



MINUTES

VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD MEETING

November 18, 2022

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

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

Jurisdiction

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

Members Absent

Ralph Smith (PRTC)

City of Manassas

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)
Darryl Moore (PRTC)
Pam Sebesky (PRTC)
Emily Stock (DRPT)
Ann Wheeler (PRTC)
Pamela Yeung (PRTC)

City of Alexandria
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

Khadra Abdulle – VRE

Alexander Buchanan – VRE

Cindy Bullock – VRE

Rich Dalton – VRE

Mark DeGrush - VRE

Chet Dunston - VRE

John Duque – VRE

Paul Garnet - Keolis

Chris Henry – VRE

Christine Hoeffner - VRE

Lezlie Lamb – VRE

Steve MacIsaac – VRE Chief Counsel

Kate Mattice – NVTC

Dallas Richards - VRE

Mark Schofield – VRE

Dwight Buracker – PB Mares

Joe Stainsby – PRTC

Alex Sugatan - VRE

Joe Swartz – VRE

Chair Franklin called the meeting to order at 9:05 a.m. The roll call followed.

Safety Moment – 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 Bagley, Bailey, Bohmke, Franklin, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Storck, and Walkinshaw.

Approval of the Minutes of the October 21, 2022 VRE Operations Board Meeting – 5

Ms. Garvey moved, with a second by Mr. Kelly, to approve the Minutes from October 21, 2022. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Storck, and Walkinshaw.

[Ms. Garvey arrived at 9:08 a.m.]

Chair's Comments – 6

Chair Franklin welcomed attendees to the November meeting and asked that side conversations be kept to a minimum.

Chair Franklin announced the appointment of Mr. Storck, Ms. Lawson, and Ms. Garvey to the Nominating Committee to bring a slate of nominees for 2023 VRE Operations Board Officers for a vote in December. The Chair reminded Members there would be a closed session later in the meeting; a group photo after adjournment; and a Finance Committee meeting to follow that.

Chief Executive Officer's Report – 7

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

- Safety
- Performance
- Ridership
- Return of Santa Trains
- New Staff Introduction

[Mr. Alcorn arrived at 9:13 a.m.]

[Chair Franklin left the room at 9: 15 a.m.]

[Chair Franklin re-entered the room at 9:33 a.m.]

Public Comment Time – 8

The Chair opened the floor for public comments. There were no speakers. Written comments submitted were read to the Board and are attached.

Action Items – 9

Acceptance of the FY 2022 Audited Financial Statements and the Auditor’s Report and Authorization to Forward to the Commissions – 9A

Mr. Kelly moved, with a second by Ms. Bailey, to accept the FY 2022 Audited Financial Statements and authorize the CEO to forward to the Commissions. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Storck, and Walkinshaw.

Authorization to Issue a Request for Proposals for Insurance Brokerage Services – 9B

Ms. Bailey moved, with a second by Mr. Kelly, to authorize the Chief Executive Officer issue an RFP for Insurance Brokerage Services. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Storck, and Walkinshaw.

Approval of Amended VRE Operations Board Bylaws – 9C

Ms. Bailey moved, with a second by Ms. Garvey, to approve the amended VRE Operations Board Bylaws. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Storck, and Walkinshaw.

Charge to the 2023 Operations Board Officers Nominating Committee Regarding Subordinate Officers – 9D

Mr. Kelly moved, with a second by Mr. Alcorn, to charge the 2023 Operations Board Officers Nominating Committee with considerations regarding subordinate officers. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Storck, and Walkinshaw.

Authorization to Provide a Letter of Support for VPRA’s CRISI Grant Application – 9E

Mr. Kelly moved, with a second by Ms. Bailey, to authorize the CEO to provide a letter of support for Virginia Passenger Rail Authority’s application to the Federal Railroad Administration’s FY 2022 Consolidated Rail Infrastructure and Safety Improvements discretionary infrastructure grant program for the Franconia-Springfield Bypass Project. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Storck, and Walkinshaw.

Approve Subrecipient Agreement with Manassas Park for Use of NVTC Grant Funds for Parking Garage at Manassas Park VRE Station – 9F

Ms. Bailey moved, with a second by Ms. Mensing, to approve a Subrecipient Agreement with Manassas Park for use of NVTC grant funds for a parking garage at the Manassas Park VRE Station. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Storck, and Walkinshaw.

