Agenda Item 8-B
Action Item

To: Chair Cristol and the VRE Operations Board
From: Doug Allen
Date: October 18, 2019
Re: Authorization to Extend the Lease Agreement for Parking at the Broad Run Station

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to extend a Lease Agreement with the City of Manassas, through its Airport Director, for a 34,022 square foot parcel of land adjacent to the VRE Broad Run Station platform in the amount of $21,119 for a period of twelve months. This action will increase the total authorization associated with the Lease Agreement to an amount not to exceed $116,128.

Summary:

In December 2014, the City of Manassas, as owner of the Manassas Regional Airport, entered into a Lease Agreement with VRE for airport property to serve as a parking lot for the VRE Broad Run Station. This 59-month agreement runs through November 14, 2019, and incorporates a three percent annual increase in rent, which is included in this extension.

Background:

In 2003, VRE was awarded funding through the Governor’s Congestion Relief Program to complete parking expansion and access improvements at the Manassas and Broad Run stations. As part of this project, property for parking expansion was identified adjacent to the north end of the Broad Run station platform. This property is owned by the Manassas Regional Airport.
In February 2005, VRE entered into an initial Lease Agreement with the City of Manassas, through its Airport Director, and a total of 81 parking spaces were constructed by VRE on the leased parcel. This initial lease was subsequently extended through December 2014.

With the authorization of the Operations Board in November 2014, VRE executed the existing Lease Agreement with the City of Manassas which runs through November 14, 2019.

This property is likely to be impacted by the Broad Run Expansion project. VRE staff is recommending a twelve-month extension to the existing Lease Agreement to allow additional time for discussions with the City of Manassas regarding property needs to accomplish all elements of the Broad Run Expansion project. These elements include parking expansion, yard expansion, the addition of a third mainline track, and shifting of the station platform. A longer-term agreement will be brought to the Operations Board once those elements are defined.

**Fiscal Impact:**

The FY 2020 and FY 2021 operating budget for ‘Facilities Maintenance – Station Parking Fees’ includes the necessary funding for this lease extension.
Virginia Railway Express
Operations Board

Resolution
8B-10-2019

Authorization to Extend the Lease
Agreement for Parking at the Broad Run Station

WHEREAS, in February 2005, VRE entered into an initial Lease Agreement with the City of Manassas, through its Airport Director, and a total of 81 parking spaces were constructed by VRE on the leased parcel; and,

WHEREAS, the initial Lease Agreement was extended through December 14, 2014; and,

WHEREAS, the existing 59-month Lease Agreement was executed with the City of Manassas on December 15, 2014 and runs through November 14, 2019; and,

WHEREAS, VRE staff recommends extending the existing Lease Agreement for a period of twelve months to allow additional time for discussions with the City of Manassas regarding property needs to accomplish all elements of the Broad Run Expansion project;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to extend a Lease Agreement with the City of Manassas, through its Airport Director, for a 34,022 square foot parcel of land adjacent to the VRE Broad Run Station platform in the amount of $21,119, for a period of twelve months, which will increase the total authorization associated with the Lease Agreement to an amount not to exceed $116,128.

Approved this 18th day of October 2019

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Katie Cristol
Chair

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John Cook
Secretary