

ITEM 5
January 3, 2019
PRTC Regular Meeting
Res. No. 19-01-___

MOTION:

SECOND:

RE: APPROVE MINUTES – December 6, 2018

ACTION:

WHEREAS, on January 3, 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 January 3, 2019.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of December 6, 2018.

Votes:

Ayes:

Nays:

Abstain:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:



MINUTES

BOARD OF COMMISSIONERS MEETING

December 6, 2018

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

Members Present

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

Members Absent

Maureen Caddigan
John Jenkins
Marty Nohe
Jennifer Mitchell
Wendy Maurer, Treasurer
Mark Dudenhefer

Alternates Present

*Norm Catterton
* Cindy Shelton
* Kalai Kandasamy

DJ Jordan

Alternates Absent

Hilda Barg
Pete Candland
D.J. Jordan
Margaret Franklin
Jason Graham
Jack Cavalier
Hector Cendejas
Suhas Naddoni
Donald Shuemaker
Steve Pittard
Todd Horsley

Jurisdiction

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

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

Prince William County
Stafford County
Prince William County – sat at table as a voting member at 7:30 p.m.
Prince William County

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

*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.

Tim McLaughlin
David Ross
Mark Wolfe

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
Althea Evans - PRTC
Becky Merriner - PRTC
Christine Rodrigo - PRTC
Jerry McIntosh - PRTC
Perrin Palistrant - PRTC
Kasaundra Coleman PRTC
Rob Dickerson - PRTC Legal Counsel
Jacqueline Lucas - PRTC Legal Counsel
Althea Evans - PRTC
Todd Johnson - First Transit

Ken Jones - PRTC
Perrin Palistrant - PRTC
Joy Himes - PRTC
Nkenge Muhammad - PRTC
Todd Johnson - First Transit
Nelson Cross - First Transit
Bob Leibbrandt - Prince William County
Doug Allen - VRE
Joe Swartz, VRE
Michelle Robl - Prince William County Legal Dept
Dwight Buracker - Citizen
Melanie Hughes, Citizen
VL Blackman (AKA) Nia 2X - Citizen

Madam Chair Anderson called the meeting to order at 7:08 p.m. The Pledge of Allegiance, Invocation, and Roll Call followed.

Approval of the Agenda –4 [RES 18-12-01]

Vice Chair Rishell moved with a second by Commissioner Thomas. There was no discussion on the motion. (RISHELL/THOMAS, UNANIMOUS)

Approval of the Minutes of the November 1, 2018 PRTC Board Meeting – 5 [RES 18-12-02]

Commissioner Kelly moved, with a second by Vice Chair Rishell, to approve the minutes of November 1, 2018. (KELLY/RISHELL, UNANIMOUS)

Virginia Railway Express (VRE) – 6

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

- VRE has been focusing on positive train control; they will be getting new software in two weeks. They intend to have it implemented by January
- VRE is on track for the Positive Train Control requirement for December but they have filed for an extension, if needed and service will not be affected
- Ridership for the month of October was good and just under 20,000
- Staff have been at the Alexandria station to help new riders, since the Metro Yellow Line is down
- VRE had public hearings on their fare increase. Attendees noted that they don't like fare increases but they understand and there is minimal concern
- They have been working on the Crystal City station to develop and expand
- Potomac Shores and CSX met to discuss what the railroads need for the right of way for construction
- The Santa Train event will be on 12/8/18, which supports Toys for Tots
- Ran a scheduled service for the National Day of Mourning for former president George H.W. Bush
- Commissioner Caddigan gives thanks to VRE for service and acknowledges work from CSX

Accept and Authorize Distribution of VRE's FY2018 Comprehensive Annual Financial Report – 6-D.[RES 18-12-03]

Commissioner Skinner moved, with a second by Commissioner Kelly, to accept and authorize distribution of VRE's FY2018 Comprehensive Annual Financial Report. There was no discussion on the motion. (SKINNER/KELLY, UNANIMOUS)

Approve the 2019 Virginia Railway Express Legislative Agenda – 6-E [RES 18-12-04]

Commissioner Kelly moved, with a second by Commissioner Sebesky, to certify the closed meeting. There was no discussion on the motion. (KELLY/SEBESKY, MOSTLY UNANIMOUS WITH AN ABSTAIN FROM THOMAS AND BARKER)

Public Comment Time - 7

Madam Chair Anderson opened the floor for public comment time. Madam Chair Anderson 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. Three individuals addressed the Commission (transcript attached).

