



MINUTES

VIRGINIA RAILWAY EXPRESS

February 17, 2023

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Walter Alcorn (NVTC)
*Sarah Bagley (NVTC)
*Andrea Bailey (PRTC)
*Meg Bohmke (PRTC) ‡
*Katie Cristol (NVTC)
*Margaret Franklin (PRTC) *
*Matt Kelly (PRTC)
*Jeanine Lawson (PRTC)
*Michael McLaughlin (VPRA) *
*Alanna Mensing (PRTC)
*Ralph Smith (PRTC)
*Daniel G. Storck (NVTC)
*James Walkinshaw (NVTC)

Members Absent

Monica Gary (PRTC)
Lori Hayes (PRTC)

Alternates Present

Alternates Absent

Canek Aguirre (NVTC)
Victor Angry (PRTC)
Pete Candland (PRTC)
Deborah Frazier (PRTC)
Libby Garvey (NVTC)
Jason Graham (PRTC)
Jeffrey C. McKay (NVTC)
Darryl Moore (PRTC)
Pam Sebesky (PRTC)
Emily Stock (DRPT)
Ann Wheeler (PRTC)
Pamela Yeung (PRTC)

Jurisdiction

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

Stafford County
Spotsylvania County

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

*Voting Member

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

‡ Participated remotely via Webex in accordance with the Electronic Participation Policy

Staff and General Public

Cindy Bullock – VRE
Holly Cockrell - VRE
Rich Dalton – VRE
John Duque – VRE
Chris Henry – VRE
Sarah Higgins – VRE
Robert Hostetka - VRE
Lezlie Lamb – VRE

Steve MacIsaac – VRE Chief Counsel
Kristin Nutter - VRE
Dallas Richards – VRE
Bob Schneider - PRTC
Mark Schofield – VRE
Dagmawie Shikurye - VRE
Joe Swartz – VRE

Chair Walkinshaw called the meeting to order at 9:02 a.m.; the roll call followed.

Chair Walkinshaw stated that Vice-Chair Bohmke requested approval to participate remotely due to a personal issue; specifically, she is out of town. Mr. Kelly moved, with a second by Ms. Bailey to approve Vice-Chair Bohmke's request to participate remotely. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

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

Safety Moment – 3

CEO, 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

Ms. Bailey moved, with a second by Ms. Mensing, 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, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Approval of the Minutes of the January 20, 2023 VRE Operations Board Meeting – 5

Mr. Kelly moved, with a second by Ms. Bailey to approve the Minutes from January 20, 2023. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Chair's Comments – 6

Chair Walkinshaw welcomed attendees to the meeting and thanked Members for responding to a survey on committee interests. The Chair stated that the survey responses were helpful in establishing committee assignments for the year; and pointed out several vacancies on committees, urging Members to let him know if they would be willing to serve. Ms. Bailey and Mr. McLaughlin both indicated they would like to serve on the CEO/CLO Evaluation Committee. Chair Walkinshaw reminded the Members they need not need to be a member of a committee to attend its meetings.

Chief Executive Officer's Report – 7

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

- Safety
- Performance
- Ridership
- Legislative Update

Public Comment Time – 8

The Chair opened the floor for public comments. There were no speakers and no written comments had been submitted.

Consent Items – 9

Ms. Cristol moved, with a second by Mr. Kelly, to approve the Consent Agenda consisting of the following two items:

Authorization to Provide a Letter of Support for Amtrak's Application for the FY22 Federal State Partnership for Intercity Passenger Rail Program Funding for the Crystal City High Level Platform Project – 9A

Authorization to Provide a Letter of Support for Manassas Park's FY 2023 RAISE Grant Application for the Park Central Complete Streets Project – 9B

The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Action Items – 10

Authorization to Issue an MEC VII Task Order for National Transit Database and Asset Management Reporting Phase IX – 10A

Ms. Bailey moved, with a second by Ms. Mensing, to authorize the CEO to issue a Mechanical Engineering Consulting Services Task Order to STV Incorporated for National Transit Database and Asset Management reporting, Phase IX. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Execute a Contract for Program Management Consulting Services – 10B

Ms. Bailey moved, with a second by Mr. Kelly, to authorize the CEO to execute a contract with Hill International, Inc. for program management consulting services. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Execute a Contract for Forklift Trucks – 10C

Mr. Alcorn moved, with a second by Ms. Cristol, to authorize the CEO to execute a contract for forklift trucks. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Execute a Sole Source Contract for the Purchase of Locomotive Radiators – 10D

Ms. Bagley moved, with a second by Mr. Alcorn, to authorize the CEO to execute a sole source contract for locomotive radiators in accordance with section 6.8.2.1 of the VRE Public Procurement Policies and Procedures manual. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Extend the Lease Agreement for Parking at the Rippon VRE Station – 10E

Ms. Bailey moved, with a second by Ms. Cristol, to authorize the CEO to extend a lease agreement with RCKF Riverside PLP LLC for parking at VRE's Rippon station. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Endorsement of the Preferred Concept for the Broad Run Expansion Project Near-Term Improvements – 10F

Mr. Smith moved, with a second by Ms. Bailey, to endorse a new preferred concept for the Broad Run Expansion Project near-term improvements. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

[Ms. Franklin arrived at 9:48]

Recommend Adoption of VRE Pay Plan – 10G

Ms. Bagley moved, with a second by Mr. Alcorn, to recommend the Potomac and Rappahannock Transportation Commission adopt the recommended pay plan for VRE employees effective July 1, 2021. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Information Items – 11

Spending Authority Report – 11A

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

- On January 5, 2023, VRE issued a Task Order in an amount not to exceed \$90,710 to STV Incorporated under the General Planning Consulting Services contract for general planning support on an as-needed basis. The purpose of this Task Order is to obtain consultant support as necessary over a term of twenty-four months for multiple VRE projects, including assistance with the completion of NTD annual reporting and analyses of VRE and regional data in response to requests for information. The first assignment anticipated under this Task Order is to assist in developing a grant application to the NVTC Commuter Choice Program.

Members' Time – 12

Chair Walkinshaw opened the floor for Member's remarks. Ms. Bagley stated she'd had the opportunity to ride VRE with her bicycle. Mr. McLaughlin related that he and Rich Dalton had a meeting with Amtrak and CSX. Ms. Lawson expressed gratitude for the Board's endorsement of the preferred concept for the Broad Run expansion project.

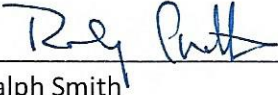
Chair Walkinshaw adjourned the meeting, without objection, at 9:56 am.

Approved this 17th day of March 2023



James Walkinshaw

Chair



Ralph Smith

Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the February 17, 2023 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Leslie M. Lamb