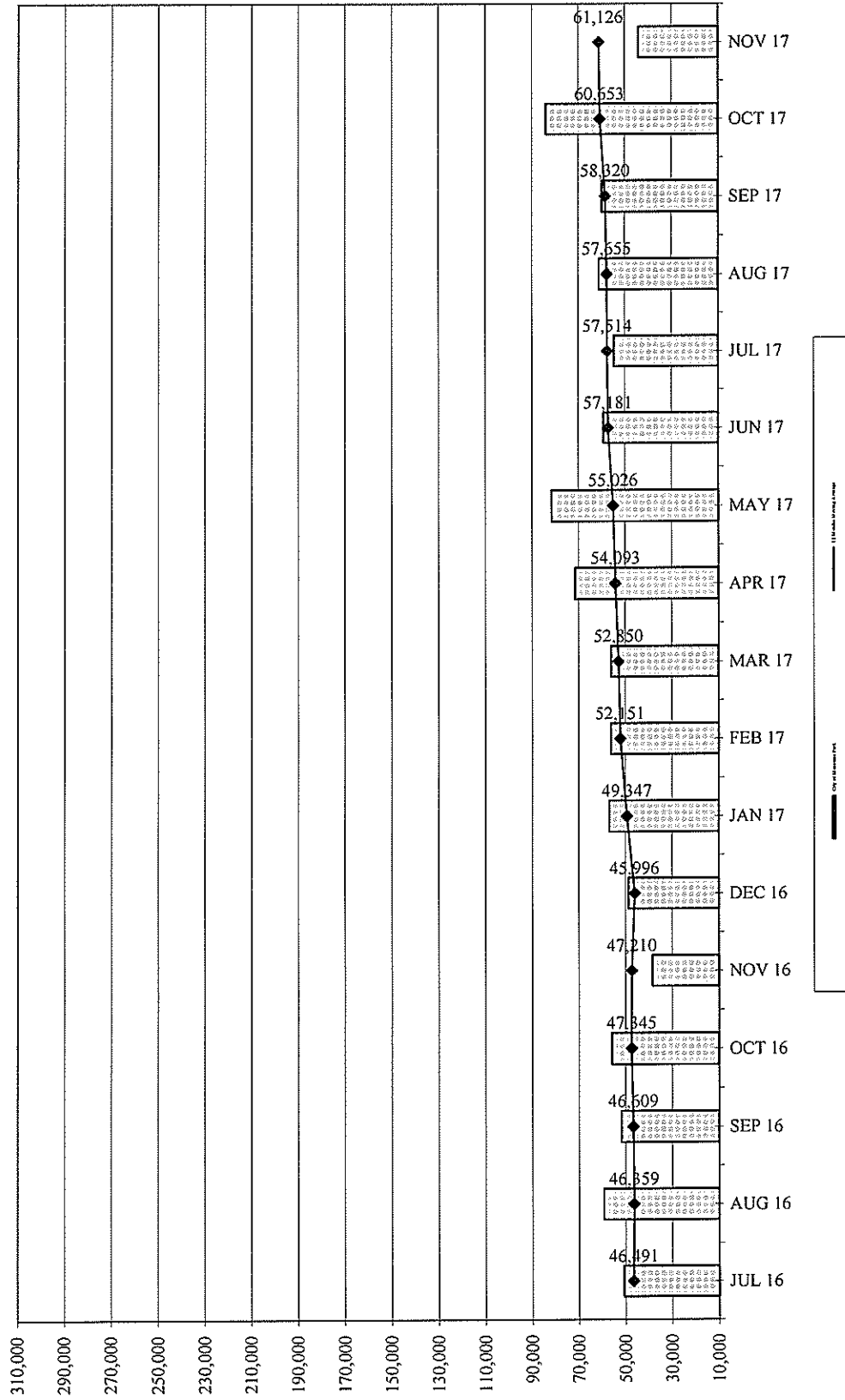
<u>ADOPTED RESOLUTIONS</u>	<u>AMOUNT</u>		<u>EXPENDITURES</u>	<u>BALANCE</u>
09-11-07	\$ 93,139.69 (1)		\$ -	\$ 93,139.69
10-11-05	\$ 234,500.00 (1)		\$ -	\$ 234,500.00
13-06-08	\$ 200,000.00 (1)		\$ -	\$ 200,000.00
15-05-07	\$ 371,164.00 (1)		\$ -	\$ 371,164.00
17-06-09	\$ 474,718.00 (1a)		\$ 237,359.00	\$ 237,359.00
17-06-13	\$ 194,200.00 (1a)		\$ 36,521.00	\$ 157,679.00
17-07-06	\$ 116,000.00		\$ -	\$ 116,000.00
17-07-07	\$ 206,000.00		\$ -	\$ 206,000.00
Total	<u>\$ 1,889,721.69</u>		<u>\$ 273,880.00</u>	<u>\$ 1,615,841.69 (*)</u>

(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue
(for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

PRTC NET FUEL TAX COLLECTIONS FY17 and FY18



FY18 Beginning Fund Balance	\$ 1,189,603.73 (1)
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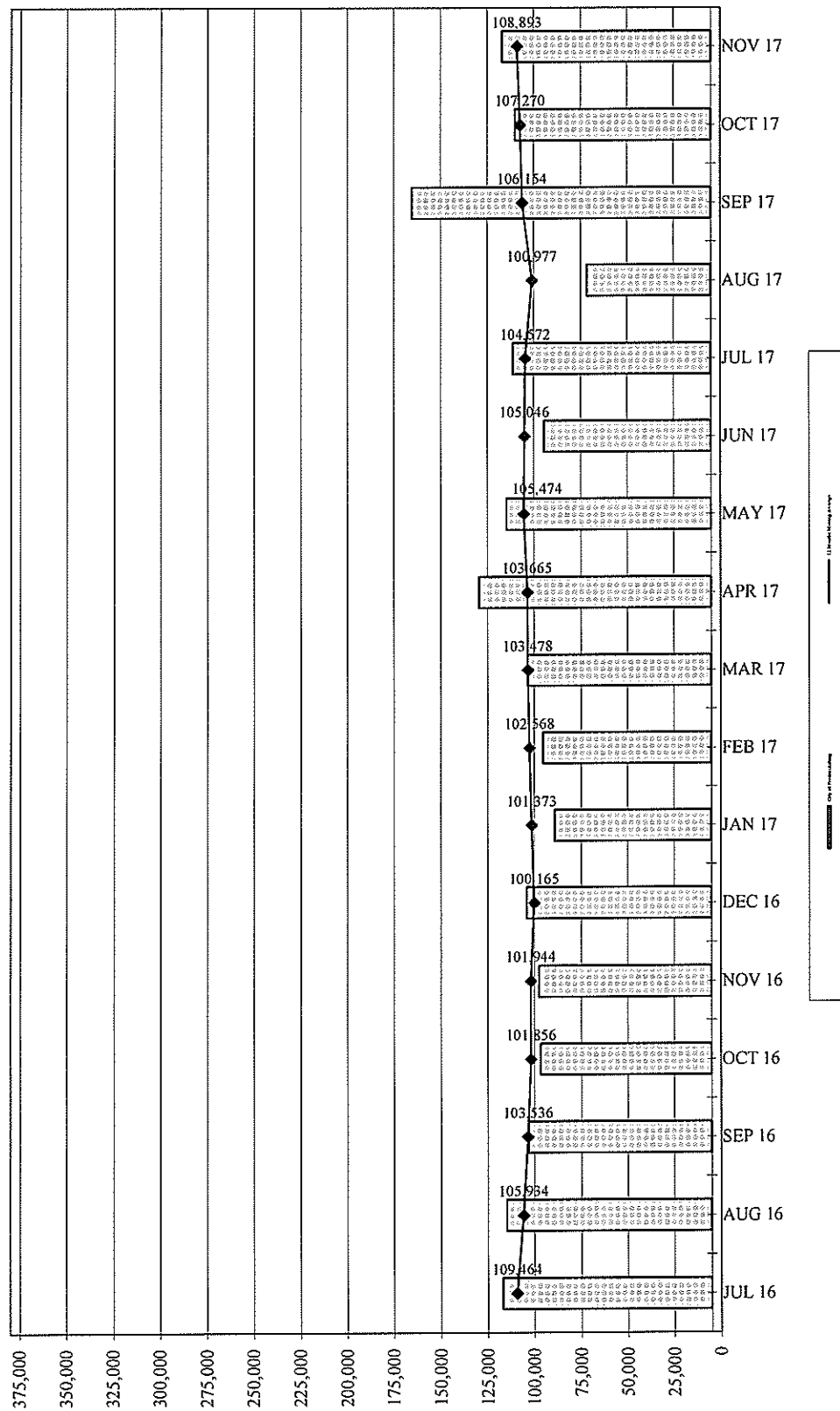
	Current Month	Year To Date
Gross Tax Revenue	\$ 117,011.95	\$ 575,334.54
Less: State Admin. Cost	\$ -	\$ -
Net Tax Revenue	\$ 117,011.95	\$ 575,334.54
Interest from Investment	\$ 1,180.67	\$ 5,418.65
Total Tax & Investment Revenue	\$ 118,192.62	\$ 580,753.19
Expenditures/Transfers	\$ -	\$ (220,889.00)
PRTC Operating Fund Balance	\$ -	\$ 12,250.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		\$ 1,561,717.92
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)		771,965.46
LESS: Unexpended Adopted Resolutions		\$ (311,485.00) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	\$0.00	\$0.00
Jurisdictional Reimbursement	\$0.00	\$0.00
Total Projected Unencumbered Balance		\$ 2,022,198.38 (2)

ADOPTED RESOLUTIONS	AMOUNT	EXPENDITURES	BALANCE
16-03-07	\$ 69,695.00 (1)	\$ -	\$ 69,695.00
17-06-05	\$ 1,901.00 (1)	\$ -	\$ 1,901.00
17-06-09	\$ 417,278.00 (1a)	\$ 208,639.00	\$ 208,639.00
17-06-13	\$ 43,500.00 (1a)	\$ 12,250.00	\$ 31,250.00
Total	\$ 532,374.00	\$ 220,889.00	\$ 311,485.00 (*)

(*) Resolutions which have been encumbered will not be expended until funds become available.

