

# **BOARD MEETING MATERIALS**

December 14, 2020 – Electronic Meeting



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## 2021 Board Meeting Schedule

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Date	Time	Location
Monday, January 25, 2021	10:00 a.m. to 3:00 p.m.	To be determined
Monday, February 22, 2021	10:00 a.m. to 3:00 p.m.	To be determined
Monday, March 22, 2021	10:00 a.m. to 3:00 p.m.	To be determined
Monday, April 26, 2021	10:00 a.m. to 3:00 p.m.	To be determined
Monday, May 24, 2021	10:00 a.m. to 3:00 p.m.	To be determined
Monday, June 28, 2021	10:00 a.m. to 3:00 p.m.	To be determined
Monday, July 26, 2021	10:00 a.m. to 3:00 p.m.	To be determined
Monday, August 23, 2021	10:00 a.m. to 3:00 p.m.	To be determined
Monday, September 27, 2021	10:00 a.m. to 3:00 p.m.	To be determined
Monday, October 25, 2021	10:00 a.m. to 3:00 p.m.	To be determined
Monday, December 13, 2021	10:00 a.m. to 3:00 p.m.	To be determined

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## Virginia Passenger Rail Authority Board Meeting

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December 14, 2020

10am – 3pm

### Workshop Agenda

Agenda Item	Presenter	Time Allotment
1. Board Chair Update	Jennifer Mitchell, Chairperson	10 mins
2. Transforming Rail in Virginia Initiative – Major Capital Projects	Michael McLaughlin, Chief of Rail – DRPT	20 mins
3. VPRA Organizational Structure	Jennifer Mitchell, Chairperson	20 mins
4. Draft Budget Presentation – Operating and Capital	Steve Pittard, Chief Financial Officer – DRPT	30 mins
5. VRE Presentation	Rich Dalton, Chief Executive Officer – Virginia Railway Express	15 mins
Break for Lunch and Closed Session at 12pm Workshop will resume at 1:30pm		
6. Presentation of Draft Personnel Policy	Jeremy Latimer, Director of Rail Programs – DRPT	15 mins
7. VPRA Administrative Items	Steve Pittard, Chief Financial Officer – DRPT	10 mins
8. Public Comment		

## Action Agenda

Agenda Item	Presenter
<ol style="list-style-type: none"><li>1. Appoint Committee Chairs &amp; Members<ul style="list-style-type: none"><li>• Exec Director Search Committee</li><li>• Finance &amp; Audit Committee</li><li>• Governance Committee</li></ul></li></ol>	Presenter: Jeremy Latimer



## COMMONWEALTH of VIRGINIA

### *Virginia Passenger Rail Authority Board*

Jennifer L. Mitchell  
Chairperson

600 East Main Street  
Richmond, Virginia 23219

(804) 786-6440 (DRPT)  
Fax: (804) 786-3725 (DRPT)

#### **DRAFT MINUTES**

#### **Meeting of the Virginia Passenger Rail Authority Monday, October 26, 2020 - 10:00 am Electronic Board Meeting**

The Virginia Passenger Rail Authority held a meeting on October 26, 2020 via electronic media. The meeting was audio recorded. The audio and meeting documents and presentation materials are on the Virginia Department of Rail and Public Transportation's website, [www.dprt.virginia.gov](http://www.dprt.virginia.gov).

#### **MEMBERS PRESENT**

Sharon Bulova, Deborah Bulter Painter, Victor Cardwell, Patricia Doersch, Jay Fisette, Roderick Hall, Wick Moorman, Cynthia Moses-Nedd, Paul Nichols, Hossein Sadid, James Spore, Mariia Zimmerman, Rich Dalton (Ex-Officio), Bruno Maestri (Ex-Officio) and Jennifer Mitchell (Chair).

#### **VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION STAFF PRESENT**

Bridget Davis, Suzanne Ellison, Jeremy Latimer, Michael McLaughlin and Steve Pittard.

#### **GUESTS/OTHERS PRESENT**

Honorable Shannon Valentine, Secretary of Transportation  
Julie Whitlock, Office of the Attorney General  
Lisa Wright, Office of the Attorney General.

#### **CALL TO ORDER**

The Chair, Jennifer Mitchell called the meeting to order at 10:00 a.m. and welcomed everyone for attending the inaugural Virginia Passenger Rail Authority board meeting. She expressed her eagerness to work with the new board. Prior to taking up any agenda items Ms. Bulova made the following motion:

*In light of the continuing state of emergency declared by Governor Northam, where it is impracticable or unsafe to assemble a quorum in a single location, I move that we adopt this agenda to take action to discuss or transact the business statutorily required or necessary to continue operation of the Virginia Passenger Rail Authority.*



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The motion was seconded by Mr. Spore and carried unanimously by Board roll call vote.

Chair Mitchell welcomed the guest speaker, Honorable Secretary Valentine and asked her to provide remarks to the board.

### **SECRETARY'S WELCOME**

Honorable Secretary Valentine welcomed the new members and thanked them for their willingness and commitment to serve on the board. She continued by introducing herself and expressing her passion for rail. She highlighted the importance of maintaining rail initiatives and priorities to enhance transportation throughout the Commonwealth of Virginia.

### **INTRODUCTION OF THE BOARD**

Each board member introduced themselves and provided a brief bio and statement.

### **WORKSHOP PRESENTATIONS**

The following items were presented for information:

**1. Virginia Passenger Rail Authority Overview & Early Operations Plan**

*Presented by: Michael McLaughlin, Virginia Department of Rail and Public Transportation*  
Referenced by attachment of presentation.

**2. Overview of Rail in Virginia**

*Presented by: Jeremy Latimer, Virginia Department of Rail and Public Transportation*  
Referenced by attachment of presentation.

**3. Review Board Member Role(s)**

*Presented by: Lisa Wright, Office of the Attorney General*  
Referenced by attachment of presentation.



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### **MOTION FOR CLOSED SESSION**

Following the presentations, Ms. Bulova made the following motion:

*"I move that the Board convene in a Closed Session pursuant to Section 2.2-3711 (A)(1) and (6) of the Code of Virginia, for the purpose of discussing a personnel issue of the Virginia Passenger Rail Authority which will result the expenditure of public funds where bargaining is involved and where the financial interest of the Commonwealth would be adversely affected if the discussion were made public at this time,*

*And,*

*pursuant to Va. Code Sec. 2.2-3711(A)(8), for the purpose of consulting with legal counsel regarding provisions in the agreement requiring legal advice.*

*"Additionally, I move that staff and attorneys attend the Closed Session because their presence is deemed necessary, and will aid the Board in its consideration of this matter."*

The motion was seconded by Mr. Hall and carried unanimously by Board roll call vote.

The Board suspended the open session at 11:50 a.m. on October 26, 2020 to move into closed session with instructions that the open session would reconvene at 1:30 p.m. on October 26, 2020.

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### **RECONVENE IN OPEN SESSION**

The Chair reconvened the open session meeting at 1:31 p.m. on October 26, 2020. Upon reconvening the meeting, Ms. Bulova made the following statement:

*"I move that to the best of my knowledge, during the Closed Meeting, the only matters heard, discussed or considered were those matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, and only those public business matters as were identified in the motion by which the Closed Meeting was convened."*

The motion was seconded by Mr. Nichols and carried unanimously by Board roll call vote.





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### WORKSHOP PRESENTATIONS

The following item was presented for information:

#### **4. VPRA Funding Overview**

*Presented by: Steve Pittard, Virginia Department of Rail and Public Transportation*  
Referenced by attachment of presentation.

### PUBLIC COMMENT

Chair Mitchell opened the meeting to the public for comment. No public comments were offered.

### ACTION ITEMS

The following items were presented for action in the meeting:

#### **1. Action: Adopting VPRA Bylaws**

*Presented by: Lisa Wright*

Mr. Moorman made the motion to adopt the VPRA Bylaws. Ms. Bulova seconded the motion. Motion carried, resolution approved, unanimously.

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#### **2. Action: Election of VPRA Board Officers**

*Presented by: Jennifer Mitchell, Chair*

Chair Mitchell asked for a nomination for slate of officers. Mr. Fisette nominated Ms. Bulova for Vice Chair, Mr. Sadid for Treasurer and Mr. Spore for Secretary. There were no other nominations.

Ms. Butler Painter made the motion to approve the VPRA Board Officer nominations. Mr. Hall seconded the motion. Motion carried, resolution approved, unanimously.

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#### **3. Action: Authorize DRPT/VPRA MOA**

*Presented by: Steve Pittard*

Mr. Sadid made the motion to authorize the DRPT/VPRA MOA. Ms. Bulova seconded the motion. Motion carried, resolution approved, unanimously.

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#### **4. Action: Authorize Executive Director Search**

*Presented by: Jennifer Mitchell, Chair*

Ms. Moses-Nedd made the motion to authorize the Executive Director search. Ms. Bulova seconded the motion. Motion carried, resolution approved, unanimously.

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#### **NEW BUSINESS**

None.

#### **ADJOURNMENT**

Chair Mitchell stated that the next board meeting will be held in early December. The expectation would be to discuss the draft budget, draft personnel policy, committee assignments and a briefing on the financial plan. The meeting was adjourned at 2:00 p.m.

Respectfully Submitted:

Bridget Davis, Executive Assistant

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VIRGINIA PASSENGER RAIL AUTHORITY

# VIRGINIA PASSENGER RAIL AUTHORITY OPERATING BUDGET

# VIRGINIA PASSENGER RAIL AUTHORITY OPERATING BUDGET

## (IN MILLIONS)

Project Description	FY21	FY22
<b>Administrative Budget</b>	<b>\$ 2.3</b>	<b>\$ 5.2</b>
<b>Roanoke Service - Amtrak Route 46 (1 daily roundtrip)</b>		
Operating Support	3.5	6.0
Capital Equipment Charge	-	-
<b>Subtotal</b>	<b>3.5</b>	<b>6.0</b>
<b>Newport News Service - Amtrak Route 47 (2 daily round trips)</b>		
Operating Support	6.5	12.0
Capital Equipment Charge	1.2	1.2
<b>Subtotal</b>	<b>7.7</b>	<b>13.2</b>
<b>Norfolk Service - Amtrak Route 50 (2 daily roundtrips)</b>		
Operating Support	2.9	7.5
Capital Equipment Charge	2.4	2.4
<b>Subtotal</b>	<b>5.3</b>	<b>9.9</b>
<b>Richmond Service - Amtrak Route 51 (1 daily roundtrip)</b>		
Operating Support	0.8	6.0
Capital Equipment Charge	0.9	1.0
<b>Subtotal</b>	<b>1.7</b>	<b>7.0</b>
<b>Future Roanoke/NRV Operations</b>		
Operating Support	-	6.0
Capital Equipment Charge	-	-
<b>Subtotal</b>	<b>-</b>	<b>6.0</b>
<b>Future Norfolk Train 3 Operations</b>		
Operating Support	-	2.2
Capital Equipment Charge	-	0.5
<b>Subtotal</b>	<b>-</b>	<b>2.7</b>
<b>Bedford Amtrak Thruway Intercity Bus Connector</b>	<b>0.3</b>	<b>0.3</b>
<b>Amtrak Marketing Costs</b>	<b>0.9</b>	<b>0.9</b>
<b>Total Operating Budget</b>	<b>\$ 21.7</b>	<b>\$ 51.2</b>

# VIRGINIA PASSENGER RAIL AUTHORITY CAPITAL BUDGET

(Capital Projects & Capital Grants)

