

The following items were handed out at the February 2, 2017 NVTC Meeting.

# HOUSE OF DELEGATES AMENDMENT FORM

**Number:** HB 2136 **Amendment Number:** 1 of 1

**Committee:** Transportation

or

**Floor Amendment Offered By:** Delegate J. Randall Minchew

**Title Amendment** no

**Page** 16 **substitute** **line** 422 **after** line 421

**Strike**

**Insert**

4. That the Secretary of Transportation, in coordination with the Northern Virginia Transportation Commission shall engage his counterparts in Maryland, Washington, D.C., and the appropriate officials in the federal government for the purpose of revising the Washington Metropolitan Area Transit Authority Compact of 1966 and implementing other reforms necessary to ensure the near term and long term viability of the Washington Area Metropolitan Transit Authority (WMATA). In doing so, the Secretary, shall develop, propose and seek agreement on reforms related to the following: (i) the legal and organizational structure of WMATA; (ii) the composition and qualifications of the WMATA Board of Directors and the length of terms of its members; (iii) labor costs and labor relations; (iv) measures necessary to resolve WMATA's unfunded pension liability and other post-employment benefits; (v) measures necessary to better ensure the safety of riders and employees, including safety in the event of a homeland security emergency in the national capital area; and (vi) financial and operational improvements necessary to ensure that WMATA's performance is at least as efficient as its closest comparable transit systems in the United States. The Secretary shall report to and consult quarterly beginning June 30, 2017 with the chairmen of the House and Senate Transportation Committees regarding activity taken in accordance with this enactment clause.

5. That an emergency exists and this act is in force from its passage.

**Date:** \_\_\_\_\_

**Agreed to:** \_\_\_\_\_  
Committee Clerk

**Date:** \_\_\_\_\_  
**Agreed to:** \_\_\_\_\_

Clerk  
**Rejected:** \_\_\_\_\_  
Clerk

**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice, Scott Kalkwarf and Dan Goldfarb

**DATE:** February 1, 2017

**SUBJECT:** State Transit Assistance Applications

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**ACTION: Resolution #2332: Approve the FY2018 State Transit Assistance Applications**

Resolution #2332 authorizes NVTC staff to submit the state assistance applications to the Virginia Department of Rail and Public Transportation (DRPT) for the following:

**1. State Operating and Capital Transit Assistance, Rail Enhancement Fund**

State operating and capital transit assistance on behalf of NVTC's five WMATA jurisdictions for their local bus systems, and the NVTC jurisdictions' share of WMATA subsidies. The applications total \$590.2 million in eligible operating costs and \$221.5M million in total capital expenses.

State assistance applications on behalf of VRE includes \$52.2 million in eligible operating costs, \$89.4 million in total capital costs, and a request for \$2.9 million from DRPT's Rail Enhancement Fund.

Detailed tables are attached showing the amounts of each form of assistance being requested, with comparisons to FY2017.

**2. State Technical Assistance**

State technical assistance in the amount of \$150,000 (costs of \$300,000 with state share at 50 percent) to conduct a conceptual engineering study for the Envision Route 7 project. NVTC recently completed Phase II of the Envision Route 7 Study, concluding that a Bus Rapid Transit (BRT) along Route 7 from Mark Center to Tysons, via the East Falls Church Metro Station is a viable transit solution for the corridor. The proposed BRT route will serve approximately 9,500 new daily transit riders with 70 percent lower capital and 40 percent lower operating costs than light rail (LRT). Further, the study found that BRT service along Route 7 would benefit not only commuters with key connections to Mark Center, Tysons, and Metro; but also serve other trip purposes (the travel demand forecast showed approximately two-thirds of the new riders traveling for non-work purposes). The Phase II Study focused on determining which mode best serves the corridor, where and if the BRT should deviate from Route 7, and development of an implementation and funding strategy.

In order to continue progress on the Envision Route 7 BRT project, it is necessary to conduct a conceptual engineering study to provide guidance on preserving the right-of-way for the jurisdictions, identify potential areas of concern, and further refine the project cost. This study is a logical next step for this type of project and will provide technical information that will allow the jurisdictions to plan more effectively, as well as provide input to a future jurisdictional project sponsor for the NEPA study, preliminary engineering, and construction.

The study will identify right-of-way options for this project that will be used to inform current subarea and sector land use plans. It will also yield greater refinement to the cost estimate. NVTC continues to be uniquely positioned to conduct this study as it is a direct follow-on to the Phase I and II studies and will provide information that will benefit all four of the NVTC jurisdictions located along the corridor. Following the completion of the conceptual engineering study, NVTC will work with the jurisdictions to identify a project sponsor and provide guidance for further project development and construction under that jurisdiction's sponsorship.

For this effort, NVTC is seeking State Technical Assistance funding from the Virginia Department of Rail and Public Transportation (DRPT) for FY2018 for \$150,000 (total project cost of \$300,000). NVTC will seek matching funds from jurisdictions along the corridor through a Memorandum of Agreement. The local match will be provided by the jurisdictions served by the Envision Route 7 alignment based on the forecasted number of ridership projected to be served in each jurisdiction. If the local funds fall short, then the study grant application will be suspended.

### **3. Intern Program**

State assistance from DRPT's Intern Program to support NVTC's Fellows Program for FY2018. Total cost as included in the FY2018 NVTC General and Administrative budget for this program equals \$50,000, with a \$40,000 state share provided at 80 percent.