Note: Report as of 6/30/17 includes expense accrual of \$869,843.

PRTC NET FUEL TAX COLLECTIONS FY17 and FY18



MONTHLY FINANCIAL REPORT FOR SPOTSYLVANIA COUNTY
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2017

FY18 Beginning Fund Balance	\$ 3,676,870.91 (1)
-----------------------------	---------------------

	Current Month	Year To Date
Gross Tax Revenue	\$ 293,757.72	\$ 1,677,315.49
Less: State Admin. Cost	\$ -	\$ -
Net Tax Revenue	\$ 293,757.72	\$ 1,677,315.49
Interest from Investment	\$ 3,526.03	\$ 16,726.62
Total Tax & Investment Revenue	\$ 297,283.75	\$ 1,694,042.11
Expenditures/Transfers	\$ -	\$ (814,005.50)
PRTC Operating Fund Balance	\$ -	\$ 53,910.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS)		
PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		\$ 4,610,817.52
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)		2,294,284.51
LESS: Unexpended Adopted Resolutions		\$ (2,940,273.28) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	\$0.00	\$0.00
Jurisdictional Reimbursement	\$0.00	\$0.00
Total Projected Unencumbered Balance		\$ 3,964,828.75 (2)

ADOPTED RESOLUTIONS	AMOUNT	EXPENDITURES	BALANCE
15-12-06	2,749.78 (1)	\$ -	\$ 2,749.78
17-03-07	\$ 382,261.00 (1)	\$ -	\$ 382,261.00
17-06-09	\$ 1,520,191.00 (1a)	\$ 760,095.50	\$ 760,095.50
17-06-13	\$ 111,400.00 (1a)	\$ 53,910.00	\$ 57,490.00
18-01-04	\$ 1,737,677.00	\$ -	\$ 1,737,677.00
Total	\$ 3,754,278.78	\$ 814,005.50	\$ 2,940,273.28 (*)

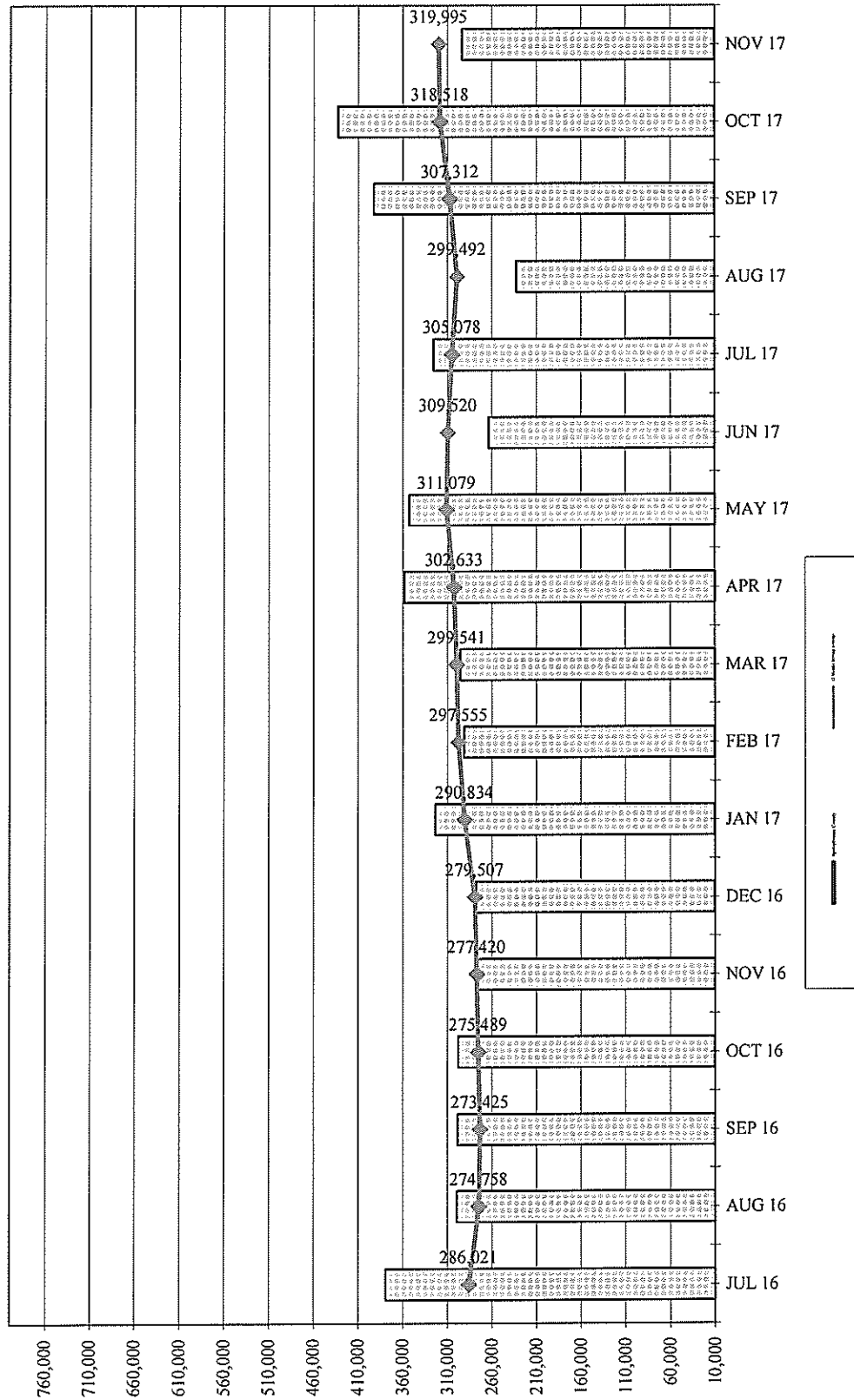
(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue (for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

Note: Report as of 6/30/17 includes expense accrual of \$997,331.36.

PRTC NET FUEL TAX COLLECTIONS FY17 and FY18



MOTION:

SECOND:

RE: AUTHORIZATION TO SUBMIT FY19 STATE GRANT APPLICATIONS

ACTION:

WHEREAS, applications for FY19 state assistance are due by February 1, 2018; and

WHEREAS, applications for those projects approved by the Potomac and Rappahannock Transportation Commission ("PRTC" and the "Commission") will be submitted after the Commission meeting; and

WHEREAS, the Commission has reviewed and supports management's proposals for FY19 state assistance as described in the accompanying memorandum; and

WHEREAS, local matching funds have been included in the proposed FY19 PRTC budget.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to file applications with the Virginia Department of Rail and Public Transportation (VDRPT), to furnish such documents and other information as may be required for processing the grant requests, and execute any related documents for grants of financial assistance in substantially the same form as outlined in management's memorandum accompanying this resolution, to defray eligible costs for public transportation purposes, and to accept from VDRPT grants in such amount as may be awarded.

BE IT FURTHER RESOLVED that the Potomac and Rappahannock Transportation Commission certifies that funds shall be used in accordance with the requirements of Section 58.1-638.A.4 of the Code of Virginia, that the Commission shall provide matching funds as required, that records of receipts for expenditures of funds granted to the Commission may be subject to audit by the VDRPT and by the State Auditor of Public Accounts, and that the funds shall be used for such purposes as authorized in the Code of Virginia.

ITEM 7-B
February 1, 2018
PRTC Regular Meeting
Res. No. 18-02-____
Page Two

Votes:

Ayes:

Nays:

Abstain:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:



Potomac and Rappahannock
Transportation Commission

14700 Potomac Mills Road
Woodbridge, VA 22192

February 1, 2018

TO: Chair Anderson and PRTC Commissioners

THROUGH: Betsy Massie *Betsy Massie*
Director, Grants and Project Management

FROM: Robert A. Schneider, PhD *RS*
Executive Director

RE: Authorization to Submit FY19 State Grant Applications

Recommendation:

Authorize submission of FY19 state grant applications.

Background:

Each year PRTC applies for state assistance authorized by the Commission. The application deadline this year is February 1st; approved applications will be submitted after the Potomac and Rappahannock Transportation Commission's ("PRTC" or the "Commission") meeting.

Applications submitted for PRTC's FY19 proposed budget are as follows:

- (1) Operating assistance. This is a recurring state grant covering operating expenses, funded by the Commonwealth's Transportation Trust Fund (TTF). Before the enactment of Senate Bill 1140 (SB 1140) by the General Assembly in 2013, all state transit operating assistance was allocated to transit providers based simply on their respective shares of the state-wide operating costs for all providers receiving state operating assistance. SB 1140 directed the Virginia Department of Rail and Public Transportation (DRPT) to fashion a performance-based formula for allocating new state operating assistance stemming from HB 2313 (which SB 1140 defined as "funding above \$160 million"), in concert with an appointed advisory committee and subject to the approval of the Commonwealth Transportation Board (CTB). A performance-based formula was developed as required and state operating assistance is now allocated using two formulas – one applying to the first \$160 million based on operating costs alone, and the second being performance-based which, for FY19, draws data from FY15 through FY17.

