

**ITEM 5**  
**February 7, 2019**  
**PRTC Regular Meeting**  
**Res. No. 19-02-\_\_\_**

**MOTION:**

**SECOND:**

**RE:               APPROVE MINUTES – JANUARY 3, 2019**

**ACTION:**

**WHEREAS**, on February 7, 2019 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 7, 2019.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of January 3, 2019.

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**

**Alternate Present Not Voting:**

**Absent from Meeting:**



# MINUTES

## BOARD OF COMMISSIONERS MEETING

January 3, 2019

PRTC Transit Center • 14700 Potomac Mills Road, Woodbridge, VA

### Members Present

\*Jeanette Rishell, Vice Chair  
\*Frank Principi, Immediate Past Chairman  
\*Maureen Caddigan  
\*Pamela Sebesky, Secretary  
\*Jeanine Lawson  
\*Marty Nohe  
\*Matthew Kelly  
\*Gary Skinner, At-Large Member  
\*Paul Trampe  
\*Bob Thomas  
\*George Barker

### Jurisdiction

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

### Members Absent

Ruth Anderson, Chair  
John Jenkins  
Paul Trampe  
Jennifer Mitchell  
Wendy Maurer, Treasurer  
Mark Dudenhefer

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

### Alternates Present

D.J. Jordan  
Margaret Franklin  
\*Norm Catterton  
\* Kalai Kandasamy  
\*Steve Pittard

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

### Alternates Absent

Hilda Barg  
Pete Candland  
D.J. Jordan  
Margaret Franklin  
Jason Graham  
Jack Cavalier  
Cindy Shelton  
Hector Cendejas  
Suhas Naddoni  
Donald Shuemaker

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

Jennifer DeBruhl  
Todd Horsley  
Tim McLaughlin  
David Ross  
Mark Wolfe

Department of Rail and Public Transportation  
Department of Rail and Public Transportation  
Spotsylvania County  
Spotsylvania County  
City of Manassas

Staff and General Public

Bob Schneider - PRTC  
Doris Lookabill - PRTC  
Betsy Massie - PRTC  
Joyce Embrey PRTC  
Chuck Steigerwald - PRTC  
Becky Merriner - PRTC  
Christine Rodrigo - PRTC  
Perrin Palistrant - PRTC  
Kasaundra Coleman PRTC  
Todd Johnson - First Transit

Perrin Palistrant - PRTC  
Todd Johnson - First Transit  
Nelson Cross - First Transit  
Bob Leibbrandt - Prince William County  
Doug Allen - VRE  
Mark Shofield - VRE  
VL Blackman (AKA) Nia 2X - Citizen  
Paolo Belita - Citizen  
Xavier Harmony - Citizen

Vice Chair Rishell called the meeting to order at 7:02 p.m. She noted that Chair Anderson would not be attending the meeting that evening. The Pledge of Allegiance, Invocation, and Roll Call followed.

Approval of the Agenda –4 [RES 19-01-01]

Commissioner Kelly moved with a second by Commissioner Maurer. Vice Chair Rishell noted that the agenda was amended as item 8A was removed. There was no discussion on the motion. (KELLY/MAURER, UNANIMOUS)

Approval of the Minutes of the December 6, 2018 PRTC Board Meeting – 5 [RES 19-01-02]

Commissioner Kelly moved, with a second by Commissioner Sebesky, to approve the minutes of December 6, 2018 meeting. There was no discussion on the motion. (KELLY/SEBESKY, MAJORITY VOTE; MAURER ABSTAINED)

Virginia Railway Express (VRE) – 6

Mr. Doug Allen briefed the Board on the following items of interest:

- VRE held a first responders training in Fredericksburg, VA
- Reported on positive train control; received updated software
- Ridership for November was about 17,500 which is a decrease from previous years
- On time performance was at 86% for November
- VRE is operating on a normal schedule during the government shutdown and they are monitoring ridership
- Met with new Amazon development as to how the Crystal City station can service the area and go over to the airport
- Senator Barker asked about increasing services based off of the meeting with the new developer for Amazon
- Mr. Allen said that they will increasing the number of trains but they will need increased funding before adding new services as well the capacity in the form of a long bridge