## **RESOLUTION #2332**

**SUBJECT:** FY2018 State Transit Assistance Applications

**WHEREAS:** The Northern Virginia Transportation Commission (NVTC) wishes to obtain state and federal grants to help defray NVTC, WMATA, local bus systems and Virginia Railway Express (VRE) operating and capital costs.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission's Executive Director is authorized, for and on behalf of NVTC and as an agent for its members:

- 1) To execute and file applications to the Virginia Department of Rail and Public Transportation (DRPT) for grants of public transportation assistance for FY2018 commencing July 1, 2017 in the amount of \$590.2 million in eligible operating costs to defray a portion of the public transportation cost of NVTC and its members for operations;
- 2) To accept from DRPT and execute grants in such amounts as may be awarded; and
- 3) To furnish DRPT such documents and other information as may be required for processing the grant requests.

**BE IT FURTHER RESOLVED** that NVTC's Executive Director is authorized, for and on behalf of NVTC and its members:

- 1) To file applications to DRPT for grants of public transportation assistance for FY2018 for capital expenses totaling \$221.5 million in costs (\$137.0 million non-federal) to defray the costs borne by NVTC and its members for capital expenditures, with a minimum four percent local participation required;
- 2) To revise the capital portion of the application to reflect refined estimates by WMATA or local governments when they become available;
- 3) To accept from DRPT and execute grants in such amounts as may be awarded; and
- 4) To furnish to DRPT such documents and other information as may be required for processing the grant request.

**BE IT FURTHER RESOLVED** that NVTC's Executive Director is authorized, for and on behalf of NVTC and PRTC and their members:

- 1) To file FY2018 VRE applications to DRPT in the amount of \$52.2 million for operating costs, \$89.4 million in total costs for capital (\$36.5 million non-federal), and to request \$2.9 million from the Rail Enhancement Program;
- 2) To revise the application to reflect refined estimates by VRE;
- 3) To accept from DRPT and execute grants in such amounts as may be awarded; and
- 4) To furnish to DRPT such documents and other information as may be required for processing the grant request.

**BE IT FURTHER RESOLVED** that NVTC's Executive Director is authorized, for and on behalf of NVTC:

- 1) To file an application for Technical Assistance with DRPT for the Envision Route 7 project in the amount of \$300,000, with state funds anticipated at 50 percent;
- 2) To accept from DRPT and execute the grant in such amount as may be awarded;
- 3) To furnish to DRPT such documents and other information as may be required for processing the grant request; and
- 4) To secure the required local match from the participating NVTC jurisdictions.

**BE IT FURTHER RESOLVED** that NVTC's Executive Director is authorized, for and on behalf of NVTC:

- 1) To file an application with DRPT under the Intern Program in the amount of \$50,000, with state funds anticipated at 80 percent;
- 2) To accept from DRPT and execute the grant in such amount as may be awarded; and
- 3) To furnish to DRPT such documents and other information as may be required for processing the grant request.

**BE IT FURTHER RESOLVED** that NVTC certifies that the funds for all of the above grants will be used in accordance with the requirements of Section 58.1 638.A.4 of the Code of Virginia, that NVTC will provide matching funds in the ratio required by the Act, that the records of receipts of expenditures of funds granted to NVTC may be subject to audit by DRPT and by the State Auditor of Public Accounts, and that funds granted to NVTC for defraying the public transportation expenses of NVTC shall be used only for such purposes as authorized in the Code of Virginia.

**BE IT FURTHER RESOLVED** that NVTC's Executive Director is authorized, for and on behalf of NVTC and its members, to furnish to the Transportation Planning Board, the Commonwealth Transportation Board, and other state and federal funding agencies such documents, information, assurances and certifications as may be required for pursuing the above grant requests and continuing previously awarded grants.

**BE IT FURTHER RESOLVED** that NVTC's Executive Director is authorized to amend the above described applications at the request of NVTC's member jurisdictions to include the most recent information and project costs.

Approved this 2<sup>nd</sup> day of February, 2017.

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Jeffrey C. McKay  
Chairman

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Matthew F. Letourneau  
Secretary-Treasurer

**NVTC**  
**SUMMARY OF STATE CAPITAL AND OPERATING FORMULA GRANT ASSISTANCE APPLICATION:**  
**FOR FY 2018**

	<u>FY 2018</u>		<u>FY 2017</u>		<u>Increase (Decrease)</u>	
<u>NVTC</u>						
<u>CAPITAL ASSISTANCE APPLICATIONS</u>						
	<u>Total Cost</u>	<u>Non-Federal</u>	<u>Total Cost</u>	<u>Non-Federal</u>	<u>Total Cost</u>	<u>Non-Federal</u>
<b>Local Systems Capital (Schedule A)</b>						
Alexandria	7,050,000	5,210,000	12,400,000	12,400,000	(5,350,000)	(7,190,000)
City of Fairfax	23,000	23,000	-	-	23,000	23,000
Fairfax County	50,906,000	50,906,000	34,540,000	34,540,000	16,366,000	16,366,000
Arlington	15,095,271	15,095,271	13,760,000	13,760,000	1,335,271	1,335,271
Falls Church	-	-	-	-	-	-
Total	<u>73,074,271</u>	<u>71,234,271</u>	<u>60,700,000</u>	<u>60,700,000</u>	<u>12,374,271</u>	<u>10,534,271</u>
<b>WMATA Capital (Schedule B)</b>						
Capital Improvement Program	145,007,650	62,313,519	127,358,260	53,310,597	17,649,390	9,002,922
WMATA Debt Service	-	-	-	-	-	-
Metro Matters Program	52,943	52,943	52,943	52,943	-	-
Debt Service - MMs opt out	2,574,700	2,574,700	2,597,361	2,597,361	(22,661)	(22,661)
Project Development	825,000	825,000	1,800,000	1,800,000	(975,000)	(975,000)
Total	<u>148,460,293</u>	<u>65,766,162</u>	<u>131,808,564</u>	<u>57,760,901</u>	<u>16,651,729</u>	<u>8,005,261</u>
<b>Total Capital</b>	<u>221,534,564</u>	<u>137,000,433</u>	<u>192,508,564</u>	<u>118,460,901</u>	<u>29,026,000</u>	<u>18,539,532</u>

