



# Virginia Railway Express Operations Board

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## VRE OPERATIONS BOARD MEETING

*FEBRUARY 19, 2010 9:30 AM*

*PRTC HEADQUARTERS  
14700 POTOMAC MILLS ROAD*

## AGENDA

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES FROM THE JANUARY 15, 2010, VRE OPERATIONS BOARD MEETING
5. CHAIRMAN'S COMMENTS
6. CHIEF EXECUTIVE OFFICER'S REPORT
7. VIRGINIA RAILWAY EXPRESS RIDERS' AND PUBLIC COMMENTS
8. **CONSENT AGENDA ITEMS**
  - A. AUTHORIZATION TO SOLICIT PROPOSALS FOR THE LEASE OF SPACE AT THE QUANTICO VRE STATION
  - B. AUTHORIZATION TO ISSUE AN RFP FOR PRELIMINARY ENGINEERING AND ENVIRONMENTAL WORK FOR ADDITIONAL PARKING AT THE BROAD RUN STATION

**9. ACTION ITEMS**

- A. AUTHORIZATION TO AMEND PARKING LEASE AT THE RIPPON STATION
- B. AUTHORIZATION TO AWARD A CONTRACT FOR ENVIRONMENTAL AND ENGINEERING SERVICES FOR THE VRE GAINESVILLE-HAYMARKET EXTENSION
- C. AUTHORIZATION TO AWARD CONTRACT OPTIONS FOR PURCHASE AND DELIVERY OF LOCOMOTIVE FUEL TO VRE YARDS
- D. AUTHORIZATION TO CONDUCT PUBLIC HEARINGS RELATED TO A PROPOSED SERVICE AMENDMENT

**10. INFORMATION ITEMS**

- A. UPDATE ON BROAD RUN PARKING

THE NEXT VRE OPERATIONS BOARD MEETING

**MARCH 19, 2010 - 9:30 AM**



# MINUTES

## VRE OPERATIONS BOARD MEETING PRTC HEADQUARTERS – PRINCE WILLIAM COUNTY, VIRGINIA FEBRUARY 19, 2010

### VIRGINIA RAILWAY EXPRESS

#### BOARD MEMBERS

**PAUL MILDE**  
CHAIRMAN

**SHARON BULOVA**  
VICE-CHAIRMAN

**PAUL SMEDBERG**  
TREASURER

**WALLY COVINGTON**  
SECRETARY

**MAUREEN CADDIGAN**  
**JOHN COOK**  
**THELMA DRAKE**  
**JOHN JENKINS**  
**MATTHEW KELLY**  
**SUHAS NADDONI**  
**GARY SKINNER**  
**SUSAN STIMPSON**  
**JONATHAN WAY**  
**CHRIS ZIMMERMAN**

#### ALTERNATES

**MARC AVENI**  
**HARRY CRISP**  
**MARK DUDENHEFER**  
**BRAD ELLIS**  
**JAY FISETTE**  
**FRANK JONES**  
**ROB KRUPICKA**  
**JERRY LOGAN**  
**MICHAEL MAY**  
**JEFF McKAY**  
**MARTIN NOHE**  
**KEVIN PAGE**  
**JOHN STIRRUP**

**DALE ZEHNER**  
CHIEF EXECUTIVE  
OFFICER

1500 King Street, Suite 202  
Alexandria, VA 22314-2730

MEMBERS PRESENT	JURISDICTION
Sharon Bulova (NVTC)	Fairfax County
John Cook (NVTC)	Fairfax County
Wally Covington (PRTC)**	Prince William County
Thelma Drake	DRPT
John D. Jenkins (PRTC)	Prince William County
Matthew Kelly (PRTC)	City of Fredericksburg
Paul Milde (PRTC)	Stafford County
Gary Skinner (PRTC)	Spotsylvania County
Paul Smedberg (NVTC)	City of Alexandria
Susan Stimpson (PRTC)	Stafford County
Jonathan Way (PRTC)	City of Manassas
Christopher Zimmerman (NVTC)**	Arlington County

MEMBERS ABSENT	JURISDICTION
Maureen Caddigan (PRTC)	Prince William County
Suhas Naddoni (PRTC)	City of Manassas Park

