



**MINUTES**  
**VIRGINIA RAILWAY EXPRESS**  
**OPERATIONS BOARD MEETING**

**December 17, 2021**

**14700 Potomac Mills Road, Woodbridge, VA 22192**

**Members Present**

\*Walter Alcorn (NVTC)  
\*Preston Banks (PRTC)  
\*Elizabeth Bennett-Parker (NVTC)  
\*Meg Bohmke (PRTC)  
\*Katie Cristol (NVTC)  
\*Margaret Franklin (PRTC)  
\*Matt Kelly (PRTC)  
\*Cindy Lamb (PRTC)  
\*Jennifer Mitchell (DRPT)  
\*Gary Skinner (PRTC)  
\*Ralph Smith (PRTC)  
\*Dan Storck (NVTC)  
\*James Walkinshaw (NVTC)

**Members Absent**

Andrea Bailey (PRTC)  
Jeanine Lawson (PRTC)

**Alternates Present**

Michael McLaughlin (VPRA)

**Alternates Absent**

Canek Aguirre (NVTC)  
Victor Angry (PRTC)  
Pete Candland (PRTC)  
Hector Cendejas (PRTC)  
Dr. Deborah Frazier (PRTC)  
Libby Garvey (NVTC)  
Jason Graham (PRTC)  
Jeff McKay (NVTC)  
Alanna Mensing (PRTC)  
Pam Sebesky (PRTC)

**Jurisdiction**

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

Prince William County  
Prince William County

Commonwealth of Virginia

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

\*Voting Member

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

‡ Indicates Member participated remotely

### **Staff and General Public**

Cindy Bullock – VRE  
Alexander Buchanan - VRE  
Dwight Buracker – PBMares  
Rich Dalton – VRE  
Chet Dunston - VRE  
John Duque – VRE  
Karen Finucan Clarkson – VRE

Robert Hostelka – VRE  
Lezlie Lamb – VRE  
Steve MacIsaac – VRE  
Kate Mattice – NVTC  
Bob Schneider - PRTC  
Mark Schofield – VRE  
Joe Swartz – VRE

Chair Bennett-Parker called the meeting to order at 9:03 A. M. The Pledge of Allegiance and roll call followed.

### **Safety Moment – 3**

VRE Chief Executive Officer, Rich Dalton, opened the meeting with a safety briefing.

### **Approval of the Agenda – 4**

Ms. Bohmke moved, with a second by Mr. Banks , to approve the agenda. The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Skinner, Smith, Storck, and Walkinshaw.

### **Approval of the Minutes of the November 18, 2021, VRE Operations Board Meeting – 5**

Mr. Skinner moved, with a second by Mr. Walkinshaw, to approve the minutes from the November 18, 2021, VRE Operations Board meeting. The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Skinner, Smith, Storck, and Walkinshaw.

### **Chair's Comments – 6**

Chair Bennett-Parker welcomed everyone to the December VRE Operations Board meeting and announced that this would be the last VRE Operations Board meeting for herself and two other Board Members. The Chair stated that departing Members would be recognized during Board Member Time.

Chair Bennett-Parker offered congratulations to former VRE Operations Board Member Vice Mayor Pam Sebesky of Manassas who was elected to serve as the Chair of the National Capital Region Transportation Planning Board for 2022.

### **Chief Executive Officer's Report – 7**

VRE CEO addressed the Operations Board on the following topics:

- Introduction of new VRE staff member, Chet Dunston, Marketing Communications and Engagement Manager
- Safety Update
- Ridership
- Performance
- Project Spotlight: Facility Asset Management
- Staff Appreciation

### **Public Comment Time –8**

Chair Bennett-Parker stated the public was encouraged to use electronic means to submit public comments and stated that any written comments would be provided to the Board and attached to the minutes of the meeting. One written comment was submitted online, read at the meeting, and is attached. The Chair inquired as to if there were any members of the public present who wanted to comment, of which there were none.

### **Action Items - 9**

#### **Acceptance of the FY 2021 Audited Financial Statements and Auditor's Report and Authorization to Forward to the Commissions -9A**

Ms. Cristol moved, with a second by Mr. Walkinshaw, to accept the FY 2021 audited Financial Statements and Auditor's Report and to authorize the CEO to forward to the Commissions. The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Mitchell, Skinner, Smith, Storck, and Walkinshaw.

#### **Approval of the 2022 VRE Operations Board Officers – 9B**

Mr. Alcorn moved, with a second by Ms. Bohmke, to approve the follow Nominees for 2022 VRE Operations Board Officers and offered an amendment to the resolution to review the VRE Operations Board Bylaws, relative to the make-up of the Officers, in the first quarter of 2022.

Chair – Ms. Franklin

Vice Chair – Mr. Walkinshaw

Secretary - TBD

Treasurer – Mr. Banks

The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Mitchell, Skinner, Smith, Storck, and Walkinshaw.

#### **Referral of the Amended FY 2022 and the Recommended FY 2023 VRE Operating and Capital Budget to the Commissions and Jurisdictions – 9C**

Mr. Walkinshaw moved, with a second by Mr. Alcorn, to refer the amended FY 2022 and the recommended FY 2023 VRE Operating and Capital Budget to the Commissions and jurisdictions.

Mr. Alcorn moved to amend the resolution, changing the FY 2023 total jurisdictional subsidy contribution from \$18,300,780 to \$13,544,122. Mr. Banks seconded the motion to amend. The vote in favor of the amendment was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Mitchell, Skinner, Smith, Storck, and Walkinshaw.

The vote to in favor of the amended resolution was cast Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Mitchell, Skinner, Smith, Storck, and Walkinshaw.

