



MINUTES
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD MEETING
July 15, 2022
14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Walter Alcorn (NVTC)
*Sarah Bagley (NVTC)
*Preston Banks (PRTC) **
*Andrea Bailey (PRTC)
*Meg Bohmke (PRTC)
*Margaret Franklin (PRTC)
*Libby Garvey (NVTC)
*Monica Gary (PRTC) **
*Matt Kelly (PRTC)
*Jeanine Lawson (PRTC)
*Michael McLaughlin (VPRA) **
*Ralph Smith (PRTC)
*Daniel G. Storck (NVTC)
*James Walkinshaw (NVTC)

Jurisdiction

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

Members Absent

Lori Hayes (PRTC)

Spotsylvania County

Alternates Present

Alternates Absent

Canek Aguirre (NVTC)
Victor Angry (PRTC)
Pete Candland (PRTC)
Katie Cristol (NVTC)
Deborah Frazier (PRTC)
Jason Graham (PRTC)
Jeffrey C. McKay (NVTC)
Alanna Mensing (PRTC)
Pam Sebesky (PRTC)
Emily Stock (DRPT)
Ann Wheeler (PRTC)
Pamela Yeung (PRTC)

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

Staff and General Public

Luke Adair - VRE
Cindy Bullock – VRE
Holly Cockrell - VRE
Rich Dalton – VRE
Chet Dunston - VRE
John Duque - VRE
Karen Finucan-Clarkson – VRE
Nesta Fletcher - VRE
Chris Henry – VRE
Loren Hill – VRE

Lezlie Lamb – VRE
Steve MacIsaac – VRE Chief Counsel
Kate Mattice – NVTC
Kristin Nutter – VRE
Steven Phillips – VRE
Dallas Richards - VRE
Dr. Bob Schneider – PRTC
Mark Schofield – VRE
Joe Swartz – VRE

Chair Franklin called the meeting to order at 9:03 a.m. The Pledge of Allegiance and roll call followed.

[Mr. McLaughlin arrived at 9:06 a.m.]

Safety Briefing – 3

Rich Dalton briefed attendees on safety procedures and assigned specific tasks to qualified staff members in case of an emergency.

Approval of the Agenda - 4

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

Approval of the Minutes of the June 17, 2022 VRE Operations Board Meeting – 5

Ms. Bailey moved, with a second by Ms. Bohmke, to approve the Minutes from June 17, 2022. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw.

Chair's Comments – 6

Chair Franklin announced the CEO and Legal Counsel Evaluation Committee would meet following the Operations Board meeting. The Chair invited everyone to join the 30th Anniversary reception after the Operations Board meeting.

[Mr. Banks arrived at 9:09 a.m.]

Chief Executive Officer's Report – 7

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

- Safety
- Performance
- Ridership
- Ridership Recovery
- Customer Service Survey

[Ms. Gary arrived at 9:21 a.m.]

Public Comment Time – 8

The Chairman opened the floor for public comment time. There were no speakers. One written comment was received (attached).

Action Items – 9

Recommend Approval of Revised VRE Operations Board Electronic Participation Policy – 9A

Ms. Bagley moved, with a second by Ms. Bailey, to recommend the Commissions approve the revised VRE Operations Board Electronic Participation Policy. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw

Operations Board Charge to Nominating Committee Regarding Subordinate Officers – 9B

Mr. Walkinshaw moved, with a second by Mr. Alcorn, to approve a charge to the Nominating Committee regarding Subordinate Officers. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw

Authorization to Offer Fare Free Travel to All Riders in September 2022 and Fare Free Travel in October 2022 Between Zones 1, 2 and 3 – 9C

Ms. Bailey moved, with a second by Ms. Gary, to authorize the Chief Executive Officer to offer fare free travel for all VRE riders in September 2022 and fare free travel between zones 1, 2 and 3 in October 2022. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw

Authorization to Execute a Contract for Construction of Fredericksburg Station Rehabilitation – 9D

Mr. Kelly moved, with a second by Ms. Bailey to authorize the Chief Executive Officer to execute a contract with Clark Construction Group for construction of Fredericksburg Station Rehabilitation. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw

Authorization to Execute a Contract for Construction Management Services for the Manassas Park Parking Expansion Project – 9E

Mr. Banks moved, with a second by Ms. Bohmke, to authorize the Chief Executive Officer to execute a contract with Gannett Fleming for construction management services for the Manassas Park Parking Expansion Project. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw

Information Items – 10

FY 2024 Budget Key Issues – 10A

VRE Staff lead a discussion about key issues impacting the FY 2024 VRE budget as a first step in the annual budget development process.

Spending Authority Report – 10B

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

- On June 2, 2022, VRE executed an agreement with e-Builder, Inc. to renew its subscription for licensing of construction project management software for a term of one additional year in the amount of \$84,635.
- On June 7, 2022, VRE issued a Task Order in an amount not to exceed \$200,000 to Siddall Communications, Inc. to provide communications and marketing support on an as-needed basis, including photography and videography services, media buying, development of social media campaigns, and graphic design services. This Task Order was issued by utilizing the cooperative purchasing provision of the existing contract between Siddall and DRPT for General Communications and Marketing Consultant Services.
- On June 9, 2022, VRE issued a Task Order in the amount of \$183,839 to Fresh Air Duct Cleaning LLC under the Custodial and Seasonal Services contract to complete re-painting of the Backlick Road, Crystal City, Leeland Road, and Rippon stations.
- On June 27, 2022, VRE issued a Task Order in the amount of \$160,000 to PFM Financial Advisors LLC under the Financial Advisor contract to provide financial advisory services for the Series 2022 Bond Issuance.
- On June 27, 2022, VRE issued a Sole Source Purchase Order in the amount of \$61,033 to TransTech to acquire parts and components necessary for the repair and maintenance of the toilet systems on VRE's railcars with restrooms.

Closed Session – 11

A closed session was not held.

Chair Franklin asked if there were any other business or announcements:

- Mr. McLaughlin announced several new Amtrak Virginia trains.
- Ms. Bagley shared her experience attending the Crystal City Meet the Management event.
- Mr. Walkinshaw thanked everyone for a successful 30th Anniversary celebration at the Manassas Station.
- Chair Franklin announced there would be no Operations Board meeting in August.

Ms. Bailey moved, with a second by Ms. Lawson, to adjourn the meeting. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw.

Approved this 16th day of September 2022

Margaret Franklin
Chair

Sarah Bagley
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the July 15, 2022 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

A handwritten signature in black ink, appearing to read "Leslie M. Lamb". The signature is fluid and cursive, with the first name "Leslie" being the most prominent part.

Leslie M. Lamb

From: opscommforms@gmail.com
To: [Lezlie Lamb](#)
Subject: Public Comments
Date: Thursday, July 14, 2022 5:00:46 PM

A response was submitted for the form "Public Comments"

(REQUIRED) First and Last Name: Mostafa ElNahass

City or County of residence: Fairfax County

Comments: It does not make sense to expand parking in Manassas park when the parking which is utilized is almost 10% or 20% at max. In fact VRE should look to close parking spaces and sell it to build transit oriented multifamily mixed developed like WMATA is doing in Northern Virginia. I want to use VRE because I go to Fredericksburg at 4pm and leave at 7pm. I cannot because you do not have service both ways and it is very limited. Your ridership will increase if you add all day and night service both ways and also weekend service

Acknowledgement Yes