



**Virginia Railway
Express**

Paul Smedberg
Chairman

Maureen Caddigan
Vice-Chairman

Katie Cristol
Secretary

Paul Milde
Treasurer

Sharon Bulova
John C. Cook
John D. Jenkins
Matt Kelly
Jennifer Mitchell
Suhas Naddoni
Martin Nohe
Pamela Sebesky
Gary Skinner
Bob Thomas

Alternates

Ruth Anderson
Pete Burrus
Hector Cendejas
Libby Garvey
Jeanine Lawson
Jeff McKay
Wendy Maurer
Paul Trampe
Billy Withers
Mark Wolfe

Doug Allen
Chief Executive Officer

1500 King Street, Suite 202
Alexandria, VA 22314-2730

MINUTES

VRE Operations Board Meeting PRTC Headquarters – Prince William County, Virginia January 27, 2017

Members Present	Jurisdiction
Sharon Bulova (NVTC)	Fairfax County
Maureen Caddigan (PRTC)	Prince William County
John C. Cook (NVTC)	Fairfax County
Katie Cristol (NVTC)	Arlington County
John D. Jenkins (PRTC)	Prince William County
Paul Milde (PRTC)	Stafford County
Martin Nohe (PRTC)	Prince William County
Gary Skinner (PRTC)	Spotsylvania County
Paul Smedberg (NVTC)	City of Alexandria

Members Absent	Jurisdiction
Matt Kelly (PRTC)	City of Fredericksburg
Jennifer Mitchell	DRPT
Suhas Naddoni (PRTC)	City of Manassas Park
Pamela Sebesky (PRTC)	City of Manassas
Bob Thomas (PRTC)	Stafford County

Alternates Present	Jurisdiction
Ruth Anderson (PRTC)	Prince William County
Pete Burrus	DRPT
Billy Withers (PRTC)	City of Fredericksburg

Alternates Absent	Jurisdiction
Hector Cendejas (PRTC)	City of Manassas Park
Libby Garvey (NVTC)	Arlington County
Jeanine Lawson (PRTC)	Prince William County
Jeff McKay (NVTC)	Fairfax County
Wendy Maurer (PRTC)	Stafford County
Paul Trampe (PRTC)	Spotsylvania County
Mark Wolfe (PRTC)	City of Manassas

Staff and General Public	
Monica Backmon – NVTA	Pierre Holloman – City of Alexandria
Donna Boxer – VRE	Todd Horsley --- DRPT
Rich Dalton – VRE	Mike Lake – Fairfax County
James Davenport – Prince William DOT	Lezlie Lamb – VRE
Jennifer DeBruhl – DPRT	Bob Leibbrandt – Prince William County
John Duque – VRE	Steve MacIsaac – VRE legal counsel
Rhonda Gilchrest – NVTC	Eric Marx – PRTC
Charles Grymes – Prince William Conservation Alliance	Betsy Massie – PRTC
Laurel Hammig – NPS NCR	Kate Mattice – NVTC
Chris Henry – VRE	Lynn Rivers – Arlington County
Tom Hickey – VRE	Joe Swartz – VRE
Gerri Hill – VRE	Cambria Ungaro – VRE
Christine Hoeffner – VRE	Ciara Williams – DRPT
	Detrius Williams – VRE

* Delineates arrival following the commencement of the Board meeting. Notation of exact arrival time is included in the body of the minutes.

Chairman Skinner called the meeting to order at 9:08 A.M. Following the Pledge of Allegiance, Roll Call was taken.

Approval of the Agenda – 3

Ms. Caddigan moved, with a second by Ms. Bulova, to approve the Agenda. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner, Smedberg and Withers.

Approval of the Minutes of the December 16, 2016 Operations Board Meeting – 4

Ms. Bulova moved, with a second by Ms. Caddigan, to approve the Minutes. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner and Smedberg. Mr. Withers abstained.

Chairman's Comments

Chairman Skinner reviewed VRE highlights of 2016, including the completion of the Hamilton to Crossroads Third Transit Project; an overhaul of the CEO Evaluation Process with improved reporting to the Commissions; and substantial progress on Positive Train Control. He thanked the Operations Board and VRE staff for their contributions to making 2016 a successful year.

Installation of New Officers – 5

The new officers for 2017 were elected at the December meeting:

Chairman:	Paul Smedberg
Vice-Chairman:	Maureen Caddigan
Secretary:	Katie Cristol
Treasurer:	Paul Milde

Chairman Skinner passed the gavel to Mr. Smedberg.

On behalf of the entire Board, Chairman Smedberg thanked Mr. Skinner for his dedication as Chairman during the last year. Chairman Smedberg presented a plaque and framed photograph to Mr. Skinner.

Chief Executive Officer's Report –6

Chairman Smedberg announced Mr. Allen is out sick and Mr. Dalton will sit in on his behalf. On behalf of VRE staff, Mr. Dalton thanked Mr. Skinner for his leadership as Chairman in 2016. Mr. Dalton gave a recap of VRE's safety and security initiatives over the last year. He reported overall on-time performance (OTP) for the month of December was 85 percent (88 percent on the Manassas Line and 82 percent on the Fredericksburg Line).

