April 7, 2016
Regular Meeting
Res. No. 16-04-01

MOTION: **KELLY**

SECOND: **JENKINS**

RE: **APPROVE – MINUTES – MARCH 3, 2016**

ACTION: **APPROVED**

WHEREAS, on March 3, 2016, at 7:00 p.m. the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") convened their 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 March 3, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of March 3, 2016.

Votes:
Ayes: Anderson (Ruth), Barg, Caddigan, Durany, Jenkins, Kelly, Milde, Miller, Pittard, Principi, Way
Nays: None
Abstain: Jones, Thomas
Absent from Vote: Anderson (Richard), Lawson, Nohe
Alternate Present Not Voting:
Absent from Meeting: Aveni, Horsely, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni Ross, Sellers, Skinner, Trampe, Withers, Wren

ATTEST: _____
Eric Marx, Interim Executive Director

Mach 3, 2016
Regular Meeting
Res. No. 16-03-01

MOTION: **WAY**

SECOND: **KELLY**

RE: **APPROVE – MINUTES – FEBRUARY 4, 2016**

ACTION: **APPROVED**

WHEREAS, on February 4, 2016, at 7:00 p.m. the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") convened their 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 4, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of February 4, 2016.

Votes:
Ayes: Anderson (Ruth), Caddigan, Durany, Jenkins, Kelly, Nohe, Principi, Skinner, Way
Abstain: Milde, Sellers, Wren
Nays: None
Absent from Vote: Mitchell, Lawson
Alternate Present Not Voting: None
Absent from Meeting: Anderson (Richard), Aveni, Barg, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Miller, Naddoni, Pittard, Ross, Thomas, Trampe, Withers

ATTEST: _____
Eric Marx, Interim Executive Director

March 3, 2016
Regular Meeting
Res. No. 16-03-02

MOTION: **KELLY**

SECOND: **WAY**

RE: **APPROVE – AGENDA – MARCH 3, 2016**

ACTION: **APPROVED**

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 March 3, 2016, as amended.

Votes:
Ayes: Anderson (Ruth), Caddigan, Durany, Jenkins, Kelly, Milde, Nohe, Principi, Sellers, Skinner, Way, Wren
Abstain: None
Nays: None
Absent from Vote: Mitchell, Lawson
Alternate Present Not Voting: None
Absent from Meeting: Anderson (Richard), Aveni, Barg, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Miller, Naddoni, Pittard, Ross, Thomas, Trampe, Withers

ATTEST: _____
Eric Marx, Interim Executive Director

March 3, 2016
Regular Meeting
Res. No. 16-03-03

MOTION: **LAWSON**

SECOND: **NOHE**

RE: **AUTHORIZATION TO APPLY FOR AND ACCEPT FUNDS FOR I-66 INSIDE THE BELTWAY PROJECT**

ACTION: **APPROVED**

WHEREAS, toll revenues generated on I-66 inside the Beltway will be used to pay for projects that move more people through the corridor, including enhanced bus services; and

WHEREAS, the Northern Virginia Transportation Commission (NVTC) is responsible for selecting projects that will receive toll revenue funding and will be given approximately $5 million for implementation of projects prior to the start of toll collection; and

WHEREAS, management has determined that the most sensible course of action is to initiate direct service between Gainesville and the Pentagon; and

WHEREAS, it will likely be necessary to secure additional commuter parking spaces and costs would be included in the Potomac and Rappahannock Transportation Commission's (PRTC) project submission; and

WHEREAS, funding for service between Gainesville and the Pentagon would only be accepted if full operating and capital (buses) funding, including expenses for increased parking capacity, is guaranteed in perpetuity from external sources.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby authorize the Interim Executive Director to submit an application to the Northern Virginia Transportation Commission to fully fund new bus service from Gainesville to the Pentagon.

BE IT FURTHER RESOLVED that funds will only be accepted and the service implemented if expenses are fully covered with non-PRTC funds in perpetuity.

Votes:

Ayes: Anderson (Ruth), Caddigan, Jenkins, Kelly, Lawson, Milde, Mitchell, Nohe, Principi, Sellers, Skinner, Way, Wren

Abstain: None

Nays: None

Absent from Vote: None

Alternate Present Not Voting: Durany

Absent from Meeting: Anderson (Richard), Aveni, Barg, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Miller, Naddoni, Pittard, Ross, Thomas, Trampe, Withers

ATTEST: _____

Eric Marx, Interim Executive Director

March 3, 2016
Regular Meeting
Res. No. 16-03-04

MOTION: **MILDE**

SECOND: **KELLY**

RE: **APPROVE – CONSENT AGENDA – MARCH 3, 2016**

ACTION: **APPROVED**

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 March 3, 2016, as presented.

