November 3, 2016
Regular Meeting
Res. No. 16-11-01

MOTION: **WAY**

SECOND: **THOMAS**

RE: **APPROVE – MINUTES – OCTOBER 6, 2016**

ACTION: **APPROVED**

WHEREAS, on October 6, 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 October 6, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of October 6, 2016.

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

ATTEST: for Joyce Embrey
Eric Marx, Interim Executive Director

October 6, 2016
Regular Meeting
Res. No. 16-10-01

MOTION: **KELLY**

SECOND: **CADDIGAN**

RE: **APPROVE – MINUTES – SEPTEMEBER 8, 2016**

ACTION: **APPROVED**

WHEREAS, on September 8, 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 September 8, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of September 8, 2016.

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

ATTEST: _____
Eric Marx, Interim Executive Director

October 6, 2016
Regular Meeting
Res. No. 16-10-02

MOTION: **THOMAS**

SECOND: **KELLY**

RE: **APPROVE – AGENDA – OCTOBER 6, 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 October 6, 2016, as amended.

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

ATTEST: _____
Eric Marx, Interim Executive Director

October 6, 2016
Regular Meeting
Res. No. 16-10-03

MOTION: **KELLY**

SECOND: **THOMAS**

RE: **APPROVE – CONSENT AGENDA – OCTOBER 6, 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 October 6, 2016, as presented.

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

ATTEST: _____
Eric Marx, Interim Executive Director

October 6, 2016
Regular Meeting
Res. No. 16-10-04

MOTION: **KELLY**

SECOND: **THOMAS**

RE: **ACCEPTANCE OF THE POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION MONTHLY JURISDICTIONAL FINANCIAL REPORT FOR THE PERIOD ENDED JULY 31, 2016**

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 July 31, 2016, as presented.

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

ATTEST: _____
Eric Marx, Interim Executive Director

October 6, 2016
Regular Meeting
Res. No. 16-10-05
VRE Agenda Item 8-A

MOTION: **KELLY**

SECOND: **CADDIGAN**

RE: **REFERRAL OF PRELIMINARY FY 2018 VRE OPERATING AND CAPITAL BUDGET TO THE COMMISSIONS**

ACTION: **APPROVED**

WHEREAS, the Virginia Railway Express (VRE) Master Agreement requires the VRE Operations Board submit to the Commissions a preliminary fiscal year budget by September 30 each year; and

WHEREAS, the VRE Chief Executive Officer has provided the VRE Operations Board with the preliminary FY 2018 Operating and Capital Budget; and

WHEREAS, the VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby authorize the preliminary FY 2018 VRE Operating and Capital Budget be forwarded to the jurisdictions for formal review and comment.

BE IT FURTHER RESOLVED that the Potomac and Rappahannock Transportation Commission directs staff to consider and address comments by the jurisdictions and to forward a final recommended budget to the VRE Operations Board at the December 2016 meeting for consideration and referral to the Commissions in January 2017.

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Caddigan, Jenkins, Kelly, Lawson, Milde, Nohe, Principi, Skinner, Thomas, Trampe

Nays: None

Abstain: None

Absent from Vote: Miller, Pittard

Alternate Present Not Voting: Durany, Franklin

Absent from Meeting: Aveni, Barg, Barker, Horsely, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Ross, Sellers, Way, Withers, Wren

ATTEST: _____

Eric Marx, Interim Executive Director

October 6, 2016
Regular Meeting
Res. No. 16-10-06

MOTION: **LAWSON**

SECOND: **SKINNER**

RE: **FY18 BUDGET GUIDELINES**

ACTION: **APPROVED**

WHEREAS, the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") must develop and adopt an operating and capital budget each year; and

WHEREAS, the Commission directs the PRTC Interim Executive Director and Chairman to look at additional service cuts to include in the FY18 budget guidelines; and

WHEREAS, the Commission desires to convene a special meeting prior to the Commission's November 3rd meeting to adopt the FY18 recommendations.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission hereby directs the PRTC Interim Executive Director and Chairman to look at additional service cuts to be included in FY18 budget guidelines and to convene a special Commission meeting prior to its November meeting to vote on the FY18 budget guidelines.

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

ATTEST: _____
Eric Marx, Interim Executive Director

October 6, 2016
Regular Meeting
Res. No. 16-10-07

MOTION: **THOMAS**

SECOND: **SKINNER**

RE: **AUTHORIZATION TO AWARD A CONTRACT TO ABC BUS, INC. FOR MOTOR COACH INDUSTRIES (MCI) BUS OVERHAULS**

ACTION: **APPROVED**

WHEREAS, the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") authorized staff to advertise for the procurement of bus overhaul services; and

WHEREAS, PRTC received five proposals in response to the solicitation; and

WHEREAS, ABC Bus, Inc.'s proposal ranked highest; and

WHEREAS, funding in-hand is sufficient to overhaul 17 of 23 buses; and

.

