



MINUTES
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD MEETING
March 15, 2019

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Preston Banks (PRTC)
*Elizabeth Bennett-Parker (NVTC)
*Sharon Bulova (NVTC) **
*Maureen Caddigan (PRTC) **
*John Cook (NVTC)
*Matt Kelly (PRTC)
*Jeanine Lawson (PRTC)
*Martin Nohe (PRTC)
*Pamela Sebesky (PRTC)
*Gary Skinner (PRTC)

Jurisdiction

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

Members Absent

Katie Cristol (NVTC)
Mark Dudenhefer (PRTC)
Wendy Maurer (PRTC)
Jennifer Mitchell (DRPT)

Arlington County
Stafford County
Stafford County
Commonwealth of Virginia

Alternates Present

*Michael McLaughlin (DRPT)
*Cindy Shelton (PRTC)

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)
Todd Horsley (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

Khadra Abdulle – VRE
Doug Allen – VRE
Monica Backmon – NVTA
Tracy Baynard – McGuire Woods Consulting
Paolo Belito – Prince William County
Matt Cheng – NVTC
Rich Dalton – VRE
Xavier Harmony - DRPT
Chris Henry – VRE
Christine Hoeffner – VRE
Pierre Holloman – Arlington County
Todd Johnson – First Transit
John Kerins – Keolis

Mike Lake – Fairfax County
Lezlie Lamb – VRE
Bob Leibbrandt – Prince William County
Steve MacIsaac – VRE Legal Counsel
Betsy Massie – PRTC
Kate Mattice - NVTC
Becky Merriner – PRTC
Kristin Nutter – VRE
Dr. Bob Schneider – PRTC
Mark Schofield – VRE
Steve Sindiong – City of Alexandria
Sonali Soneji – VRE
Joe Swartz – VRE

Vice Chair Skinner called the meeting to order at 9:04 A. M. The Pledge of Allegiance and the Roll Call followed.

Approval of the Agenda – 3

Mr. Kelly moved, with a second by Ms. Sebesky, to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Banks, Bennett-Parker, Cook, Kelly, Lawson, McLaughlin, Nohe, Sebesky, Shelton and Skinner.

[Bulova arrived at 9:07 A.M.]

Approval of the Minutes of the February 15, 2019 VRE Operations Board Meeting – 4

Mr. Banks moved, with a second by Ms. Lawson, to approve the minutes from November 16, 2018. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Kelly, Lawson, McLaughlin, Nohe, Sebesky and Skinner. Ms. Shelton abstained.

Vice Chair's Comments - 5

- Chair Cristol is on maternity leave and is unable to attend
- PRTC has appointed Supervisor Maureen Caddigan to the VRE Operations Board
- A Closed Session will be required at today's meeting

Chief Executive Officer's Report – 6

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

- VRE's Chief Safety Officer, Greg Deibler, met with TSA Surface Inspectors to review VRE compliance on security regulations and discuss future partnership opportunities
- VRE Deputy CEO/COO, Rich Dalton, updated the Operations Board on PTC implementation
- Average Daily Ridership for February, without Amtrak Step-Up passenger counts, was 18,509
- On-Time Performance for February was 89%
- Mr. Allen and several other key staff members attended a quarterly coordination meeting with DRPT and CSX on March 13th
- Mr. Allen was invited to brief the Northern Virginia Regional Commission on VRE's mission, operations, funding and governance on Thursday, March 14th. He also outlined various projects.

- Doug met with Northern Virginia Transportation Authority Executive Director, Monica Backmon to review VRE's NVTA funded projects
- Mr. Allen and VRE Manager of Project Development, Christine Hoeffner, joined DRPT Director Jennifer Mitchell and DRPT Chief of Rail Transportation, for a meeting with FTA's Office of Planning to discuss core capacity funding for Long Bridge.

Public Comment Time – 7

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

Approval of the Consent Agenda – 8

Mr. Kelly moved, with a second by Ms. Shelton, to approve the Consent Agenda. There was no discussion on the motion. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Kelly, Lawson, McLaughlin, Naddoni, Nohe, Sebesky, Shelton and Skinner.

- Authorization to Issue a Request for Proposals for State Government Relations Services – 8A
- Authorization to Issue a Request for Proposals for Engineering and Environmental Services for VRE Crystal City Station Improvements – 8B

Action Items – 9

Adopt 2019 VRE Operations Board Meeting Schedule Change – 9A

Mr. Kelly moved, with a second by Ms. Sebesky, to adopt the proposed change of the April VRE Operations Board Meeting from April 19, 2019 to April 12, 2019.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Kelly, Lawson, McLaughlin, Naddoni, Nohe, Sebesky, Shelton and Skinner.

[Caddigan arrived at 9:16 A.M.]

Authorization to Execute a Contract for Quantico Station Temporary Platform Construction – 9B

Ms. Caddigan moved, with a second by Ms. Lawson, to authorize the CEO to execute a contract with MCA Construction, Inc. for Quantico Temporary Platform construction in the amount of \$110,900, plus a 20% contingency, for an amount not to exceed \$133,080.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Kelly, Lawson, McLaughlin, Nohe, Sebesky, Shelton and Skinner.

Information Items – 10

VRE's Metro Shutdown Plan Update – 10A

VRE's Director of Rail Operations, Chris Henry, outlined the steps VRE is taking to prepare for the shutdown of Metro's Blue and Yellow Lines south of Reagan National Airport this summer. Those steps include:

- Promoting VRE service as alternative transportation
- Work with OmniRide on feeder routes to Rippon and Woodbridge
- Work with DRPT on changes related to Amtrak Step-Up trans
- Stage VRE Staff at Franconia-Springfield and Alexandria Stations to assist displaced Metro riders.

Spending Authority Report – 10B

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

- A Blanket Purchase Order for an amount not to exceed \$100,000 to Siemens Mobility, Inc. for services to repair automatic train control system enclosures on an as-needed basis.
- A Task Order in the amount of \$97,032 to STV, Inc. for Life Cycle Maintenance Team Support including research to identify alternate sources of supply for materials and services, review of service reports and documentation of maintenance requirements.

Closed Session – 11

Mr. Cook moved, with a second by Ms. Bulova, pursuant to the Virginia Freedom of Information Act (Section 2.2-3711.A (3) of the Code of Virginia,) to convene a closed meeting for the purpose of discussing one matter involving the acquisition of real property for rail equipment storage and maintenance purposes where discussion in public could adversely affect the VRE's negotiating position.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Kelly, Lawson, McLaughlin, Nohe, Sebesky, Shelton and Skinner.

The VRE Operations Board went into Closed Session at

Mr. Cook moved, with a second by Ms. Sebesky, to certify that to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session, only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; and, only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed or considered.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Kelly, Lawson, McLaughlin, Nohe, Sebesky, Shelton and Skinner.

Mr. Cook moved, with a second by Ms. Lawson, to recommend the Commissions approve the purchase of approximately 19.514 acres adjacent to the current Crossroads Maintenance and Storage Facility for an amount not to exceed \$2,350,000 and authorize the CEO to execute an Agreement of Sale with Crossroads Associates, LLC on behalf of the Commissions, in a form approved by legal counsel.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Kelly, Lawson, McLaughlin, Nohe, Sebesky, Shelton and Skinner.

Vice Chair Skinner asked if there was any other business. There was none.

Vice Chair Skinner adjourned the meeting, without objection, at 10:04 A.M.

Approved this 12th day of April 2019

<Signature on File>

Katie Cristol

Chair

<Signature on File>

John Cook

Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the March 15, 2019 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb