



MINUTES

VIRGINIA RAILWAY EXPRESS

January 20, 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)
*Monica Gary (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

Lori Hayes (PRTC)

Alternates Present

Alternates Absent

Canek Aguirre (NVTC)
Victor Angry (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
Stafford County
City of Fredericksburg
Prince William County
Commonwealth of Virginia
City of Manassas Park
City of Manassas
Fairfax County
Fairfax County

Spotsylvania County

City of Alexandria
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
Rich Dalton – VRE
Jennifer DeBruhl - DRPT ‡
John Duque – VRE
Karen Finucan-Clarkson - VRE
Chris Henry - VRE
Christine Hoeffner – VRE
John Kerins - Keolis
Lezlie Lamb – VRE

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

Chair Franklin called the meeting to order at 9:02 a.m.; the Pledge of Allegiance and roll call followed.

Chair Franklin informed the Members present that Members Bailey, Bohmke, and Lawson requested to participate remotely due to personal reasons, specifically, being out of town; and Mr. Alcorn requested to participate remotely due to illness. Mr. Kelly moved, with a second by Ms. Gary, to approve Members' Alcorn, Bailey, Bohmke and Lawson remote participation. The vote in favor was cast by Members Bagley, Cristol, Franklin, Gary, Kelly, McLaughlin, Mensing, Smith, Storck, and Walkinshaw

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

Mr. Kelly moved, with a second by Ms. Bagley, 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, Gary, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw. Ms. Cristol abstained.

Approval of the Minutes of the December 16, 2023 VRE Operations Board Meeting – 5

Mr. Kelly moved, with a second by Ms. Gary, to approve the Minutes from December 16, 2022. The vote in favor was cast by Members Alcorn, Bagley, Bohmke, Franklin, Gary, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Chair's Comments – 6

Chair Franklin welcomed Katie Cristol back to the Operations Board as the primary Member from Arlington County. The Chair reviewed highlights from 2022, including VRE's bond issuance with proceeds going to Transforming Rail in Virginia; a ribbon-cutting event for the platform extension at the Rolling Road VRE station; and, the Board's collaborative effort to recommend the fiscal year 2024 budget.

Chair Franklin initiated the installation of the 2023 VRE Operations Board Officers and passed the gavel to Mr. Walkinshaw, transferring to him the office of VRE Operations Board Chair.

New Chair's Comments – 7

Chair Walkinshaw thanked Ms. Franklin and highlighted additional 2022 achievements under her leadership, including launching an update to VRE's system plan, the construction of the Lifecycle

Overhaul and Upgrade facility, and the start of the Quantico station improvements. The Chair then presented Ms. Franklin with a plaque commemorating her service to VRE.

Chair Walkinshaw announced he would make committee assignments at the February meeting and alerted Members that VRE staff would send them a short survey to capture each Member's interest and preference for committee assignments. The Chair

[Ms. Bailey joined the meeting remotely via Webex at 9:11 a.m.]

Chief Executive Officer's Report – 8

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

- Safety
- Performance
- Ridership
- Legislative Update
- New Staff Introduction

Public Comment Time – 9

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

[Ms. Franklin left the room at 9:22 a.m.]

Action Items – 10

Authorization to Issue a GEC VIII Task Order for Crossroads MSF Expansion Phase II Preliminary Engineering and Environmental Review – 10A

Mr. Kelly moved, with a second by Ms. Mensing, to authorize the CEO to issue a General Engineering Consulting Services task order for the Crossroads Maintenance and Storage Facility expansion, phase II preliminary engineering and environmental review.

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

Authorization to Issue a GPC Task Order for System Plan 2050 Update Phase II – 10B

Mr. Kelly moved, with a second by Ms. Bagley, to authorize the CEO to issue a General Planning Consulting Services task order for phase II of System Plan 2050.

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

[Ms. Franklin returned to the room at 9:33 a.m.]

Authorization to Amend Contracts for the Delivery of Diesel Fuel for VRE Locomotives – 10C

Mr. Kelly moved, with a second by Ms. Bailey, to authorize the CEO to amend the contracts for the delivery of diesel fuel for VRE locomotives, exercising the next option year on both contracts.

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

Adoption of the 2023 VRE Operations Board Meeting Schedule – 10D

Ms. Gary moved, with a second by Ms. Bailey, to adopt the 2023 VRE Operations Board meeting schedule.

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

Recommend Authorization to Execute a Funding Agreement with Amtrak – 10E

Ms. Cristol moved, with a second by Ms. Bagley, to recommend the Commissions authorize the CEO to execute a funding agreement with Amtrak for the rehabilitation of Track 22 and its associated platform at Washington Union Terminal.

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

Information Items – 11

VRE Transit Asset Management Plan 2022 Update – 11A

Staff provided the VRE Operations Board with a copy of the updated VRE Transit Asset Management Plan, as required by the Federal Transit Administration.

Spending Authority Report – 11B

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

- On December 7, 2022, VRE issued a Sole Source Purchase Order in the amount of \$52,934 to United Safety & Survivability Corporation to purchase a total of twenty-two (22) new engineer seats for VRE's fleet of locomotives. The current seats have reached the end of their useful life and are beginning to demonstrate considerable wear and tear.
- On December 9, 2022, VRE issued a Task Order in the amount of \$106,000 to HDR Engineering under the General Engineering Consulting Services contract for GIS System Design: Asset Inventory and Database. The purpose of this Task Order is to build a geo-located asset inventory for facilities, to include light poles and fixtures, trash receptacles, signs, etc. Each asset such as a light pole will include its location both in terms of station and coordinates, as well as the manufacturer, serial number, and date of installation. Once established, the database will subsequently be used to track maintenance efforts such as each time the bulb is replaced in a specific light fixture.
- On December 9, 2022, VRE issued a Task Order in an amount not to exceed \$164,900 to HDR Engineering under the General Engineering Consulting Services contract to provide staff augmentation services on an as-needed basis to provide support as an extension of VRE staff. The first assignment anticipated under this Task Order is to review and update the Facility Design Guidelines.
- On December 21, 2022, VRE issued a Task Order in the amount of \$63,981 to NVE, Inc. under the Maintenance Services for VRE Facilities contract to complete structural repairs to the Woodbridge Station Parking Garage, including repairs to three precast concrete beam sets in accordance with the plans and specifications developed by HDR Engineering.

- On December 29, 2022, VRE issued a Task Order in the amount of \$120,000 to PFM Financial Advisors LLC under the Financial Advisor contract to obtain a two-year subscription to continue utilizing PFM's financial modeling platform software, which is referred to as *Synario*.

Broad Run Expansion Project Update – 11C

Staff presented updates to the design of the Broad Run Expansion Project.

Members Time – 12

Ms. Franklin thanked the Board and VRE Staff for all their support during her tenure as the 2022 VRE Operations Board Chair.

Members thanked Ms. Franklin for her leadership in 2022.

Without objection, Chair Walkinshaw adjourned the meeting at 10:08 a.m.

Approved this 17th day of February 2023

James Walkinshaw
Chair

Ralph Smith
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the January 20, 2023 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb