Riders' Advisory Council

June 6, 2012

I. <u>Call to Order:</u>

Dr. Bracmort called the June 2012 meeting of the Riders' Advisory Council to order at 6:33 p.m.

The following members were present:

Kelsi Bracmort, Chair, District of Columbia

Joseph Kitchen, Maryland Vice Chair, Prince George's County

Carl Seip, District of Columbia Vice Chair

Lorraine Silva, Virginia Vice Chair, Arlington County

Frank DeBernardo, Prince George's County

Barbara Hermanson, City of Alexandria

Kara Merrigan, Arlington County

Patrick Sheehan, At-Large/Accessibility Advisory Council Chair

Deborah Titus, Fairfax County

Carol Carter Walker, District of Columbia

Candice Walsh, District of Columbia

Ronald Whiting, Montgomery County

Victoria Wilder, Montgomery County

II. Public Comment Period:

Chris Barnes, from Silver Spring, noted several of the Council's goals and responsibilities mentioned in its bylaws, including encouraging rider awareness of the Council and the opportunities it provides to have their voices heard, holding public forums on specific topics, soliciting members of the public to attend its meetings and address the Council on agenda items. He asked Council members to consider how the Council can better meet the goals laid out in its bylaws.

Dr. Bracmort noted that the Council would be discussing some of the points that Mr. Barnes raised later in the meeting and encouraged him to stay and listen to the discussion.

Kurt Raschke told the Council that the National Transportation Safety Board had recently released reports on three incidents that had occurred involving Metro, including an incident that caused the death of two Metro employees. He asked the Council to call on Metro to publicly release documents that would allow for independent oversight of the Authority's claims regarding safety.

Maxine Nightingale-Starling said that she is from Ward 7 and that the residents in her neighborhood have many concerns with Metro service, specifically the frequency and cleanliness of buses. She invited Council members to attend an upcoming meeting of the Capitol View civic association to discuss residents' concerns with Metro service.

Dr. Bracmort said that it's important for the Council to hear from community representatives and said that members of the Council who are frequent bus riders understand her concerns about frequency and crowding. She added that the Council should be able to accommodate her request to have someone come to her civic association meeting.

Ms. Nightingale-Starling asked for information about an upcoming project at the Benning Road Metro station. Mr. Pasek said that he wasn't aware of any specific Metro-led projects at that location but that he would see what he could find out about such a project.

III. Approval of Agenda:

Mr. Kitchen moved approval of the agenda as presented. This motion was seconded by Mr. Seip. Without objection, the agenda was approved as presented.

IV. Approval of Past Meeting Minutes:

The approval of the minutes from the previous meeting was deferred to a subsequent meeting to allow members more time to review them.

V. <u>SmarTrip® Pricing and Rule Changes:</u>

Adam McGavock from Metro's Treasury Office and Carol Kissal, Metro's Chief Financial Officer provided the Council with an overview of upcoming changes and enhancements to SmarTrip® features and policies.

The first change Mr. McGavock noted was related to entry/exit rules for the rail system. He explained that rail customers would have to have the minimum fare value on their cards in order to be allowed to enter the rail system. He said that this would reduce the amount of negative value that customers would be able to carry. In response to a question from Mr. Ball, Mr. McGavock noted that this policy would only apply to the rail system, not to the bus.

Mr. McGavock also told Council members that Metro would provide customers with a rebate for registering their SmarTrip cards using the Metro website. He explained that because of Metro's current business rules that allow customers to carry a negative balance on their SmarTrip® cards, it is unable to sell the cards for less than \$5. He said that the price of the cards (\$5) will not change, but that customers will be able to get a \$3 if they register their cards.

Mr. Seip asked how individuals without internet access will be able to take advantage of this registration feature. Mr. McGavock said that internet access is required to register the card to receive the rebate, but that individuals are able to access the internet either through public computers or via smartphones. He said that registration wouldn't require users to have a credit card account.

Mr. Kitchen noted that he had concerns about connecting people to the website and said that this doesn't necessarily serve the unbanked population. Mr. McGavock responded that Metro has previously distributed free SmarTrip® cards and, if directed by the Board, can do so again.

