



**MINUTES**  
**VIRGINIA RAILWAY EXPRESS**  
**OPERATIONS BOARD MEETING**  
**June 21, 2019**

14700 Potomac Mills Road, Woodbridge, VA 22192

**Members Present**

\*Preston Banks (PRTC)  
\*Elizabeth Bennett-Parker (NVTC)\*\*  
\*Sharon Bulova (NVTC)  
\*John Cook (NVTC)  
\*Katie Cristol (NVTC)  
\*Matt Kelly (PRTC)  
\*Jeanine Lawson (PRTC)\*\*  
\*Wendy Maurer (PRTC)  
\*Martin Nohe (PRTC)\*\*  
\*Pamela Sebesky (PRTC)  
\*Gary Skinner (PRTC)

**Jurisdiction**

City of Manassas Park  
City of Alexandria  
Fairfax County  
Fairfax County  
Arlington County  
City of Fredericksburg  
Prince William County  
Stafford County  
Prince William County  
City of Manassas  
Spotsylvania County

**Members Absent**

Maureen Caddigan (PRTC)  
Mark Dudenhefer (PRTC)  
Jennifer Mitchell (DRPT)

Prince William County  
Stafford County  
Commonwealth of Virginia

**Alternates Present**

\*Victor Angry (PRTC)  
\*Todd Horsley (DRPT)  
\*Cindy Shelton (PRTC)

Prince William County  
Commonwealth of Virginia  
Stafford County

**Alternates Absent**

Canek Aguirre (NVTC)  
Ruth Anderson (PRTC)  
Pete Candland (PRTC)  
Jack Cavalier (PRTC)  
Hector Cendejas (PRTC)  
Libby Garvey (NVTC)  
Jason Graham (PRTC)  
Michael McLaughlin (DRPT)  
Jeff McKay (NVTC)  
Paul Trampe (PRTC)  
Mark Wolfe (PRTC)

City of Alexandria  
Prince William County  
Prince William County  
Stafford County  
City of Manassas Park  
Arlington County  
City of Fredericksburg  
Commonwealth of Virginia  
Fairfax County  
Spotsylvania County  
City of Manassas

\*Voting Member

\*\*Delineates arrival/departure following the commencement of the Operations Board Meeting. Notation of exact arrival/departure time is included in the body of the minutes.

### **Staff and General Public**

Doug Allen – VRE  
Monica Backmon – NVTA  
Paolo Belito – Prince William County  
Rich Dalton – VRE  
Allan Fye - NVTC  
Randy Goruk - Consultant  
Chris Henry – VRE  
Christine Hoeffner – VRE  
Todd Johnson – First Transit  
Mike Lake – Fairfax County

Lezlie Lamb – VRE  
Bob Leibbrandt – Prince William County  
Steve MacIsaac – VRE Legal Counsel  
Jim Maslanka – City of Alexandria  
Ryan McManus – Prince William County  
Becky Merriner – PRTC  
Kristin Nutter – VRE  
Dr. Bob Schneider – PRTC  
Mark Schofield – VRE  
Joe Swartz – VRE

Chair Cristol called the meeting to order at 9:05 A. M. The Pledge of Allegiance and the Roll Call followed.

### **Approval of the Agenda – 3**

Mr. Kelly moved, with a second by Ms. Maurer to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Angry, Banks, Bulova, Cook, Cristol, Horsley, Kelly, Maurer, Sebesky, Shelton and Skinner.

### **Approval of the Minutes of the May 17, 2019 VRE Operations Board Meeting – 4**

Ms. Bulova moved, with a second by Ms. Maurer, to approve the minutes from May 17, 2019. The vote in favor was cast by Members Angry, Banks, Bulova, Cook, Cristol, Kelly, Lawson, Maurer, Sebesky, and Skinner, with abstentions by Mr. Angry, Mr. Horsley and Ms. Shelton.