ALTERNATES PRESENT	JURISDICTION
Kevin Page	DRPT

ALTERNATES ABSENT	JURISDICTION
Marc Aveni (PRTC)	City of Manassas
Harry Crisp (PRTC)	Stafford County
Mark Dudenhefer (PRTC)	Stafford County
Brad Ellis (PRTC)	City of Fredericksburg
Jay Fiset (NVTC)	Arlington County
Frank C. Jones (PRTC)	City of Manassas Park
Rob Krupicka (NVTC)	City of Alexandria
Jerry Logan (PRTC)	Spotsylvania County
Michael C. May (PRTC)	Prince William County
Jeff McKay (NVTC)	Fairfax County
Martin E. Nohe (PRTC)	Prince William County
John Stirrup (PRTC)	Prince William County

STAFF AND GENERAL PUBLIC	
Barbara Bolin – Destiny Management Services	Bob Leibbrandt – Prince William Co.
Jennifer Buske – Washington Post	Steve MacIsaac – VRE counsel
Otto Clemente – Fairfax DOT	Betsy Massie – PRTC staff
Kelly Hannon – Free Lance-Star	Jennifer Mouchantaf – VRE
Al Harf – PRTC staff	Sirel Mouchantaf – VRE
Chris Henry – VRE	Dick Peacock – citizen
Christine Hoeffner – VRE	Drew Pierce – Destiny Management Serv.
Ann King – VRE	Mark Roeber – VRE
Uriah Kiser – News and Messenger	Michael Schaller – citizen
Trinh Lam – VRE	Rick Taube – NVTC staff
Lezlie Lamb – VRE	Stanley Wright – Destiny Management Serv.
	Dale Zehner – VRE

\*\* Delineates arrival following the commencement of the Board meeting. Notation of exact arrival time is included in the body of the minutes.

Chairman Milde called the meeting to order at 9:39 A.M. Following the Pledge of Allegiance, roll call was taken.

### Approval of the Agenda – 3

Ms. Bulova moved, with a second by Mr. Kelly, to approve the agenda. The vote in favor was cast by Board Members Bulova, Drake, Jenkins, Kelly, Milde, Skinner, Smedberg, Stimpson and Way.

### Minutes of the January 15, 2010, VRE Operations Board Meeting – 4

Mr. Kelly moved, with a second by Ms. Bulova, to approve the minutes as presented. The vote in favor was cast by Board Members Bulova, Drake, Jenkins, Kelly, Milde, Skinner, Smedberg, Stimpson and Way.

[Mr. Covington and Mr. Zimmerman arrived at 9:40 and 9:41 A.M., respectively.]

### Chairman's Comments – 5

Chairman Milde welcomed former Congresswoman Thelma Drake, DRPT's new Director. He also announced that Gary Skinner is now a full-fledged member of VRE, representing Spotsylvania County. John Cook, from the Fairfax County Board of Supervisors, and Susan Stimpson, from the Stafford County Board of Supervisors, are also new VRE Operations Board members. Chairman Milde explained that since NVTC's February meeting was cancelled due to the snow storm, Mr. Cook has not been sworn in at NVTC. Therefore, he will be unable to vote at this meeting.

Chairman Milde reported that VRE's on-time performance (OTP) averaged 90.6 percent systemwide for the month of January, 2010 (91.5 percent for Fredericksburg and 89.8 percent for Manassas), which was the fourth month in a row that OTP was over 90 percent. Unfortunately, February has had some delays, especially with the severe weather. He also announced that Virginia received \$75 million in federal funding for the 11-mile stretch of third track between Powell's Creek and Arkendale in Stafford County. This is a very important initiative, which will improve capacity and efficiency. Chairman Milde thanked Mr. Page for his work on this project. Chairman Milde also announced that VRE has received the final shipment of 10 new bi-level railcars.

### Chief Executive Officer's Report – 6

Mr. Zehner reported that VRE ridership continues to grow, with the highest record day of 19,075 on February 16<sup>th</sup>, with almost every train having standees. Average daily ridership of 17,000 was also record breaking in January, and it has increased in February. Mr. Zehner introduced a new staff member, Chris Henry, VRE's new Fare Collection Operations Manager.

Mr. Zehner reported that VRE and PRTC are undergoing a financial oversight review by the Federal Transit Administration (FTA), who has hired Destiny Management Services to conduct this audit. Mr. Zehner introduced Stanley Wright (project leader), Drew Pierce and Barbara Bolin from that firm. The audit review is specific to the Federal program with regards to VRE's purchase of the Gallery railcars and the sale of the 13 Kawasaki railcars.

#### VRE Riders' and Public Comment – 7

Dick Peacock welcomed DRPT Director Drake to VRE. He stated that the City of Manassas did a wonderful job of plowing out the parking lots during the recent record-breaking snow storm. The new Amtrak Virginia train service to Lynchburg is doing extremely well with on-time performance improving (from 75 percent in October to 84 percent in November, 2009).

Mr. Zehner provided highlights of the challenges VRE faced with the recent snow storms, including abandoned freight trains on the CSX tracks between Washington, D.C. and Fredericksburg, fallen trees on the tracks, switch problems and snow removal. VRE is now back to running a full schedule. Ms. Stimpson stated that the current way vehicles are having to park around snow piles at the Leeland Road station is creating an unsafe situation. Mr. Zehner stated that VRE will contact VDOT and ask if they can truck the snow out.

Mr. Zimmerman apologized for being late and missing the vote on the minutes, but he observed that his statements in the January minutes on procedural protocol on page six (last sentence of paragraph three) should be clarified to read: "Also, once an action is taken and accepted, it is not subject to subsequent challenge."

Mr. Covington moved, with a second by Mr. Kelly, to reconsider the minutes. The vote in favor was cast by Board Members Bulova, Covington, Drake, Jenkins, Kelly, Milde, Skinner, Smedberg, Stimpson, Way and Zimmerman.

Ms. Bulova moved, with a second by Mr. Kelly, to amend and approve the minutes with Mr. Zimmerman's suggested wording change. The vote in favor was cast by Board Members Bulova, Covington, Drake, Jenkins, Kelly, Milde, Skinner, Smedberg, Stimpson, Way and Zimmerman.

#### Consent Agenda – 8

Ms. Bulova moved, with a second by Mr. Smedberg, to approve the following Consent Agenda items:

Resolution #8A-02-2010: Authorization to Solicit Proposals for the Lease of Space at the Quantico VRE Station.

Resolution #8B-02-2010: Authorization to Issue an RFP for Preliminary Engineering and Environmental Work for Additional Parking at the Broad Run Station.

The Board voted on the motion and it unanimously passed. The vote in favor was cast by Board Members Bulova, Covington, Drake, Jenkins, Kelly, Milde, Skinner, Smedberg, Stimpson, Way and Zimmerman.

Authorization to Amend Parking Lease at the Rippon Station – 9A

Mr. Zehner stated that Resolution #9A-02-2010 would authorize him as CEO to extend the current lease agreement with Kettler for 320 parking spaces at the Rippon Station for an amount of \$152,320 for one year. Board Members had no questions.

Mr. Jenkins moved, with a second by Mr. Kelly, to approve Resolution #9A-02-2010. The vote in favor was cast by Board Members Bulova, Covington, Drake, Jenkins, Kelly, Milde, Skinner, Smedberg, Stimpson, Way and Zimmerman.

Authorization to Award a Contract for Environmental and Engineering Services for the VRE Gainesville-Haymarket Extension – 9B

Mr. Zehner stated that the VRE Operations Board is being asked to authorize him to award a contract to STV/RWA for environmental and engineering services for the Gainesville-Haymarket Extension project in the amount of \$2,499,160, plus a 10 percent contingency of \$249,916, for a total amount not to exceed \$2,749,076. He explained that the procurement is structured in two phases to allow staff to work with the Operations Board and granting agency, DRPT, in phasing the work. The first phase will complete a refinement of the alternatives and provide additional information needed to assess next steps, including an aerial study and environmental and natural resources survey. The second phase will complete the environmental assessment and preliminary engineering. A separate notice to proceed will be issued for each phase.

In response to a question by Mr. Smedberg, Ms. Hoeffner explained that four proposals were received by the December 1, 2009, deadline. STV/RWA was primarily chosen because of their qualifications that stood out above all the others, particularly with their experience in planning for similar types of projects and engineering qualifications. This firm ranked in the middle with regard to price. Ms. Mouchantaf also provided more details of the evaluation process, in which the qualifications are looked at first and then the price is negotiated. Price is not considered in architectural and engineering proposals.

Mr. Covington expressed his opinion that the Gainesville station will be one of the most significant stations in the VRE system in the future. The Gainesville station represents one of the smart growth proposals that all of Northern Virginia strives for.

Mr. Covington moved, with a second by Mr. Jenkins, to approve the resolution. The vote in favor was cast by Board Members Bulova, Covington, Drake, Jenkins, Kelly, Milde, Skinner, Smedberg, Stimpson, Way and Zimmerman.

Authorization to Award Contract Options for Purchase and Delivery of Locomotive Fuel to VRE Yards – 9C

Mr. Zehner reported that Resolution #9C-02-2010 would authorize him to exercise the first option years with Quarles Petroleum, Inc. of Fredericksburg, Virginia for fuel at the Crossroads Yard and Griffith Energy Services, Inc. of Manassas, Virginia for fuel at the Broad Run Yard. The contract option with Quarles Petroleum, Inc. is being recommended in an amount not to exceed \$2,460,952 for a period of one year. The contract option with Griffith Energy Services, Inc. is being recommended in an amount not to exceed \$2,013,506 for a period of one year.