**OPERATING ASSISTANCE APPLICATIONS**

Prior Year Actual Expenses			
WMATA (Schedule C)	474,143,320	455,630,399	18,512,921
Local (Schedule D)	116,101,760	113,539,354	2,562,406
<b>Total</b>	<u>590,245,080</u>	<u>569,169,753</u>	<u>21,075,327</u>

**VRE**

**CAPITAL ASSISTANCE APPLICATION (see schedule E)**

	<u>Total Cost</u>	<u>Non-Federal</u>	<u>Total Cost</u>	<u>Non-Federal</u>	<u>Total Cost</u>	<u>Non-Federal</u>
Budgeted Costs	<u>89,435,918</u>	<u>36,488,610</u>	<u>79,105,526</u>	<u>30,910,575</u>	<u>10,330,392</u>	<u>5,578,035</u>

**OPERATING ASSISTANCE APPLICATION**

Prior Year Actual Expenses	<u>52,232,279</u>	<u>51,075,520</u>	<u>1,156,759</u>
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**NVTC**  
**STATE CAPITAL GRANT ASSISTANCE**  
**FY 2018**

**SCHEDULE A**

**LOCAL CAPITAL**

**CITY OF ALEXANDRIA**

	<b>As Applied</b>		
	<b>Total Costs</b>	<b>Federal</b>	<b>Non-Federal Costs</b>
Construction of rail related facility - Van Dorn Metrorail improvements	\$ 2,300,000	\$ 1,840,000	\$ 460,000
Purchase replacement 35-ft buses (6)	3,900,000	-	3,900,000
Purchase hybrid bus battery packs (25)	250,000	-	250,000
Route 1 Metroway bus shelter improvements (mid-cycle)	600,000	-	600,000
Total	7,050,000	1,840,000	5,210,000

**CITY OF FAIRFAX**

Rehabilitation of bus wash	23,000	-	23,000
Total	23,000	-	23,000

**FAIRFAX COUNTY**

3rd party maintenance inspections and audits	450,000	-	450,000
3rd party project management - Rt 1 BRT design	4,000,000	-	4,000,000
Construction of bus facility - Springfield CBC parking garage	895,000	-	895,000
Construction of Innovation Center Metrorail garage	25,000,000	-	25,000,000
Construction of Herndon Metrorail garage	14,000,000	-	14,000,000
Purchase ADP software - ITS implementation P2	300,000	-	300,000
Purchase fare collection equipment	1,100,000	-	1,100,000
Purchase passenger shelters	1,500,000	-	1,500,000
Purchase shop equipment	146,000	-	146,000
Purchase spare parts	450,000	-	450,000
Purchase support vehicles	125,000	-	125,000
Rebuild bus program	2,940,000	-	2,940,000
Total	50,906,000	-	50,906,000

**ARLINGTON**

Bus stops and shelter program	427,000	-	427,000
Bus bay expansion - East Falls Church Metro station	5,821,000	-	5,821,000
Bus stop ADA accessibility improvements	742,000	-	742,000
Purchase 40-ft expansion buses (5)	3,074,275	-	3,074,275
Bus rehabilitation (12)	2,148,996	-	2,148,996
Transitway extension to Pentagon City	2,882,000	-	2,882,000
Total	15,095,271	-	15,095,271

**CITY OF FALLS CHURCH**

	-	-	-
Total	-	-	-

**TOTAL LOCAL CAPITAL**

<b>\$ 73,074,271</b>	<b>\$ 1,840,000</b>	<b>\$ 71,234,271</b>
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**NVTC****APPLICATION FOR STATE CAPITAL GRANT ASSISTANCE****WMATA CAPITAL SUBSIDIES****FY 2018****SCHEDULE B**

	<u>Alexandria</u>	<u>Arlington</u>	<u>Fairfax City</u>	<u>Fairfax County</u>	<u>Falls Church</u>	<u>Total</u>
FY 18 CIP Program (a)						
Total Cost	\$ 22,760,101	\$ 43,173,799	\$ 1,407,840	\$ 76,023,429	\$ 1,642,481	\$ 145,007,650
Federal Share	12,979,500	24,620,906	802,855	43,354,205	936,665	82,694,131
Non-Federal Share	9,780,601	18,552,893	604,985	32,669,224	705,816	62,313,519
WMATA Debt Service (c)	-	-	-	-	-	-
Metro Matters Program (d)	-	-	-	-	52,943	52,943
Jurisdiction Debt Service - MM Opt Out (e)	970,472	1,604,228	-	-	-	2,574,700
Project Development (f)	133,000	261,000	6,000	417,000	8,000	825,000
Reimbursable Projects (g)	-	-	-	-	-	-
Total	<u>\$ 10,884,073</u>	<u>\$ 20,418,121</u>	<u>\$ 610,985</u>	<u>\$ 33,086,224</u>	<u>\$ 766,759</u>	<u>\$ 65,766,162</u>

(a) Virginia Compact members' share of FY18 Capital Improvement Program included in the Capital Funding Agreement eligible to be funded by DRPT, excluding PRIIA matching funds which are contracted directly with WMATA. Preventative maintenance has been excluded from the capital assistance request, but included in the operating assistance request according to DRPT requirements. The assistance request is based on the WMATA's proposed budget.