Adopt and Refer the Revised FY 2019 and Recommended FY 2020 Virginia Railway Express Operating and Capital Budgets to the Jurisdictions – 6-E [RES 19-01-03]

Commissioner Sebesky moved, with a second by Commissioner Maurer, to adopt and refer the revised FY 2019 and recommended FY 2020 Virginia Railway Express operating and capital budgets to the jurisdictions. There was no discussion on the motion. (SEBESKY/MAURER, UNANIMOUS)

### Public Comment Time - 7

Vice Chair Rishell opened the floor for public comment time. Vice Chair Rishell noted that anyone wishing to address the Commission to come forward and for those who do speak to introduce themselves and to state if they are representing an organization or themselves and also where they are from. It was noted that each person will have three minutes to speak. One individual addressed the Commission (transcript attached).

### Approval of the Consent Agenda –8 [RES 19-01-04]

Commissioner Kelly moved, with a second by Commissioner Maurer, to approve the consent agenda, as presented and amended. There was no discussion on the motion. [KELLY/MAURER UNANIMOUS]

- Authorize the Executive Director to Execute Amendment to the SmarTrip Operating and Funding Agreement [RES 19-01-05]

### PRTC Executive Director's Time – 9

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

- Noted industry article regarding Amazon move to Crystal City and the opportunity for increased ridership and services
- Provided an update on the culture change initiative and provided information that a survey has been distributed by SIR to the organization including First Transit contract staff.
- Update on consulting from Nancy West; she has encouraged leadership to take risks to bring employees together
- Announced staff position changes as a result of the recently authorized internal positions and the new hire to the Vanpool program
- Dr. Schneider thanked Commissioner Lawson and Chair Anderson for their attendance to the new Haymarket commuter lot ribbon cutting ceremony

### Presentations – 10

Key Assumptions for the FY20 Proposed Budget – Joyce Embrey

- Presented that there will be no fare increase, but a decrease in funding from DRPT
- The reduced funding is due to capital being determined on a ranking system that focuses on state of good repair and major expansions
- The assumption is that there will be a \$2 million drop in state funding
- Commissioner Lawson asked if the state and federal grants are new; Ms. Embrey advised the grants are not new
- Noted that there will be no service expansion beyond 100 percent state funded service
- The FY20 budget includes the restructuring of the western local services
- Staffing presents an \$800,000 increase but half of that amount is for positions not that have been vacated by staff moving into other positions; included in this amount there will be a 4 percent COLA and merit increase

- Senator Barker asked about the 1.5 percent merit increase and confirmed that the COLA will be 2.5 percent increase to get a total of 4 percent. Dr. Schneider confirms Senator Barker's statement.
- Commissioner Maurer asks about the technology being added to the buses and if it will be new or existing technology. Mr. Perrin Palistrant confirms that it will be the existing system on the new buses that is being expanded
- Presented that OmniRide will be procuring legal services outside of Prince William County, which has caused an increase in budgeted legal fees
- Commissioner Principi asks why there is increase for staffing and bus contractor expenses if there will be no service expansion (other than grant funded). Ms. Joyce Embrey replies we will be restructuring of the western local services which includes the start-up of paratransit services, which will provide a better service product for the western service area. Dr. Schneider also notes that there was a wage increase in FY19 of the same size, but that increase was absorbed by not doing a lot of things last year and with the zero based budgeting program we cut back on things that we were doing so we don't have those things to absorb the increase.
- Commissioner Principi asked about restructuring the eastern local services and Dr. Schneider confirmed that it would be in the following year's budget
- Commissioner Principi asked if any of the 95/395 new revenue was going to result in new services in the eastern local services during this fiscal year. Dr. Schneider comments that it would not in this fiscal year, but next year yes, information will be put together for next year.
- Senator Barker states new possibilities are being presented for the performance based measurement for state funding, which include 1) Defer implementation of performance based measurements until we have more information that would provide distribution more fairly, and 2) a draft bill has been introduced that if we go forward with the performance based measurement that there is separate funding to be able to compensate those jurisdictions losing in this process
- Commissioner Maurer asked about the 3.8 percent escalation with First Transit and if it was noted in the contract and asked when the contract end. Ms. Embrey responds that the amount was negotiated as part of the contract. Dr. Schneider noted we are in individual option years now, but, there is the potential to go out for rebid. Commissioner Maurer states that the 3.8 percent is high
- Commissioner Lawson asks if the escalation is every other year and Ms. Embrey confirms that it is annual
- Commissioner Lawson asks what the average is in regards to the 3.8 percent escalation. Commissioner Maurer confirms that 1 – 2 percent is the norm
- Commissioner Kelly addresses the elected representatives proposing that the new performance measures be deferred until the process can be further evaluated
- Senator Barker comments that he will have the right conversations to support a fair evaluation process. Commissioner Pittard states that after hearing this conversation

that he agrees with what he heard regarding additional conversations in regards to the performance evaluation process.