Ms. Kissal noted that the registration rebate is just one part of Metro's strategy to make SmarTrip® cards more widely available, and said that she recognized that the registration rebate doesn't necessary address the concerns associated with unbanked individuals. She explained that currently, Metro delivers cards to free to social service agencies, which then provide those cards to their clients. She told Council members that this hasn't worked well in the past because the clients have difficulty adding value to the cards and registering them. She noted that Metro, in conjunction with the social service agencies, is working on a program that will allow agencies to register cards on behalf of their clients and to help them get benefits loaded onto their cards. Ms. Kissal said that Metro is also working on opportunities to connect unbanked riders with other benefits programs, such as Medicare, to have riders' benefits directed onto their cards.

Ms. Walsh asked if Metro had thought of reaching out to locations that provide public internet access, such as libraries and community centers, to provide them with information about registering SmarTrip® cards that they would be able to share with their visitors. Mr. McGavock said that he would include that in his outreach plan.

Ms. Titus suggested that Council members work with staff to help connect Metro and the various jurisdictional social service agencies.

In response to a question from Ms. Walker, Mr. McGavock clarified that Metro would provide a rider with his/her registration rebate within five business days of registering. He added that there were no time limitations on how soon riders would need to register their cards after purchasing them.

Mr. Seip asked whether information about the rebate for registering a SmarTrip® card online would be provided to individuals when they purchased their card. Mr. McGavock said that information would be provided to social service agencies that they could pass on to their clients and that, while it wouldn't be possible to put information on the cards themselves, that signs would be placed on SmarTrip® card vending machines to let riders know about the rebate.

Mr. Sheehan noted that about 10% of the population could be really affected by this policy and that the Accessibility Advisory Council wants to track and see how much of that subset of that population will be helped by social service agencies. He noted that the General Manager also wanted to go out and survey the community to see how effective Metro's efforts have been. Mr. Sheehan noted that riders will be charged more for using fare media other than SmarTrip®, so the AAC wants to encourage riders to shift to using SmarTrip®.

Mr. Seip asked whether Metro is able to track the cards it provides to social service agencies and whether it will be checking to see how many of those cards are ultimately registered. Mr. McGavock said that because the serial numbers of the cards provided to social service agencies aren't sequential, Metro isn't able to track them, but that it checks in repeatedly to ensure that the free cards it provides to agencies are being distributed.

In response to a question from Ms. Wilder, Mr. McGavock said that individuals who get cards for free will not be eligible for the \$3 registration rebate.

Mr. McGavock also told members that Metro would have SmarTrip dispensers in all rail stations by September.

Dr. Bracmort noted that many riders, especially in certain areas in the region, don't use the rail system and asked whether Metro would provide dispensers at other locations in addition to rail stations, such as major bus transfer points. Mr. McGavock said that there are about 400 locations, such as at CVS and Giant stores. He added that he isn't aware of any plans to add dispensers at locations other than rail stations, but that he would note that as a suggestion from this meeting. Ms. Kissal added that she would welcome the Council's input on locations additional sales outlets.

Ms. Wilder suggested that Metro needs to better publicize that riders can purchase SmarTrip® cards at CVS and Giant stores.

Mr. Ball suggested that Metro sell SmarTrip® cards at Dulles and BWI airports – not only at the bus stops but at information kiosks and newspaper stands. Dr. Bracmort suggested that Metro make SmarTrip® cards available for sale at libraries. Mr. Kitchen suggested putting SmarTrip® dispensers at government buildings such as the D.C. city hall and courthouses.

Mr. Seip asked whether SmarTrip® vending locations were shown on the maps displayed on bus shelters. Ms. Kissal said that those locations are not currently shown on shelter maps but that displaying them there would be a good idea.

Ms. Silva said that Metro needs to be clear that not all Giant and CVS stores in the Washington region sell or reload SmarTrip® cards. Mr. McGavock noted Ms. Silva's point and added that Metro had some issues with specific stores not making SmarTrip® services available to customers. He also noted that while there are 400 locations where one can purchase a card, there are only 250 locations where one can purchase and reload a card, though Metro is trying to enlarge that network.

In response to a comment from Ms. Titus, Mr. McGavock said that information about where one can purchase or add value to a SmarTrip® card is provided on www.smartrip.com.

Mr. McGavock told the Council that Metro will also be implementing "threshold autoload" which will automatically add value to a user's SmarTrip® card from a linked credit card account once the balance drops below a specific, preset amount.

