

**Minutes  
Finance and Administration Committee  
June 9, 2011**

Mrs. Hudgins called the meeting to order at 9:03 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  
Mrs. Artis Hampshire-Cowan  
Mr. Michael Brown  
Mr. Anthony Giancola  
Ms. Kathryn Porter

The agenda was approved as presented without objection.

Mr. Giancola moved, seconded by Mrs. Hynes, approval of the minutes for May 12, 2011. The motion was approved unanimously.

**Action Items**

**A. Approval of FY2012 Operating and Capital Budget**

Mrs. Hynes moved, seconded by Mr. Downey, approval of the FY2012 Operating and Capital Budget.

Mrs. Hynes moved, seconded by Mr. Acosta, approval of the following service changes:

- Extension of Metrobus Route 3Y to operate between McPherson Square and Lee Highway & Harrison Street and addition of two runs all to be paid for by Arlington County
- Increase in number of trips run on Metrobus Route 22A between Ballston and the Barcroft terminal to service Arlington Hall

The amendment was unanimously approved.

Mr. Downs moved, seconded by Mr. Downey, approval of the following service changes and fare adjustments:

- Elimination of Anacostia Special Fare thereby increasing the fare from \$1.00 to \$1.50 for SmarTrip<sup>®</sup> and to \$1.70 for cash on Metrobus routes 94, A2, A4, A5, A6, A7, A8, M8, M9, W2, W3, W6 and W8 as well as for stops at or south of Good Hope Road for routes 90, B2, P1, P2, P6 and U2
- Increase of bus to rail and rail to bus transfer from \$0.50 to \$1.00 for those customers transferring to or from Metrobus routes 94, A2, A4, A5,

A6, A7, A8, M8, M9, W2, W3, W6 and W8 pursuant to an agreement with the District of Columbia as required by Compact § 79

- Discontinuance of N8 Metrobus route
- Discontinuance of K1 Metrobus route

The amendment was unanimously approved.

Mr. Wells moved, seconded by Mr. Downs, approval of the following service changes:

- Shortening of Metrobus Routes 70 and 71 to operate between Silver Spring and Archives at all times and to reduce peak period frequency
- A new Metrobus Route 74 is created to operate from 5 AM through 1 AM Monday through Sunday, with service between Buzzard Point and Gallery Place - Chinatown during peak periods Monday through Friday, and between Half and O Streets SW and Gallery Place - Chinatown at all other times, with service every 18 minutes during peak periods and every 24 minutes during all other times

The amendment was unanimously approved.

The main motion was unanimously approved.

## **B. Approval of Procurement and Contracting Policies and Procedures**

Mr. Acosta moved, seconded by Mr. McKay, approval for policy changes to the Procurement Policy contained in Chapter 1 of the Procurement Procedures Manual (PPM) and to the Reprogramming Policy in order to streamline the approval authority process for contract actions and reprogramming actions. The motion was unanimously approved.

## **Information Items**

### **A. Business Case for the New Electronic Payments Program**

Staff presented an update on Metro's New Electronic Payments Program refresh Metro's fare collection system software and hardware, including new gates and vendors in the Metrorail system and electronic targets on-board Metrobus. The presentation outlined the program, the steps taken to-date, the business case and outline next steps to achieve program goals.

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

Staff presented a review of the financial performance through April, which was favorable to budget by four percent. Revenue for the month was below budget by \$5.2 million, or seven percent. Of the total revenue of \$67.6 million, \$66.4 million was passenger revenue. Year-to-date results are within budget for FY2011. Expenditures through April were \$45.0 million favorable to budget, while revenues were \$24.8 million unfavorable to budget.

The meeting was adjourned at 11:44 a.m.