



# AGENDA

## Potomac and Rappahannock Transportation Commission

Thursday, December 3, 2020 - 7:00 PM

### Officers

Hon. Margaret Franklin, Chair  
Prince William County

Hon. Pamela Sebesky, Vice-Chair  
City of Manassas

Hon. Cindy Shelton, Secretary  
Stafford County

Hon. Deborah Frazier, Treasurer  
Spotsylvania County

Hon. Andrea Bailey, At-Large  
Prince William County

Hon. Jeanette Rishell, At-Large  
City of Manassas Park

Electronic Meeting Live Streaming on [YouTube.com/PRTCTransit](https://www.youtube.com/PRTCTransit)

Due to COVID-19 Pandemic and Pursuant to Commission Res. No. 20-05-01, May 7, 2020

### 1. CALL TO ORDER

### 2. INVOCATION AND PLEDGE OF ALLEGIANCE

### 3. ATTENDANCE ROLL CALL

### 4. APPROVAL OF AGENDA

- 4.1. APPROVAL OF AGENDA - DECEMBER 3, 2020  
[Resolution to Approve the December 3, 2020 Agenda](#)

### 5. APPROVAL OF MINUTES

- 5.1. APPROVAL OF PRTC COMMISSION MEETING MINUTES - NOVEMBER 5, 2020  
[Resolution to Approve the PRTC Commission Meeting Minutes for November 5, 2020](#)

### 6. VIRGINIA RAILWAY EXPRESS CHIEF EXECUTIVE OFFICER'S TIME

- 6.1. [Chief Executive Officer's Report - November 2020](#)
- 6.2. ACCEPT AND AUTHORIZE DISTRIBUTION OF THE VIRGINIA RAILWAY EXPRESS  
FY2020 COMPREHENSIVE ANNUAL FINANCIAL REPORT  
[Resolution to Accept and Authorize Distribution of the VRE FY2020 Comprehensive  
Annual Financial Report](#)
- 6.3. AUTHORIZE THE VIRGINIA RAILWAY EXPRESS (VRE) CHIEF EXECUTIVE OFFICER TO  
EXECUTE AN AGREEMENT FOR DESIGN, CONSTRUCTION, OPERATIONS AND  
MAINTENANCE OF A PARKING GARAGE AT THE VRE MANASSAS PARK STATION  
[Resolution to Authorize the VRE CEO to Execute an Agreement for Design,  
Construction Operations and Maintenance of a Parking Garage at the VRE  
Manassas Park Station](#)

- 6.4. AUTHORIZE THE VIRGINIA RAILWAY EXPRESS CHIEF EXECUTIVE OFFICER TO EXECUTE A PASSENGER RAIL OPERATIONS AND ACCESS AGREEMENT WITH THE VIRGINIA PASSENGER RAIL AUTHORITY  
[Resolution to Authorize the VRE CEO to Execute a Passenger Rail Operations and Access Agreement with the Virginia Passenger Rail Authority](#)
- 6.5. AUTHORIZE THE VIRGINIA RAILWAY EXPRESS CHIEF EXECUTIVE OFFICER TO EXECUTE A PASSENGER RAIL IMPROVEMENTS AND FUNDING AGREEMENT WITH THE VIRGINIA PASSENGER RAIL AUTHORITY  
[Resolution to Authorize the VRE CEO to Execute a Passenger Rail Operations and Access Agreement with the Virginia Passenger Rail Authority](#)
- 6.6. APPROVE THE 2021 VIRGINIA RAILWAY EXPRESS LEGISLATIVE AGENDA  
[Resolution to Approve the 2021 VRE Legislative Agenda](#)

VRE Information Items:

[VRE November 2020 Update](#)  
[Agenda, Minutes, and Resolutions from the November 20, 2020 VRE Operations Board Meeting](#)  
[FY22 Budget Update](#)  
[Spending Authority Report](#)

## **7. PUBLIC COMMENT TIME**

Public comments will not be received during the meeting; however, those wanting to comment should send written comments, limited to one (1) page, to CRodrigo@OmniRide.com by December 2, 2020 at 5:00 p.m.

