



MINUTES

VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD MEETING

January 21, 2022

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Walter Alcorn (NVTC)
*Sarah Bagley (NVTC)
*Andrea Bailey (PRTC)
*Preston Banks (PRTC) ‡
*Margaret Franklin (PRTC)
*Libby Garvey (NVTC)
*Lori Hayes (PRTC)
*Matt Kelly (PRTC)
*Jeanine Lawson (PRTC) ‡
Jennifer Mitchell (DRPT) **
*Ralph Smith (PRTC)
*Daniel G. Storck (NVTC) **
*James Walkinshaw (NVTC)
*Pamela Yeung (PRTC)

Members Absent

Meg Bohmke (PRTC)

Alternates Present

*Michael McLaughlin (DRPT)

Alternates Absent

Canek Aguirre (NVTC)
Victor Angry (PRTC)
Pete Candland (PRTC)
Katie Cristol (NVTC)
Deborah Frazier (PRTC)
Monica Gary (PRTC)
Jason Graham (PRTC)
Jeffrey C. McKay (NVTC)
Alanna Mensing (PRTC)
Pam Sebesky (PRTC)
Ann Wheeler (PRTC)

Jurisdiction

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

Stafford County

Commonwealth of Virginia

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

*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.

‡ Indicates Member participated remotely

Staff and General Public

Cindy Bullock – VRE

Rich Dalton – VRE

Robert Hostelka - VRE

Lezlie Lamb – VRE

Steve MacIsaac – VRE Chief Counsel

Allan Fye - NVTC

Dr. Bob Schneider – PRTC

Mark Schofield – VRE

Joe Swartz – VRE

Chair Franklin called the meeting to order at 9:00 a.m. The Pledge of Allegiance and Roll Call followed.

Chair Franklin announced that Member Banks requested remote participation due to being out of town on a personal matter, and Ms. Lawson requested remote participation due to illness. In accordance with the VRE Electronic Participation Policy, a physical quorum was present. Chair Franklin asked for a motion and a second to approve the requests.

Mr. Kelly moved, with a second by Ms. Bailey, to approve the remote participation by Mr. Banks and Ms. Lawson. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Franklin, Garvey, Hayes, Kelly, McLaughlin, Walkinshaw, and Yeung.

[Mr. Storck arrived at 9:02 a.m.]

Safety Briefing – 3

Mr. Dalton, VRE Chief Executive Officer (CEO), briefed attendees on safety procedures and assigned specific tasks to qualified staff members in case of an emergency.

Approval of the Agenda – 4

Ms. Bailey moved, with a second by Mr. Kelly, to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Banks, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Storck, Walkinshaw, and Yeung.

Approval of the Minutes of the December 17, 2021 VRE Operations Board Meeting – 5

Mr. Kelly moved, with a second by Mr. Alcorn, to approve the Minutes from the December 17, 2021 Board Meeting. The vote in favor was cast by Members Alcorn, Bailey, Banks, Franklin, Hayes, Kelly, Storck, and Walkinshaw. Members Garvey, Lawson, and Yeung abstained.

Chair's Comments – 6

Chair Franklin introduced and welcomed three new Board Members and one new Alternate. The Chair suggested going around the table for brief introductions of Board Members and asked VRE staff to do the same.

In other administrative business, Chair Franklin outlined the standing committees, indicating she would announce committee assignments at the February meeting. The Chair invited Board Members to speak with her if they were interested in serving on a committee. Chair Franklin then reviewed the VRE Electronic Participation Policy.

Chief Executive Officer's Report – 7

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

- Safety
- Ridership
- Performance
- State Legislative Update

Public Comment Time – 8

The Chair opened the floor for public comment. There were no speakers. Chair Franklin inquired if any electronic comments had been received; there were none.

Action Items – 9

Authorization to Issue a GEC VIII Task Order for Construction Management Services for the Fredericksburg Station Rehabilitation Project– 9A

Mr. Kelly moved, with a second by Ms. Garvey, to authorize the CEO to issue a General Engineering Consulting Services task order to STV, Incorporated of Fairfax, Virginia, for construction management services for the Fredericksburg Station rehabilitation project. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Banks, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Storck, Walkinshaw, and Yeung.