Votes:
Ayes: Anderson (Ruth), Caddigan, Jenkins, Kelly, Lawson, Milde, Mitchell, Nohe, Principi, Sellers, Skinner, Way, Wren
Abstain: None
Nays: None
Absent from Vote: None
Alternate Present Not Voting: Durany
Absent from Meeting: Anderson (Richard), Aveni, Barg, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Miller, Naddoni, Pittard, Ross, Thomas, Trampe, Withers

ATTEST: _____
Eric Marx, Interim Executive Director

March 3, 2016
Regular Meeting
Res. No. 16-03-05

MOTION: **MILDE**

SECOND: **KELLY**

RE: **ACCEPTANCE OF THE POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION MONTHLY JURISDICTIONAL FINANCIAL REPORT FOR THE PERIOD ENDED DECEMBER 31, 2015**

ACTION: **APPROVED**

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

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby accept the Jurisdictional Financial Report for the period ended December 31, 2015, as presented/amended.

Votes:
Ayes: Anderson (Ruth), Caddigan, Jenkins, Kelly, Lawson, Milde, Mitchell, Nohe, Principi, Sellers, Skinner, Way, Wren
Abstain: None
Nays: None
Absent from Vote: None
Alternate Present Not Voting: Durany
Absent from Meeting: Anderson (Richard), Aveni, Barg, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Miller, Naddoni, Pittard, Ross, Thomas, Trampe, Withers

ATTEST: _____
Eric Marx, Interim Executive Director

March 3, 2016
Regular Meeting
Res. No. 16-03-06

MOTION: **MILDE**

SECOND: **KELLY**

RE: **AUTHORIZATION TO DEOBLIGATE $121,703 OF CITY OF FREDERICKSBURG MOTOR FUELS TAX FUNDS FOR VARIOUS CAPITAL PROJECTS**

ACTION: **APPROVED**

WHEREAS, the City of Fredericksburg, by Resolution 16-10, authorizes the Potomac and Rappahannock Transportation Commission to deobligate the remaining balance of the following projects that were funded in whole or in part with City motor fuels tax funds:

Fredericksburg Resolution	PRTC Resolution	Description	Original Amount	Remaining Amount After Reimbursement Processed
14-42	14-06-10	Cowan Blvd Streetlights & Twin Lakes Drive Street Improvements	$172,500	$57,259
14-67	14-11-06	Various Transportation Projects	$1,815,510	$64,444
Total			**$1,988,010**	**$121,703**

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission hereby authorizes the deobligation of $121,703 of the City of Fredericksburg's motor fuels tax account.

Votes:

Ayes: Anderson (Ruth), Caddigan, Jenkins, Kelly, Lawson, Milde, Mitchell, Nohe, Principi, Sellers, Skinner, Way, Wren

Abstain: None

Nays: None

Absent from Vote: None

Alternate Present Not Voting: Durany

Absent from Meeting: Anderson (Richard), Aveni, Barg, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Miller, Naddoni, Pittard, Ross, Thomas, Trampe, Withers

ATTEST: _____

Eric Marx, Interim Executive Director

March 3, 2016
Regular Meeting
Res. No. 16-03-07

MOTION: **MILDE**

SECOND: **KELLY**

RE: **AUTHORIZATION TO BUDGET AND APPROPRIATE CITY OF FREDERICKSBURG MOTOR FUELS TAX FUNDS FOR VARIOUS TRANSPORTATION PROJECTS**

ACTION: **APPROVED**

WHEREAS, the City of Fredericksburg, by Resolution 16-13, requests approval to budget and appropriate $1,244,725 of motor fuels tax funds for various transportation projects, as follows:

Traffic Signal Maintenance	$90,430
Industrial Park Rail Spur Maintenance	15,000
Stafford Regional Airport Maintenance	16,000
Train Station Maintenance	50,000
City Street Maintenance – Paving Program	250,000
Train Station Elevator Repair	105,000
FRED Transit Operations	480,000
Sophia Street Parking Garage Debt Service	238,295
Total	$1,244,725

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission hereby authorizes the budgeting and appropriation of $1,244,725 of the City of Fredericksburg's motor fuels tax funds for various transportation projects.

Votes:

Ayes: Anderson (Ruth), Caddigan, Jenkins, Kelly, Lawson, Milde, Mitchell, Nohe, Principi, Sellers, Skinner, Way, Wren

Abstain: None

Nays: None

Absent from Vote: None

Alternate Present Not Voting: Durany

Absent from Meeting: Anderson (Richard), Aveni, Barg, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Miller, Naddoni, Pittard, Ross, Thomas, Trampe, Withers

ATTEST: _____

Eric Marx, Interim Executive Director

March 3, 2016
Regular Meeting
Res. No. 16-03-08
VRE Agenda Item 9-A

MOTION: **WAY**

SECOND: **MILDE**

RE: **ADOPT THE VRE FINANCIAL PLAN: KEY FINDINGS AND STRATEGIC DECISION**

ACTION: **APPROVED**

WHEREAS, in February 2015, the Virginia Railway Express (VRE) staff and its consultant, PFM, began work on the development of a long-term Financial Plan to correspond to the adopted System Plan 2040; and

WHEREAS, the purpose of this effort was to create a financial forecast of the varying operational and service profiles that VRE might pursue, ranging from maintaining the existing system to the implementation of system improvements and expansion initiatives; and

WHEREAS, a detailed long term strategic planning model was developed, and the results and key conclusions were presented to the VRE Operations Board in July and September 2015; and

WHEREAS, the VRE Operations Board chose to further review the Natural Growth and System Plan 2040 service profiles; and

WHEREAS, staff recommends that VRE continue with the Natural Growth service profile, which approximates the approach taken in the past and which the Financial Plan model indicates will require additional sources of revenue and that VRE aspire towards those elements of the System Plan 2040 service profile that further review indicates should be pursued and for which funding has been identified; and

WHEREAS, the VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission adopts the attached VRE Financial Plan: Key Findings and Strategic Direction, which indicates their concurrence with the results of the Financial Plan analysis, and which will allow the VRE Chief Executive Officer to proceed with identifying additional funding sources to implement this direction.

Votes:

Ayes: Anderson (Ruth), Caddigan, Jenkins, Kelly, Lawson, Milde, Mitchell, Nohe, Principi, Skinner, Way, Wren

Abstain: Sellers

Nays: None

Absent from Vote: None

Alternate Present Not Voting: Durany

Absent from Meeting: Anderson (Richard), Aveni, Barg, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Miller, Naddoni, Pittard, Ross, Thomas, Trampe, Withers

ATTEST: _____

Eric Marx, Interim Executive Director

VRE Financial Plan: Key Findings and Strategic Direction

Key Findings

1. Regardless of the service profile:
   - Operating expenses will escalate and additional revenue will be needed for VRE to be financially balanced over the long term, even assuming a 3% increase to fares and local subsidies in alternating years.
   - A significant level of capital investment is required that cannot be handled with currently identified capital funding sources.
   - NVTA funding has created an imbalance among the VRE jurisdictions in the ability to identify funding sources for VRE related capital needs.
2. Raising fares to close the financial gap is not a viable solution on its own.
3. Higher ridership associated with enhanced service levels could defray some of the future operating and capital costs.
4. VRE needs additional dedicated revenue beyond the sources which exist today, even to maintain the status quo.

Strategic Direction

1. VRE will continue to follow the Natural Growth profile of providing additional service through lengthening of existing trains in response to ridership growth over time due to regional increases in population and employment.
2. VRE will continue to pursue funding to implement the service concepts included in the System Plan 2040 profile such as additional peak trains; the Gainesville-Haymarket extension and reverse-peak and off-peak service.

March 3, 2016
Regular Meeting
Res. No. 16-03-09

MOTION: **CADDIGAN**

SECOND: **JENKINS**

RE: **ACCEPTANCE OF FIRST BAPTIST CHURCH OF WOODBRIDGE DONATION FOR WHEELS-TO-WELLNESS**

ACTION: **APPROVED**

WHEREAS, the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") directed the Interim Executive Director to seek Commission authorization to accept Wheels-to-Wellness funding; and

WHEREAS, the First Baptist Church of Woodbridge has made a $5,000 donation.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby accept a $5,000 donation from the First Baptist Church of Woodbridge to continue the Wheels-to-Wellness program.

Votes:
Ayes: Anderson (Ruth), Caddigan, Durany, Jenkins, Kelly, Lawson, Milde, Mitchell, Principi, Sellers, Skinner, Way, Wren
Abstain: None
Nays: None
Absent from Vote: Nohe
Alternate Present Not Voting: None
Absent from Meeting: Anderson (Richard), Aveni, Barg, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Miller, Naddoni, Pittard, Ross, Thomas, Trampe, Withers

ATTEST: _____
Eric Marx, Interim Executive Director

March 3, 2016
Regular Meeting
Res. No. 16-03-10

MOTION: **CADDIGAN**

SECOND: **JENKINS**

RE: **AUTHORIZATION TO ACCEPT DONATIONS AND GRANTS AMOUNTING TO $100,000 OR LESS FOR WHEELS-TO-WELLNESS**

ACTION: **APPROVED**

WHEREAS, at its September 2015 meeting, the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") directed management to "...seek further Commission authorization(s) should additional funding be identified..." to support the Wheels-to-Wellness program; and

WHEREAS, including a donation of $5,000 this past month from the First Baptist Church of Woodbridge, PRTC has now received four contributions totaling $12,500; and

WHEREAS, management recommends the Commission authorize the Interim Executive Director to accept future donations and grants valued up to $100,000 without returning to the Board to seek such authorization, in order to reduce administration associated with accepting small donations and grants.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby authorize the Interim Executive Director to accept donations and grant awards valued up to $100,000 to continue the Wheels-to-Wellness program.

BE IT FURTHER RESOLVED that the Interim Executive Director will include a tally of Wheels-to-Wellness donations and grants in the monthly Board packet.

Votes:

Ayes: Anderson (Ruth), Caddigan, Durany, Jenkins, Kelly, Lawson, Milde, Mitchell, Principi, Sellers, Skinner, Way, Wren

Abstain: None

Nays: None

Absent from Vote: Nohe

Alternate Present Not Voting: None

Absent from Meeting: Anderson (Richard), Aveni, Barg, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Miller, Naddoni, Pittard, Ross, Thomas, Trampe, Withers

ATTEST: _____

Eric Marx, Interim Executive Director