### **Vice Chair's Comments – 5**

- Chair Cristol announced the Commonwealth Transportation Board approved DRPT's FY20-25 Six-Year Improvement Plan.
- The Auditors met with the Audit Committee to receive any direction for the upcoming Financial Audit.
- The CEO Evaluation Committee will meet after the Operations Board meeting adjourns.
- The Legislative Committee will meet after the July Operations Board meeting.
- Chair Cristol introduced and welcomed Supervisor Victor Angry from Prince William County.
- Chair Cristol briefed the Operations Board on progress to develop a plan for virtual public comments.

[Nohe and Ms. Lawson arrived at 9:11 am]

### **Chief Executive Officer's Report – 6**

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

- VRE Staff member Charlotte Nourse was promoted to Safety and Security Administrator. She'll be working to support internal safety and security programs as well as community safety initiatives and regulatory compliance.
- The FTA issued a NEPA determination for the New York Avenue Midday Storage Yard project.
- Average Daily Ridership in May was 18,656 and overall On-Time Performance was 56%.

[Ms. Bennett-Parker arrived at 9:13 am]

- Mr. Dalton briefed the Operations Board on PTC Implementation progress, Metro shutdown ridership impact and developments in On-Time Performance.
  - PTC-related delays are now a small percentage of overall delays.
  - OTP has been improving, however a major weather event caused serious delays at the end of May.
  - Heat restrictions and rail network congestion have been the major cause of delays.
- VRE is seeing an increase in Ridership from the shutdown of 6 Metrorail stations south of Reagan National Airport.
- Mark Schofield reported paper ticket sales (all zone combos) from the TVMs at Franconia-Springfield, Alexandria, and Crystal City approximately doubled (from \$40,000 to \$85,000)
- Mobile ticket sales for zones 1-2, 1-3, and 2-3 increased about 5x (from \$50,000 to \$250,000) and the number of tickets sold increased more than 7x.
- Period of comparison is May 27-June 19, 2019, versus same period last year.
- Amtrak Step-Up sales for the same period increased 45%.

### **Public Comment Time – 7**

Chair Cristol opened the floor for public comment time. There were no speakers.

### **Action Items – 8**

#### **Recommend Authorization to Amend PRTC/VRE's Public Procurement Policy and Procedures – 8A**

Ms. Lawson moved, with a second by Ms. Maurer, to recommend the Commissions authorize an amendment to the PRTC/VRE Public Procurement Policy and Procedures to a) increase the current threshold for micro-purchases to \$10,000 for all purchases and b) change the level of competition for small purchases, effective July 1, 2019.

The vote in favor was cast by Members Angry, Banks, Bennett-Parker, Bulova, Cook, Cristol, Horsley, Kelly, Lawson, Maurer, Nohe, Sebesky, Shelton, and Skinner.

#### **Resolution of Support for Prince William County's FY2019 BUILD Transportation Grant Application for the Broad Run Commuter Lot Project– 8B**

Ms. Lawson moved, with a second by Ms. Maurer, to support and endorse Prince William County's FY2019 BUILD Transportation Grant Application for the Broad Run Commuter Lot Project.

The vote in favor was cast by Members Angry, Banks, Bennett-Parker, Bulova, Cook, Cristol, Horsley, Kelly, Lawson, Maurer, Nohe, Sebesky, Shelton, and Skinner.

### **Information Items – 9**

#### **Spending Authority Report – 9A**

In May 2019, the following purchases greater than \$50,000 but less than \$100,000 were made:

- On May 9, 2019, VRE issued a Purchase Order in the amount of \$61,366 to Pasco Battery Warehouse for new Head End Power (HEP) and Prime Mover starters for VRE locomotives.

Closed Session – 11

There was no closed session.

Chair Cristol asked if there was any other business. There was none.

Chair Cristol adjourned the meeting, without objection, at 9:42 A.M.

Approved this 19<sup>th</sup> day of July 2019

Signature on file

Katie Cristol

Chair

Signature on file

John Cook

Secretary

**CERTIFICATION**

This certification hereby acknowledges the minutes for the June 21, 2019 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Leslie M. Lamb