- Commissioner Kelly proposes a resolution for a letter of deferment of the performance based measurements. The motion and vote for this resolutions is as follows:

Authorization for Executive Director to Submit a Letter to the Virginia General Assembly to Delay Adoptions of VA Code Section 33.2214.4 (B)(2) Statewide Prioritization for the Commonwealth Mass Transit Fund– [RES 19-01-06]

Commissioner Kelly moved, with a second by Commissioner Skinner to authorize the Executive Director to submit a letter to the Virginia General Assembly to delay adoptions of VA Code Section 33.2214.4 (B)(2) Statewide prioritization for the Commonwealth Mass Transit Fund. (KELLY/SKINNER, MOSTLY UNANIMOUS WITH ABSTAIN FROM PITTARD)

Strategic Plan Update – Chuck Steigerwald

- Provided presentation on mobile ticketing on smartphone applications
- Noted this technology would be a convenience for riders
- Dr. Schneider mentions that the collected data from mobile ticketing allows us know what routes are popular
- Apps provide opportunities to incentivize ridership
- Mr. Steigerwald noted that OmniRide is partnering with the Woodbridge campus of NOVA by providing bus passes for faculty and students starting during the month of January
- Commissioner Maurer asks if OmniRide is modeling their student bus pass system after Richmond's VCU student pass system. Dr. Schneider replies no, but that he and staff have past experiences providing student services. Commissioner Maurer also questions who is paying for the pass. Mr. Steigerwald confirmed that the students are paying for the pass
- Vice Chair Rishell asked if there would be a direction to go cashless and Mr. Steigerwald replied that there are a lot of riders that use cash so it would not be advantageous
- Senator Barker asked about synchronizing the app to other transportation services. Mr. Steigerwald noted that the level of interest in all vendors synchronizing is a factor
- Commissioner Nohe comments that we have to make it easier for riders and we may have to pay to be a part of the bigger system like WMATA so that we can synchronize

PRTC Action Items – 11

Approval of Legislative Agenda– 11-A [RES 19-01-07]

Commissioner Kelly moved, with a second by Commissioner Maurer to approve the legislative agenda. Commissioner Pittard comments on the internet sales tax noted. Senator Barker states that we are seeing increases in the sales tax that we haven't seen before. (KELLY/MAURER, WITH MAJORITY; BARKER, THOMAS, AND PITTARD ABSTAINED)

Authorization to Refer the PRTC Proposed FY20 Budget to Member Jurisdictions for Consideration and Hold Public Hearings on the Proposed FY20 Budget and Federal Grant Applications 11-B [RES 19-01-08]

Commissioner Kelly moved, with a second by Commissioner Caddigan, for an authorization to refer the PRTC proposed FY20 budget to member jurisdictions for consideration and hold public hearings on the proposed FY20 budget and federal grant applications. Commission Maurer requested the fiscal year 19 and the fiscal year 18 budget to be added when it is referred to the jurisdictions

so that fluctuations can be noted. She would like to see what the history looks like, as well as, the proposed budget. (KELLY/CADDIGAN, UNANIMOUS)

Authorization to Issue a Request for Proposals for Legal Services– 11-C [RES 19-01-09]

Commissioner Kelly moved, with a second by Commissioner Sebesky, for the authorization to issue a request for proposals for legal services. Commissioner Maurer asks for confirmation of the cost of legal services and if they were already noted in the budget. Mrs. Embrey confirms that the costs were included in the presented budget. (KELLY/SEBESKY, UNANIMOUS)

Authorization to Commence the Procurement Process for Flexible Vanpool, Commuter Lot Shuttle, and Mobile Ticketing Applications– 11-D [RES 19-01-10]