(c) Long Term debt is anticipated to be issued FY18, however no debt service is included in the FY18 proposed budget.

(d) Balance due under Metro Matters program for those members who did not opt out of the FY09 debt issue.

(e) Debt Service to be incurred directly by jurisdictions on their share of debt used to opt out of the Metro Matters FY09 debt issue.

(f) Project Development - a regional reimbursable capital program stated separately from the FY18 CIP

(g) Reimbursable projects - Non-regional projects that the individual jurisdictions include on their respective jurisdiction state capital grant requests based upon their understanding of the current year budgeted expenditures.

NVTC  
OPERATING FORMULA ASSISTANCE  
FY 2018

SCHEDULE C

	WMATA					
	<u>Alexandria</u>	<u>City of Fairfax</u>	<u>Fairfax County</u>	<u>Arlington County</u>	<u>City of Falls Church</u>	<u>Total</u>
<b>FY 2018 Application</b>						
FY 2016 Actual Operating Expenses	<u>74,032,635</u>	<u>4,473,365</u>	<u>253,664,631</u>	<u>137,117,632</u>	<u>4,855,057</u>	<u>474,143,320</u>
<b>FY 2017 Application</b>						
FY 2015 Actual Operating Expenses	<u>72,380,601</u>	<u>4,440,104</u>	<u>242,251,750</u>	<u>131,756,864</u>	<u>4,801,080</u>	<u>455,630,399</u>

NVTC

SCHEDULE D

APPLICATION FOR OPERATING FORMULA ASSISTANCE  
FY 2017

	LOCAL SYSTEMS				Total
	Alexandria	City of Fairfax	Fairfax County	Arlington County	
<b>FY 2018 Application</b>					
FY 2016 Actual Operating Expenses	17,117,042	4,037,333	80,874,793	14,072,592	<b>116,101,760</b>
<b>FY 2017 Application as Adjusted</b>					
FY 2015 Actual Operating Expenses	16,839,860	3,498,600	81,081,664	12,119,230	<b>113,539,354</b>

**NVTC  
VRE  
STATE CAPITAL ASSISTANCE  
FOR FY 2018**

**SCHEDULE E**

	<u>Total Cost</u>	<u>Federal</u>	<u>Non-Federal</u>
Construction of rail related facilities - equipment storage	\$ 17,591,257	\$10,906,579	\$ 6,684,678
Construction of rail related facilities - facilities asset management prog.	2,760,000	2,208,000	552,000
Debt service for rail project - 11 cab cars (FY06)	1,931,357	1,545,086	386,271
Debt service for rail projects - 60 railcars (FY06/FY08)	4,673,071	3,738,457	934,614
Positive train control	3,638,833	2,911,066	727,767
Security cameras	386,400	309,120	77,280
Security enhancements	105,000	84,000	21,000
Major lifecycle repair and overhaul costs of rolling stock	4,900,000	3,920,000	980,000
Washington Union station improvements	5,000,000	3,100,000	1,900,000
Track lease payments (FY18 through FY23)*	48,450,000	24,225,000	24,225,000
	<b><u>\$ 89,435,918</u></b>	<b><u>\$ 52,947,308</u></b>	<b><u>\$ 36,488,610</u></b>

\* Federal SSTP funding assumed to be provided at 50%

**Rail Enhancement Fund**

In addition to the transit capital assistance requests above, VRE has applied for the following under DRPT's Rail Enhancement Funds Program (REF).

	<u>Total Costs</u>	<u>Funding Requested</u>
Crystal City station platform	\$ 1,010,000	\$ 707,000
L'Enfant station platform improvements and fourth track	3,180,000	2,226,000
	<b><u>\$ 4,190,000</u></b>	<b><u>\$ 2,933,000</u></b>



**Virginia Railway  
Express**

Paul Smedberg  
Chairman

Maureen Caddigan  
Vice-Chairman

Katie Cristol  
Secretary

Paul Milde  
Treasurer

Sharon Bulova  
John C. Cook  
John D. Jenkins  
Matt Kelly  
Jennifer Mitchell  
Suhas Naddoni  
Martin Nohe  
Pamela Sebesky  
Gary Skinner  
Bob Thomas

#### Alternates

Ruth Anderson  
Pete Burrus  
Hector Cendejas  
Libby Garvey  
Jeanine Lawson  
Jeff McKay  
Wendy Maurer  
Paul Trampe  
Billy Withers  
Mark Wolfe