**VIRGINIA PASSENGER RAIL AUTHORITY CAPITAL PROJECTS**  
**(IN MILLIONS)**

	Total Budget	Expenses June 30, 2020	FY21	FY22	FY23	FY24	FY25	FY26	FY27	Total FY21 - FY27
New Long Bridge for Passenger Rail	\$1,979.3	\$2.6	\$15.8	\$7.5	\$4.0	\$60.7	\$665.1	\$742.8	\$380.7	\$1,876.6
Alexandria 4th Track	163.8	10.4	22.2	38.4	27.6	28.4	29.3	7.5	-	153.4
Franconia to Lorton 3rd Mainline	161.7	1.3	2.2	5.4	90.6	62.2	-	-	-	160.4
Franconia-Springfield Bypass	342.2	3.2	5.6	23.1	35.5	90.4	121.7	62.7	-	339.0
Richmond to DC Sidings - Phase 1	233.1	-	8.4	25.1	46.5	79.1	74.0	-	-	233.1
Richmond to DC Sidings - Phase 2	236.4	-	-	-	-	-	-	3.8	15.1	18.9
TRV Right of Way Acquisition	525.0	-	200.0	200.0	125.0	-	-	-	-	525.0
TRV Other Infrastructure	116.6	-	35.6	19.8	0.1	0.7	0.5	23.4	7.3	87.4
<b>Total TRV</b>	<b>3,758.1</b>	<b>17.5</b>	<b>289.8</b>	<b>319.3</b>	<b>329.3</b>	<b>321.5</b>	<b>890.6</b>	<b>840.2</b>	<b>403.1</b>	<b>3,393.8</b>
Purchase of St. Julian's Yard: Amtrak Train Service Facility	1.8	-	-	1.8	-	-	-	-	-	1.8
<b>Total</b>	<b>\$3,759.9</b>	<b>\$17.5</b>	<b>\$289.8</b>	<b>\$321.1</b>	<b>\$329.3</b>	<b>\$321.5</b>	<b>\$890.6</b>	<b>\$840.2</b>	<b>\$403.1</b>	<b>\$3,395.6</b>