Ms. Wilder asked whether it actually takes 24 hours, as she has heard, to have value transferred to one's card. Mr. McGavock said that because the value is stored on the card, Metro advises customers that it may take up to 24 hours for the value to be loaded, though in his experience the time is often less than that. Mr. McGavock explained that users currently have the ability to manually load value to their card from the website.

Mr. Whiting noted that for the autoload feature to work, Metro would have to store users' credit card information. He asked whether Metro was confident that it could protect that information from hackers and whether it is prepared, financially, to deal with any consequences of being hacked. Mr. McGavock said that Metro is subject to annual Payment Card Industry audits, which includes extremely restrictive requirements on how information is stored, though he noted that Metro cannot guarantee that it will not be hacked. He added that he couldn't speak to whether Metro was prepared, financially, to deal with the aftermath of a hacking incident.

Mr. Ball asked whether Metro could make more attractive SmarTrip® cards or collectible cards. Mr. McGavock noted that Metro has done cards for special events, such as the Obama inauguration and the Washington Nationals. He said that he hoped that Metro would be able to do more of these types of special cards.

Mr. Ball then asked, since Metro is changing its entry/exit rules, whether it would be able to institute a rule so that riders would be charged if they enter and exit the same station because of a delay in service. Mr. McGavock said that he received a lot of complains on this subject and that Metro is looking into the issue, though he couldn't guarantee that any changes would be made by September.

Mr. Kitchen noted that the Council was told previously that one of the reasons SmarTrip® cards cost \$5 is because of the issue of riders carrying a negative balance. Mr. Kitchen asked whether, now that Metro requires riders to have a minimum balance on their card, Metro could simply reduce the cost of the cards rather than offering a rebate. Mr. McGavock said that changing the entry and exit rules reduces Metro's exposure to losing money on riders that carry negative balances but that it doesn't eliminate it. He added that the establishment of minimum entry rules could be considered a first step in eliminating the ability of riders to carry a negative balance on their card.

Dr. Bracmort noted that some members of the audience had appeared to want to ask questions during the presentation. She explained that the Council hasn't allowed members of the public to make comments or ask questions as part of staff presentations, but that later in the meeting, it would be considering a procedure to allow for comments from members of the public.

VI. <u>Student Behavior on Metro:</u>

Dr. Bracmort introduced Jim Hamre, to talk about a Metro initiative on student behavior. She thanked Mr. Hamre for coming to talk with the Council during the early stages of Metro's planning for this initiative.

Mr. Hamre introduced Julie Hershorn, the manager of service planning for the Office of Bus Planning, who was with him for this presentation. He noted that as part of the Metrobus Priority Corridor Network and the improvements being made to bus service, there is an opportunity to try and address riders' concerns. He explained that one of the issues often mentioned by riders is the behavior of students on buses. He noted that Metro transports about 12,000 students per day for the District of Columbia Public Schools, both on regular routes and on special school routes that are designed specifically to serve schools. Mr. Hamre added that Montgomery Council has a program that allows students to ride free in the afternoons. He said that, in total, Metrobus transports anywhere from 20,000 to 30,000 students per day, which constitutes about 8% of it ridership.

Mr. Hamre said that, as part of its planning processes, Metro has learned that it no longer has as good a relationship with school systems and other stakeholders as it had in the past, due to staff changes and school system changes. He noted that Metro doesn't have a specific staff person tasked to work with schools and students and to try and address issues of behavior and scheduling, before they become police issues. He explained that while the Metro Transit Police work closely with schools to address behavior and other issues, there are other ways to address these types of issues prior to or instead of involving the police. He said that he wants to get the Council's input in developing a program to address these issues and to help encourage transit ridership. Mr. Hamre noted that when he worked for Arlington County, they developed a

program to encourage youth transit ridership and that there are models around the region for this type of program. He said that there is also the possibility to create a student advisory group to work with Metro, in recognition that students may have a different set of issues with transit service than other riders.

Mr. Hamre said that he welcomed the Council's input and guidance on how Metro should proceed.

Dr. Bracmort said that she thinks that this is a critical item for Metro to address, especially since it is a safety issue for younger Metro riders. She said that she supported the idea of a youth transportation coordinator and that such a person would be a valuable resource. She noted that a youth coordinator could also address issues associated with late buses. Mr. Hamre noted that in discussions with Deal Junior High School staff, Metro discovered just such an issue with late-arriving buses affecting students' arrival. He explained that by adjusting its bus schedule, Metro was able to develop solve the problem and noted that this was a good example of the value in having regular dialogue with school officials.

