VRE OPERATIONS BOARD
LEGAL SERVICES COMMITTEE
CLOSED MEETING

January 15, 2021

The livestream will recommence following this portion of the meeting.

Meeting materials are available at vre.org/about/board/board-agenda-minutes/2021/January
VRE OPERATIONS
BOARD MEETING

January 15, 2021

The meeting will begin momentarily

Meeting materials are available at
vre.org/about/board/board-agenda-minutes/2021/January
Roll Call

Walter Alcorn
Fairfax County

Andrea Bailey
Prince William County

Preston Banks
Manassas Park

Elizabeth Bennett-Parker
Alexandria

Meg Bohmke
Stafford County

Katie Cristol
Arlington County

Margaret Franklin
Prince William County

Matt Kelly
Fredericksburg

Jeanine Lawson
Prince William County

Mike McLaughlin
Virginia DRPT

Cindy Shelton
Stafford County

Gary Skinner
Spotsylvania County

Ralph Smith
Manassas

Dan Storck
Fairfax County

James Walkinshaw
Fairfax County
Resolution Finding the Need to Conduct the January 15, 2021 Operations Board Meeting Electronically

The declared emergency makes it both impracticable and unsafe for the VRE Operations Board to assemble in a single location on January 15, 2021, to discuss and transact the business of the VRE Operations Board.

Meeting by electronic means is authorized because the nature of the declared emergency makes it both impracticable and unsafe for the Operations Board to assemble in a single location on January 15, 2021, to discuss and transact the business of the Operations Board listed on the on January 15, 2021, Operations Board meeting agenda.

Meeting by electronic means is authorized because the items on the on January 15, 2021, Operations Board meeting agenda are statutorily required or necessary to continue operations of the Operations Board and the discharge of the Operations Board’s lawful purposes, duties and responsibilities.

Items on the on January 15, 2021, Operations Board meeting agenda are encompassed within the continuity of operations ordinances adopted by several member localities of the Virginia Railway Express Operations Board to assure the continued operation of the government during the disaster posed by the public health emergency resulting from COVID-19.
Approval of Agenda

1. Roll Call
2. Finding Need to Conduct January 15, 2021 VRE Operations Board Meeting Electronically
3. Approval of Agenda
4. Approval of Minutes from the December 18, 2020 VRE Operations Board Meeting
5. Chairman’s Comments
   A. Introduction of Virginia Secretary of Transportation Shannon Valentine
6. Installation of New Officers
7. New Chair’s Comments
8. Chief Executive Officer’s Report
9. VRE Riders’ and Public Comment
10. Action Items:
    A. Authorization to Extend the Lease Agreement for Parking at the Rippon Station
    B. Adoption of Changes to the 2021 VRE Operations Board Meeting Schedule
11. Information Items:
    A. Spending Authority Report
12. Closed Session
13. Operations Board Members’ Time
Approval of Minutes

December 18, 2020
WebEx Electronic Meeting with YouTube Live-Stream

Members Present
Walter Alcorn (NVTC)
Andrea Bailey (PRTC)
Preston Banks (PRTC)
Elizabeth Bennet-Parker (NVTC)
Meg Bohmke (PRTC)
Katie Cristol (NVTC)
Margaret Franklin (PRTC)
Jeanine Lawson (PRTC)
Jennifer Mitchell (DRPT)
Gary Skinner (PRTC)
Cindy Shelton (PRTC)
Ralph Smith (PRTC)
Dan Storck (NVTC)
James Walkinshaw (NVTC)

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

Members Absent
Matt Kelly (PRTC)
Jennifer Mitchell (DRPT)

Jurisdiction
City of Fredericksburg
Commonwealth of Virginia

Alternates Present
Todd Horsley (DRPT)

Jurisdiction
Commonwealth of Virginia

Gary Skinner
VRE Operations Board Chairman
Spotsylvania County
Chairman’s Comments

• Welcome to the January VRE Operations Board meeting.
• This is our first meeting of the new year and my last presiding as chairman.
• I am pleased to welcome Virginia Secretary of Transportation Shannon Valentine who is a proponent of enhanced passenger and commuter rail in the commonwealth. She is here to share her thoughts on what lies in store for rail in 2021 and beyond.
Secretary’s Remarks

Virginia Secretary of Transportation
Shannon Valentine
Agenda Item 6

Installation of 2021 Officers

Elizabeth Bennett-Parker
Alexandria
Chair

Jeanine Lawson
Prince William County
Vice Chair

James Walkinshaw
Fairfax County
Secretary

Preston Banks
Manassas Park
Treasurer
New Chair’s Comments

A note of appreciation for Gary Skinner’s term as chairman. Throughout 2020, Mr. Skinner was instrumental in:

- receiving the 2020 Outstanding Safety Award from the Virginia Transit Association
- hiring a new CEO
- leading VRE’s switch to virtual meetings
- partnering with DRPT as it works to stand up the Virginia Passenger Rail Authority and ensure the Transforming Rail in Virginia initiative moves forward
- advancing a joint rail car procurement with Metra
- proceeding with several important construction projects, including a new Lifecycle Overhaul and Upgrade Facility, and improvements at our Fredericksburg, Quantico, and Rolling Road stations
New Chair’s Comments

On behalf of the Operations Board, I wish to thank you for your service and offer you this token of our appreciation. 

Elizabeth Bennett-Parker
Chair
City of Alexandria
New Chair’s Comments

Over the course of the next weeks, I will be working on committee assignments. If you are interested in serving on one or more committees, please let me know soon, as assignments will be announced at the February meeting.

