To:   Chairman Cook and the VRE Operations Board

From:  Doug Allen

Date:  June 19, 2015

Re:    Recommend Authorization to Amend the Agreement with the City of Manassas for the Operation and Maintenance of the Parking Facility

Recommendation:

The VRE Operations Board is asked to recommend the Commissions authorize the Chief Executive Officer to amend the Agreement with the City of Manassas to reallocate assigned spaces within the Parking Facility.

Background:

In October 2009, the City of Manassas and the Commissions executed an Agreement for the Maintenance and Operation of the Parking Facility located in the City of Manassas. The current Agreement designates the first three levels (approximately 60% of the 532 spaces) for VRE Commuter use with the top two levels (approximately 40%) of the designated spaces as Public Parking Spaces for the City to support downtown retail.

<table>
<thead>
<tr>
<th>Floor</th>
<th>1st</th>
<th>2nd</th>
<th>3rd</th>
<th>4th</th>
<th>5th</th>
<th>Total</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>VRE</td>
<td>107</td>
<td>111</td>
<td>105</td>
<td>-</td>
<td>-</td>
<td>323</td>
<td>60%</td>
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<tr>
<td>City</td>
<td>-</td>
<td>-</td>
<td>9</td>
<td>114</td>
<td>86</td>
<td>209</td>
<td>40%</td>
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<td></td>
<td></td>
<td>532</td>
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In order to respond to the City of Manassas’ request to use the second level to support downtown retail and increase parking for VRE Commuter use, VRE staff recommends amending the existing agreement with the City of Manassas. The proposed amendment will allocate 80% of the 532 spaces as VRE Commuter Spaces and 20% of the total spaces for use as Public Parking.

<table>
<thead>
<tr>
<th>Proposed Parking Space Allocation</th>
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<tbody>
<tr>
<td>Floor</td>
</tr>
<tr>
<td>VRE</td>
</tr>
<tr>
<td>City</td>
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<tr>
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</tbody>
</table>

If approved, VRE Commuter spaces will increase by 100 spaces. Maintenance costs are shared based on the percentage of spaces allocated to VRE and to the City.

**Fiscal Impact:**

The annual net increase in estimated operations and maintenance cost for VRE is projected to be $16,625. An additional $12,000 is estimated for snow removal related costs since VRE will now be responsible for the top level. The estimated cost for FY 2016 is $57,300 for VRE’s share of the operations and maintenance cost. The cost will be included in the amended FY 2016 budget.
Virginia Railway Express
Operations Board

Resolution
9D-06-2015

Recommend Authorization to Amend the Agreement with the City of Manassas for the Operation and Maintenance of the Parking Facility

WHEREAS, the City of Manassas and the Commissions executed an Agreement in October 2009, for the Operation and Maintenance of the Parking Facilities in the City of Manassas; and,

WHEREAS, the Parking Facility is jointly owned and used by VRE and the City of Manassas; and,

WHEREAS, the Agreement designates spaces by floor for VRE Commuters; and,

WHEREAS, both parties wish to amend the Agreement to assign the second level to the City of Manassas and assign the fourth and fifth levels to VRE thereby increasing by 100 the allocated spaces for VRE Commuter use;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to amend the Agreement with the City of Manassas to reallocate assigned spaces within the Parking Facility.

Approved this 19th day of June 2015

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John C. Cook
Chairman

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Paul Smedberg
Secretary