Mr. Kitchen said that he appreciated Mr. Hamre's work on this issue and on his involving the Council in this discussion. He said that he was concerned about the perception of young people and said that he didn't believe that eight percent of Metro's ridership can be responsible for a majority of crime in the system. Mr. Kitchen said that he hopes that Metro will look at young people as a solution to problems, rather than a source of problems. He said that he hoped that Metro will engage with youth in a way that recognizes this. Mr. Hamre said that he didn't want to infer that students create the majority of issues on the system or that the majority of youth aren't well-behaved when riding Metro. He noted that the Metro Transit Police will be assigning 32 new officers to Metrobus to address various issues on buses, but that he wants to ensure that Metro has ways of appropriately addressing youth's concerns before they become police issues.

Mr. Ball said that, in his experience, most kids are well-behaved in the mornings and after school, though somewhat less so after school. He said that he has noticed that because of scheduling issues with the D32 that serves schools in his neighborhood, students are riding regular H-line buses. He suggested that Metro conduct a rider survey to try and address this and other issues.

Ms. Walker suggested that Metro should consider contracting with a consultant who has experience dealing with youth. She said that she is concerned that the discussion seems to default to a discussion of negative stereotypes and perceptions regarding students and crime. She said that she would like to see this effort more as a positive marketing campaign rather than having a focus on crime and police.

Ms. Titus asked what kind of outreach would be provided to students with hearing impairments. Mr. Hamre said that there are specific plans related to bus service around Gallaudet University, but that he's not sure that this information is widespread. He said that part of the effort could be ensuring that the information is widely disseminated so that it's available where needed.

Mr. Wright suggested that whoever is hired for the youth liaison position knows how to effectively interact with police officers. He noted that police officers can often have an inaccurate mindset about youth, so whoever is hired will need to conduct some education regarding youth and youth issues.

Mr. Seip asked whether the 32 new Transit Police officers assigned to Metrobus will be uniformed or undercover. Mr. Hamre said that the officers' deployment is up to the Transit Police. He added that he expects that there will be more uniformed officers than undercover officers to participate in HITE (High Intensity Targeted Enforcement) programs, though there will also be undercover officers as well.

Dr. Bracmort thanked Mr. Hamre for his presentation and said that she thought the Council provided some valuable feedback. Mr. Hamre said that he would welcome the Council's comments and any edits to the proposal he provided.

Dr. Bracmort then asked Mr. Kitchen for an update on the youth town hall working group.

Mr. Kitchen said that, in response to youth issues being raised as part of the Ward 7 Transportation Summit, the Council has been working to find ways to move the discussion of these issues forward. He noted that he had spoken with youth advocates from D.C. and Maryland, including the Mayor's Youth Leadership Institute, and after these discussions, it was proposed to hold a "Youth Transit Town Hall" to allow youth to have the opportunity to voice their opinions and concerns about transit service. He said that such a town hall would allow for young people to come up with their own proposed solutions.

Mr. Kitchen then gave an overview of the details of the proposed town hall.

Ms. Titus asked that invitations be sent to students from the Model School for the Deaf and to ensure that there are sign language interpreters at the event.

Ms. Wilder asked whether there would be specific invitees or if the meeting would be open to the general public. Mr. Kitchen said that specific youth will be invited to the event, though it would be open to any youth that might want to attend. He said that adults would be welcome to observe the meeting, though not to participate.

Mr. Ball asked what the Council's role would be at this event. Dr. Bracmort asked what the deliverable would be from this meeting. Mr. Kitchen said that the idea for the town hall is to have a conversation with young people from across the region on the types of outcomes they would want to see. He said that the deliverable would be for youth to develop a framework that they feel would adequately address their concerns.

Dr. Bracmort said that she thought it might help the Council to have a RAC-sponsored town hall where youth can come and speak about their concerns and, then develop a list of proposed follow-up actions to take forward. Mr. Kitchen said that he would prefer to allow the youth to define the parameters of the discussion. Dr. Bracmort has a responsibility to gather input from riders to provide to the Board and so it needs to have a clear determination of its role prior to any meeting.