## **8. CONSENT AGENDA**

- 8.1. APPROVE CONSENT AGENDA - DECEMBER 3, 2020  
[Resolution to Approve Consent Agenda - December 3, 2020](#)
- 8.2. ACCEPTANCE OF THE POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION MONTHLY JURISDICTIONAL FINANCIAL REPORT FOR THE PERIOD ENDED AUGUST 31, 2020  
[Resolution to Accept the Monthly Jurisdictional Financial Report](#)
- 8.3. ADOPT THE PROPOSED POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION 2021 BOARD OF COMMISSIONERS MEETING SCHEDULE  
[Resolution to Adopt the Proposed PRTC's 2021 Board of Commissioners Meeting Schedule](#)
- 8.4. APPROVE THE AMENDED POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION LEAVE POLICY  
[Resolution to Approve the Amended PRTC Leave Policy](#)
- 8.5. APPROVE THE POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION TELEWORK POLICY  
[Resolution to Approve the PRTC Telework Policy](#)

- 8.6. AUTHORIZE THE EXECUTIVE DIRECTOR TO ISSUE A REQUEST FOR PROPOSALS FOR SCHEDULE AND BUS STOP DISPLAY DESIGN AND PRODUCTION SERVICES  
[Resolution to Authorize the Executive Director to Issue a Request for Proposals for Schedule and Bus Stop Display Design and Production Services](#)
- 8.7. ENDORSE THE POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION'S CONGESTION MITIGATION AND AIR QUALITY FUNDING REQUEST FOR FY2027  
[Resolution to Endorse PRTC's Congestion Mitigation and Air Quality Funding Request for FY2027](#)

## **9. EXECUTIVE DIRECTOR'S TIME**

- 9.1. Follow-Up from Previous Meeting(s)
- 9.2. Executive Director's Report
- Fleet Update
  - Keolis Operational Update: Barbara Murdock, General Manager
  - Legislative Update
- 9.3. Industry Article - *Prince George's County Launches On-Demand Rideshare Service*  
By Perrin Palistrant, PRTC's Director of Operations and Operations Planning  
[Prince George's County Launches On-Demand Rideshare Service](#)

## **10. PRESENTATIONS AND INFORMATION**

- 10.1. PRTC Classification and Compensation Study Update  
[Classification and Compensation Study Update Presentation](#)

## **11. ACTION ITEMS**

- 11.1. AUTHORIZATION TO ACCEPT THE POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION FY2020 AUDITED FINANCIAL STATEMENTS, REQUIRED COMMUNICATION TO THE COMMISSIONERS, AND PBMARES, LLP MANAGEMENT LETTER  
[Resolution to Accept the PRTC FY2020 Audited Financial Statements and Accompanying Documents](#)
- 11.2. RATIFICATION OF A GRANT APPLICATION SUBMITTED THROUGH THE TRANSIT-ORIENTED DEVELOPMENT PLANNING PROGRAM FOR FEDERAL FUNDING FROM THE FEDERAL TRANSIT ADMINISTRATION  
[Resolution to Ratify a Grant Application Submitted through FTA's Transit-Oriented Development Planning Program](#)
- 11.3. APPROVE THE 2021 POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION LEGISLATIVE AGENDA  
[Resolution to Approve the 2021 Potomac and Rappahannock Transportation Commission Legislative Agenda](#)

## **12. CHAIR'S TIME**

- 12.1. Nominating Committee Election for PRTC Officers and VRE Operations Board Members and Alternate Members

## **13. OTHER BUSINESS/COMMISSIONERS' TIME**

## **14. ADJOURNMENT**

### **INFORMATION ITEMS**

[October Performance Report](#)

[Revised Spending Authority Report](#)

[Monthly Safety Dashboard](#)

[Commissioners Fuel Tax Report](#)