Authorization to Issue a GEC VIII Task Order for Design of Audio Video Infrastructure for the Variable Messaging Screen System – 9B

Ms. Bailey moved, with a second by Mr. Alcorn, to authorize the CEO to issue a General Engineering Consulting Services task order to HDR Engineering, Incorporated of Vienna, Virginia, for design of audio video infrastructure for the variable messaging screen system. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Banks, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Storck, Walkinshaw, and Yeung.

Resolution of Support for the Manassas Park Application to the I-66 Commuter Choice Program for the Manassas Park VRE Parking Expansion Project- 9C

Mr. Banks moved, with a second by Mr. Kelly, to support the application by the City of Manassas Park to the Northern Virginia Transportation Commission Fiscal Year 2022 I-66 Commuter Choice program for the Manassas Park VRE Station parking expansion project. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Banks, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Storck, Walkinshaw, and Yeung.

[Ms. Mitchell arrived at 10:07 a.m.]

Adoption of the 2022 VRE Operations Board Meeting Schedule – 9D

Ms. Bailey moved, with a second Mr. Alcorn, to adopt the 2022 VRE Operations Board meeting schedule. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Banks, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Storck, Walkinshaw, and Yeung.

Information Items – 10

Spending Authority Report – 10A

In December 2021, the following purchases greater than \$50,000 but less than \$100,000 were made:

- On December 7, 2021, VRE issued a Blanket Purchase Order in an amount not to exceed \$200,000.00 to CDW-Government to purchase new workstations, Microsoft surface devices, and peripherals for VRE staff and interns. This Purchase Order is based upon cooperative contract pricing secured by Fairfax County for IT hardware and software.
- On December 13, 2021, VRE issued a Purchase Order in the amount of \$60,659.80 to JMA Rail Products to acquire a total of twenty (20) locomotive prime mover exhaust kits.
- On December 20, 2021, VRE amended an existing Task Order with Fresh Air Duct Cleaning, LLC, under the Custodial and Seasonal Services for VRE Facilities contract, for specialized cleaning services in response to the COVID-19 pandemic at VRE's Alexandria Headquarters Office, Fredericksburg Office, and Crossroads warehouse. The amendment extended the term of this Task Order and increased the total commitment to an amount not to exceed \$161,727.20.
- On December 27, 2021, VRE issued a Task Order in the amount of \$60,540.22 to NVE, Inc. under the Maintenance Services for VRE Facilities contract to replace the existing fluorescent ceiling light fixtures in Suites 201 and 202 at VRE's Alexandria Headquarters Office with new LED fixtures.

Closed Session – 11

Mr. Walkinshaw moved, with a second by Ms. Bailey, 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, Bagley, Bailey, Banks, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Storck, Walkinshaw, and Yeung.

Mr. Walkinshaw moved, with a second by Ms. Bailey, 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 Alcorn, Bagley, Bailey, Banks, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Storck, Walkinshaw, and Yeung.

Board Member Time – 12

Chair Franklin announced that it was Jennifer Mitchell's, Department of Rail and Public Transportation (DRPT) Director, last VRE Operations Board meeting and outlined Ms. Mitchell's many accomplishments in her eight years as DRPT Director, including significant roles in establishing the Transforming Rail in Virginia initiative and the Commuter Rail Operating and Capital Fund. Chair Franklin thanked Director Mitchell for her service on the Operations Board and in advocating for rail and public transit in Virginia. A plaque and model VRE coach was presented to her on behalf of the Board.

Several Board Members expressed their gratitude to Director Mitchell for her efforts on behalf of VRE and their jurisdictions.

Chair Franklin indicated the Board Secretary position remained open and a nomination would be made at the February meeting. The Chair then appointed Vice-Chair Walkinshaw as the interim Acting Secretary. Ms. Bailey moved, with a second by Mr. Alcorn, to adjourn the meeting.

The vote in favor was cast by Members Alcorn, Bagley, Bailey, Banks, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Smith, Storck, Walkinshaw, and Yeung.

Approved this 18th day of February 2022.

Margaret Franklin
Chair

Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the January 21, 2022 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb

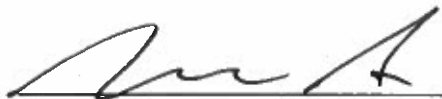
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Approved this 18th day of February 2022.



Margaret Franklin
Chair



James Walkinshaw
Acting Secretary

CERTIFICATION

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Leslie M. Lamb