Mr. Kitchen said that if the Council determines the agenda, deliverables and outcomes from the meeting, then the youth aren't deciding on what is important to them. He said that an open discussion needs to happen as a first step.

Mr. Seip said that he while the Council should ensure that any meeting remains youth-focused, that it shouldn't preclude others from participating in such a meeting.

Ms. Walsh said that someone will need to set an agenda for this meeting, whether it's a young adult or someone who works with them. Mr. Kitchen said that there will be activities that will help guide the youth to provide input that the Council could use in developing its deliverables.

Ms. Walsh asked whether the planning for this event has involved Metro employees, such as bus operators. She noted that these employees see a lot of the issues in the course of their duties and would help with defining what needs to be addressed.

In response to a question from Ms. Wilder, Mr. Kitchen said that the Council would work in partnership with the Mayor's Youth Leadership Institute to put on the event.

Ms. Walker said that the Council should have purely a supportive role in the meeting and that the youth or facilitators who work with them should run the meeting. She said that the Council should develop a agenda that will give the youth the opportunity to tell the Council what it is that they want to see happen.

Mr. Kitchen said that the group should go forward with this meeting. Dr. Bracmort asked the group how they would like to proceed.

Dr. Bracmort moved for the Council to sponsor a youth town hall at some point during the summer of 2012, provided that the working group kept members apprised of its progress and the deliverables that the meeting will produce. Mr. DeBernardo seconded this motion.

Without objection this motion was approved, with Mr. Whiting abstaining.

VII. Working Group Updates:

Mr. DeBernardo told members that the Bus Stop Accessibility working group will be meeting on Tuesday, June 12th. He explained that this group was formed following the June presentation to the Council about Metro's plans to upgrade bus stops in the region He asked that Mr. Sheehan invite any AAC members interested in participating.

Mr. Ball said that the Airports Accessibility Working Groups is still trying to set up a meeting and that he would keep members updated about possible meeting dates. Mr. Ball suggested trying to schedule a meeting for Wednesday, June 20th.

Mr. Seip noted that the Council is continuing to move forward on setting up a meeting on Metro's emergency communications and response.

VIII. Bus Stop Consolidation Meetings:

Ms. Walker referred members to her report of these meetings that contained in their packets. She noted that the staff at the meeting did a good job answering riders' questions, but that the meetings were not well attended by members of the public. Ms. Walker said that while Metro did significant outreach for the meetings, but because no bus stops were in immediate danger of being removed, not very many people came. She also noted that many people who attended the meetings brought up concerns that were unrelated to the topic of the meeting. She suggested that Metro have a public comment period at the beginning of these meetings to address these questions.

In response to a question from Mr. Kitchen, Mr. Hamre said that because of the poor turnout at the public meetings and some anticipated changes in federal civil rights' laws which would affect Metro's ability to assess the impact of bus stop consolidations, Metro has slowed down the process for the bus stop consolidations. He said that Metro will try and figure out how to get more comments from the public on its proposals before moving forward.

Ms. Walsh asked that since Metro got substantial responses from members of the public when it put up signs on bus stops saying that the stop would be removed, why wouldn't it do that. Mr. Hamre said that Metro had wanted to approach members of the public before having made any decisions, but that it may need to revise its process on a community-by-community basis.

IX. RAC and AAC Chair Reports:

Dr. Bracmort told members that the Council's letter on how Metro can improve communications was well-received by the Board and she noted that it was mentioned by the Washington Post and TBD.com.

Mr. Sheehan told members that the AAC discussed changes to the SmarTrip program and the MetroAccess fare calculator that will be introduced in July. He said that the fare calculator represents a lower fare for MetroAccess users and the Committee will work with Metro to get it implemented.

X. RAC Outreach:

Dr. Bracmort told members that as the Council provided recommendations to Metro on how it should improve its communication with riders, it is also trying to improve the Council's outreach to the riders it represents. She noted that Metro's communications staff has helped to publicize Council meetings, including putting a banner on Metro's homepage and mentioning it on Metro's Twitter feed. She said that she wanted to start a discussion on how to better reach out to riders, even if the group wasn't able to conclude that discussion this evening.