- (2) Capital assistance. The principal source of funding for capital is 25% of the Mass Transit Trust Fund (MTTF), supplemented by other state sources at DRPT's disposal. SB 1140 also made changes to the methodology for awarding capital, by directing DRPT to fashion a tiered approach based on asset need and anticipated state participation level and revenues such that state participation rates would vary by tier (before SB 1140, MTTF capital funds had to be distributed using a uniform state participation rate). DRPT has developed the following three-tiered structure: Tier 1 - Replacement/Expansion Vehicles, Bus Overhauls; Tier 2 - Infrastructure/Facilities; and Tier 3 - Other, each with a different matching ratio. For the FY19 grant cycle DRPT has signaled the matching ratio for the three tiers will be 68%, 34% and 17%, respectively, but this may change based on the actual grant requests received.
- (3) Specific capital requests for FY19 are as follows (all costs are total, including state and local shares):
- Rehabilitate/Rebuild Buses (\$1.512 million). Funding is being requested for the rehabilitation of five model year 2012 Gillig (40 foot) buses.
 - Line Inspections (\$0.334 million). Funding will provide for line inspections of overhauled buses listed above and to complete the overhaul program underway.
 - Rehabilitate/Rebuild Buses (\$0.170 million). Funding for powertrain replacements (i.e. engines and transmissions for those buses that have reached at least 300,000 miles), extended warranties (engines only), and replacement fareboxes.
 - Implementation of Cameras on Commuter Buses (\$0.562 million). The requested funding will install cameras on 42 MCI (about half the MCI fleet).
 - Transit Center-related Repairs/Construction (\$0.282 million). Funding will resurface the employee parking lot, replace the fire alarm and fire alarm annunciator systems and the intrusion alarm system which are original to the building and no longer supported, and correct a drainage issue at the back of the bus storage area.
 - City of Manassas Capital Lease for Park & Ride Lots (\$0.070 million). This is a recurring line item in the PRTC state capital assistance applications.

- City of Manassas Debt Service (\$0.222 million). This is a recurring line item in the PRTC state capital assistance applications.
 - City of Manassas Park Debt Service (\$0.006 million). This is a recurring line item in the PRTC state capital assistance applications.
 - PRTC Administrative Capital (\$0.290 million). Funds will be used for computer hardware and software and miscellaneous office furniture.
 - Security Enhancements (\$0.017 million). Funds will be used for replacement and installation of cameras. A portion (20%) will provide match to FTA-required security enhancement funding.
- (4) TDM/Ridesharing (\$0.195 million). This is a continuation program to sustain PRTC's ridesharing and commuter assistance activities. The funding provided by the state amounts to 80 percent of the eligible project costs.
- (5) Intern Program (\$0.038 million). Funds will be used to pay for up to 80 percent of a transit intern's salary and other eligible expenses.
- (6) I-95 Express Toll Lanes Operating Assistance – (\$0.836 million). Management is seeking operating grant assistance for services DRPT is paying PRTC to operate, including Tyson's Corner, Mark Center, and trips added during I-95 HOT lanes construction to relieve overcrowding.

Fiscal Impact:

Local matching funds for all requested assistance have been incorporated in the proposed FY19 PRTC budget.

ITEM 8
February 1, 2018
PRTC Regular Meeting

PRTC Executive Director's Time

- A. Employee Recognition – Joe Stainsby (5 years of service)**
- B. Follow-up from Prior Meetings**
- C. Executive Director's Report**
 - **Brand Refresh—[Verbal]**
 - **Article The “Choice” vs. “Captive” Transit Rider Dichotomy Is All Wrong**
 - **OmniRide Fuel Gauge Dashboard**

Employee Recognition – Joe Stainsby (5 years of service)

Joe Stainsby has been working for PRTC as the Manager for the Vanpool Incentive Program for 5 years. Joe holds a BS degree from Brunel University in England. He has previously worked as a research fellow for the Research School of Pacific and Asian Studies in Australia, a project worker and Language Center Manager for Action Acton in London, England, and a media research analyst for the People for the American Way in Washington, D.C. Prior to coming to PRTC, Joe worked as a project manager for VPSI, Inc.

ITEM 8-B
February 1, 2018
PRTC Regular Meeting

PRTC EXECUTIVE DIRECTOR'S TIME
INFO Follow-up from Prior Meetings

ITEM 8-C
February 1, 2018
PRTC Regular Meeting

PRTC Executive Director's Time

INFO Executive Director Report

- Brand Refresh – [Verbal]
- Article The "Choice vs. "Captive Transit Rider Dichotomy Is All Wrong
- OmniRide Fuel Gauge Dashboard

Summary: “The Choice vs. Captive Rider Dichotomy is All Wrong”

Original article by Angie Schmitt in Streetsblog. Appeared July 2016.

Transit agencies often separate customers as either “choice” or “captive” riders. As the name implies, choice riders are those who choose transit over other available modes, most typically driving. Captive riders are those who must take transit because they do not own a car. However, a July 2016 Transit Center survey of 3,000 transit riders in the US—summarized in a Streetsblog article in the same month—dispels this simple dichotomy.

Why “Choice” and “Captive” are wrong:

- Many car free riders, even the poor, are not really “captive” to transit, with almost 2/3 having used another mode during the surveyed month.
- The report also found that in neighborhoods with fast and frequent transit, both car-owning and car-free households ride more often than their counterparts in transit-poor areas, indicating that the service quality matters more than the rider’s status.

Because it’s wrong, it leads to bad planning: Since the “choice” vs. “captive” separation is erroneous, it can lead to money wasted on frivolities like Wi-Fi and new seating catering to effervescent “choice” riders. Instead, limited budgets should focus on the basics of frequency, speed, and reliability, which are the real drivers of ridership.

If riders are not “choice” or “captive”, why do they ride? The Transit Center report found that riders generally fit into three categories:

- Occasional: Ride every now and then, but not regularly.
- Commuters: Ride regularly, but only for work.
- All-purpose: Use transit for all occasions.

Even in places with low-transit use, like Tucson, AZ, a large percentage of households (20% in Tucson) are occasional riders. Improving service basics could capture this latent ridership.

So how can agencies entice riders? Transit Center found three factors that influence the number of high-use riders:

- Walkability: More people use transit if it is easy to walk to. Building sidewalks and crosswalks as well as zoning to ensure that residents are within ¼ mile of stops can boost ridership.
- Frequency: Surveyed riders listed frequency as one of the top 3 ways to improve service. Buses that come often but cover a small footprint are preferable to many riders over buses that come on the hour (or less often) but cover a large area.
- Speed: Frequent service means nothing if the trip takes forever. Off-board fares, bus-only lanes, signal-priority, and consolidating close stops can speed up travel.

So what? How a “back to the basics” approach can help PRTC

When transit agencies reorganize to grow ridership, they are often tempted to focus on flashy amenities like Wi Fi and new, upscale branding. But while these niceties may create a luxurious feel, they ignore the fact that most riders—even affluent commuters—are more worried about time, reliability, and access. As PRTC restructures and reforms itself to win back riders, it will be important to stay focused on improving the service in ways that will draw the most customers. The Transit Center report and accompanying Streetsblog article gives several ways for agencies to do that.

1. Back to the Basics

The Transit Center report found that riders choose to use transit for three main reasons: the ease of getting to the stop, the frequency of the service, and the speed of the trip. This finding suggests that focusing on improving such features is the best way for PRTC to grow.

2. Grow the ridership that exists

One of the main points of the Transit Center report is that riders use transit on a continuum: some use it a lot, many use it infrequently, others just for the commute. With that finding, the best way to grow ridership isn't to target non-users, but to try to get the infrequent riders to use the service a little more, the commuters to use it outside of work, and so on.

For instance, PRTC could look at why many OmniRide customers don't use OmniLink in the mornings, evenings, and weekends. Clearly OmniRide lives up to their expectations—what would entice them to use to OmniLink? Can they be enticed to OmniLink at all? There are also many people who occasionally use OmniRide but more often slug or drive alone. What could PRTC do to get these folks to ride our service more?

3. OmniLink riders have other options

As Transit Center points out, few people are actually completely dependent on transit. Those without cars have other options—walking, getting a ride from a friend, etc.—and many people use those options, even in a heavily car-oriented place like Prince William County. Building service to attract these people, rather than “lifeline” service would mean more rides by more people—including from those who own cars.

4. The land use around the bus stop matters too

Since most riders get to local transit stops by walking, access to sidewalks and safe routes to stops can block folks from riding. This is especially true in suburban areas where sidewalks are often limited. By working with stakeholders to put in sidewalks and crosswalks, PRTC could help extend service to neighborhoods that would use it heavily.

5. Technology and branding still matter, but only once the basics are done

A strong brand identity and technical improvements like real-time information and mobile ticketing are necessary. However, they are really only valuable after the basics are covered.