Commissioner Caddigan moved, with a second by Commissioner Lawson, for the authorization to commence the procurement process for flexible vanpool, commuter lot shuttle and mobile ticketing applications. There was no discussion on the motion. (CADDIGAN/LAWSON, UNANIMOUS)

Authorization for the Executive Director to Execute an Agreement with the Northern Virginia Transportation Commission for the Administration of the I-395 Express Lane Annual Transit Payment– 11-E [RES 19-01-11]

Commissioner Caddigan moved, with a second by Commissioner Principi, to authorize the Executive Director to Execute an Agreement with the Northern Virginia Transportation Commission for the Administration of the I-395 Express Lane Annual Transit Payment. There was no discussion on the motion. (CADDIGAN/PRINCIPI, UNANIMOUS)

Authorization to Apply For and Accept Funding For FY2020 I-66 and I-395 Commuter Choice Projects- 11-F [RES 19-01-12]

Commissioner Lawson moved, with a second by Commissioner Caddigan, to authorize, apply for, and accept funding for FY2020 I-66 and I-395 commuter choice projects. There was no discussion on the motion. (LAWSON/CADDIGAN, UNANIMOUS)

Endorsement of Prince William County's Application for FY2020 I-66 Commuter Choice Project - 11-G [RES 19-01-13]

Commissioner Lawson moved, with a second by Commissioner Barker, to endorse Prince William County's application for FY2020 I-66 commuter choice projects. There was no discussion on the motion. (LAWSON/BARKER, UNANIMOUS)

PRTC Chairman's Time – 12

Approval of Nominating Committee Recommendations for 2018 PRTC Officers and Concurrence with VRE Operations Board Appointments – 12-A [RES 19-01-14]

Commissioner Caddigan moved, with a second by Commissioner Lawson, to approve of the Nominating Committee recommendations for the 2018 PRTC officers and concurrence with VRE Operations Board appointments. Vice Chair Rishell noted that Manassas Park would be making their VRE appointments the following week. Commissioner Maurer also noted that Stafford County would have their meeting the following week as well. (CADDIGAN/LAWSON, UNANIMOUS)

Other Business/Commissioners' Time – 13

- Commissioner Lawson thanked OmniRide staff for their efforts at the Haymarket Commuter lot event
- Alternate Commissioner Jordan acknowledges that he is happy to see the COLA reinstated for the OmniRide staff

#### Adjournment – 14

There being no further business to come before the Commission, Vice Chair Rishell adjourned the meeting at 9:07 p.m.

#### Information Items

There were no comments.

DRAFT



## **Public Comment Time**

### **DRAFT**

Nia 2X

Good evening ma'am, your fellow officers here and fellow body. My name is Nia 2X. I've been coming here for over a year in respect to the PRTC 13 at that time we are hoping and moving to make progress to the issues we're dealing with at that time and even now. Racism and straight up lies. However, we did sit down and we did have a very civil meeting with the board and the Greater DC Chapter. We are run by our lustrous leader, Dr. Reverend Al Sharpton, who's known for civil disobedience. He's known. In fact he's a household name. I don't have to explain his work but that's not the only thing we do. We don't come that way. We try to be fair and we try to see both sides and we want the goals for the voters in Virginia because they deserve representation to their interests. Of course they don't want to see their interests go down the drain any more than we do. I wanted to say real quickly that the issue that we're dealing with here is basically, the win for the loss. Rather than right over wrong. It should be right over wrong. That's what the Virginia voters want. They want right over wrong. They don't want this back biting. They don't want this negativity to prevail. When you come together and you do these meetings. You want to make progress. You're at the top of the year. You want to make progress and we want to do the same thing. However, we keep running into personal, negative, problems that could be – decisions could be made just like that. So we can focus on what is more important for the voters of Virginia. For the communities. Regardless of nationality, regardless of disability, regardless of your gender. Regardless. We want to focus on big issues and not have and not have issues that are easily solved. Rather than make a big molehill out of something that could be easily solved just like that. Because the Greater DC Chapter is here to work with those legislatures that we've been meeting with that think like us and we think like them. On behalf of the citizens of Virginia, so that they can do and be able to keep the system moving towards progress. I think you ma'am for this opportunity to speak and we look forward to speaking next month. Thank you.