Mr. Kitchen said that he had previously sent around proposal with two options on how the Council can improve outreach to riders. He explained that he proposed to continue allowing public comment on any topic at the beginning of Council meetings, and then allow members of the public to comment on specific agenda items at the time that these are discussed. He said that the difference in the two proposals he put forward whether or not to require speakers to preregister to address the Council. He explained that having speakers pre-register would help the chair manage the length of time for each agenda item and would also help the Council follow up with speakers.

Mr. Kitchen said that during the subsequent discussion on his proposal, someone suggested that the Council allow for comments on presentations. He noted that he had put his proposal up on his personal blog and received some feedback from members of the public. He said that some of the comments he had received suggested that the RAC look at the AAC's comment policy. He said that he realizes that people need time to think about these proposals and so he wouldn't be asking the group to vote on any proposals at this meeting.

Dr. Bracmort said that she believes that most members of the Council want greater participation by members of the public in RAC meetings but that participation must be balanced against the need for the Council to get its work done, as well. She encouraged Council members to talk to members of their community to find out what they might want to see in terms of the ability to provide input to the Council.

Mr. Seip said that he recognized the concerns about the Council having sufficient time to complete its business and said that the group may need to look into having more than one meeting per month to get everything done. He added that he supported allowing for general comments at the beginning of Council meetings and for comments from the public on specific agenda items. He also said that he didn't think it was necessary to roll out these proposed procedures gradually, but rather that they could be implemented all at once without too much disruption.

Mr. DeBernardo said that he would like to suggest that the Council establish a committee to refine Mr. Kitchen's proposal. He said that discussions in a committee would allow for a more thorough discussion of this proposal and for additional input from the public.

Mr. Sheehan said that the AAC has had success in moving much of its business to subcommittees which has helped to streamline its monthly meetings. He also described the AAC's comment procedure in which members of the audience write down any questions or comments and those are the provided to the chair. He explained that this procedure allows the public to be engaged but still permits the committee to conduct its business.

Ms. Walker said that the RAC needs to work further on this topic and that she thought it wasn't fair to require staff to engage in question-and-answer periods at meetings and it may be necessary to establish a procedure for staff to provide follow-up after meetings.

Mr. Kitchen said that he would support Mr. DeBernardo's idea of forming a committee to develop a public participation proposal and that he hoped this committee could report back by the next month's Council meeting.

Mr. Seip said that he also supported Mr. DeBernardo's proposal to establish a committee and said that he hoped that the committee would provide its recommendations at the beginning part of the next Council meeting so that those recommendations could be immediately implemented. He noted that procedures could be refined over time but that the Council should move with all deliberate speed in developing and implementing such recommendations.

Without objection, Mr. DeBernardo's suggestion to establish a working group on public participation was approved. Ms. Walsh agreed to head up this working group.

XI. Open Mic/Community Meetings:

Dr. Bracmort encouraged members to publicize Council meetings within their respective networks. She also noted that because of the July 4th holiday, the Council's July meeting would be moved to Wednesday, July 11th.

Mr. Seip made note of an upcoming meeting on the 14th Street bus line scheduled for June 21st at 6:30 p.m.

In response to a question from Mr. Kitchen, Mr. Pasek provided information on Metro's implementation process for the New Freedom grant to improve bus stops and noted that there is a steering group meeting the following afternoon and that Metro staff would also be coming to discuss bus stop accessibility and improvements with the RAC's working group on June 12th.

Mr. Kitchen said that the RAC's leadership team has had a conversation about the Council's Twitter presence with Metro and is working towards a resolution on this issue.

Mr. Ball noted that Loudoun County would soon be voting on its participation in the Silver Line and that the Council should keep abreast of this issue. He also noted that Metro is a large landowner in the Washington region and said that he would be interested in receiving a briefing from Metro on the land that it owns in the region.

Mr. Whiting said that the lead editorial in the *Washington Post* was about issues the emergency exits in Metro's tunnels. He said that he would be interested in hearing Metro's response regarding how it would address this issue.

Mr. Wright said that riders have a right to be concerned about public safety on Metro and he is still trying to figure out how he can be involved through the Council to help address this issue. Dr. Bracmort noted that this could be an element of the emergency response meeting that the Council is trying to set up with Metro.

Ms. Silva told members that there was a meeting the following evening from 7-9 p.m. on the Columbia Pike streetcar project.

Ms. Hermanson, a new member from the City of Alexandria introduced herself.

Without objection, Dr. Bracmort adjourned the meeting at 8:38 p.m.