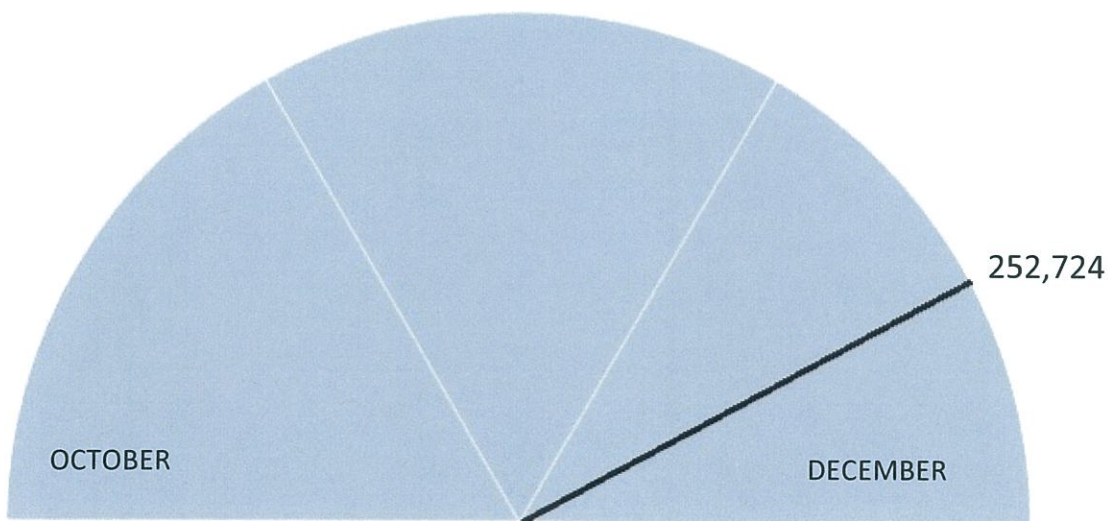


OmniRide Fuel Gauge

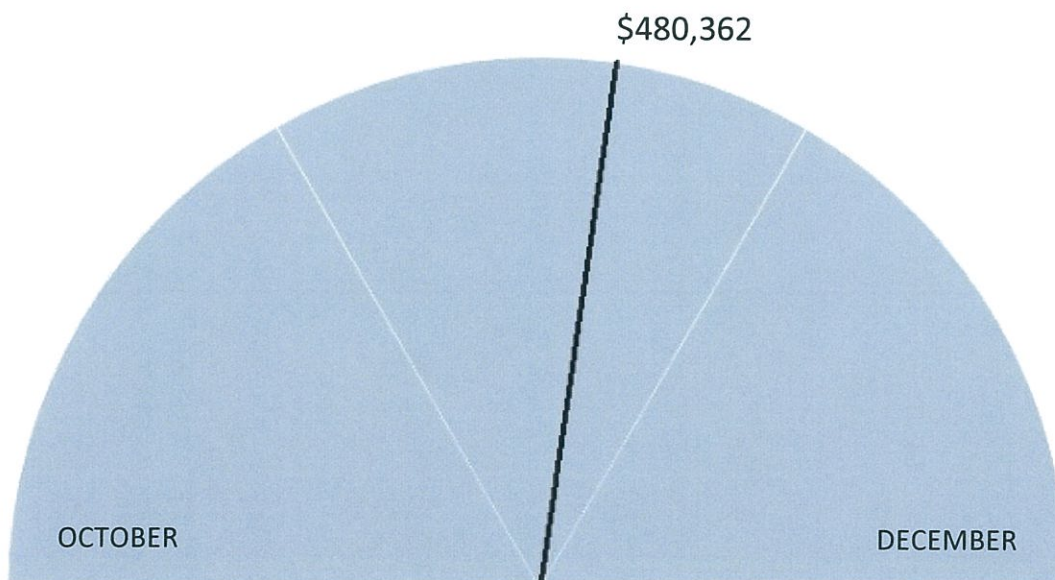
Quarter Two: October 1, 2017—December 31, 2017

FY2018 Q2 Fuel Delivered		FY2017 Q2 Fuel Delivered	
Average Per Gallon	\$ 1.90	Average Per Gallon	\$ 2.02
Total Gallons	252,724	Total Gallons	248,003
Total Cost		Total Cost	
\$ 480,362		\$ 501,692	

Delivered Fuel vs Budgeted Fuel Delivery (FY18 Q2)



Fuel Expenditures vs Budgeted Fuel Expenditures (FY18 Q2)



ITEM 9
February 1, 2018
PRTC Regular Meeting

Virginia Railway Express Chief Executive Officer's Time

- A. INFO Agenda of the January 19, 2018 VRE Operations Board (Meeting Cancelled)**
- **Broad Run Expansion Project Update**
 - **VRE Transit Development Plan (TDP) Update**
 - **Proposed 2018 VRE Operations Board Meeting Schedule Changes**
 - **Legislative Update**
 - **Spending Authority Report**



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

VRE OPERATIONS BOARD

January 19, 2018

Meeting Cancelled

1. Information Items:

- A. Broad Run Expansion Project Update
- B. VRE Transit Development Plan (TDP) Update
- C. Proposed 2018 VRE Operations Board Meeting Schedule Changes
- D. Legislative Update
- E. Spending Authority Report

The Next VRE Operations Board Meeting
February 16, 2018 - 9:00 am at PRTC



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Transportation Commission
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VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 1-A
Information Item

To: Chairman Nohe and the VRE Operations Board

From: Doug Allen

Date: January 12, 2018

Re: Broad Run Expansion Project Update

Summary:

VRE has initiated the design of a series of Broad Run Expansion (BRX) improvements as a follow on to the Gainesville-Haymarket Extension Study. This item provides an update of progress to date.

Broad Run Expansion Project Background and Update:

In March 2017, VRE's Operations Board unanimously adopted Broad Run Expansion (BRX) as the preferred alternative for the Gainesville-Haymarket Extension Study. The BRX alternative continues the operation of Manassas Line service out of Broad Run Station with the following improvements:

- Capacity expansion of the existing Broad Run Maintenance and Storage Facility (MSF) to accommodate more and longer trains;
- Parking expansion at Broad Run Station;
- A new third mainline track between Manassas and Broad Run within the existing Norfolk Southern Railway (NS) right-of-way (ROW); and
- Adjustments to the Broad Run platform to accommodate the above changes and longer trains.



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These improvements, along with parking expansion at Manassas Park Station, a platform extension at Manassas Station, and Manassas Line real-time traveler information system implementation, are components of the Manassas Line Capacity Expansion Project that has been recommended for funding through the Transform 66 Outside the Beltway Concession Payment.

Following a detailed site and engineering analysis, two expansion schemes have been developed for the Broad Run complex. Both schemes will be advanced to the conceptual engineering phase for more detailed design, the preparation of cost estimates, and evaluation to identify a single concept to advance to preliminary engineering (PE) design and National Environmental Policy Act (NEPA) review.

Planning and engineering studies to evaluate alternative schemes to expand the Broad Run complex were initiated in July 2017. The technical analyses included:

- Preparation of updated ridership travel demand forecasts to identify station parking and equipment requirements;
- Investigation of site and environmental conditions at and around the existing Broad Run facilities; and
- Development of alternative site plan concepts to locate future station and MSF requirements.

The analyses address two planning horizons: a near-term focus that assumes VRE operates longer trains but does not add new service, consistent with the Natural Growth service plan, and a longer-term focus that is consistent with proposed System Plan 2040 levels of service (i.e., 20-minute peak frequency plus midday and reverse peak service).

The more detailed conceptual and preliminary engineering design will focus on the near-term improvements that will be funded with the Transform 66 Outside the Beltway Concession Payment. The long-term improvements will serve as a Master Plan for the future development of the Broad Run complex, as VRE implements future service expansion consistent with System Plan 2040. However, the long-term improvements will not be developed beyond the schematic design level.

