



MINUTES

VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD MEETING

March 18, 2022

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Walter Alcorn (NVTC)
*Sarah Bagley (NVTC)
*Preston Banks (PRTC)**
*Meg Bohmke (PRTC)
*Margaret Franklin (PRTC)
*Libby Garvey (NVTC) **
*Lori Hayes (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
Stafford County
Prince William County
Arlington County
Spotsylvania County
City of Fredericksburg
Prince William County
Commonwealth of Virginia
City of Manassas
Fairfax County
Fairfax County

Members Absent

Andrea Bailey (PRTC)
Pamela Yeung (PRTC)

Prince William County
Stafford County

Alternates Present

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)
Emily Stock (DRPT)
Ann Wheeler (PRTC)

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
Commonwealth of Virginia
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.

Staff and General Public

Cindy Bullock – VRE
Rich Dalton – VRE
Jen Deci – Deputy Secretary, VDOT ‡
Chet Dunston - VRE
John Duque – VRE
Karen Finucan-Clarkson - VRE
Chris Henry – VRE
Christine Hoeffner - VRE
Robert Hostelka – VRE
Lezlie Lamb – VRE
Steve MacIsaac – VRE Chief Counsel

Kate Mattice – NVTC
Kristin Nutter – VRE ‡
Dallas Richards – VRE
Nick Ruiz - VRE
Michael Sargent – Assistant Secretary, VDOT ‡
Mark Schofield – VRE
W. Sheppard Miller III – Secretary, VDOT ‡
Joe Stainsby – PRTC
Alex Sugatan - VRE
Joe Swartz – VRE

‡ indicates remote participation

Chair Franklin called the meeting to order at 9:03 A. M. The Pledge of Allegiance and Roll Call followed.

Safety Briefing – 3

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

[Ms. Garvey arrived at 9:06 a.m.]

Approval of the Agenda – 4

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

Approval of the Minutes of the February 18, 2022 VRE Operations Board Meeting – 5

Ms. Bohmke moved, with a second by Ms. Garvey, to approve the Minutes from the February 18, 2022 Board meeting. The vote in favor was cast by Members Alcorn, Bagley, Bohmke, Franklin, Garvey, Lawson, McLaughlin, Smith, and Walkinshaw.

Chair's Comments – 6

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

Chair Franklin pointed out that the April VRE Operations Board meeting is scheduled for Good Friday and the start of Passover and asked if there were any concerns with moving the April Board meeting to April 22, 2022. Ms. Bohmke moved, with a second by Ms. Garvey, to move the April VRE Operations Board meeting from April 15th to April 22nd to avoid any potential conflicts. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bohmke, Franklin, Garvey, Lawson, McLaughlin, Smith, and Walkinshaw.

Chair Franklin informed Members that the Executive Committee had discussions about appointing a Secretary for the Operations Board. Ms. Lawson moved, with a second by Mr. Alcorn, to elect Ms. Bagley as Secretary of the VRE Operations Board for 2022. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bohmke, Franklin, Garvey, Lawson, McLaughlin, Smith, and Walkinshaw.

The Members discussed exploring changes to the Bylaws to ensure representation of the southern jurisdictions on the Executive Committee. Chair Franklin appointed a Bylaws Committee comprised of Members Bohmke, Garvey, Kelly, and Walkinshaw, to review and address equity in rotation of Board Officers. Chair Franklin invited all other Members to let her know if they would like to participate on the Committee.

Chief Executive Officer's Report – 7

[Mr. Storck arrived at 9:21 a.m.]

Mr. Dalton introduced W. Sheppard Miller III, Secretary of Transportation for the Commonwealth of Virginia, to address the VRE Operations Board. Secretary Miller stated he was happy for the opportunity to speak with the Board about VRE and rail in Virginia, and introduced himself, Deputy Secretary Jen Deci, and Assistant Secretary Michael Sargent. Secretary Miller spent several minutes discussing the importance of rail and public transportation, his appreciation for VRE, and answered questions from Board Members.

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

- Safety
- Ridership
- Performance
- Legislative Update

Public Comment Time – 8

Chair Franklin opened the floor for public comment in which there were none. She then inquired as to if any electronic comments had been received. There were none.

Action Items – 9

Recommend Authorization to Execute a Deed of Ground Lease and Parking Garage Agreement at the VRE Manassas Park Station – 9A

Mr. Banks moved, with a second by Ms. Lawson, to recommend the Commissions authorize the CEO to execute a deed of ground lease and parking garage agreement at the VRE Manassas Park Station . The vote in favor was cast by Members Alcorn, Bagley, Banks, Bohmke, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw.

Authorization to Issue a Request for Proposals for Construction Management Services for the Manassas Park Parking Expansion Project– 9B

Mr. Banks moved, with a second by Ms. Lawson, to authorize the CEO to issue a request for proposals for construction management services for the Manassas Park Parking Expansion project. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bohmke, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw.

Authorization to Amend the Contract for Financial Advisory Services – 9C

Ms. Bohmke moved, with a second by Ms. Garvey, to authorize the CEO to amend the contract for Financial Advisory Services. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bohmke, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw.

Authorization to Provide a Letter of Support to the City of Manassas Park for a USDOT RAISE Grant Program Application for the Railroad Drive Culvert Rehabilitation and Reconstruction Project – 9D

Mr. Banks moved, with a second by Mr. Walkinshaw, to authorize the CEO to provide a letter of support to the City of Manassas Park for a USDOT RAISE Grant Program application for the Railroad Drive Culvert Rehabilitation and Reconstruction project. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bohmke, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw.

Authorization to Provide a Letter of Support to Prince William County for a USDOT RAISE Grant Program Application for the Route 123 Corridor at I-95 Improvements Project – 9E

Mr. Storck moved, with a second by Mr. Walkinshaw, to authorize the CEO to provide a letter of support to Prince William County for a USDOT RAISE Grant Program application for the Route 123/Route 1 Corridor at I-95 Improvements project. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bohmke, Franklin, Garvey, Hayes, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw.

Information Items – 10

Ridership Recovery Efforts – 10A

VRE staff members gave a presentation to the Board outlining various marketing, promotional, and outreach strategies to increase ridership on VRE trains.

Spending Authority Report – 10B

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

- On February 7, 2022, VRE issued a Task Order in the amount of \$76,024 to Keolis Rail Services Virginia under the Maintenance Services for Commuter Rail Operations contract to address the failure of the turbocharger on locomotive V65 and to provide support for the rear gear train replacement.
- On February 11, 2022, VRE issued a Task Order in the amount of \$161,400 to HDR Engineering under the General Engineering Consulting Services contract for conceptual design phase services for the Crossroads Yard Expansion Project.
- On February 24, 2022, VRE issued a Purchase Order in an amount not to exceed \$52,080 to Powersolv, Inc. to provide cybersecurity consulting support in order to conduct risk assessments, gap analyses, and to review and revise VRE's cybersecurity policies.

Closed Session – 11

There was no closed session held.

Board Member Time – 12

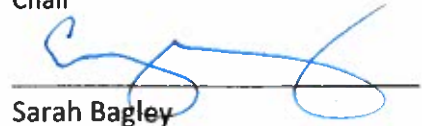
Ms. Bohmke moved, with a second by Mr. Alcorn, to adjourn the meeting.

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

Approved this 15th day of April 2022



Margaret Franklin
Chair



Sarah Bagley
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the March 18, 2022 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Leslie M. Lamb