Recommend Approval of a Boundary Line Adjustment Deed and Plat for Conveyance of Manassas Park Property to Commissions – 9G

Ms. Mensing moved, with a second by Ms. Bailey, to recommend the Commissions approve a boundary line adjustment deed and plat for conveyance of Manassas Park property to the Commissions. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Storck, and Walkinshaw.

Recommend the Commissions Approve the 2023 VRE Legislative Agenda – 9H

Ms. Bailey moved, with a second by Ms. Mensing, to recommend the Commissions approve the 2023 VRE Legislative Agenda with a minor wording change on the Federal Legislative Agenda document from “consultants” to “contractors”. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Smith, and Walkinshaw.

Information Items – 10

Crossroads Yard Master Plan Overview – 10A

Mr. Dalton directed the Board’s attention to the Crossroads Yard Master Plan—established to provide guiding design precepts for the expansion of the Crossroads Yard Maintenance and Storage Facility.

FY 2024 Budget Update – 10B

VRE Staff updated the Board on the ongoing development of the Fiscal Year 2024 Operating and Capital Budget.

Spending Authority Report – 10C

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

- On October 7, 2022, VRE issued a Sole Source Purchase Order in the amount of \$50,740 to Wabtec Global Services to purchase a new 26-LU-L locomotive bracket assembly. VRE’s fleet of MP36PH-3C locomotives utilize an air brake system which incorporates the 26-LU-L bracket assembly. In July 2022, this part failed on one of VRE’s locomotives and was shipped to Wabtec, the original equipment manufacturer, for repair. After inspection, it was determined the assembly could not be repaired thus requiring replacement.
- On October 14, 2022, VRE issued a Task Order in the amount of \$145,694 to NVE, Inc. under the Maintenance Services for VRE Facilities contract to complete pavement repairs at the Woodbridge and Rippon stations.
- On October 24, 2022, VRE issued a Sole Source Blanket Purchase Order in an amount not to exceed \$77,000 to Knorr-Bremse Powertech Corp. to perform repairs on an as-needed basis to the low voltage power supply units utilized to provide electrical power for the LED message signs, wheelchair lifts, outlets, etc. on board VRE’s passenger railcars.

- On October 28, 2022, VRE issued a Task Order in the amount of \$61,928 to STV Incorporated under the Mechanical Engineering Consulting Services contract to conduct a ground power study encompassing both the Crossroads and Broad Run Maintenance and Storage Facilities (MSF). Beyond the initial study/analysis of the current systems and VRE's wayside power needs, STV will be responsible for the design of a new system for both MSF, including the preparation of plans and specifications to be used for procurement purposes.

Closed Session – 11

Mr. Walkinshaw moved, with a second by Mr. Alcorn, pursuant to the Virginia Freedom of Information Act, Section 2.2-3711.A (1) of the Code of Virginia, to convene a closed meeting for the purpose of discussing one personnel matter relating to the performance of the General Counsel. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Gary, Hayes, Kelly, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Mr. Walkinshaw moved, with a second by Ms. Bailey, 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 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, Bohmke, Franklin, Garvey, Gary, Hayes, Kelly, McLaughlin, Mensing, Smith, and Walkinshaw.

Members Time – 12

There were no Member remarks.

Without objection, Chair Franklin adjourned the meeting.

Approved this 16th day of December 2022

Margaret Franklin
Chair

Sarah Bagley
Secretary

CERTIFICATION

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



Lezlie M. Lamb

From: opscommforms@gmail.com
To: [Lezlie Lamb](#)
Subject: Public Comments
Date: Tuesday, November 15, 2022 12:21:39 PM

A response was submitted for the form "Public Comments"

(REQUIRED) First and Last Name: Andrew Justus

City or County of residence: Alexandria

Comments: I am concerned that placing locomotives at the southern end of trains has negative impacts on health and customer experience at Union Station. With locomotives at the southern end of VRE trains, this places the locomotives and their exhaust near the entrances and walkways passengers use to access Union Station from the VRE platforms. As a result, customers and employees are exposed to higher than necessary levels of diesel exhaust. Additionally, this arrangement causes excessive soot buildup in the same entrances leading to a dirty appearance in those spaces and causes soot to rub off on customers' hands and clothes as they navigate stairs and escalators to access the terminal. Alternatively, VRE could place locomotives at the northern end of trains with no operational impact since cab control cars could be moved to the southern end of trains. This would move locomotive exhaust away from the affected customers and spaces. Other commuter railroads already do this. Chicago's Metra system places locomotives so they are farthest from the terminal area at Chicago Union Station to improve customer air quality and mitigate soot buildup.

Acknowledgement Yes