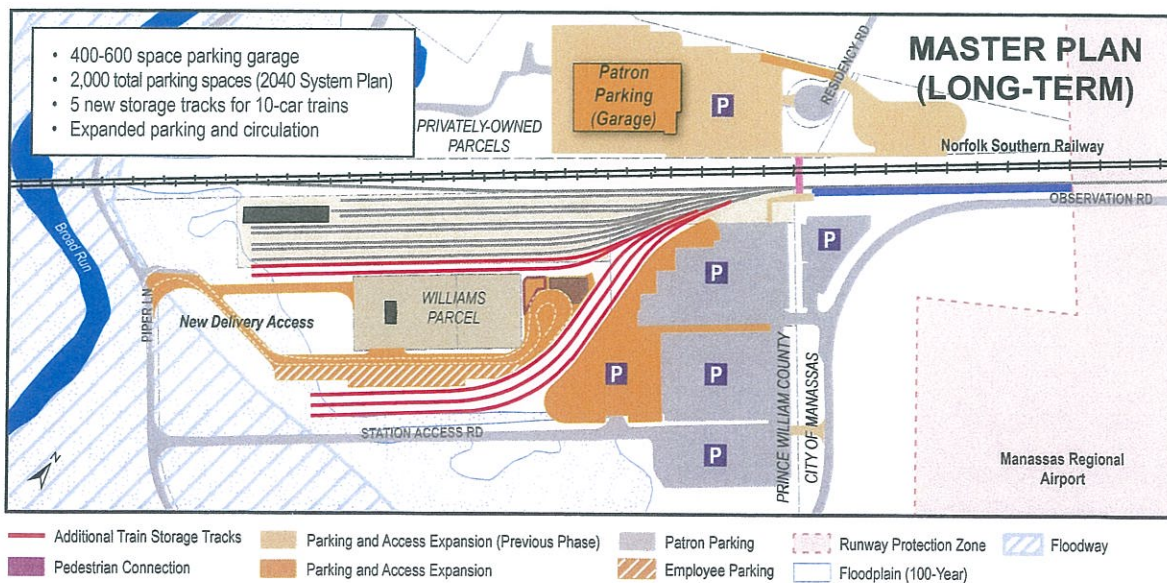
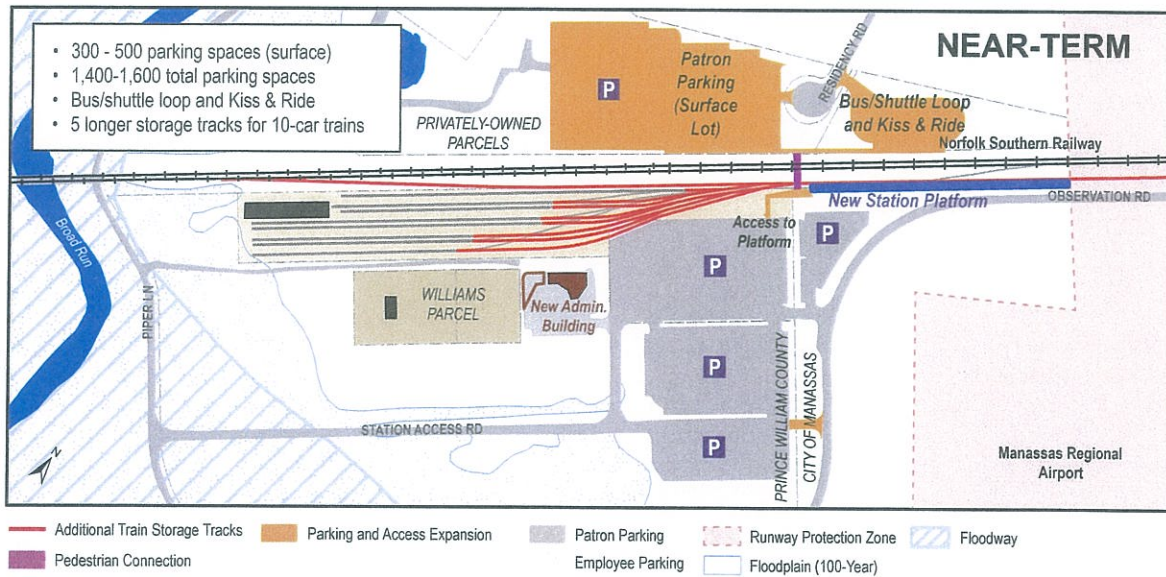
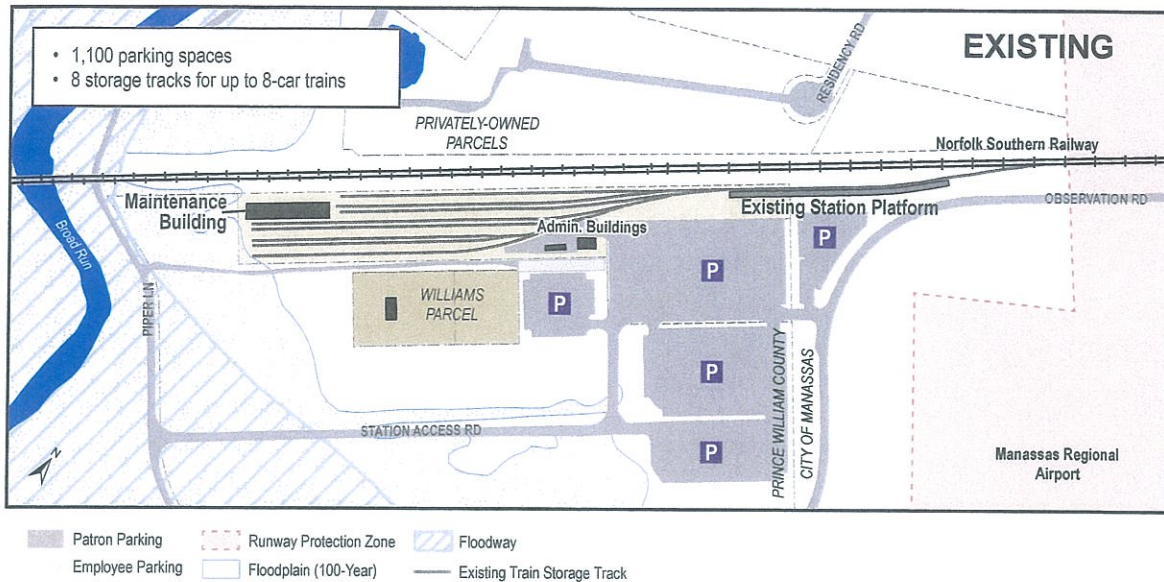
The schematic design process yielded two potential development schemes for the Broad Run Station and MSF expansion:

- South Scheme, which expands the Broad Run complex within or adjacent to the existing footprint of the station and MSF on property owned by PRTC or Prince William County. The new third track is located on existing NS ROW.
- Split North/South Scheme, which partially expands the Broad Run complex within or adjacent to the existing footprint of the station and MSF on property owned by PRTC or Prince William County, but also locates additional station parking on the north side of the NS tracks opposite the existing station. The new third track is located on existing NS ROW.

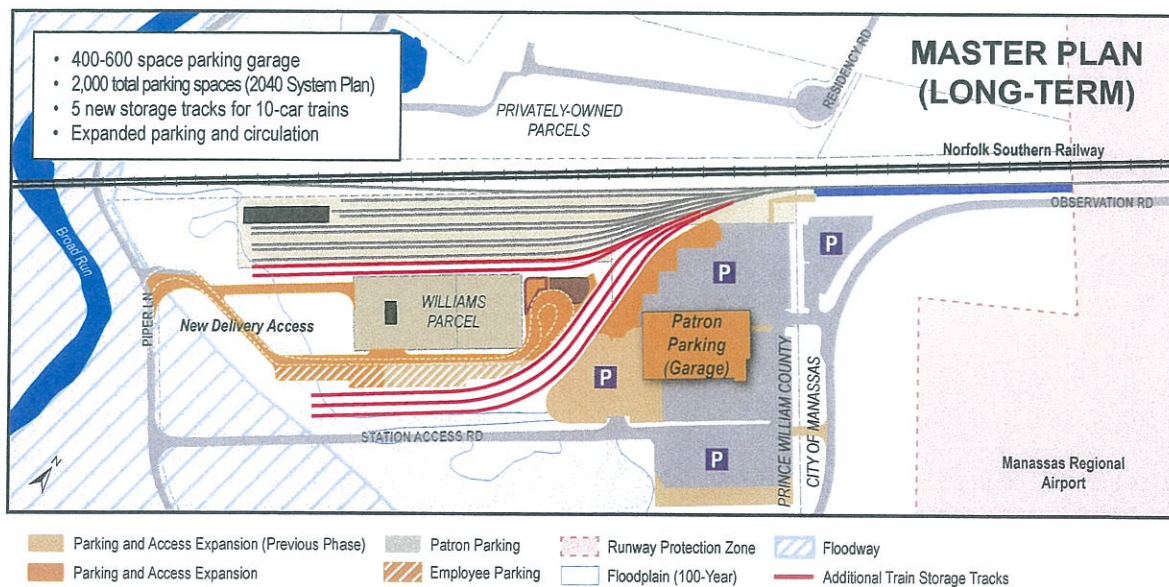
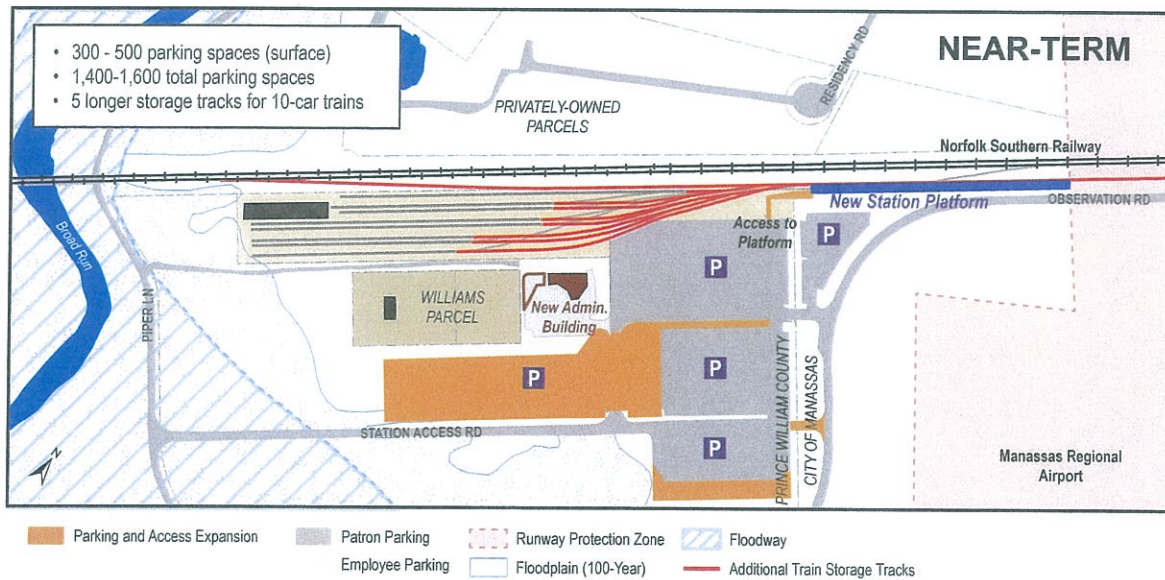
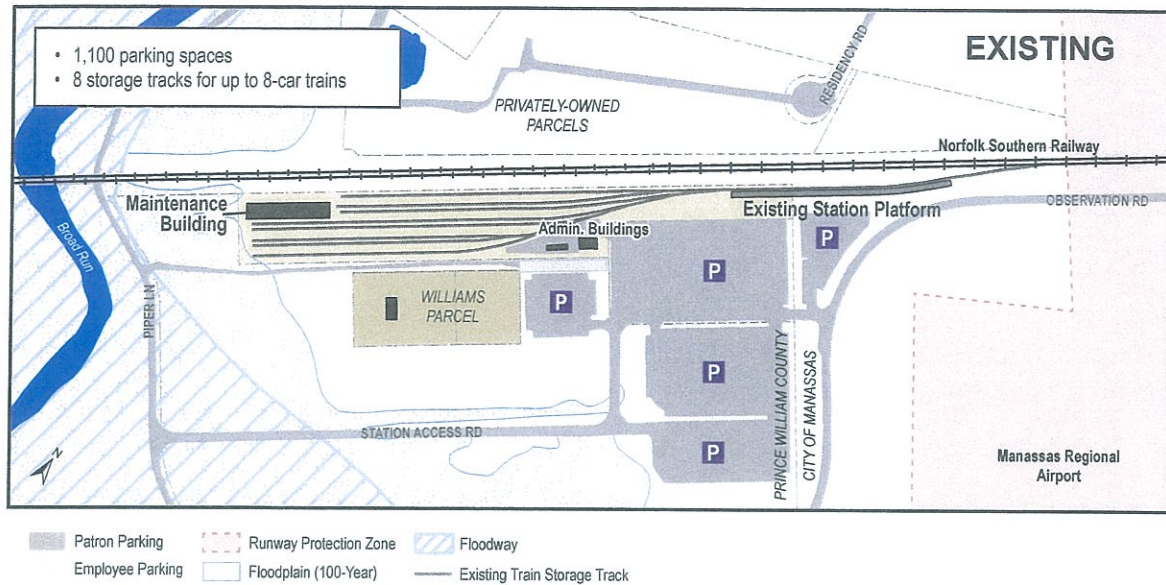
A general layout showing the size of facilities and their arrangement has been produced for each scheme (see attached Figures), sufficient to identify their relative benefits and constraints. Work is proceeding on more detailed levels of design sufficient to quantify property requirements, environmental impacts, construction schedule, estimate costs, and other benefits/impacts. Conceptual designs will be prepared for both development schemes over the next several months to support selection of a preferred concept in Spring of 2018, which will advance into PE design and NEPA review. The PE/NEPA phase is scheduled to be completed in Summer 2018.

