

**Minutes**  
**Planning, Program Development and Real Estate Committee**  
**December 4, 2014**

The meeting was called to order at 10:08 a.m. Present were:

**Committee members:**

Ms. Harriet Tregoning  
Mrs. Artis Hampshire-Cowan  
Mrs. Mary Hynes  
Mr. Matthew Brown

**Other Board Members Present:**

Mr. Anthony Costa  
Ms. Catherine Hudgins  
Mr. Tom Downs  
Mr. Anthony Giancola  
Mr. Mortimer Downey  
Mr. Tom Bulger  
Mr. Michael Goldman  
Mrs. Kathryn Porter  
Mr. William Euille

**Approval of Agenda**

The Committee Chair requested that the agenda be amended to reverse order of the presentation items. The amended agenda was unanimously approved.

**Approval of Minutes**

The minutes for the October 9, 2014 Planning, Program Development and Real Estate Committee meeting were unanimously approved as submitted.

**Action Items**

**A. Approval to Enter into a License Agreement with Giant Food for the Peapod Project**

Staff sought Committee approval to allow Peapod by Giant to provide pick-up service to Metro riders on a six-month trial basis. The trial service is proposed to be provided at the Fort Totten, Van Dorn Street, and Glenmont Metro Stations.

The pilot program is free, however, if successful, the long-term contract would provide revenue to Metro. The pilot project provides another amenity to Metro riders, much like the ATM project currently in place.

Peapod will install a locker at each station to store the orders that will be distributed to Metro riders. The pilot project will schedule pick-up service for Monday, Wednesday and Friday beginning at 4:00pm and ending at 7:00pm. A Peapod representative will service each location, distributing the orders to Metro riders accordingly. No orders will be left overnight. No money will be exchanged at any of these stations.

If the six-month pilot project is successful, Metro will issue a Request for Proposal (RFP) to provide this service at other Metro stations for an as-yet determined fee paid to Metro by the winning proposer.

Following discussion, Mrs. Hynes moved to vote on the item, and Mrs. Hampshire-Cowan seconded, with a change of the Virginia station from Van Dorn Street Station to Vienna/Fairfax-GMU Station. The motion was approved unanimously.

## **B. Approval of Closure of the Transit Infrastructure Investment Fund (TIIF) Program**

Staff sought Committee approval to: (1) revise the TIIF policy to update funding priorities, and (2) to reallocate funds from closed/completed TIIF projects.

The proposed guidance in this action seeks to re-focus investments into initiatives that more closely support Metro's strategic and financial objectives. \$30 million in TIIF funding can be released from closed or completed projects. Over the next 10 years, an additional \$35 million will flow into the TIIF from existing projects. Additionally, \$100 million is expected to flow into the TIIF from new projects.

A motion was made by Mr. Downey and seconded by Mrs. Hampshire-Cowan to act on staff's recommendation to close the TIIF.

Following discussion, the Committee requested staff to return with two approaches for managing the TIIF for Committee consideration. Ms. Tregoning moved, seconded by Mr. Euille, to amend Mr. Downey's motion, to table the vote until the next PPDRE Committee Meeting in January 2015. This amendment was unanimously approved. The Committee then voted on the main motion, as amended, which was unanimously approved, and action on the TIIF item was tabled until January 2015.

With no further business before the Committee, the meeting adjourned at 10:57 a.m.