Mr. Kelly moved, with a second by Ms. Bulova, to approve the resolution. The vote in favor was cast by Board Members Bulova, Covington, Drake, Jenkins, Kelly, Milde, Skinner, Smedberg, Stimpson, Way and Zimmerman.

Authorization to Conduct Public Hearings Related to a Proposed Service Amendment – 9D

Mr. Zehner reported that the VRE Operations Board is being asked to authorize him to solicit comments through public hearings related to a proposed change in service in which an express train would be added and two morning and two evening trains per day would terminate and originate at the L'Enfant VRE station. Resolution #9D-02-2010 would accomplish this.

Mr. Zehner reminded Board Members that during the FY 2011 budget presentation in December, VRE staff presented an option in which beginning in July, two morning trains (one on each line) and two evening trains (one on each line) would terminate and originate at the L'Enfant VRE station. Therefore, these trains would not serve Union Station. However, it would open up mid-day storage that would allow for an addition of a new express train on the Fredericksburg Line and additional cars on Manassas Line trains 326 and 320 and Fredericksburg Line trains 300, 307, 308 and 311.

Mr. Zehner explained that it is challenging to determine which trains should terminate at L'Enfant. VRE initiated a public outreach campaign February 1<sup>st</sup> to seek comment on the proposal. VRE staff initially suggested Manassas Line train 330 and Fredericksburg Line train 304 to terminate at L'Enfant in the morning and Manassas Line train 333 and Fredericksburg Line train 301 to originate at L'Enfant in the evening. VRE received numerous comments both supporting and opposing the proposals, as well as many questions. After a preliminary review of the comments, it became obvious that a full comment period would benefit both VRE and the riders. VRE staff feels that with the complexity of the proposed service changes as well as the types of questions being asked, an open dialogue would best suit the situation. Public hearings will be held in

Alexandria, Woodbridge, Fredericksburg, Manassas and the Union Station area. VRE staff will report back to the Operations Board with a summary of comments and recommendation for action in April.

Ms. Bulova moved, with a second by Mr. Smedberg, to approve the resolution.

Mr. Way stated that he does not oppose the resolution, but asked why this item requires a resolution. Mr. Zehner replied that generally when VRE conducts public hearings, the Board approves them. Mr. Zimmerman stated that it is good procedurally that the Board endorses public hearings. In response to a question from Mr. Zimmerman, Mr. Zehner explained that the new express train would be replacing a "dead head" train. It would be the first train out in Fredericksburg in the morning. Mr. Skinner asked about the time savings between a regular train and an express train. Mr. Zehner stated that it would save 20 minutes of commute time.

Ms. Bulova requested that Fairfax County be added to the public hearing locations. Mr. Zehner stated that this can be done and suggested that the hearing be held in the Burke Centre area.

Ms. Bulova amended her motion to add a public hearing in the Burke Centre area. There were no objections.

Mr. Jenkins stated that it is important to advertise the public hearings really well; that the hearings are scheduled at times that riders can participate; and that there is easy access to the hearing locations. Mr. Smedberg noted that some people will not be able to attend the hearings and he asked about an on-line survey as an alternative. Mr. Zehner stated staff can look at setting up some kind of on-line survey. However, a public hearing will allow staff to fully explain the complicated proposal and answer riders' questions. Mr. Smedberg suggested providing a one-page summary on-line. Mr. Page stated that DRPT just went through an alternative needs analysis for Hampton Roads and used "Survey Monkey" as an on-line survey, which was very effective. Ms. Stimpson agreed that an on-line survey would be beneficial. She stated that public hearings are important, but realistically it is hard for people to get to hearings. An on-line survey would help provide a fuller picture of what riders want.

Ms. Bulova provided a more detailed explanation of the staff proposal for the new members who were not at the last meeting. Mr. Page stated that it was a Homeland Security Grant that created the capacity for evacuation purposes. It also provides additional mid-day storage for VRE.

Mr. Cook asked if there is a reason why the trains cannot go to Union Station first and backtrack to L'Enfant for storage. Mr. Zehner stated that staff will look at it again but the railroads originally said no because of capacity on the rail lines. Mr. Skinner asked if dates have been set for the public hearings. Mr. Zehner stated that the dates have not been set. Mr. Skinner stated that as soon as he has the dates, he can share the information with his Board and they can start promoting it to their county residents.