Doug Allen  
Chief Executive Officer

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

# MINUTES

## VRE Operations Board Meeting PRTC Headquarters – Prince William County, Virginia January 27, 2017

Members Present	Jurisdiction
Sharon Bulova (NVTC)	Fairfax County
Maureen Caddigan (PRTC)	Prince William County
John C. Cook (NVTC)	Fairfax County
Katie Cristol (NVTC)	Arlington County
John D. Jenkins (PRTC)	Prince William County
Paul Milde (PRTC)	Stafford County
Martin Nohe (PRTC)	Prince William County
Gary Skinner (PRTC)	Spotsylvania County
Paul Smedberg (NVTC)	City of Alexandria

Members Absent	Jurisdiction
Matt Kelly (PRTC)	City of Fredericksburg
Jennifer Mitchell	DRPT
Suhas Naddoni (PRTC)	City of Manassas Park
Pamela Sebesky (PRTC)	City of Manassas
Bob Thomas (PRTC)	Stafford County

Alternates Present	Jurisdiction
Ruth Anderson (PRTC)	Prince William County
Pete Burrus	DRPT
Billy Withers (PRTC)	City of Fredericksburg

Alternates Absent	Jurisdiction
Hector Cendejas (PRTC)	City of Manassas Park
Libby Garvey (NVTC)	Arlington County
Jeanine Lawson (PRTC)	Prince William County
Jeff McKay (NVTC)	Fairfax County
Wendy Maurer (PRTC)	Stafford County
Paul Trampe (PRTC)	Spotsylvania County
Mark Wolfe (PRTC)	City of Manassas

Staff and General Public	
Monica Backmon – NVTA	Pierre Holloman – City of Alexandria
Donna Boxer – VRE	Todd Horsley --- DRPT
Rich Dalton – VRE	Mike Lake – Fairfax County
James Davenport – Prince William DOT	Lezlie Lamb – VRE
Jennifer DeBruhl – DPRT	Bob Leibbrandt – Prince William County
John Duque – VRE	Steve MacIsaac – VRE legal counsel
Rhonda Gilchrest – NVTC	Eric Marx – PRTC
Charles Grymes – Prince William Conservation Alliance	Betsy Massie – PRTC
Laurel Hammig – NPS NCR	Kate Mattice – NVTC
Chris Henry – VRE	Lynn Rivers – Arlington County
Tom Hickey – VRE	Joe Swartz – VRE
Gerri Hill – VRE	Cambria Ungaro – VRE
Christine Hoeffner – VRE	Ciara Williams – DRPT
	Detrius Williams – VRE

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

Chairman Skinner called the meeting to order at 9:08 A.M. Following the Pledge of Allegiance, Roll Call was taken.

### Approval of the Agenda – 3

Ms. Caddigan moved, with a second by Ms. Bulova, to approve the Agenda. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner, Smedberg and Withers.

### Approval of the Minutes of the December 16, 2016 Operations Board Meeting – 4

Ms. Bulova moved, with a second by Ms. Caddigan, to approve the Minutes. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner and Smedberg. Mr. Withers abstained.

### Chairman's Comments

Chairman Skinner reviewed VRE highlights of 2016, including the completion of the Hamilton to Crossroads Third Transit Project; an overhaul of the CEO Evaluation Process with improved reporting to the Commissions; and substantial progress on Positive Train Control. He thanked the Operations Board and VRE staff for their contributions to making 2016 a successful year.

### Installation of New Officers – 5

The new officers for 2017 were elected at the December meeting:

Chairman:	Paul Smedberg
Vice-Chairman:	Maureen Caddigan
Secretary:	Katie Cristol
Treasurer:	Paul Milde

Chairman Skinner passed the gavel to Mr. Smedberg.

On behalf of the entire Board, Chairman Smedberg thanked Mr. Skinner for his dedication as Chairman during the last year. Chairman Smedberg presented a plaque and framed photograph to Mr. Skinner.

### Chief Executive Officer's Report –6

Chairman Smedberg announced Mr. Allen is out sick and Mr. Dalton will sit in on his behalf. On behalf of VRE staff, Mr. Dalton thanked Mr. Skinner for his leadership as Chairman in 2016. Mr. Dalton gave a recap of VRE's safety and security initiatives over the last year. He reported overall on-time performance (OTP) for the month of December was 85 percent (88 percent on the Manassas Line and 82 percent on the Fredericksburg Line).

Mr. Dalton stated VRE had a train on display at the Virginia Transit Association's legislative reception on January 23<sup>rd</sup> for General Assembly members at the Main Street Station in

Richmond. VRE also conducted a system tour for Commonwealth Transportation Board Member Mary Hynes and VRE Board Member Naddoni.

Mr. Dalton reviewed several recent VRE meetings. On January 11<sup>th</sup>, VRE staff met with Fredericksburg officials and staff, as well as CSXT representatives, to have a roundtable discussion on potential projects for the Fredericksburg Station. A small steering committee was formed to develop a plan to jointly work on station improvements. On January 17-18<sup>th</sup>, Mr. Dalton, Mr. Allen and Mr. Dean attended an APTA Commuter Rail CEO Seminar in Philadelphia. They toured the SEPTA commuter rail system, which is running Positive Train Control under full enforcement.

Mr. Dalton also announced VRE is submitting several state grant applications for Rail Enhancement Funds for the L'Enfant and Crystal City Station Project Development. VRE is working on a RFP for vision care insurance for VRE and PRTC employees. VRE will also work with PRTC to develop a RFP for financial advisory services.

Mr. Dalton stated Donna Boxer, VRE's Chief Financial Officer, has announced her retirement effective at the end of the fiscal year (June 30, 2017).