The contract for the existing BRX engineering consultant, AECOM, extends through PE/NEPA. A new engineering consultant contract will be procured in Summer 2018 to complete the final design for the BRX improvements. Construction of the proposed BRX improvements is currently estimated to be complete by December 2022. A more detailed schedule will be prepared as the design of the improvements is refined during the PE and final design phases.

"Split South/North" Master Plan Option



"South Only" Master Plan Option





VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 1-B
Information Item

To: Chairman Nohe and the VRE Operations Board

From: Doug Allen

Date: January 12, 2018

Re: VRE Transit Development Plan (TDP) Update

Summary:

VRE has initiated an update of its Transit Development Plan (TDP) in accordance with the requirements of the Virginia Department of Rail and Public Transportation (DRPT). This item provides an update of progress to date.

Background:

VRE has initiated a major update of its Transit Development Plan (TDP) encompassing two timeframes:

- A six-year (FY 2020-2025) fiscally-constrained plan; and
- A ten-year minimum (FY 2020-2029) fiscally-unconstrained plan identifying longer-term capital and operating needs.

The TDP outlines VRE service needs, identifies service or other improvements to meet those needs, and determines the resources required to implement new or modified service and other improvements. The TDP complements the long-term VRE System Plan and provides a guide to prioritizing shorter-term service, capital, and organizational decisions. DRPT requires VRE to update its TDP in accordance with their *Transit Development Plan Minimum Requirements*, dated February 2017, as a condition of receiving state funding. The TDP allows DRPT to better understand the needs, service changes, required funding, and priorities of local transit service providers and the level of state resources necessary to



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help meet near and long-term transit requirements throughout the Commonwealth. The completed updated TDP is anticipated to be presented for adoption at the November 2018 meeting of the VRE Operations Board.

The TDP update process will include two facilitated workshops with the staffs from VRE member jurisdictions and other regional stakeholder organizations. The workshops will be organized as part of the update process to share information on the VRE system and plans, and promote a better understanding of VRE's operations and capital projects. Questions, comments, and feedback from the workshops will be incorporated into the TDP documents.



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 1-C
Information Item

To: Chairman Nohe and the VRE Operations Board

From: Doug Allen

Date: January 12, 2018

Re: Proposed 2018 VRE Operations Board Meeting Schedule Changes

The VRE Operations Board Bylaws permit the Operations Board to change the date, time or place of any regular meeting by resolution.

Because VRE Operations Board Members' jurisdictions do not typically meet in the month of August, achieving a quorum for the August Operations Board meeting is not always possible and presents a potential detrimental postponement of VRE business throughout the months of July and August; therefore, in 2014, the Operations Board approved a change to the meeting schedule to add a regular meeting in July and delete the regular meeting in August. This schedule change has become standard since that time; however, the Bylaws have not been changed to codify the schedule change.

Staff recommends the VRE Operations Board approve adding one regular meeting on July 20, 2018 and deleting the regular meeting that would be scheduled for August 17, 2018.

Staff also recommends the Operations Board consider a further change to the 2018 meeting schedule that would move the December Operations Board meeting from December 21st to December 14th to avoid potential conflicts with holiday travel plans.

An action item will be included in the February 16, 2018 VRE Operations Board Meeting Agenda package recommending adoption of the above changes.



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Proposed 1/12/18

1C-01-2018 - Attachment

DRAFT 2018 VRE OPERATIONS BOARD CALENDAR

MEETING: PRTC BOARDROOM
LOCATION: 14700 POTOMAC MILLS ROAD
WOODBIDGE, VA 22192

** Executive Committee @ 8:30 am
∞ Capital Committee follows Board meeting adjournment
† CEO Evaluation Committee @ TBD
†† Audit Committee @ 8:45 am
♦ Legislative Committee @ TBD

VRE OPS BOARD MEETING	DATE	TIME	VRE OPS BOARD MEETING	DATE	TIME
JANUARY ** ♦	Cancelled	9:00 am	JULY ** ♦ (††)	Jul. 20, 2018	9:00 am
FEBRUARY ** ♦	Feb. 16, 2018	9:00 am	AUGUST	No Meeting	N/A
MARCH ** †	Mar. 16, 2018	9:00 am	SEPTEMBER **	Sep. 21, 2018	9:00 am
APRIL ** (∞)	Apr. 20, 2018	9:00 am	OCTOBER ** ∞ ♦	Oct. 19, 2018	9:00 am
MAY ** †	May 18, 2018	9:00 am	NOVEMBER ** ††	Nov. 16, 2018	9:00 am
JUNE ** ∞ (††)	Jun. 15, 2018	9:00 am	DECEMBER **	Dec. 14, 2018 *	9:00 am

() Possible dates for one additional meeting for designated committee

* Proposed date change

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
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VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 10-D
Information Item

To: Chairman Nohe and the VRE Operations Board

From: Doug Allen

Date: January 12, 2018

Re: Legislative Update

Commonwealth Transportation Board (CTB):

On Wednesday, January 10, 2018, the CTB approved adding VRE's Manassas Line Capacity Expansion and Real-Time Multimodal Traveler Information Project to their FY 2018-2023 Six Year Improvement Plan and allocating \$128.5 million from the Transform 66 Outside the Beltway Concession Payment Account to the project.

The project includes: railcars, Broad Run station/parking/train storage expansion, a new 3rd mainline track between Broad Run and Manassas, Manassas Station platform extension, Manassas Park parking expansion, and real-time traveler information system.

Virginia Legislative Session:

Virginia's 2018 Legislative Session began on Wednesday, January 10, 2018, with several bills of interest to VRE being introduced (see Attachment). Staff will continue to analyze the legislation and confer with the VRE Legislative Committee and Operations Board Chairman for positions on each issue and advocacy strategies.



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2018 Virginia Legislative Session Bills of Relevance to VRE

- **HOUSE BILL NO. 455** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+HB455>
*A BILL to amend the Code of Virginia by adding a section numbered **33.2-365.1**, relating to allocation of funds for certain contract fees for railroad right-of-way access.*

SUMMARY AS INTRODUCED:

Allocation of funds for certain contract fees for railroad right-of-way access. Provides that funds for contract fees paid by the Virginia Railway Express for access to the rights-of-way of CSX Transportation, Norfolk Southern Corporation, and the National Railroad Passenger Corporation shall be allocated yearly by the Department of Rail and Public Transportation and shall cover 84 percent of the total costs.