Approval of the Consent Agenda –8 [RES 18-12-05]

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

- Acceptance of the Potomac and Rappahannock Transportation Commissioner Monthly Jurisdictional Financial Reports for the Periods Ended August 31, 2018 and September 30, 2018 [RES 18-12-06]
- Endorse PRTC's Congestion Mitigation and Air Quality (CMAQ) FY2025 Funding Request [RES 12-12-07]
- Adoption of the Proposed Potomac and Rappahannock Transportation Commission's 2019 Board Meeting Calendar [RES 18-12-08]

PRTC Executive Director's Time – 9

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

- Provided an update on items for follow up to include details about the OmniRide Mentoring Program. He noted the program's first field trip to the Innovation Center
- Presented the Above and Beyond Awards to OmniRide employees: Keeyanah Sims, Betsy Massie, Chris King-Archer, David Covington and Holly Morello
- Provided details on agreement with NTVC on the I-395 Express Lanes Project. A draft of the agreement will be provide at the January meeting
- Provided an update on the tax floor revenue projects and the challenges regarding the state transitioning to a new financial system
- Noted that the tax floor revenue report was based on a 500,000,000 gallons consumption for the six jurisdictions
- The two variables that affect the report are consumption and the location of consumption
- Commissioner Kelly asked what the CROC breakdown would be for each jurisdiction
- Dr. Schneider noted that he would send out the information requested early next week
- Commissioner Lawson asked if there would be a payout monthly from the tax revenue and how soon are we from seeing projections to actuals
- Joyce Embrey confirmed that payments have started coming in and payment has been received through September
- Commissioner Lawson asked how close was the payment to the projected number

- Dr. Schneider replied that number is what they are working to provide and that previously that there was little confidence in the projections being presented
- Senator Barker asked what fuel price was used to project what the dollar amounts would have been
- Joyce Embrey indicated that the fuel price estimate was at \$2.15 a gallon
- Chair Anderson asked Senator Baker if he foresees any action in regards to the tax floor revenue
- Senator Baker indicates that this issue will not be addressed in 2019 at the General Assembly and that it could likely be addressed in 2020
- Dr. Schneider notes working with DRPT for the performance measurement package and invites Commissioner DeBruhl to speak on the operative perspective
- Commissioner DeBruhl spoke on new reforms being implemented
- Dr. Schneider noted the challenges of doing quick turnaround for statewide performance measurements and he also notes that OmniRide is being compared performance wise to other organizations that causes loss and gain financially in regards to performance
- Commissioner DeBruhl notes that rural transit ridership is growing and increasing to a number that is higher than the statewide average
- Commissioner Kelly reflects from Commissioner DeBruhl's comments noting that PRTC is looking to lose (based on the new formulas of performance), funding and it will impact long term planning. He said this formula is similar to using smart scale from the past
- Senator Baker notes that topics will be discussed and it a high priority at the General Assembly meeting
- Chair Anderson asked if it's a lump sum of money being redistributed based on the formula
- Senator Baker confirmed that it is
- Commissioner Kelly note that FRED is not a transit system and its difficult to prioritize and to be fair and that the small rural jurisdictions are not being compared fairly
- Commissioner DeBruhl noted that the factors being taken into consideration for the performance formula are ridership, cost, revenue vehicle hours and revenue vehicle miles
- Delegate Thomas asked if its practical to gather the missing metrics
- Senator Barker noted that is practical to gather them going forward but going back and recreating the metrics is not likely
- Commissioner DeBruhl notes that the new formula has a negative impact on 9 systems out of 42

Presentations – 10

PBMARES Presentation – Dwight Brocker

- PBMares provided six documents on the company's opinions of the financial reports provided
- Stated that OmniRide had accurate journal entries for the year and no issues with management

Strategic Plan Update – Chuck Steigerwald

- Provided update on collaborating jurisdictions with partnerships for new mobility solutions
- Noted potential mobility councils and partnerships
- Commissioner Lawson asked how many members would be a part of the council
- Mr. Steigerwald answered that there is not a cap on the number of people that could participate in the council, but he would like to see 15 people join

PRTC Action Items – 11

Authorization to Accept FY18 Audited Financial Statements, Required Communication to the Commissioners, and PBMarees, LLP Management Letter – 11-A [RES 18-12-09]

Commissioner Kelly moved, with a second by Commissioner Sebesky to accept the FY18 audited financial statements, required communication to the Commissioners and PBMares, LLP Management letter. There was no discussion on the motion. (KELLY/SEBESKY, UNANIMOUS)

Authorize the Executive Director to Execute an Agreement Documenting the Responsibilities for Performance –Based Planning and Programming between the Potomac and Rappahannock Transportation Commission and the Fredericksburg Area Metropolitan Planning Organization 11-B [RES 18-12-10]

Commissioner Kelly moved, with a second by Commissioner Skinner, for an authorization for the Executive Director to execute an agreement documenting the responsibilities for performance –based planning and programming between the Potomac and Rappahannock Transportation Commission and The Fredericksburg Area Metropolitan Planning Organization. There was no discussion on the motion. (KELLY/SKINNER, UNANIMOUS)

Authorization to Issue a Request For Proposals for General Engineering Consultant Services– 11-C [RES 18-12-11]

Commissioner Kelly moved, with a second by Commissioner Lawson, for the authorization to issue a request for proposals for general engineering consultant services. There was no discussion on the motion. (KELLY/LAWSON, UNANIMOUS)

Authorization to Exercise Contract Option to ABC Bus, Inc. for Motor Coach Industries (MCI) Bus overhauls– 11-D [RES 18-12-12]

Commissioner Rishell moved, with a second by Commissioner Caddigan, for the authorization to issue a request for proposals for general engineering consultant services. Dr. Schneider noted the attached memo indicating what the financial impact was for each jurisdiction. (RISHELL/CADDIGAN, UNANIMOUS)

Authorize Close Meeting– 11-E [RES 18-12-13]

Commissioner Rishell moved, with a second by Commissioner Caddigan, to authorize a closed meeting. There was no discussion on the motion. (RISHELL/CADDIGAN, UNANIMOUS)

Certify of Closed Session– 11-F [RES 18-12-14]

Commissioner Kelly moved, with a second by Commissioner Sebesky, to certify the closed meeting. There were no items to report out of the closed session. (KELLY/SEBESKY, UNANIMOUS)

PRTC Chairman's Time – 12

- Chair Anderson announces that the Executive Committee met that evening
- Chair Anderson announces that the Legislative Committee met that evening and that they discussed slate of issues, including the DRPT formula
- The report from the Nominating Committee was not presented due to Commissioner Nohe's absence. Chair Anderson notes that the slated PRTC committee will be, Anderson for Chair, Sebesky for Vice Chair, Rishell for At Large, Maurer for Secretary and Skinner for Treasurer and Principi would remain as Past Chair
- Chair Anderson announces the Legislative Briefing on December 10, 2018

Other Business/Commissioners' Time – 13

- Commissioner DeBruhl noted that the grant application cycle opened on Monday and that VDRPT will put out their recommendations and public comment in regards to the new formulas
- Commissioner Lawson thanks Dr. Schneider for sharing the Above and Beyond awards with the Commissioners
- Commissioner Rishell noted that she would like the Commissioners to receive an update on work being done by Nancy West
- Commissioner Catterton extended appreciation from Commissioner Jenkins on their support to his recovery

Adjournment – 14

There being no further business to come before the Commission, Madam Chair Anderson adjourned the meeting at 9:05 p.m.