Elizabeth Bennett-Parker
Chair
City of Alexandria
CEO Report

- Safety/COVID-19 Update
- Ridership
- Performance
- Project Spotlight
- Financial Update
- Welcome Back

Rich Dalton
VRE CEO
RAIL SAFETY / COVID-19 UPDATE
MONTHLY AVERAGE DAILY RIDERSHIP

March - December 2020

*service days per month
ON-TIME PERFORMANCE

December Comparisons

- Manassas Line: 88% (2019), 97% (2020)
- Fredericksburg Line: 86% (2019), 96% (2020)
- Systemwide: 87% (2019), 96% (2020)
PROJECT SPOTLIGHT
LIFECYCLE OVERHAUL AND UPGRADE FACILITY

CROSSROADS YARD EXPANSION:
LIFECYCLE OVERHAUL AND UPGRADE FACILITY
PROJECT SPOTLIGHT
LIFECYCLE OVERHAUL AND UPGRADE FACILITY
PROJECT SPOTLIGHT
LIFECYCLE OVERHAUL AND UPGRADE FACILITY
## FY 2021 YTD Financial Performance (July-December 2020)

### Operating Revenue

<table>
<thead>
<tr>
<th>Revenue Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger Ticket Revenue</td>
<td>$3,906,062</td>
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<tr>
<td>Other Operating Revenue</td>
<td>$143,195</td>
</tr>
<tr>
<td>Jurisdictional Subsidy</td>
<td>$6,908,816</td>
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<tr>
<td>Federal/State/Other Subsidy</td>
<td>$15,592,935</td>
</tr>
<tr>
<td>Interest Income</td>
<td>$97,901</td>
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</tbody>
</table>

**Total Operating Revenue** $26,648,909

### Operating Expenses

<table>
<thead>
<tr>
<th>Expense Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Departmental Operating Expenses</td>
<td>$39,970,265</td>
</tr>
<tr>
<td>Debt Service</td>
<td>$3,110,419</td>
</tr>
</tbody>
</table>

**Total Operating Expenses** $43,080,684

**Net Income (Loss) from Operations** $(16,431,775)

*Note: Based on Jul-Nov actuals and Dec estimates.*
WELCOME BACK

Agenda Item 8

SYSTEM ENHANCEMENT
PROJECTS ADVANCING

AWARD-WINNING
SAFETY PROGRAM

PROVEN, IMPROVED
ON-TIME PERFORMANCE

VIRGINIA RAILWAY EXPRESS

2021

CHECK OUT
WHAT WE’RE BRINGING INTO THE NEW YEAR

COVID MITIGATION
NOW & AS NEEDED
Public Comment

Elizabeth Bennett-Parker
Chair
City of Alexandria
Authorization to Extend the Lease Agreement for Parking at the Rippon Station

Recommendation:
The VRE Operations Board is asked to authorize the Chief Executive Officer to extend a Lease Agreement with RCKF Riverside PLP LLC, formerly KP Big Crest Lane, LLC, for parking at the Rippon Station in the amount of $185,677 for one year.

Summary:
The Lease Agreement is for 320 parking spaces serving riders at the Rippon Station. An agreement for these spaces has been in place since 2004. The current agreement extension runs through February 2021. A 2011 Proffer Statement / Development Plan between Prince William County and KP Big Crest Lane, LLC, now RCKF Riverside PLP LLC, stipulates an annual 2 percent increase in the lease amount. Given the impact of the COVID-19 pandemic, RCKF Riverside has agreed to waive escalation through February 2022.
Adoption of Changes to the 2021 VRE Operations Board Meeting Schedule

Recommendation:
The VRE Operations Board is asked to adopt changes to the 2021 meeting schedule, moving the June 18, 2021, meeting to June 25, 2021, to avoid holding the meeting on a state holiday; and establishing a regular meeting to be held July 16, 2021, and eliminating the August 20, 2021, meeting.

Summary:
The VRE Operations Board Bylaws establishes regular meetings on the third Friday of each month, except July. The Bylaws also requires the board adopt a schedule of regular meetings for the calendar year; with changes to the date, time or place of any regular meeting permitted by resolution. The first change moves the June meeting from the 18th to the 25th, to avoid a conflict with the recently adopted Juneteenth state holiday. The second changes the VRE Operations Board’s hiatus from July to August, aligning with the calendars of VRE member jurisdictions’ governing bodies.
Spending Authority Report

On September 18, 2020, the VRE Operations Board increased the CEO’s delegated spending authority from $100,000 to $200,000. It was resolved as part of that increased delegation that any purchase or contract award in the range of $50,000 to $200,000 would be communicated to the board as an information item.

- On December 9, 2020, VRE issued a purchase order in the amount of $52,503 to Progress Rail Locomotive Inc. to purchase new water pump assemblies for VRE’s fleet of locomotives.
- On December 15, 2020, VRE issued a task order in the amount of $91,019 to ADS System Safety Consulting, LLC under the Safety and Security Consulting Services contract to conduct a gap assessment and continue development of the VRE System Safety Program Plan.
- On December 22, 2020, VRE issued a purchase order in the amount of $54,960 to Standard Steel to purchase a total of 40 new wheels for VRE’s fleet of locomotives.
The livestream will recommence following this portion of the meeting.
Board Member Comment

Walter Alcorn
Fairfax County

Andrea Bailey
Prince William County

Preston Banks
Manassas Park

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Stafford County

Gary Skinner
Spotsylvania County

Ralph Smith
Manassas

Dan Storck
Fairfax County

James Walkinshaw
Fairfax County
The meeting has adjourned.