

MOTION:

SECOND:

RE: APPROVAL OF PRTC COMMISSION MEETING MINUTES – October 3, 2019

ACTION:

WHEREAS, on November 7, 2019 at 7:00 p.m. the Potomac and Rappahannock Transportation Commission (“PRTC” or the “Commission”) convened its regular meeting at the OMNIRIDE Transit Center, located at 14700 Potomac Mills Road, Woodbridge, Virginia; and

WHEREAS, PRTC conducted business in accordance with a published agenda dated November 7, 2019.

NOW, THEREFORE BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of October 3, 2019 as presented/amended.

Votes:

Ayes:

Nays:

Abstain:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:



MINUTES

BOARD OF COMMISSIONERS MEETING

October 3, 2019
OMNIRIDE Transit Center • 14700 Potomac Mills Road,
Woodbridge, VA

Members Present

*Ruth Anderson, Chair
*Victor Angry (arrived at 7:06 p.m.)
*Maureen Caddigan (arrived at 7:06 p.m.)
*Jeanine Lawson (arrived at 7:06 p.m.)
*Marty Nohe
*Frank Principi, Immediate Past Chairman
*Pamela Sebesky, Vice Chair
*Jeanette Rishell, At-Large Member
*Gary Skinner, Treasurer
*Jennifer DeBruhl
*Rojan Robotham (arrived at 7:34 p.m.)

Members Absent

Mark Dudenhefer
Wendy Maurer, Secretary
Matthew Kelly
Paul Trampe
Jennifer Mitchell
Robert Thomas
George Barker

Alternates Present

Margaret Franklin (voted until 7:06 p.m.)
Kalai Kandasamy (voted until 7:06 p.m.)

Alternates Absent

Hilda Barg
Pete Candland
Norm Catterton
Darrell Jordan
Jack Cavalier
Cindy Shelton
Mark Wolfe
Preston Banks
Hector Cendejas
Donald Shuemaker
Jason Graham
Tim McLaughlin
David Ross
Todd Horsley
Steve Pittard

Jurisdiction

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

Stafford County
Stafford County
City of Fredericksburg
Spotsylvania County
Department of Rail and Public Transportation
Virginia House of Delegates
Virginia Senate

Prince William County
Prince William County

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

*Voting Member

Arrivals/departures following the commencement of the PRTC Commission Board Meeting are notated with the arrival/departure time.

Staff and General Public

Dr. Robert A. Schneider, PhD – PRTC
Christine Rodrigo – PRTC
Betsy Massie – PRTC
Joyce Embrey - PRTC
Althea Evans - PRTC
Chuck Steigerwald – PRTC
Perrin Palistrant – PRTC
Natasha Khan – PRTC
Bonnie Doherty – PRTC
Cynthia Porter-Johnson – PRTC
Holly Morello – PRTC
Jeff Morfit – PRTC
Sun Amacker – PRTC
Nkenge Muhammad – PRTC
Byren Lloyd - PRTC
Denise Copeland – Vanpool Alliance
Joe Stainsby – Vanpool Alliance

Uriah Kiser – Media
David Sinclair – Prince William County
Bob Leibbrandt – Prince William County
Ryan McManus – Prince William County
Paolo Belita – Prince William County
Rick Canizales – Prince William County
Doug Allen- VRE
Joe Swartz – VRE
Mark Schofield - VRE
Monica Backmon- NVTA
Mark Longhi – NVTA
Xavier Harmony – DRPT
Todd Johnson – First Transit
Nelson Cross – First Transit
Sharon Pandak – Greehan, Taves & Pandak
Brad Heller – General public

Chair Anderson called the meeting to order at 7:04 p.m. Invocation, Pledge of Allegiance and Roll Call followed.

Approval of the Agenda –4 [RES 19-10-01]

Commissioner Skinner moved with a second by Commissioner Rishell. Commissioner Nohe requested the agenda be amended to include a Closed Meeting for discussion of a personnel matter. (SKINNER/RISHELL, UNANIMOUS)

Commissioners Angry, Caddigan, and Lawson arrived at 7:06 p.m. Alternate Commissioners Franklin and Kandasamy left the Commissioners' table and returned to seats with the general public.

Approval of the Minutes of the September 5, 2019 PRTC Board Meeting – 5 [RES 19-10-02]

Commissioner Sebesky moved, with a second by Commissioner Lawson to approve the minutes of the September 5, 2019 meeting. Commissioner Rishell asked that the minutes be amended to add clarifications regarding her comments about the August 2019 work stoppage. (SEBESKY/LAWSON, MAJORITY VOTE; PRINCIPI and CADDIGAN ABSTAINED)

Virginia Railway Express (VRE) – 6

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

- September on-time performance was 77% on the Manassas line and 81% on the Fredericksburg line.
- Regarding Positive Train Control, VRE continues working on recommendations with host railroads to enhance reliability and performance.
- The VRE Master Agreement survey was held on Wednesday, October 2.
- VRE worked with Manassas Fire and Rescue on a training drill on September 28.
- On October 4, VRE will host two groups who are interested in learning about the commuter railroad. One group is from India and Bangladesh and the other is from the North Carolina Railroad Company.
- The recent completion of the Slater's Lane Crossing will allow trains to cross tracks at a point between Crystal City and Alexandria. VRE committed to this project as part of its agreement with CSX to allow construction of the Potomac Shores Station.
- Metro is allowing VRE riders who park at the Franconia-Springfield Metro Station parking garage to pay the same parking fee as Metro riders.
- VRE has rolled out upgraded ticket vending machines using new technology inside old stainless steel cabinets.

Authorize the Referral of the Preliminary FY2021 VRE Operating and Capital Budget to the Jurisdictions [RES 19-10-03]

Commissioner Lawson moved, with a second by Commissioner Skinner. There was no discussion on the item. (LAWSON/SKINNER, UNANIMOUS)

Approve and Authorize Submission of VRE Projects to the Northern Virginia Transportation Authority for FY2024 – 2025 Six-Year Program Update Funding Consideration [RES 19-10-04]

Commissioner Skinner moved, with a second by Commissioner Caddigan. There was no discussion on the item. (SKINNER/CADDIGAN, MAJORITY VOTE; NOHE ABSTAINED)

Mr. Allen departed the meeting.

Public Comment Time - 7

Chair Anderson opened Public Comment Time. Mr. Brad Heller of the Occoquan area, asked about Chair Anderson's recent tour of area commuter lots and requested an update on any issues found during the tour.

Approve the Consent Agenda – 8 [RES 19-10-05]

Commissioner Skinner moved, with a second by Commissioner Rishell. There was no discussion on the item. (SKINNER/RISHELL, UNANIMOUS)

- **Acceptance of the Monthly Jurisdictional Financial Report for the Period Ended June 30, 2019 - 8A [RES 19-10-06]**

PRTC Executive Director's Time – 9

Dr. Schneider briefed the Board on the following items of interest:

Following up from last month's meeting, staff has determined that a job description is needed by February-March 2020 for a position that will replace an existing director's position when that person retires. Staff is examining other mechanisms to get I-66 programs up and running before the existing director's anticipated retirement.

Participants in OmniRide's current Mentorship program were recognized during the meeting. The leaders of the current program, Holly Morello and Cynthia Porter-Johnson, explained that there were eight mentor-mentee teams and that the program has been modified based on feedback from the first group that participated in the Mentorship program. One of the successful events was an Alumni Forum in which former PRTC staff members returned to talk about their careers. The third Mentorship program will begin in November 2019. Two participants in the current program, Bonnie Doherty and Natasha Khan, shared that for their class project they worked with the SPARK program and donated more than \$700 in school supplies for Prince William County Public Schools.

Two all-hands staff meetings were held in September on the Diversity, Equity and Inclusion Strategic Plan. The next step is for more staff members to join in and continue implementing the recommendations. Some recommendations are already in place including improved communications via video screens, collaborative space for employees to meet instead of being in separate cubicles, the mentoring program, more staff recognitions, and employee training.