#### Authorization to Execute a Sole Source Contract for Gallery IV Interior Emergency LED Lighting – 9D

Mr. Banks moved, with a second by Ms. Bohmke, to authorize the CEO to execute a Sole Source contract for Gallery IV interior emergency LED lighting. The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Mitchell, Skinner, Smith, Storck, and Walkinshaw.

#### Authorization to Execute Contract Options for the Delivery of Diesel Fuel for VRE Locomotives – 9E

Mr. Alcorn moved, with a second by Ms. Cristol, to authorize the VRE CEO to amend the contracts for delivery of diesel fuel for VRE locomotives, to exercise the third option years. The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Mitchell, Smith, Storck, and Walkinshaw.

#### **Information Items – 10**

##### Transit Asset Management Plan 2021 Update – 10A

VRE Chief Executive Officer, Rich Dalton, updated the Operations Board on VRE's Transit Asset Management Plan for the year. VRE is completing a system-wide asset evaluation for state of good repair.

##### Spending Authority Report – 10B

In November the following purchases greater than \$50,000 but less than \$200,000 were made:

#### **Closed Session – 11**

Mr. Walkinshaw moved, with a second by Mr. Alcorn, that pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711.A (3), (6) and (8) of the Code of Virginia), the VRE Operations Board convene a closed meeting for the purpose of discussing (1) one matter involving the acquisition of real property for public purposes including rail operations and rail equipment storage where discussion in public would adversely affect the bargaining position and negotiating strategy of the Commissions; (2) the investment of public funds related to the provision of commuter rail service where competition or bargaining is involved, where, if made public initially, the financial interest of the Commissions would be adversely affected; and (3) consultation with legal counsel concerning the terms and conditions of an agreement for the investment of such public funds.

The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Mitchell, Smith, Storck, and Walkinshaw.

Mr. Walkinshaw moved, with a second by Ms. Cristol, that the VRE Operations Board certifies that to the best of each member's knowledge, and with no individual member dissenting, at the just concluded Closed Session:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed, and

2. 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 Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Mitchell, Smith, Storck, and Walkinshaw.

### **Board Members' Time – 12**

Chair Bennett-Parker stated that she, Ms. Lamb, and Mr. Skinner would not be returning as Members in 2022. The Chair stated Ms. Lamb had represented Stafford County on the Operations Board since 2018, first as an Alternate, and then, beginning in 2020, as a Member. During her tenure she was a strong advocate for VRE riders as she had been a VRE commuter herself. She served on the Legislative Committee, helping to shape VRE's legislative at the state and federal levels.

Mr. Skinner has served as a Member of the VRE Operations Board for more than a decade. While representing Spotsylvania County on the Board, Mr. Skinner served twice as Chair and Vice Chair, and once as Secretary. During his second term as Chair, he helped VRE navigate the COVID-19 pandemic and hire a new CEO.

The Chair further stated that Mr. Skinner's greatest contribution was bringing Spotsylvania into the VRE family. He'd spent many years prior to joining the board, advocating for a VRE station in the County. The 2015 opening of the Spotsylvania station was a testament to his effort.

During 11 years of service to VRE, Mr. Skinner had also been a part of the implementation of Positive Train Control, the launch of VRE Mobile, completion of a second platform at Woodbridge, a platform extension at Broad Run, completion of the Crossroads warehouse, parking expansion at Brooke and Leeland Road, adoption of the VRE System Plan 2040, and celebrations of VRE's 20<sup>th</sup> and 25<sup>th</sup> anniversaries.

Chair Bennett-Parker announced she would be assuming a new role as Delegate to the Virginia General Assembly and would not be returning as a Member of the VRE Operations Board.

The Chair highlighted some of the VRE Operations Board achievements in 2021. Among those highlights were:

- Navigating a second year of COVID-19
- Facilitating a return to in-person meetings
- Adopting an electronic participation policy
- Advancing VRE's System Plan 2040
- Furthering progress on numerous capital projects, such as those now under construction at the Crossroads Yard and at Quantico and Rolling Road stations
- Advancing the procurement of 21 new state-of-the-art railcars
- Hiring Arlington County's attorney to work as VRE's full-time General Counsel.

Chair Bennett-Parker also thanked the Board for its support, and for the privilege of serving as their representative in:

- Advancing the Commonwealth's Transforming Rail in Virginia program and speaking before a host of dignitaries as to the initiative's future impact on VRE and its passengers at a symbolic signing ceremony
- Supporting Transforming Rail in Virginia through amendments to key operating-access and master-lease agreements and the exploration of a potential bond issuance
- Participating in a September roundtable event with Virginia's two U.S. Senators and industry leaders to share what the recently passed federal infrastructure bill could mean for VRE and Northern Virginia

Outgoing Chair Bennett-Parker ceremoniously passed the gavel to incoming 2022 Chair Franklin.

Ms. Bohmke moved, with a second Mr. Banks, to adjourn the meeting at 11:25 a.m.

The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lamb, Mitchell, Smith, Storck, and Walkinshaw.

Approved this 21<sup>h</sup> day of January 2022

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Margaret Franklin  
Chair

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TBD  
Secretary

#### CERTIFICATION

This certification hereby acknowledges the minutes for the December 17, 2021 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb

**From:** [vre.no.reply@gmail.com](mailto:vre.no.reply@gmail.com)  
**To:** [Lezlie Lamb](#)  
**Subject:** Public Comments  
**Date:** Wednesday, December 15, 2021 10:37:40 AM

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## **A response was submitted for the form "Public Comments"**

(REQUIRED) First and Last Name: Mary Ann Jenkins

City or County of residence: Manassas

Comments: The whistle blowing of your trains through Manassas City are piercing at times.

Acknowledgement Yes