Information Items

There were no comments.

Transcript of December 6, 2018 Public Comment Time

Nia 2X (General Public)

Good evening Madam Chairman and to your board. My name is Nia 2X. I'm president of the Greater DC Chapter National Action Network. Founded by Reverend Al Sharpton in 1991. Ma'am, we've been on this particular PRTC 13 case for one year now and I would like to let everyone know that recently, maybe over a month ago, that we sat down in a meeting, with you ma'am, Mr. Schneider and I apologize. I cannot, I apologize, your attorney. Oh is he there? Sorry Sir. (Madam Chair acknowledges Mr. Rob Dickerson). Thank you. On our side of the table was Kenneth Jones, our attorney, via telephone, Malik Shabaz and myself. The meeting was cordial, respectful - friendly. And I believe at that table, we sat down to reach an understanding because we hadn't heard your side of why the RIF and the proposal was even made until that day. From that particular meeting, there were alternatives and solutions discussed that were favorable in the discussion and it requires understanding from our perspective because the bottom line is to hopefully maintain the employment of the PRTC 13 employees. Understanding that there could be some alterations in their employment. Everybody really needs to be employed to the best of our abilities. I want to end with, this year has been very difficult for the PRTC 13 employees because they couldn't move. They couldn't move forward, backwards. They were in a stalemate because something was hanging over their head. The RIF. You couldn't take a vacation. You couldn't celebrate Christmas. Tension in marriages, families. When you're facing a RIF, it's not just in words. It affects, not only the employees but it affects the families, as well as the community. So we hope for the proposed solutions to reach the conclusion to maintain employment for the PRTC 13 and justice for the PRTC 13 and hopefully we can move forward in 2019. Keep riding your buses. Keep providing your buses. And everybody, hopefully is happy but the toll is very heavy on the families. It's nothing to take light. Thank you for allowing me to speak.

Melanie Hughes (General Public)

Good evening. My name is Melanie Hughes. I work for the Virginia Department for the Blind and Vision Impaired but I am here representing myself. I'm here to talk about paratransit. My understanding that this is a proposal that is supposed to be coming out soon for a vote is that correct? Is there a paratransit that's being proposed for PRTC? (Madam Chair instructs speaker to continue) Oh ok, alright. Sorry. So I'm here to speak in favor of paratransit. I've been teaching orientation in mobility in Prince William County for 22 years now including all of Northern Virginia but I happen to also be a resident of Prince William County. For those who may not know, orientation and mobility is teaching people with visual impairments to get around in their communities, which of course includes the use of public transportation. Over the years, I have observed the changes in the area as all of us have, that have made getting deviations more and more difficult as time has gone on. The people that I teach can typically not get a deviation at the time that they need or want, if at all. And in my view, paratransit is long overdue in this county. Some of the issues that I have observed, is not that not only not being able to get deviations, but the buses can't go directly to the person's house. And the barriers between the person's

house and where the bus can get them can be significant. Whether it's a large street crossing or no sidewalks or whatever the issue may be. It really can't be considered accessibility. So, excuse me. I've also had some issues with problems. You know there's always going to be problems, mistakes, misunderstandings about folks being dropped off in the wrong place. All of these things would be mitigated having a paratransit system. At least in part. Feeder buses would be extremely helpful. I understand that this is also kind of part of the plan. To get people from their homes to a bus stop. That would be extraordinarily helpful. These services would help connect the dots and would give people who cannot drive the opportunity to use the public transportation system that other people have access to. And one final note. I'd like to encourage the paratransit to expand beyond the ¼ mile minimum that is required by the ADA because services never increase, the only decrease. So, that's my comment, thank you very much for this opportunity.