## VIRGINIA PASSENGER RAIL AUTHORITY CAPITAL GRANTS (IN MILLIONS)

Project Description	Grantee	Total Project Budget	Expenses June 30, 2020	FY21	FY22	FY23	FY24	FY25	FY26	FY27	Total FY21-FY27
Crystal City Platform Study	VRE	\$ 1.0	-	-	\$ 0.7	-	-	-	-	-	\$ 0.7
L'Enfant Platform Study	VRE	3.2	-	-	1.1	1.1	-	-	-	-	2.2
Alexandria Station Pedestrian Tunnel	VRE	6.9	-	-	2.3	2.3	2.3	-	-	-	6.9
Brooke/Leeland Road/Potomac Shores Station Improvements: Design & Construction	VRE	36.0	-	-	2.0	1.9	3.8	3.8	7.6	-	19.1
Broad Run Station & 3rd Track Improvements	VRE	71.4	2.3	0.5	0.4	6.8	19.3	25.7	12.9	-	65.6
Lorton Platforms	VRE	4.0	-	-	0.3	0.5	-	-	-	-	0.8
Manassas Station Platform Extension	VRE	9.2	-	-	2.3	4.6	2.3	-	-	-	9.2
Real Time Multimodal Information	VRE	3.5	-	-	-	-	-	1.7	1.8	-	3.5
Manassas Park Parking Garage and Bridge	VRE	23.5	-	-	3.9	3.9	3.9	3.9	3.9	4.0	23.5
Quantico Station Improvements	VRE	19.2	0.6	1.8	2.0	11.9	1.5	-	-	-	17.2
Rolling Road Platform Extensions	VRE	2.0	0.1	0.3	-	-	-	-	-	-	0.3
Track Lease Payment-Amtrak	VRE	52.5	-	5.8	6.4	6.4	6.4	6.4	6.4	6.4	44.2
Track Lease Payment-CSX	VRE	44.4	-	7.1	5.0	5.0	5.0	5.0	5.0	5.0	37.1
Track Lease Payment-Norfolk Southern	VRE	25.7	-	2.8	3.1	3.1	3.1	3.1	3.1	3.1	21.4
Construction Storage Locations - WAS	VRE	14.5	-	-	1.1	1.1	1.1	1.1	-	-	4.4
Rehab Rail Facility - WAS	VRE	10.0	-	-	1.2	1.0	1.2	-	-	-	3.4
Newport News Station Platform	Newport News	43.9	-	5.1	5.1	5.1	5.2	-	-	-	20.5
Ettrick Station Improvements	Chesterfield County	4.6	-	-	0.5	1.0	-	-	-	-	1.5
Amtrak PIDS: Ashland, Richmond Main Street, Staples Mill Station	Amtrak/DRPT	1.2	-	0.4	0.4	0.4	-	-	-	-	1.2
Amtrak Station State-of-Good-Repair	Amtrak	7.1	-	-	1.3	1.4	1.4	1.5	1.5	-	7.1
Positive Train Control	Amtrak	7.0	0.2	-	1.8	1.0	1.0	1.0	1.0	1.0	6.8
Arkendale to Powell's Creek Third Track Construction and Island Platforms	CSX	101.4	77.3	5.7	5.3	6.6	6.5	-	-	-	24.1
Improvements Lynchburg to Roanoke	Norfolk Southern	102.1	80.1	2.0	7.5	7.5	5.0	-	-	-	22.0
Route 29 Rail Corridor Improvements	Norfolk Southern	31.6	-	-	7.9	7.9	7.9	7.9	-	-	31.6
<b>Total</b>		<b>\$ 625.9</b>	<b>\$ 160.6</b>	<b>\$ 31.5</b>	<b>\$ 61.6</b>	<b>\$ 80.5</b>	<b>\$ 76.9</b>	<b>\$ 61.1</b>	<b>\$ 43.2</b>	<b>\$ 19.5</b>	<b>\$ 374.3</b>

*NOTE: THE TOTAL PROJECT BUDGET INCLUDES FUNDS PROVIDED BY THE GRANTEE. THE EXPENSES AND ESTIMATES FOR FY21 - FY27 ARE ONLY VPRA CONTROLLED FUNDS*





## COMMONWEALTH of VIRGINIA

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Chairperson

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### **RESOLUTION OF THE VIRGINIA PASSENGER RAIL AUTHORITY BOARD**

**December 14, 2020**

#### **MOTION**

**Made By: \_\_\_\_\_ Seconded By: \_\_\_\_\_**

**Action: \_\_\_\_\_**

#### **Title: Assignment of Virginia Passenger Rail Authority Board Members to Various Committees of the Board**

**WHEREAS**, Section 33.2-292 of the Code of Virginia enumerates the powers of the Virginia Passenger Rail Authority ("Authority") and pursuant to 33.2-292(A)(11) empowers the Authority to appoint committees as necessary for the performance of its duties;

**NOW THEREFORE, BE IT RESOLVED**, that the Board hereby approves the appointment of the following committees and assignments established by the Chairperson:

- Finance and Audit Committee:
  - Mr. Hossein Sadid (Chair)
  - Mr. James Spore
  - Ms. Patricia Doersch
  - Ms. Deborah Painter
  
- Executive Director Search Committee:
  - Mr. Wick Moorman (Chair)
  - Ms. Sharon Bulova
  - Mr. Victor Cardwell
  - Mr. Rod Hall
  - Ms. Deborah Painter
  
- Governance Committee
  - Ms. Cynthia Moses-Nedd

- Mr. Jay Fissette
- Mr. Rod Hall
- Ms. Mariia Zimmerman
- Mr. Paul Nichols

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