Mr. Dalton stated VRE had a train on display at the Virginia Transit Association's legislative reception on January 23rd for General Assembly members at the Main Street Station in Richmond. VRE also conducted a system tour for Commonwealth Transportation Board Member Mary Hynes and VRE Board Member Naddoni.

Mr. Dalton reviewed several recent VRE meetings. On January 11th, VRE staff met with Fredericksburg officials and staff, as well as CSXT representatives, to have a roundtable discussion on potential projects for the Fredericksburg Station. A small steering committee was formed to develop a plan to jointly work on station improvements. On January 17-18th, Mr. Dalton, Mr. Allen and Mr. Dean attended an APTA Commuter Rail CEO Seminar in Philadelphia. They toured the SEPTA commuter rail system, which is running Positive Train Control under full enforcement.

Mr. Dalton also announced VRE is submitting several state grant applications for Rail Enhancement Funds for the L'Enfant and Crystal City Station Project Development. VRE is working on a RFP for vision care insurance for VRE and PRTC employees. VRE will also work with PRTC to develop a RFP for financial advisory services.

Mr. Dalton stated Donna Boxer, VRE's Chief Financial Officer, has announced her retirement effective at the end of the fiscal year (June 30, 2017).

Mr. Milde asked for more information of why on-time performance (OTP) is below 85 percent on the Fredericksburg Line. Mr. Dalton gave an overview of some of the reasons for delays, including an Amtrak train delay which impacted all VRE trains and switch issues. Mr. Milde stated he is hearing complaints from riders about OTP. He asked staff to provide more details about OTP when it drops below 90 percent, especially on the Fredericksburg Line.

VRE Riders' and Public Comment – 7

Charles Grymes, Chair of the Prince William Conservation Alliance, stated the Alliance supports the Broad Run Terminus preferred alternative. He encouraged VRE to move forward with the Broad Run Terminus option and scope Phase II of the study with the Broad Run Terminus as the preferred alternative as well as include a no action option. VRE should also update its planning documents, especially its capital planning and budget documents. VRE should work with the local jurisdictions to update their land use plans and the transportation component of their comprehensive plans. He encouraged VRE to look at bike and pedestrian components and feeder bus service to get people to VRE without clogging the roads. He concluded the Broad Run Terminus is a key component of the next 40 years of transportation in Northern Virginia.

Consent Agenda – 9

On a motion by Ms. Bulova and a second by Mr. Jenkins, the Board unanimously approved the following Consent Agenda Item:

- Resolution #9A-01-2017: Authorization to Issue an Invitation for Bids for the Purchase and Delivery of Replacement Locomotive Shock Absorbers
- Resolution #9B-01-2017: Authorization to Issue a Request for Proposals for Passenger Car Truck Overhaul Services
- Resolution #8C-01-2017: Authorization to Issue an Invitation for Bids for the Purchase and Delivery of MP36 Locomotive Diesel Oxidation Catalyst Elements

The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner, Smedberg and Withers.

Authorization to Issue a GEC VII Task Order for Final Design Services Related to the Quantico Station and Third Track Project – 10A

Mr. Dalton asked the Operations Board to authorize the Chief Executive Officer to issue a GEC VII Task Force Order to STV Incorporated for Final Design Services for the Quantico Station and Third Track project in the amount of \$755,348, plus a 10 percent contingency of \$75,535, for a total amount not to exceed \$830,833. Resolution #10A-01-2017 would accomplish this.

Ms. Caddigan moved, with a second by Ms. Bulova, to approve Resolution #10A-01-2017. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner, Smedberg and Withers. Mr. Burrus abstained.

Authorization to Execute a Contract Amendment for Design Services for the Manassas Park Parking Expansion – 10B

Mr. Dalton asked the Operations Board to authorize the Chief Executive Officer to execute a contract amendment with Vanasse Hangen Brustlin, Inc. (VHB), of Vienna, Virginia to exercise Optional Task A for environmental documentation and preliminary engineering services in the amount not to exceed \$439,675, plus a 10 percent contingency of \$43,968, for a total amount not to exceed \$483,643. Resolution #10B-01-2017 would accomplish this.

Mr. Withers moved, with a second by Ms. Bulova, to approve Resolution #10B-01-2017.

Mr. Nohe stated there are congestion relief transportation impacts associated with having the ability to move more people, which would help it score well for NVTA funding. There are additional aspects of the parking garage project in of providing potential development benefits. To the extent the project expands options that maximize economic development, but increase the cost, that can lower NVTA scoring. Under law, NVTA is required to focus on congestion relief. He cautioned as discussions and decisions are made, not to close off funding streams as a result of how the project is described.

The Board then voted on the motion and it passed. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner, Smedberg and Withers.

