

**Minutes  
Finance and Administration Committee  
April 14, 2011**



Mrs. Hudgins called the meeting to order at 10:11 a.m. Present were:

**Committee Members**

Mrs. Catherine Hudgins, Chair  
Mr. Tom Downs  
Mr. Mortimer Downey  
Mr. Alvin Nichols  
Mrs. Mary Hynes  
Mr. Tommy Wells  
Mr. Marcel Acosta  
Mr. Michael Barnes

Mr. Jeff McKay  
Mr. Anthony Giancola  
Mr. William Euille  
Ms. Kathryn Porter

The agenda was approved by unanimous consent.

Mr. Downs moved, seconded by Ms. Porter, approval of the minutes for March 10, 2011; the motion was approved unanimously.

**Action Items**

**A. Approval to Hold Compact Public Hearings on Proposed Service Reductions and Budget for FY2012**

Mr. Nichols moved, seconded by Mr. Acosta, approval to hold public hearings on possible service level changes and the Anacostia reduced fare. The motion was amended to include additional possible service changes: shortening Routes 70 and 71, establishing a new Route 74, rerouting Route V8 and discontinuing Route V7. The amended motion was approved unanimously.

**B. Union Station Access and Capacity Improvements**

Mr. Acosta moved, seconded by Mr. Wells, approval to:

- establish a reimbursable project for Union Station Metrorail Access and Capacity Improvements
- establish a budget of \$2.55 million using the District of Columbia's Federal Transit Administration (FTA) grants and local matching funds
- amend the FY 2011 Reimbursable Projects Budget, increasing it from \$6.07 million to \$8.62 million
- authorize the General Manager to negotiate and execute a reimbursable project agreement with the District of Columbia
- issue task orders to Metro's on-call consultants for technical support

**Washington  
Metropolitan Area  
Transit Authority**

600 Fifth Street, NW  
Washington, DC 20001  
202/962-1234

By Metrorail:  
Judiciary Square--Red  
Line  
Gallery Place-Chinatown--  
Red, Green and  
Yellow Lines  
By Metrobus:  
Routes D1, D3, D6, P6,  
70, 71, 80, X2

*A District of Columbia,  
Maryland and Virginia  
Transit Partnership*

The District requested that staff return with more information on the process for establishing the previously withdrawn 5-cent surcharge. The motion was unanimously approved.

### **C. Approval for the Design/Build Agreement for Cinder Bed Road Bus Garage**

Mr. Downey moved, seconded by Mrs. Hynes, approval to award the design/build contract for the Cinder Bed Road Bus Garage and to enter into agreements with utility companies. The motion was unanimously approved.

### **D. Additional Staff Positions for the Capital Program**

Mr. Downs moved, seconded by Mr. Downey, approval to add up to 30 positions to the Capital Budget for the Office of Inspector General and the Office of Procurement and Materials to advance the capital program. The motion was unanimously approved.

### **E. Approval to Exercise MetroAccess Contract Option**

Mrs. Hynes moved, seconded by Mr. McKay, approval to exercise the final option of the paratransit service contract, granting contracting authority of \$105.8 million for FY2012 and \$111.1 million for FY2013, for a two-year performance period through June 30, 2013, subject to budget approval in each fiscal year. The Board requested an opportunity to review the solicitation prior to initiation. The motion was unanimously approved.

### **F. Approval to Rescind Two Reimbursable Projects**

Mrs. Hynes moved, seconded by Mr. Downey, approval to rescind two reimbursable projects (Fair Lakes and Falls Church bus purchases), de-obligate unexpended federal funds with the FTA and return the unspent match to the appropriate source. The motion was unanimously approved.

### **G. Capital Reprogramming**

Mrs. Hynes moved, seconded by Mr. Giancola, \$2.0 million within the FY2011 Capital Budget; \$1.0 million for parking garages at Largo Metrorail Station and \$1.0M for station operator's consoles for the Automatic Fare Collection System and labor for the installation of the NEXTFARE System. The motion was unanimously approved.

## **Information Items**

### **A. FY2012 Budget Update: Ridership and Revenue**

Staff presented analysis on the impact of the FY2011 fare changes, an assessment of the current fare structure, and customer feedback about fares

and the fare structure. The analysis indicated that the fare changes adhere to many of the board-approved fare policy principles; rail and bus ridership are less responsive to fare changes than expected; surcharges resulted in shifts to SmarTrip<sup>®</sup>; revenue and average fare are up compared to prior year; and that customers appreciate SmarTrip<sup>®</sup>, dislike POP surcharge, and find the fare structure complicated.

## **B. FY2011 Monthly Financial Report (February 2011)**

Staff presented a review of the financial performance for February, which was favorable to budget by two percent. Revenue for the month of February was under budget \$3.3 million, or five percent. Year-to-date results are within budget for FY2011. Expenditures through January were \$34.7 million below to budget, while year-to-date revenues are \$23.7 million below budget. Ridership through February is 1.5 million trips below budget, or 1.1 percent.

The meeting was adjourned at 12:39 p.m.