Mr. Milde asked for more information of why on-time performance (OTP) is below 85 percent on the Fredericksburg Line. Mr. Dalton gave an overview of some of the reasons for delays, including an Amtrak train delay which impacted all VRE trains and switch issues. Mr. Milde stated he is hearing complaints from riders about OTP. He asked staff to provide more details about OTP when it drops below 90 percent, especially on the Fredericksburg Line.

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

Charles Grymes, Chair of the Prince William Conservation Alliance, stated the Alliance supports the Broad Run Terminus preferred alternative. He encouraged VRE to move forward with the Broad Run Terminus option and scope Phase II of the study with the Broad Run Terminus as the preferred alternative as well as include a no action option. VRE should also update its planning documents, especially its capital planning and budget documents. VRE should work with the local jurisdictions to update their land use plans and the transportation component of their comprehensive plans. He encouraged VRE to look at bike and pedestrian components and feeder bus service to get people to VRE without clogging the roads. He concluded the Broad Run Terminus is a key component of the next 40 years of transportation in Northern Virginia.

#### Consent Agenda – 9

On a motion by Ms. Bulova and a second by Mr. Jenkins, the Board unanimously approved the following Consent Agenda Item:

- Resolution #9A-01-2017: Authorization to Issue an Invitation for Bids for the Purchase and Delivery of Replacement Locomotive Shock Absorbers
- Resolution #9B-01-2017: Authorization to Issue a Request for Proposals for Passenger Car Truck Overhaul Services

- Resolution #8C-01-2017: Authorization to Issue an Invitation for Bids for the Purchase and Delivery of MP36 Locomotive Diesel Oxidation Catalyst Elements

The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner, Smedberg and Withers.

Authorization to Issue a GEC VII Task Order for Final Design Services Related to the Quantico Station and Third Track Project – 10A

Mr. Dalton asked the Operations Board to authorize the Chief Executive Officer to issue a GEC VII Task Force Order to STV Incorporated for Final Design Services for the Quantico Station and Third Track project in the amount of \$755,348, plus a 10 percent contingency of \$75,535, for a total amount not to exceed \$830,833. Resolution #10A-01-2017 would accomplish this.

Ms. Caddigan moved, with a second by Ms. Bulova, to approve Resolution #10A-01-2017. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner, Smedberg and Withers. Mr. Burrus abstained.

Authorization to Execute a Contract Amendment for Design Services for the Manassas Park Parking Expansion – 10B

Mr. Dalton asked the Operations Board to authorize the Chief Executive Officer to execute a contract amendment with Vanasse Hangen Brustlin, Inc. (VHB), of Vienna, Virginia to exercise Optional Task A for environmental documentation and preliminary engineering services in the amount not to exceed \$439,675, plus a 10 percent contingency of \$43,968, for a total amount not to exceed \$483,643. Resolution #10B-01-2017 would accomplish this.

Mr. Withers moved, with a second by Ms. Bulova, to approve Resolution #10B-01-2017.

Mr. Nohe stated there are congestion relief transportation impacts associated with having the ability to move more people, which would help it score well for NVTA funding. There are additional aspects of the parking garage project in of providing potential development benefits. To the extent the project expands options that maximize economic development, but increase the cost, that can lower NVTA scoring. Under law, NVTA is required to focus on congestion relief. He cautioned as discussions and decisions are made, not to close off funding streams as a result of how the project is described.

The Board then voted on the motion and it passed. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner, Smedberg and Withers.

Recommend Authorization to Execute an Agreement for the Sale of Seven Legacy Passenger Railcars –10C

Mr. Dalton asked the Operations Board to recommend the Commissions authorize the VRE Chief Executive Officer to execute an agreement for the sale of remaining seven Legacy

passenger railcars to The Foxville & Northern Railroad Company, LLC of Pelion, South Carolina for the sum of \$3,500. Resolution #10C-01-2017 would authorize this.

In response to a question from Mr. Skinner, Mr. Dalton explained this sales agreement has the same price and terms as the previous sale of Legacy cars to Chicago Metra and has no warranties, implied or expressed, and the sale will be considered “as is, where is.” In response to a question from Ms. Cristol, Mr. Dalton stated transportation costs are borne by the buyer.

Ms. Bulova moved, with a second by Mr. Skinner, to approve Resolution #10C-01-2017. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Milde, Nohe, Skinner, Smedberg and Withers.

#### Gainesville-Haymarket Extension Study Update –11A

Mr. Dalton deferred to Mr. Nohe to give an update on the Gainesville-Haymarket Extension. Mr. Nohe stated it is clear there are two options for GHX including the Broad Run Terminus and to extend the line to Gainesville. Extending the line to Haymarket is not cost effective and is not a viable option. However, there are still challenges with the other two options.

Mr. Nohe explained three days after the last Operations Board meeting on December 16<sup>th</sup> Site Option B1 for the Broad Run Terminus location was sold. There is no reason to believe the new owner will sell the land to VRE and condemnation of the property is probably not an option. The dynamics have changed and it will take some time to identify another potential site.

Mr. Cook expressed his frustration of how this happened without our knowledge with a study that has been going on for a year and a half. He stated it is important for the Prince William County Board of Supervisors to understand the rest of the region cannot wait a long time for the county to make a decision. There is an impact on the other jurisdictions.

Ms. Caddigan observed Mr. Nohe has put in a lot of hours on this issue. The entire County Board has not met since this all happened. She agreed the County needs to come to a conclusion. Hopefully the Board can meet soon to discuss the issue as an entire Board.