WHEREAS, the contract is structured to award options for additional buses as funding permits.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission hereby authorizes the Interim Executive Director to award a contract to ABC Bus, Inc. for the overhaul of 17 MCI buses.

BE IT FURTHER RESOLVED that the Interim Executive Director is authorized to award options for additional overhauls as funding becomes available.

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Durany, Franklin, Jenkins, Kelly, Lawson, Milde, Miller, Pittard, Principi, Skinner, Thomas, Trampe

Nays: None

Abstain: None

Absent from Vote: Caddigan, Nohe

Alternate Present Not Voting: None

Absent from Meeting: Aveni, Barg, Barker, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Ross, Sellers, Way, Withers, Wren

ATTEST: _____

Eric Marx, Interim Executive Director

October 6, 2016
Regular Meeting
Res. No. 16-10-08

MOTION: **MILDE**

SECOND: **ANDERSON (RICHARD)**

RE: **APPOINTMENT OF NOMINATING COMMITTEE FOR PRTC OFFICERS AND VRE OPERATIONS BOARD MEMBERS**

ACTION: **APPROVED**

WHEREAS, the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") Chairman appointed the PRTC Executive Board to serve as the Nominating Committee to commence the process of selecting PRTC Officers and VRE Operations Board Members for calendar year 2017; and

WHEREAS, nominations from the floor will be invited at the Commission's November 3, 2016 meeting; and

WHEREAS, the Nominating Committee will meet prior to the December 1, 2016 board meeting to discuss a proposed slate of PRTC officers and VRE Operations Board appointments; and

WHEREAS, the Nominating Committee's recommendations will be reported to the Commission at its December meeting; and

WHEREAS, the PRTC slate of officers and VRE Operations Board Members will be presented to the Commission for approval at its January 2017 meeting; and

WHEREAS, the Nominating Committee members are directed to work with their respective jurisdictions to submit VRE Operations Board Member and Alternate appointee names to the Commission Secretary before it's December meeting.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission hereby approves the Executive Board to serve as the Nominating Committee to start the process of selecting PRTC Officers and VRE Operations Board Members for calendar 2017.

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Durany, Franklin, Jenkins, Kelly, Lawson, Milde, Miller, Pittard, Principi, Skinner, Thomas, Trampe

Nays: None

Abstain: None

Absent from Vote: Caddigan, Nohe

Alternate Present Not Voting: None

Absent from Meeting: Aveni, Barg, Barker, Horsley, Jones, Lasch, Lovejoy, Maurer, McLaughlin, Mitchell, Naddoni, Ross, Sellers, Way, Withers, Wren

ATTEST: _____

Eric Marx, Interim Executive Director

October 6, 2016
Regular Meeting
Res. No. 16-10-09

MOTION: **KELLY**

SECOND: **THOMAS**

RE: **AUTHORIZE CLOSED MEETING**

ACTION: **APPROVED**

WHEREAS, the Potomac and Rappahannock Transportation Commission (PRTC) desires to discuss in Closed Meeting the following matter:

- Personnel discussions relating to the hiring of a new Executive Director.
- Performance and salary of the VRE Chief Executive Officer.

WHEREAS, pursuant to Section 2.2-3711.A.1 (personnel) VA Code Ann., such discussions may occur in Closed Meeting.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby authorizes discussion of the aforestated matters in Closed Meeting.

Adjourned into Closed Meeting at 8:20 p.m.

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

ATTEST: _____
Eric Marx, Interim Executive Director

October 6, 2016
Regular Meeting
Res. No. 16-10-10

MOTION: **KELLY**

SECOND: **THOMAS**

RE: **CERTIFY CLOSED MEETING**

ACTION: **APPROVED**

WHEREAS, the Potomac and Rappahannock Transportation Commission has this day adjourned into Closed Meeting in accordance with a formal vote of the Commission, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Freedom of Information Act requires certification that such Closed Meeting was concluded in conformity with the law.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby certify that to the best of each members' knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Meeting to which this certification applies, and (ii) only such public business matters as were identified in the Motion by which the said Closed Meeting was convened were heard, discussed or considered by the Commission. No member dissents from the aforesaid certification.

Concluded Closed Meeting at 8:25 p.m.

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

ATTEST: _____
Eric Marx, Interim Executive Director