Recommend Authorization to Execute an Agreement for the Sale of Seven Legacy Passenger Railcars –10C

Mr. Dalton asked the Operations Board to recommend the Commissions authorize the VRE Chief Executive Officer to execute an agreement for the sale of remaining seven Legacy passenger railcars to The Foxville & Northern Railroad Company, LLC of Pelion, South Carolina for the sum of \$3,500. Resolution #10C-01-2017 would authorize this.

In response to a question from Mr. Skinner, Mr. Dalton explained this sales agreement has the same price and terms as the previous sale of Legacy cars to Chicago Metra and has no warranties, implied or expressed, and the sale will be considered “as is, where is.” In response to a question from Ms. Cristol, Mr. Dalton stated transportation costs are borne by the buyer.

Ms. Bulova moved, with a second by Mr. Skinner, to approve Resolution #10C-01-2017. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner, Smedberg and Withers.

Gainesville-Haymarket Extension Study Update –11A

Mr. Dalton deferred to Mr. Nohe to give an update on the Gainesville-Haymarket Extension. Mr. Nohe stated it is clear there are two options for GHX including the Broad Run Terminus and to extend the line to Gainesville. Extending the line to Haymarket is not cost effective and is not a viable option. However, there are still challenges with the other two options.

Mr. Nohe explained three days after the last Operations Board meeting on December 16th Site Option B1 for the Broad Run Terminus location was sold. There is no reason to believe the new owner will sell the land to VRE and condemnation of the property is probably not an option. The dynamics have changed and it will take some time to identify another potential site.

Mr. Cook expressed his frustration of how this happened without our knowledge with a study that has been going on for a year and a half. He stated it is important for the Prince William County Board of Supervisors to understand the rest of the region cannot wait a long time for the county to make a decision. There is an impact on the other jurisdictions.

Ms. Caddigan observed Mr. Nohe has put in a lot of hours on this issue. The entire County Board has not met since this all happened. She agreed the County needs to come to a conclusion. Hopefully the Board can meet soon to discuss the issue as an entire Board.

Mr. Milde stated he has always liked the idea of continuing VRE service along the I-66 Corridor and he is glad to see the County is revisiting the Gainesville alternative. Mr. Cook stated he does not disagree. From a macro viewpoint, there are advantages to a Gainesville extension, but there are still funding issues with expanding VRE service. Because of land use issues, it will be a major decision for Prince William County. Ms. Bulova observed the longer it takes to make a decision, the fewer options will be available.

Update of Transit Capital Project Revenue Advisory Board and the Transit Service Delivery Advisory Committee – 11B

NVTC's Executive Director, Kate Mattice, gave an update on the Transit Capital Project Revenue Advisory Board (RAB) and the Transit Service Delivery Advisory Committee (TSDAC). She serves on TSDAC, which is providing technical support to the Revenue Advisory Board. The General Assembly established the RAB through HB1359 to examine the reduction in state transit capital funding, identify possible sources of additional funding, and develop a methodology for prioritization for allocating transit capital funding.

Ms. Mattice stated 27 percent of VRE's capital revenues for FY 2017 come from the state and are used to meet local match for federal funds, cover rail access fees, and fund other capital projects. In FY 2008, the Commonwealth Transportation Board first allocated \$60 million annually of Transportation Capital Project Revenue (CPR) bonds for transit projects. An additional \$50 million was allocated annually to provide Virginia's match to the federal PRIIA funds for WMATA. In FY 2018, the CPR bonds will expire, with final

funding available to FY 2019. This will impact all transit systems throughout the Commonwealth.

Ms. Mattice reviewed the HB1359 prioritization process. Mr. Skinner expressed his concern that the problem with a “biggest bang for the buck” mentality does not always solve the problem. He urged caution when looking at needs and what you get for what you pay. Ms. Mattice agreed it is a difficult challenge. The General Assembly charged the RAB to identify how to evaluate and score projects.

In response to a question from Ms. Cristol, Ms. Jennifer Debruhl, DRPT’s Chief of Public Transportation, provided some historical context. She explained the RAB needs to come back to the General Assembly with a recommendation on revenue as well as a way to prioritize projects. Mr. Cook stated it is important to keep State of Good Repair (SOGR) funding for existing systems. Mr. Debruhl stated currently DRPT funds 75-80 percent of State of Good Repair needs. The Commonwealth will not be able to even support all of the SOGR needs throughout the Commonwealth unless funding is addressed. Mr. Nohe observed it is a challenge to try to develop a Smart Scale-like prioritization process without a source of funding.

Spending Authority Report – 11C

Chairman Smedberg stated there were no reportable expenditures.

Operations Board Members Time – 12

Chairman Smedberg encouraged Board Members to save the 2017 meeting schedule provided in the Board materials.

Adjournment

On a motion by Ms. Cristol and a second by Ms. Bulova, Chairman Smedberg adjourned the meeting at 10:40 A.M.

Approved this 17th day of February 2017.

Signature on File

Paul C. Smedberg
Chairman

Signature on File

Katie Cristol
Secretary

CERTIFICATION

This certification hereby acknowledges that the minutes for the January 27, 2017 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

Ronda Silvestre