In response to a question from Ms. Stimpson, Mr. Zehner explained that VRE has already been providing information to its riders about this proposal through seat notices, as well as on-line information and individual emails to riders who have signed up for email alerts. Mr. Zehner stated that he could provide a comprehensive package of riders' comments (from the hearings, on-line surveys and email comments) so Board Members can read them before the April meeting. Ms. Bulova asked what percentage of VRE riders are signed up for email alerts. Mr. Zehner estimated that VRE has approximately 75 percent of its riders receiving email alerts.

Mr. Harf clarified that the longest VRE trains would need to be stored at Union Station. The mid-day storage at L'Enfant gives VRE a way to reconfigure some trains with additional railcars and add the express train.

The Board then voted on the amended motion and it passed. The vote in favor was cast by Board Members Bulova, Covington, Drake, Jenkins, Kelly, Milde, Skinner, Smedberg, Stimpson, Way and Zimmerman.

Mr. Way suggested that staff provide a routine status report each month on the Keolis take over. He also asked if VRE is doing anything to cut the step-up fare. Mr. Zehner replied that he has sent a letter to Amtrak but has not received a reply. Mr. Page has also worked on this issue. It is important that VRE and DRPT work together on this issue. Chairman Milde suggested that a Board Member comment time also be added to the VRE agenda.

#### Update on Broad Run Parking – 10

Mr. Zehner reported that Broad Run is currently at 127 percent capacity. Originally, VRE started with 350 parking spaces and now the current number is 1,072 spaces. Three parking expansions have occurred since VRE's inception. The shoulders are now being paved on Piper Lane to improve safety. There is currently \$2.4 million in CMAQ for environmental and PE analysis. The study will consider a parking deck (\$20+ million) and surface expansion on adjacent property (\$5+ million). In response to a question from Mr. Smedberg, Mr. Zehner stated that the parking deck at Burke Centre cost \$28 million with 1,500 spaces. Mr. Jenkins suggested working with a congressional member to obtain some stimulus funds. Mr. Zehner stated that staff has talked with several congressional members.

#### Board Member Comments

Mr. Covington stated that the parking garages at Richmond Airport and BWI have a system with technology that lets drivers know where there are empty parking spaces. He would be interested to know the cost of this type of technology. Mr. Zimmerman explained that it is based on a motion detector system.

Adjournment

Without objection, Chairman Milde adjourned the meeting at 10:37 A.M. The vote in favor was cast by Board Members Bulova, Covington, Drake, Jenkins, Kelly, Milde, Skinner, Smedberg, Stimpson, Way and Zimmerman.

Approved this 19<sup>th</sup> day of March, 2010.

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Paul Milde  
Chairman

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Wally Covington  
Secretary

**CERTIFICATION**

This certification hereby acknowledges that the minutes for the February 19, 2010 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

*Rhonda Gilchrest*

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Rhonda Gilchrest



# MINUTES

## VRE OPERATIONS BOARD MEETING PRTC HEADQUARTERS – PRINCE WILLIAM COUNTY, VIRGINIA JANUARY 15, 2010

**VIRGINIA RAILWAY  
EXPRESS**

BOARD MEMBERS

**PAUL MILDE**  
CHAIRMAN

**SHARON BULOVA**  
VICE-CHAIRMAN

**PAUL SMEDBERG**  
TREASURER

**WALLY COVINGTON**  
SECRETARY

**MAUREEN CADDIGAN**  
**PATRICK HERRITY**  
**JOHN JENKINS**  
**MATTHEW KELLY**  
**SUHAS NADDONI**  
**KEVIN PAGE**  
**PAUL SMEDBERG**  
**JONATHAN WAY**  
**CHRIS ZIMMERMAN**

ALTERNATES

**MARC AVENI**  
**CHARLES BADGER**  
**HARRY CRISP**  
**MARK DUDENHEFER**  
**BRAD ELLIS**  
**JAY FISETTE**  
**FRANK JONES**  
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**JOHN STIRRUP**

**DALE ZEHNER**  
CHIEF EXECUTIVE  
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MEMBERS PRESENT	JURISDICTION
Sharon Bulova (NVTC)	Fairfax County
Wally Covington (PRTC)	Prince William County
John D. Jenkins (PRTC)	Prince William County
Matthew Kelly (PRTC)	City of Fredericksburg
Paul Milde (PRTC)	Stafford County
Suhas Naddoni (PRTC)*	City of Manassas Park
Kevin Page	DRPT
Paul Smedberg (NVTC)*	City of Alexandria
Jonathan Way (PRTC)	City of Manassas
Christopher Zimmerman (NVTC)	Arlington County

MEMBERS ABSENT	JURISDICTION
Maureen Caddigan (PRTC)	Prince William County
Patrick Herrity (NVTC)	Fairfax County

ALTERNATES ABSENT	JURISDICTION
Marc Aveni (PRTC)	City of Manassas
Charles Badger	DRPT
Brad Ellis	City of Fredericksburg
Harry Crisp (PRTC)	Stafford County
Mark Dudenhefer (PRTC)	Stafford County
Jay Fisette (NVTC)	Arlington County
Frank C. Jones (PRTC)	City of Manassas Park
Michael C. May (PRTC)	Prince William County
Jeff McKay (NVTC)	Fairfax County
Martin E. Nohe (PRTC)	Prince William County
John Stirrup (PRTC)	Prince William County

STAFF AND GENERAL PUBLIC	
Gregg Baxter – Keolis	Steve MacIsaac – VRE counsel
Jennifer Buske – Washington Post	April Maguigad – VRE
Anna Gotthardt – VRE	Jennifer Mouchantaf – VRE
Kelly Hannon – Free Lance-Star	Sirel Mouchantaf – VRE
Al Harf – PRTC staff	Dick Peacock – citizen
Christine Hoeffner – VRE	Lynn Rivers – Arlington County
Patrick Jeantet – Keolis	Michael Schaller – citizen
Ann King – VRE	David Sherfinski – Washington Examiner
Mike Lake – Fairfax DOT	Gary Skinner – Spotsylvania County
Trinh Lam – VRE	Steve Townsend – Keolis
Bob Leibbrandt – Prince William County	Dale Zehner – VRE

\*\* Delineates arrival following the commencement of the Board meeting. Notation of exact arrival time is included in the body of the minutes.

Chairman Zimmerman called the meeting to order at 9:30 A.M. Following the Pledge of Allegiance, roll call was taken.

[Mr. Naddoni entered the meeting just following roll call.]

### Approval of the Agenda – 3

Mr. Zehner stated that there are two changes to the agenda, including a new agenda item #11B "Authorization to Acquire Property for a Parking Expansion at the Brooke VRE Station" and an updated VRE CEO Report.

Mr. Kelly moved, with a second by Mr. Covington, to approve the amended agenda. The vote in favor was cast by Board Members Bulova, Covington, Jenkins, Kelly, Milde, Naddoni, Page, Way and Zimmerman.

### Minutes of the December 18, 2009, VRE Operations Board Meeting – 4

Ms. Bulova moved, with a second by Mr. Kelly, to approve the minutes as presented. The vote in favor was cast by Board Members Bulova, Covington, Jenkins, Kelly, Milde, Naddoni, Page, Way and Zimmerman.

[Mr. Smedberg arrived and joined the meeting.]

### Installation of New Officers – 5

Chairman Zimmerman introduced the new VRE officers for 2010:

Paul Milde, Chairman  
Sharon Bulova, Vice Chairman  
Wally Covington, Secretary  
Paul Smedberg, Treasurer

Chairman Zimmerman passed the gavel to Mr. Milde. Chairman Milde presented a gift of appreciation to Mr. Zimmerman for his outstanding service as Chairman in 2009.

### New Chairman's Comments – 5

Chairman Milde stated that he is proud and honored to be appointed VRE's Chairman. VRE has two new members who are not at this meeting. Susan Stimpson from the Falmouth District of the Stafford County Board of Supervisors and John Cook from the Braddock District of the Fairfax County Board of Supervisors. They both still need to be sworn in by their respective Commissions. They will be replacing Mr. Schwartz and Mr. Herrity respectively. Supervisor Skinner from Spotsylvania County will also become an official member of VRE at the February meeting.

Chairman Milde stated that VRE had a record year in 2009 with an annual ridership of 3,899,585 trips. VRE is one of the few transit operators that continues to see ridership growth. This last week, VRE broke all time high ridership numbers four days in a row. January 12<sup>th</sup> was VRE's highest ridership day ever with 18,915 trips. All week, daily ridership has been above 18,000 trips. Overall, on-time performance averaged over 90 percent systemwide, which is the best ever in the history of VRE. Chairman Milde stated that on-time performance on the Fredericksburg Line has been remarkable and customers are happy about it.

#### Introduction of the Keolis Management Team – 7

Mr. Zehner introduced three members of the Keolis team: Mr. Gregg Baxter, General Manager, who will be VRE's day-to-day point of contact and have an office in the Manassas area; Mr. Steve Townsend, President of Keolis Rail Services of America; and Mr. Patrick Jeantet, Executive Senior Vice President International, Keolis SA, who is based in Paris, France.

Mr. Jeantet thanked the VRE Operations Board for choosing Keolis to operate VRE service. This is an important opportunity for Keolis since it is their first contract in the United States. Keolis will work in partnership with VRE as it serves the passengers who will be transported every day. Mr. Jeantet stated that Keolis will do everything it can to improve the service for VRE's passengers. Chairman Milde stated that the VRE Operations Board is very excited about Keolis taking over service.

#### Chief Executive Officer's Report – 8

Mr. Zehner reported that VRE ridership continues to grow, especially in the past week, with standees on most of the trains. Feedback from some passengers is that they would still rather stand than drive on I-95. The proposed express trains should help with adding some capacity. Staff will begin to inform the passengers about these potential changes and return to the Board at the March meeting with passenger comments and concerns.

#### VRE Riders' and Public Comment – 9

Dick Peacock stated that ridership for the Amtrak Virginia train service to Lynchburg is doing extremely well with an average of 277 passengers per day, which is much higher than initially projected. VRE passengers can take this train from the Manassas Station at 10:21 A.M. He suggested that the step-up fare for VRE passengers to ride Amtrak trains be reduced from \$10 to \$5. Amtrak trains have excess capacity. Mr. Peacock stated that he is also excited about Keolis running VRE service.

Ms. Bulova asked staff to evaluate this suggestion regarding the step-up fare and its financial impact and report back to the Board at a future meeting.

Consent Agenda – 10

Mr. Kelly moved, with a second by Ms. Bulova, to approve the following Consent Agenda items:

Resolution #10A-01-2010: Authorization to Issue a Solicitation for Rehabilitation of Wheel Sets

Resolution #10B-01-2010: Authorization to Issue a Solicitation for Locomotive and Cab Car Radio Repair Services

Resolution #10C-01-2010: Authorization to Issue a Task Order for the Installation of Electric Hand Dryers

Resolution #10D-01-2010: Authorization to Issue a Task Order for the Installation of Electronic Bells

Resolution #10E-01-2010: Authorization to Award a Task Order for Engineering Services for the Broad Run Platform Extension Project

The Board voted on the motion and it unanimously passed. The vote in favor was cast by Board Members Bulova, Covington, Jenkins, Kelly, Milde, Naddoni, Page, Smedberg, Way and Zimmerman.

Mr. Jenkins asked if VRE's locomotive order has been placed. Mr. Zehner replied that there are 15 locomotives on order and the first is due to be delivered in the beginning of July 2010. VRE will then receive two locomotives a month starting in November 2010. VRE still has an option for five more locomotives. In response to a question from Ms. Bulova, Mr. Zehner explained that the new locomotives will allow VRE to add capacity to meet the growing ridership.

Mr. Way observed that in past Board discussions there were issues raised concerning longer trains because of mid-day storage and parking conflicts. Mr. Zehner reminded the Board that staff is looking at a plan to provide an express train as well as storage of two train sets at the L'Enfant station during the day. VRE may be able to do a 10-car set after the first locomotive arrives. Staff is looking at different scenarios and train set configurations to address capacity needs. Mr. Way asked if VRE is using seat notices to inform passengers about these issues so that riders can anticipate the new equipment. Ms. Maguigad stated that VRE has a monthly seat notice for passengers and the upcoming notice will include information about these preliminary plans. When details are finalized, VRE will update passengers on which trains will terminate at L'Enfant Plaza Station. Ms. Maguigad also reported that VRE has a weekly e-newsletter that provides valuable information to riders.

Authorization to Execute a Water and Sewer Service Agreement for the Broad Run Service and Inspection Building – 11A

Mr. Zehner stated that the Operations Board is being asked to authorize him as CEO to execute a Water and Sewer Service Agreement with the City of Manassas, which would establish water and sewer services to the new Broad Run service and inspection building. This authorization is being requested in an amount not to exceed \$115,403 and would be accomplished by Resolution #11A-01-2010.

Mr. Covington moved, with a second by Mr. Jenkins, to approve the resolution. The vote in favor was cast by Board Members Bulova, Covington, Jenkins, Kelly, Milde, Naddoni, Page, Smedberg, Way and Zimmerman.

Authorization to Acquire Property for a Parking Expansion at the Brooke VRE Station – 11B

Mr. Zehner stated that the VRE Operations Board is being asked to recommend that the Commissions authorize VRE's CEO to purchase two property parcels at 1717 Brooke Road in Stafford for the parking expansion at the Brooke VRE station. Resolution #11B-01-2010 would accomplish this.