- **HOUSE BILL NO. 1137** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+HB1137>
*A BILL to amend and reenact § **33.2-1604** of the Code of Virginia and to amend the Code of Virginia by adding in Chapter 16 of Title 33.2 a section numbered § **33.2-1605**, relating to Commuter Rail Operating and Capital Fund.*

SUMMARY AS INTRODUCED:

Commuter Rail Operating and Capital Fund. Establishes the Commuter Rail Operating and Capital Fund to be used by the Director of the Department of Rail and Public Transportation, with the approval of the Commonwealth Transportation Board, on projects that expand and improve commuter rail service.

- **HOUSE BILL NO. 668** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+HB668>
*A BILL to amend and reenact §§ **33.2-1527**, **58.1-2292**, and **58.1-2295**, as it is currently effective, of the Code of Virginia, relating to transportation funding in certain regions of the Commonwealth.*

SUMMARY AS INTRODUCED:

Transportation funding in certain areas of the Commonwealth; price floor. Establishes a floor on the 2.1 percent sales tax imposed on motor vehicle fuels sold in Northern Virginia and Hampton Roads. The average wholesale price of gasoline, as determined by the Commissioner of the Department of Motor Vehicles, on July 1, 2018, shall be the initial floor. If the average wholesale price rises in future determinations, the new higher average will become the floor, until such time as the average wholesale price of gasoline is determined to be equal to or greater than the average wholesale price of gasoline in the Commonwealth on February 20, 2013, which is the date of the floor used for the calculation of the state gasoline tax. After this threshold is met, the average wholesale price used for the calculation of the regional tax will be the same as the average price used to calculate the state tax. The also allocates \$40 million annually from the Priority

Transportation Fund, after making any required debt service payments, to each of the Salem highway construction district and the Bristol highway construction district. Of the \$40 million allocated to the Bristol highway construction district, \$30 million each year shall be designated for the construction and completion of U.S. Route 121, the Coalfields Expressway.

- **HOUSE BILL NO. 699** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+HB699>
A BILL to amend and reenact §§ [58.1-2292](#), [58.1-2295](#), as it is currently effective, and [58.1-2299.20](#), as it is currently effective, of the Code of Virginia, relating to the motor vehicle fuels sales tax in certain transportation districts.

SUMMARY AS INTRODUCED:

Motor vehicle fuels sales tax in certain transportation districts. Provides that the tax that is imposed on the sales price of motor fuel in Northern Virginia shall be imposed on the regional price of gas, defined and computed as a six-month average price of fuel. The tax shall not be imposed on a regional price that is less than a gallon of gasoline on February 20, 2013, nor shall it be imposed a price that is more than \$4 per gallon. The bill also raises the rate of taxation of motor fuel in Northern Virginia from 2.1% to 3%.

The bill also changes the regional gas tax in Hampton Roads from a percentage to a cents-per-gallon tax that decreases as the price of gas increases. The regional gas tax in Hampton Roads would have a floor of \$0.05 per gallon and a ceiling of \$0.14 per gallon and would be determined on the basis of the average wholesale price of unleaded regular gasoline.

- **HOUSE BILL NO. 34** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+HB34>
A BILL to amend the Code of Virginia by adding a section numbered [56-419.3](#), relating to railroads; freight train crew requirements; civil penalty.

SUMMARY AS INTRODUCED:

Railroads; crew size. Requires a train or light engine used in connection with the movement of railroad freight in the Commonwealth that shares the same rail corridor as a high-speed passenger or commuter train to operate with a crew of at least two individuals. Localities are prohibited from adopting an ordinance, order, or resolution in conflict with this requirement. The State Corporation Commission shall have discretion to fine a person willfully violating this requirement an amount not to exceed \$500 for a first offense and an amount not to exceed \$1,000 for a second offense or a subsequent offense. The measure has a sunset clause that provides that it will expire on the fifth day following the date that the Federal Railroad Administration issues a rule requiring two-person train crews on

crude oil trains and establishing minimum crew size standards for most main line freight and passenger rail operations. The measure has a delayed effective date of October 1, 2018.

- **HOUSE BILL NO. 103** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+HB103>
A BILL to direct the Department of Transportation to commence a transportation project to add additional lanes on Interstate 95.

SUMMARY AS INTRODUCED:

Additional lanes of Interstate 95. Directs the Department of Transportation to immediately commence a transportation project to add an additional lane of travel to that portion of Interstate 95 between Exit 126 in Spotsylvania County and Interstate 495 in both the north-bound and south-bound directions.

- **HOUSE BILL NO. 931** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+HB931>
A BILL to amend and reenact § 18.2-57 of the Code of Virginia, relating to battery; public transportation operators; penalty.

SUMMARY AS INTRODUCED:

Battery; public transportation operators; penalty. Provides that the punishment for battery of a person who is the operator of a vehicle operated by a public transportation service who is engaged in the performance of his duties is a Class 6 felony.

- **HOUSE BILL NO. 1285** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+HB1285>
A BILL to amend the Code of Virginia by adding a section numbered 33.2-214.3, relating to transportation project selection in Planning District 8 (Northern Virginia); public meeting.

SUMMARY AS INTRODUCED:

Transportation project selection in Planning District 8 (Northern Virginia); public meeting. Requires the Northern Virginia Transportation Authority, the Northern Virginia Transportation Commission, the Virginia Railway Express, and the Commonwealth Transportation Board to annually conduct a joint public meeting for the purposes of presenting to the public, and receiving public comments on, the transportation projects proposed by each entity in Planning District 8.

- **HOUSE JOINT RESOLUTION NO. 58** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+HJ58>
Requesting the Department of Rail and Public Transportation to identify and recommend potential public transportation services from the Franconia-Springfield Metro Station to Marine Corps Base Quantico in Prince William and Stafford Counties and to study the feasibility of extending the Blue Line and other multimodal options such as bus rapid transit along Interstate 95 and U.S. Route 1. Report.

SUMMARY AS INTRODUCED:

Study; Department of Rail and Public Transportation; improved transportation services; report. Requests that the Department of Rail and Public Transportation (the Department) identify and recommend potential public transportation services from the Franconia-Springfield Metro Station to Marine Corps Base Quantico in Prince William and Stafford Counties and study the feasibility of extending the Blue Line and other multimodal options such as bus rapid transit along Interstate 95 and U.S. Route 1. The Department shall report on its findings and recommendations on the first day of the 2019 and 2020 Regular Sessions of the General Assembly.

- **HOUSE JOINT RESOLUTION NO. 66** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+HJ66>
Requesting the Department of Transportation to study and develop best practices for constructing, operating, and maintaining a commuter rail system in the Commonwealth. Report.

SUMMARY AS INTRODUCED:

Study; Department of Transportation; commuter rail system in the Commonwealth; report. Requests the Department of Transportation to study and develop best practices for constructing, operating, and maintaining a commuter rail system in the Commonwealth.

- **SENATE BILL NO. 147** <https://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+SB147>
A BILL to amend and reenact § 33.2-214.1 of the Code of Virginia, relating to Commonwealth Transportation Board; factors for project selection.

SUMMARY AS INTRODUCED:

Commonwealth Transportation Board; factors for project selection. Requires travel time reliability to be one of the factors used by the Commonwealth Transportation Board in its statewide prioritization process for project selection.



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 10-E
Information Item

To: Chairman Nohe and the VRE Operations Board

From: Doug Allen

Date: January 12, 2018

Re: Spending Authority Report

On May 15, 2015, the VRE Operations Board approved increasing the Chief Executive Officer's spending authority from \$50,000 to \$100,000. It was resolved any purchase of greater than \$50,000 would be communicated to the Board as an information item.

- On December 7, 2017, VRE issued a Task Order in the amount of \$88,275 to RPI Group, Inc. under the Installation and Integration of Security Camera and Access Control Systems Contract for Initial and Comprehensive System Security Assessment. Under this Task Order, RPI will perform an initial assessment of the security camera and access control network architecture to include a risk assessment and penetration testing.
- On December 19, 2017, VRE issued a Purchase Order in the amount of \$95,400 to HARCO Manufacturing for delivery of 18 Diesel Oxidation Catalyst Elements for MP36PH-3C locomotives.
- On December 22, 2017, VRE issued a Task Order in the amount of \$81,423 to Fresh Air Duct Cleaning, LLC under the Custodial and Seasonal Services Contract for installation of new station, parking lot and driveway signage at Backlick Road, Crystal City, L'Enfant and Rippon VRE Stations.



Northern Virginia
Transportation Commission
2300 Wilson Blvd. #620
Arlington, VA 22201
703.524.3322



Virginia Railway Express
1500 King Street, Suite 202
Alexandria, VA 22314
703.684.1001
VRE.org



Potomac and Rappahannock
Transportation Commission
14700 Potomac Mills Road
Woodbridge, VA 22192
703.580.6121

ITEM 10
February 1, 2018
PRTC Regular Meeting

Presentations/Information Items

- A. INFO Fast Ferry Service Critical Issues Review – [Hand out at the meeting]**
- B. INFO Presentation on PRTC FY19 Budget – Review of Revenues**

ITEM 10-A
February 1, 2018
PRTC Regular Meeting

Presentations/Information Items

INFO Fast Ferry Service Critical Issues Review – [Hand out at the meeting]

OmniRide FY19 Proposed Budget

Review of Revenues

February 1, 2018

PRTC FY19 Proposed Budget

Description	Operating	Capital	Total
Passenger Revenue	\$11,107,500	\$ -	\$11,107,500
State Grants	7,521,700	3,406,400	10,928,100
Federal Grants	4,238,300	13,400	4,251,700
Jurisdictional Subsidies	12,997,400	2,672,500	15,669,900
Other	160,400	-	160,400
Total Revenue	\$36,025,300	\$6,092,300	\$42,117,600
Personnel and Fringe Benefits	5,593,000	-	5,593,000
Contractual Services	24,829,000	-	24,829,000
Other Services	2,418,200	-	2,418,200
Materials, Supplies, Minor Equipment	52,400	-	52,400
Fuel	3,132,700	-	3,132,700
Total Operating	\$36,025,300	\$ -	\$36,025,300
Bus Rehabs	-	4,654,200	4,654,200
Hardware, Software, Equipment	-	852,700	852,700
Facility Improvements	-	298,800	298,800
Debt Service (2012 VRA Loan)	-	286,600	286,600
Total Capital		\$6,092,300	\$6,092,300
Total Expenses	\$36,025,300	\$6,092,300	\$42,117,600

Revenue Categories

- ▶ Passenger Revenue
- ▶ State Grants
- ▶ Federal Grants
- ▶ Jurisdictional Subsidies
- ▶ Other

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Passenger Revenues

- ▶ Passenger Revenues \$11.1M
 - OmniRide \$10.5M
 - OmniLink \$ 0.6M
- ▶ Passenger Trips
 - OmniRide 1.88M
 - OmniLink 0.72M
- ▶ No fare increase proposed for FY19

State Grants

- ▶ **DRPT Operating Grants** **\$7.5M**
 - Operating Assistance \$5.34M
 - I-95/395 & I-66 Transit/TDM 1.55M
 - RideShare .22M
 - VanPool!VA .36M
 - Other .03M
- ▶ **DRPT Capital Grants** **\$3.4M**
 - Based on estimated funding:
 - Tier 1 (Rolling Stock) - 68%
 - Tier 2 (Large Capital) - 34%
 - Tier 3 (Other Capital) - 17%

Federal Grants

- ▶ **FTA Grants** **\$4.2M**
 - Preventive Maintenance \$3.93M
 - Rideshare .24M
 - Other .03M
- ▶ Preventive maintenance includes \$1.64M VanPool Alliance Program federal earnings swapped at a higher match percentage

Jurisdictional Subsidies

▶ Jurisdictional Subsidies \$15.7M

◦ Prince William	\$14.84M
◦ Manassas	.39M
◦ Manassas Park	.19M
◦ Stafford	.11M
◦ Fredericksburg	.05M
◦ Spotsylvania	.12M

Other Revenues

▶ Other \$.20M


- Advertising Revenue
- VRE Reimb of PRTC Staff Time
- Interest

2.1% Motor Fuels Tax Revenue

- ▶ Adopted Funding Priorities:
 - PRTC admin subsidy
 - PRTC and VRE debt service
 - VRE subsidies (Prince William – NVTA funds; Manassas – NVTA, City, and fuel tax)
 - PRTC bus, marketing, and capital subsidies
 - Member jurisdictions' approved transportation projects
- ▶ Legislative agenda – fuel tax floor

PRTC Operating Carryforward

- ▶ FY17 carryforward of \$5.68M

◦ Revenues	0.55M	
◦ Expenses	3.13M	
◦ Local Match Needs	2.00M	
- ▶ Used to support FY19 budget by reducing PRTC subsidy payment

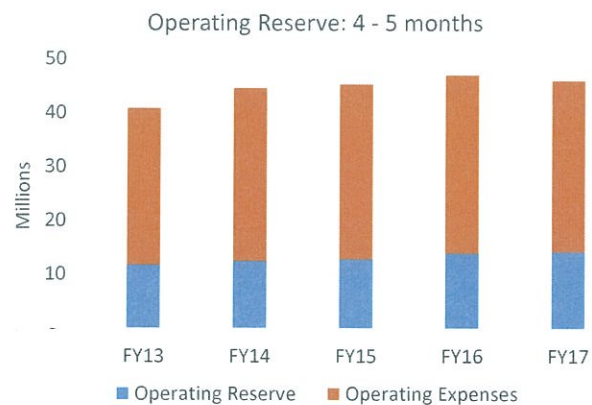
◦ Prince William	\$5.42M
◦ Manassas	.04M
◦ Manassas Park	.03M
◦ Stafford	.07M
◦ Fredericksburg	.03M
◦ Spotsylvania	.09M

PRTC Operating Reserve

- ▶ Adopted financial policies
 - Maintain three month minimum \$8.5M
- ▶ In practice
 - Maintain four – five months
 - Additional two months \$5.8M
- ▶ FY17 Total Operating Reserve \$14.3M

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Operating Reserve



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PRTC Operating Expenses

- ▶ Response to Commissioner question regarding decreased professional services
 - One time services in FY18 (not FY19)
 - Plans (transit development; transportation demand management)
 - Studies/surveys (origin/designation; Link ridership)
 - Technical assistance (NEPP, financial assessment)
- ▶ Review of Expenses – March meeting

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Questions?

ITEM 11
February 1, 2018
PRTC Regular Meeting

PRTC Action Items

- A. RES Concurrence with PRTC Member Jurisdictions VRE Operations Board
 Appointments**
- B. RES Election of Vacant Treasurer Position**

MOTION:

SECOND:

**RE: CONCURRENCE WITH PRTC BOARD REPRESENTATIVE APPOINTMENTS TO THE
VRE OPERATIONS BOARD**

ACTION:

WHEREAS, Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") Bylaws require the appointment and concurrence with PRTC Board representatives to the Virginia Railway Express (VRE) Operations Board at PRTC's annual meeting by Commission resolution; and

WHEREAS, membership by jurisdiction on the VRE Operations Board in accordance with the provisions of the VRE Master Agreement will consist of three elected officials representing Prince William County, two representing Stafford County, one representing Spotsylvania County, one each representing the three PRTC member cities, and a comparable number of Alternates, who must also be elected officials.

WHEREAS, the PRTC Board representatives to the VRE Operations Board include:

Members

Alternates

Prince William County

Maureen Caddigan (Secretary)
John Jenkins
Marty Nohe (Chairman)

Ruth Anderson
Pete Candland
Jeanine Lawson

Stafford County

Mark Dudenhefer
Wendy Maurer

Jack Cavalier
Cindy Shelton

City of Fredericksburg

Matt Kelly

Billy Withers

City of Manassas

Pamela Sebesky

Mark Wolfe

ITEM 11-A
February 1, 2018
Regular Meeting
Res. No. 18-02-____
Page Two

City of Manassas Park
Suhas Naddoni

Hector Cendejas

Spotsylvania County
Gary Skinner

Paul Trampe

DRPT
Jennifer Mitchell

Michael McLaughlin
Jeremy Latimer

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby concur with the PRTC Board representative appointments to the VRE Operations Board.

Votes:

Ayes:

Nays:

Abstain:

Absent from Vote:

Alternates Present Not Voting:

Absent from Meeting

MOTION:

SECOND:

RE: ELECTION OF VACANT PRTC TREASURER POSITION

ACTION:

WHEREAS, the Potomac and Rappahannock Transportation Commission's ("PRTC" or the "Commission") Bylaws require the appointment of Officers (who collectively comprise the Executive Board) at PRTC's annual meeting by Commission resolution; and

WHEREAS, the 2018 PRTC Slate of Officers was adopted at the Commission's January 4, 2018 meeting with the exception of the Treasurer position, to remain open pending the Stafford Board of County Supervisors (SBOCS) appointments to the PRTC Board; and

WHEREAS, the Stafford Board of County Supervisors PRTC Board appointments occurred on January 9, 2018; and

WHEREAS, per the PRTC Bylaws the election of a Treasurer is subject to the Commission's concurrence and comply with the PRTC Bylaws.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the elected Commissioner to serve in the position of PRTC Treasurer for calendar year 2018.

Votes:

Ayes:

Nays:

Abstain:

Absent from Vote:

Alternates Present Not Voting:

Absent from Meeting:

ITEM 12
February 1, 2018
PRTC Regular Meeting

PRTC Chair's Time

- A. Expression of Appreciation – Outgoing Chairman Frank Principi – [Verbal]**
- B. Recognition – Outgoing Immediate Past Chairman John Jenkins – [Verbal]**

ITEM 13 and 14
February 1, 2018
PRTC Regular Meeting

ITEM 13

Other Business/Commissioners' Time

ITEM 14

Adjournment

Upcoming Meetings: PRTC 2018 Meeting Schedule (attached)



Potomac and Rappahannock
Transportation Commission

PRTC 2018 MEETING SCHEDULE

PRTC Commission Meetings are held on the first Thursday at 7:00 p.m. in the second Floor Conference Room of the PRTC Transit Center, 14700 Potomac Mills road, Woodbridge, Virginia, unless otherwise noted.

~~January 4~~

February 1

March 1

April 5

May 3

June 7

July 5

August – *Board Recess (no meeting)*

September 6

October 4

November 1

December 6 – *Nominating Committee meets at 6:00 p.m. prior to PRTC Board Meeting*

**Date changed due to holiday and/or VaCO County Government Day (February 8, 2018)*

PRTC Executive Board and Operations Committee (bus-sponsoring jurisdictions) meet on an “as needed” basis at 6:00 p.m. prior to the regular scheduled PRTC Board Meeting – advance notification is provided.

All VRE Operations Board meetings are scheduled for the third Friday of each month at 9:00 a.m. and takes place at PRTC Headquarters (except for the Board’s August recess).