The Executive staff had a one-day local retreat and used Emergenetics to learn about their thinking and behavioral traits. The plan is to have the entire organization go through the program.

Commissioner Robotham arrived.

The 2019 State of the Commute report showed OmniRide Ridesharing has the highest level of local awareness and use in the region. Awareness increased from 51 percent to 64 percent and usage increased from 10 percent to 13 percent. Dr. Schneider gave credit for the increase to Chuck Steigerwald for assembling a great team, namely Holly Morello and Natasha Khan.

As part of the I-395/95 Commuter Choice program, OmniRide plans to start two new Express bus routes from the Staffordboro Commuter Lot: one with service to the Pentagon and the other serving L'Enfant Plaza. Commissioner DeBruhl said DRPT has reviewed all projects and as long as there are no changes by PRTC or NVTC, DRPT intends to present the package for approval to the Commonwealth Transportation Board on October 17. Dr. Schneider added that if the CTB approves the OmniRide routes, service will start on November 4 and will be fare-free through December 31, 2019.

Dr. Schneider thanked Cynthia Porter-Johnson for her work organizing the VRE Master Agreement survey.

Within the next 30 days, OmniRide anticipates issuing a Request for Information related to fast ferry providers. PRTC is continuing to get a better understanding of the limitations of using FTA funding. Last week, a group traveled to New York City to further examine regional transit ferry service. The group, including representatives from Commissioner Principi's office, NVRC, and PRTC, met with three separate ferry providers and the New York City Economic Development Agency. Dr. Schneider stressed that an RFI is not a Request for Proposals but simply a request for more information about items such as models of service and governance. Commissioner Principi noted that all ferry services are different and that our region can learn lessons by issuing an RFI.

This month's Industry Article is: *Metro Transit Rolls Out Vastly Improved Bus Stop Signs* by Lamarr Johnson, OmniRide's Transit Amenities Coordinator. Dr. Schneider noted that the article is about the Twin Cities Metro, and includes a photo and information about OmniRide's new "lollipop" bus stop signs that will start appearing this fall in the western service area.

Presentations and Information – 10

Strategic Plan Update – 10A - Chuck Steigerwald

Mr. Steigerwald's presentation focused on the Strategic Plan's TDM Focus Area. He noted that the recent Commuter Connections State of the Commute Survey showed OmniRide Ridesharing has the highest awareness and most utilization of all local commuter assistance programs in the region. Commissioner Principi asked what was the most important factor in such a dramatic increase in rideshare awareness and usage. Mr. Steigerwald credited staff efforts and increased marketing, plus the current environment where the workforce is traveling to different locations and is seeking out information about their options.

Commissioner Principi asked if PRTC had used social media campaigns. Mr. Steigerwald replied that ridesharing has been promoted on Facebook, but the bigger factor is the concept of individualized marketing, which some refer to as a concierge service, in which PRTC staff are comfortable promoting a range of options, from WMATA, Fairfax, and Stafford services, to carpools, vanpools and telework, based on what information the commuter is seeking.

I-395/95 Commuter Choice Program Inaugural Program of Projects – 10B - Chuck Steigerwald

Mr. Steigerwald said the resolution the Board will consider later on the agenda includes three parts: approving the recommended program of projects, authorizing staff to refer the program to the Commonwealth Transportation Board for approval, and authorizing the execution of the standard project agreements.

Commissioner Robotham asked about one recommended project, the Commuter Store at the Pentagon. Mr. Steigerwald said Arlington County has a successful store at the Pentagon and this would fund operations for another year.

Commissioner Angry referenced another recommended project, enhanced service on OmniRide's route between Dale City and Ballston, and asked if this would add new stops. Mr. Steigerwald said the enhancement is two new morning trips and two new evening trips that were added to the schedule.

PRTC Action Items – 11

Authorize Executive Director to Submit a Letter of Support for the Long Bridge Draft Environmental Impact Statement Preferred Alternative "Action Alternative A" on Behalf of the Chair – 11A [RES 19-10-07]

Commissioner Angry moved, with a second by Commissioner Sebesky. Chair Anderson asked about the differences between the Alternatives. Commissioner DeBruhl said Alternative A adds a second two-track bridge to the west of the existing bridge, between the existing Long Bridge and the Metro bridge. (ANGRY/SEBESKY, UNANIMOUS)

Approve the Inaugural I-395/95 Commuter Choice Program of Projects and Forward to the Commonwealth Transportation Board, and Authorize the NVTC Executive Director to Execute the Standard Project Agreements – 11B [RES 19-10-08]

Commissioner Skinner moved, with a second by Commissioner Principi. There was no discussion on the item. (SKINNER/PRINCIPI, UNANIMOUS)

PRTC's Chair Time - 12

Chair Anderson read a letter from Prince William County Attorney Michelle Robl, thanking PRTC for many years of working together as PRTC's legal counsel.

In response to a question asked during Public Comment Time about a recent tour of commuter lots, Chair Anderson said the tour was undertaken to identify items that would make it easier for people to use OmniRide. The list was submitted to the I-95 Corridor Study, and some improvements from that list have already been made. The study will be the subject of a public meeting scheduled for October 17 at 6 p.m. at Freedom High School. Chair Anderson encouraged everyone to attend that meeting.

Turning to the Engagement Opportunities list, Chair Anderson encouraged people to attend OmniRide's bus rodeo on Saturday, October 12. She added that another event on the list, *What you Need to Know about Transportation*, will be held on October 17 in Fairfax, and two of the speakers for that event are in the room currently: Supervisor Marty Nohe and OmniRide's Perrin Palistrant.

Chair Anderson announced that the Board will elect its Nominating Committee at November's meeting to select new officers who will serve on the Commission next year. The election of officers will take place at the January meeting. She pointed out that local elections will be held on November 5, 2019, so it's difficult to predict who will be available to serve as officers.

Dr. Schneider announced that three new 40-foot Gillig buses have been delivered. The new buses will be used locally, taking OmniRide's new branding on local routes for the first time. The buses also feature two doors, reducing dwell time, or the time required to unload and then load passengers. In response to an observation from Chair Anderson, Dr. Schneider noted that the new buses will not have exterior advertising but the old fleet will.

Other Business/Commissioner's Time – 13

Commissioner Sebesky noted that Historic Downtown Manassas will host its Fall Jubilee on Saturday, October 5, and during the event the Fire and Rescue Department will provide free instruction in hands-only CPR. She added that Downtown Manassas recently received an ABC license to allow open containers during its First Friday celebrations and more than 8,000 people attended the event in September. A similar

number of participants are expected for the October 4 event and Center Street will be closed to vehicular traffic during First Friday and the Fall Jubilee. She invited everyone to attend the events.

Commissioner Lawson congratulated Commissioner Robotham for running the Prince William Half-Marathon on Sunday, September 29.

AUTHORIZE CLOSED MEETING OF THE POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION [RES 19-10-09]

Commissioner Rishell moved, with a second by Commissioner Sebesky to authorize a closed meeting pursuant to §2.2-3711.A.1 VA Code Ann., for discussion of a personnel matter regarding the evaluation of an individual. (RISHELL/SEBESKY, UNANIMOUS)

The Commission adjourned into closed meeting at 8:11 p.m.

The Commission concluded closed meeting at 8:26 p.m.

CERTIFY CLOSED MEETING OF THE POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION [RES 19-10-10]

Commissioner Sebesky moved, with a second by Commissioner Skinner to certify the closed meeting of the Potomac and Rappahannock Transportation Commission. There was no discussion on the motion. (SEBESKY/SKINNER, UNANIMOUS)

Adjournment - 14

There being no further business to come before the Commission, Chair Anderson adjourned the meeting at 8:27 p.m.

Information Items

There were no comments.