Mr. Zehner explained that over the past year, VRE and Stafford County have been working to develop a parking expansion at the Brooke VRE Station. VRE hired a consultant to complete a draft Environmental Assessment (EA), which was submitted to FTA for review on October 27, 2009. The report identified a surface expansion lot to the south of the existing lot as the preferred alternative. The parcels proposed for purchase constitute the land required to complete the expansion. Over the last year, the property owner experienced financial hardship and the property was slated to be auctioned January 12, 2010. VRE worked with the FTA to receive an expedited Letter of No Prejudice for the advanced use of federal funding. The FTA also provided an Environmental Categorical Exclusion letter to allow for immediate property acquisition. On January 8, 2010, the FTA authorized VRE to acquire the property for the approved appraisal amount of \$500,000. VRE subsequently submitted an offer to the property owner with contingencies including Operations Board and Commission approval by February 11, 2010. Once the property is acquired, VRE will continue to work with the FTA to finalize environmental and property acquisition documents and begin final design.

Chairman Milde passed the gavel to Vice Chairman Bulova so he could make the motion.

Mr. Milde moved, with a second by Mr. Kelly, to approve Resolution #11B-01-2010.

In response to a question from Mr. Smedberg, Mr. Zehner explained that the FTA has indicated that they will approve the grant funding and that VRE will receive the funding sometime in March. VRE will use working capital in the interim and will replace that money when the grant is received.

The Board then voted on the motion and it passed. The vote in favor was cast by Board Members Bulova, Covington, Jenkins, Kelly, Milde, Naddoni, Page, Smedberg, Way and Zimmerman.

Vice Chairman Bulova returned the gavel to Chairman Milde.

Mr. Zimmerman stated that to the best of his knowledge there is no restriction on the ability of the Chairman to participate in discussion, make motions, and/or vote. Mr. MacIsaac stated that historically it has always been the practice of the Operations Board that the Chairman can do these things. Chairman Milde asked if VRE's By-Laws address this. Mr. MacIsaac stated that the By-Laws do not explicitly address this issue. Usually when an issue is not explicitly addressed in the By-Laws, it would technically default to Robert's Rules of Order, which would prohibit the Chairman from making a motion, but VRE has historically allowed it. Mr. Zimmerman observed that Robert's Rules of Order is an appeal for those issues that are disputed. Also, once an action is taken and accepted, it is not subject to subsequent challenge.

#### Other VRE Items

Mr. Zehner provided more details about the new electric hand dryers that will be installed in VRE trains within the next six months. Currently paper towels are available for use, but used paper towels are being found stuffed in the toilets causing damage to the toilet system. Not only will the new hand dryers be environmentally friendly, they will pay for themselves within 1½ years from the cost savings of not purchasing paper towels. Ms. Bulova observed that the machines are more sanitary too.

Ms. Bulova announced that the Amtrak Virginia train service to Lynchburg will now have a stop at the Burke Centre VRE Station. She thanked DRPT for working to make this a reality. Mr. Page stated that reservations for this station can be made now by telephone but after the weekend, people will be able to purchase tickets on-line. He thanked Ms. Bulova for her support.

Ms. Bulova also stated that it has been announced that Chip Badger is leaving DRPT after a 38 year career, including the last 18 months as DRPT's Director. Mr. Page stated that Mr. Badger did not seek reappointment and has opted to retire and step into the private sector. Ms. Bulova asked that VRE send a letter of appreciation to Mr. Badger congratulating him on his outstanding career at DRPT and wishing him future success. The Board unanimously agreed.

Mr. Jenkins asked staff to update the Board at the February meeting on the actions coming together for the construction of a parking structure at the Broad Run Station. He has had many complaints from riders concerning parking capacity issues at this station. Mr. Covington stated that the parking situation is getting so bad that they are beginning to hear about it during zoning cases. He would like to see how many Fauquier County residents are using this lot.

Adjournment

Mr. Smedberg moved, with a second by Ms Bulova, to adjourn. The vote in favor was cast by Board Members Bulova, Covington, Jenkins, Kelly, Milde, Naddoni, Page, Smedberg, Way and Zimmerman.

Chairman Milde adjourned the meeting at 10:47 A.M.

Approved this 19<sup>th</sup> day of February, 2010.

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Paul Milde  
Chairman

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Wally Covington  
Secretary

**CERTIFICATION**

This certification hereby acknowledges that the minutes for the January 15, 2010 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

*Rhonda Gilchrest*

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Rhonda Gilchrest