Mr. Milde stated he has always liked the idea of continuing VRE service along the I-66 Corridor and he is glad to see the County is revisiting the Gainesville alternative. Mr. Cook stated he does not disagree. From a macro viewpoint, there are advantages to a Gainesville extension, but there are still funding issues with expanding VRE service. Because of land use issues, it will be a major decision for Prince William County. Ms. Bulova observed the longer it takes to make a decision, the fewer options will be available.

#### Update of Transit Capital Project Revenue Advisory Board and the Transit Service Delivery Advisory Committee – 11B

NVTC's Executive Director, Kate Mattice, gave an update on the Transit Capital Project Revenue Advisory Board (RAB) and the Transit Service Delivery Advisory Committee (TSDAC). She serves on TSDAC, which is providing technical support to the Revenue Advisory Board. The General Assembly established the RAB through HB1359 to examine

the reduction in state transit capital funding, identify possible sources of additional funding, and develop a methodology for prioritization for allocating transit capital funding.

Ms. Mattice stated 27 percent of VRE's capital revenues for FY 2017 come from the state and are used to meet local match for federal funds, cover rail access fees, and fund other capital projects. In FY 2008, the Commonwealth Transportation Board first allocated \$60 million annually of Transportation Capital Project Revenue (CPR) bonds for transit projects. An additional \$50 million was allocated annually to provide Virginia's match to the federal PRIIA funds for WMATA. In FY 2018, the CPR bonds will expire, with final funding available to FY 2019. This will impact all transit systems throughout the Commonwealth.

Ms. Mattice reviewed the HB1359 prioritization process. Mr. Skinner expressed his concern that the problem with a "biggest bang for the buck" mentality does not always solve the problem. He urged caution when looking at needs and what you get for what you pay. Ms. Mattice agreed it is a difficult challenge. The General Assembly charged the RAB to identify how to evaluate and score projects.

In response to a question from Ms. Cristol, Ms. Jennifer Debruhl, DRPT's Chief of Public Transportation, provided some historical context. She explained the RAB needs to come back to the General Assembly with a recommendation on revenue as well as a way to prioritize projects. Mr. Cook stated it is important to keep State of Good Repair (SOGR) funding for existing systems. Mr. Debruhl stated currently DRPT funds 75-80 percent of State of Good Repair needs. The Commonwealth will not be able to even support all of the SOGR needs throughout the Commonwealth unless funding is addressed. Mr. Nohe observed it is a challenge to try to develop a Smart Scale-like prioritization process without a source of funding.

#### Spending Authority Report – 11C

Chairman Smedberg stated there were no reportable expenditures.

#### Operations Board Members Time – 12

Chairman Smedberg encouraged Board Members to save the 2017 meeting schedule provided in the Board materials.

#### Adjournment

On a motion by Ms. Cristol and a second by Ms. Bulova, Chairman Smedberg adjourned the meeting at 10:40 A.M.

Approved this 17<sup>th</sup> day of February 2017.

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Paul C. Smedberg  
Chairman

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Katie Cristol  
Secretary

#### CERTIFICATION

This certification hereby acknowledges that the minutes for the January 27, 2017 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

*Rhonda Gilchrest*

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Rhonda Gilchrest

DRAFT

**Virginia Railway Express  
Operations Board**

**Resolution  
9A-01-2017**

**Authorization to Issue an Invitation for Bids for the Purchase and  
Delivery of Replacement Locomotive Shock Absorbers**

**WHEREAS**, Locomotives are equipped with shock absorbers to dampen and control lateral, vertical and longitudinal movements of the locomotive; and,

**WHEREAS**, the shock absorbers applied to the 20 locomotives are nearing the end of their useful life; and,

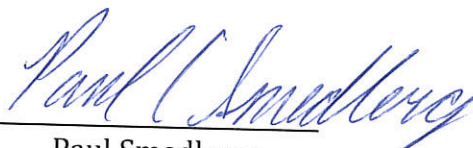
**WHEREAS**, this request to purchase and replace shock absorbers in FY 2017 aligns with the lifecycle maintenance plan established for locomotives; and,

**WHEREAS**, once the shock absorbers are received, the mechanical contractor will replace the shock absorbers on the locomotives;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for the purchase and delivery of replacement locomotive shock absorbers for 20 locomotives.

Approved this 27<sup>th</sup> day of January 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9B-01-2017**

**Authorization to Issue a Requests for Proposals for  
Passenger Car Truck Overhaul Services**

**WHEREAS**, VRE's passenger cars are equipped with two truck assemblies; and,

**WHEREAS**, VRE's rolling stock maintenance management plan requires replacement of specific components and systems at various intervals based on factors such as fuel consumption, operating hours or mileage; and,

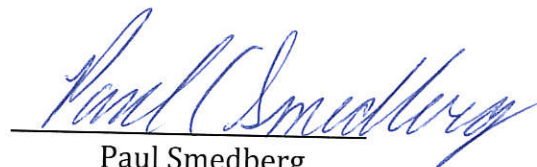
**WHEREAS**, the truck assemblies of the oldest Gallery IV passenger cars are reaching their specified intervals to be inspected and overhauled;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby acknowledge the determination made by the VRE Contract Administrator in accordance with the VRE Public Procurement Policies and Procedures that competitive bidding is not practicable, nor fiscally advantageous to VRE, and that competitive negotiation is the appropriate method to procure these services; and,

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Passenger Car Truck Overhaul Services.

Approved this 27<sup>th</sup> day of January 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9C-01-2017**

**Authorization to Issue an Invitation for Bids for the Purchase and  
Delivery of MP36 Locomotive Diesel Oxidation Catalyst Elements**

**WHEREAS**, each of VRE's MP36 locomotives are equipped with Diesel Oxidation Catalyst (DOC) elements which control emissions; and,

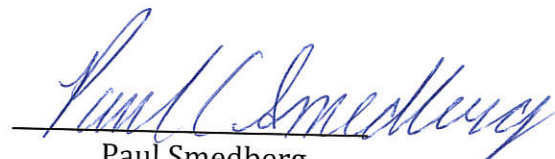
**WHEREAS**, OSHA and EPA regulations prohibit locomotives from operating with damaged or improper functioning DOC units; and,

**WHEREAS**, the purchase of 40 DOC elements will be substantial enough to replace all of the DOCs in the fleet within VRE's lifecycle maintenance program;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for the purchase and delivery of 40 Diesel Oxidation Catalyst elements.

Approved this 27<sup>th</sup> day of January 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
10A-01-2017**

**Authorization to Issue a GEC VII Task Order for Final Design  
Services Related to the Quantico Station and Third Track Project**

**WHEREAS**, CSX Transportation (CSXT), Virginia Department of Rail and Public Transportation (DRPT), and Virginia Railway Express (VRE) are collaborating to construct 11 miles of third track between Arkendale and Powell's Creek in Prince William County; and,

**WHEREAS**, DRPT has requested VRE manage the Quantico Station improvements with funding provided through their Intercity Passenger Rail Operating and Capital program; and,

**WHEREAS**, additional scope elements were subsequently added to station elements of the project in the vicinity of Quantico Station in order to reduce scope of the overall third track project and expedite its completion; and,

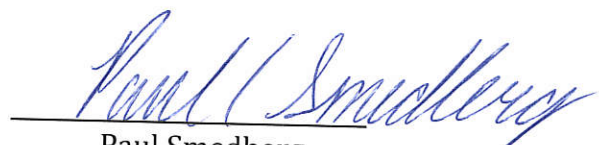
**WHEREAS**, additional design services are necessary to complete the design and prepare the construction procurement documents for the added scope, along with the original station improvement elements; and,

**WHEREAS**, STV Incorporated presented an acceptable proposal to perform said services;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a GEC VII Task Order to STV Incorporated for Final Design Services for the Quantico Station and Third Track project in the amount of 755,348, plus a 10% contingency of \$75,535, for a total amount not to exceed \$830,833.

Approved this 27<sup>th</sup> day of January 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
10B-01-2016**

**Authorization to Execute a Contract Amendment for  
Design Services for the Manassas Park Parking Expansion**

**WHEREAS**, environmental and engineering studies are needed to refine the future parking demand estimates for the station, conduct an alternatives analysis, complete required NEPA analyses, and prepare engineering design documents for a parking expansion at the VRE Manassas Park station; and,

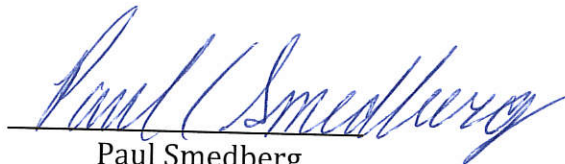
**WHEREAS**, NVTa has provided funding through their FY2015-2016 and FY 2017 programs to complete an alternatives analysis, preliminary engineering, and NEPA documentation; and,

**WHEREAS**, VRE has executed a contract with Vanasse Hangen Brustlin, Inc. (VHB), of Vienna, Virginia, to provide Engineering and Environmental Services for the VRE Manassas Park Station Parking Expansion;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract amendment with VHB, of Vienna, VA to exercise Optional Task A for environmental documentation and preliminary engineering services in the amount not to exceed \$439,675, plus a 10% contingency of \$43,968, for a total amount not to exceed \$483,643.

Approved this 27<sup>th</sup> day of January 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
10C-01-2017**

**Recommend Authorization to Execute an Agreement for the  
Sale of Seven Legacy Passenger Railcars**

**WHEREAS**, in February of 2013, the VRE Operations Board authorized the CEO to sell the remaining legacy Gallery railcars in anticipation of the delivery of new railcars; and,

**WHEREAS**, VRE posted a Request for Interest (RFI) on the VRE website for public sale; and,

**WHEREAS**, a proposal was received from The Foxville & Northern Railroad Company, LLC for the purchase of the V413, V415, V421, V424, V426, V427 and V428; and,

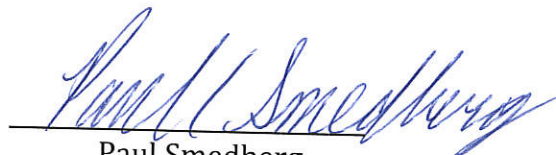
**WHEREAS**, VRE anticipates receiving new railcars that will be put into service in the Spring to replace these legacy railcars; and,

**WHEREAS**, upon execution of this sales agreement, no legacy Gallery railcars will remain in inventory and the Request for Interest (RFI) will be closed;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to execute an agreement for the sale of seven legacy passenger railcars to The Foxville & Northern Railroad Company, LLC of Pelion, SC for the sum of \$3,500.

Approved this 27<sup>th</sup> day of January 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman