



## Minutes

### 1321st Meeting of the Board of Directors July 26, 2007

Ms. Hewlett called the meeting to order at 10:07 a.m. Present were:

#### **Directors**

Ms. Elizabeth Hewlett  
Mr. Chris Zimmerman  
Mr. Dana Kauffman  
Mr. Emeka Moneme

#### **Alternate Directors**

Mr. Gordon Linton  
Mrs. Catherine Hudgins  
Mr. Tony Giancola

#### **Staff**

Mr. John B. Catoe, Jr.  
Mr. Gerald Francis  
Ms. Polly Hanson  
Ms. Helen Lew

Ms. Carol O'Keeffe  
Ms. Andrea Burnside  
Ms. Kathleen Smith  
Mr. Calvin Skinner

#### **Approval of Agenda:**

Mr. Moneme moved, seconded by Mr. Kauffman, that the agenda be amended to remove Item VIII.C. Approval of Sale of Southeastern Bus Garage. The agenda was approved as amended.

#### **Approval of Minutes:**

The minutes of the June 28, 2007 meeting were approved as submitted. Messrs. Zimmerman and Kauffman abstained from the vote to approve the minutes.

#### **Report by Riders' Advisory Council (RAC):**

Mr. Snyder referred to the RAC report submitted to the Board. He thanked Jim Hamre, Project Manager for the 30s MetroBus Line Study, for going out of his way

**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 1, D3, D6, P6,  
0, 71, 80, X2

A District of Columbia,  
Maryland and Virginia  
Transit Partnership

to include the RAC in his efforts to secure customer input into restructuring the most used bus line in Metro's system.

The RAC Rail Subcommittee had a number of presentations on newspaper recycling at rail stations. The RAC passed a resolution recommending that Metro provide recycling bins on all station platforms; locate recycling bins next to trash cans, including outside of stations, where practicable; install signage on trash cans that reads "Trash Only – No Newspapers"; and provide employee awareness training on recycling procedures.

On the topic of a possible relocation of Metro Headquarters, the RAC passed a resolution with concurrence from the Elderly and Disabled Committee recommending that WMATA wait at least 18 months to two years before beginning significant planning for a move of Metro headquarters from the Jackson Graham Building, stating that planning a move at this time would be a burden and an unnecessary distraction for Mr. Catoe and his new management team and that Mr. Catoe's team needs an opportunity to concentrate on his initiatives to improve safety, customer service, and focus on public transportation.

At July's RAC meeting, Ron Bodmer, Emergency Management Coordinator for WMATA, and a distinguished panel of seven other experts presented the current procedures and processes used in the coordination of WMATA and first responders to incidents that occur in the rail system. This presentation was requested in preparation for workshops the RAC is interested in holding to address the concerns of communication and planning that are increasingly impacting riders when an event closes a station, track, or rail line.

Mr. Snyder concluded by stating his written report includes discussions on schedules and bus system maps on MetroBuses, rail customer service procedures, and his meeting with Mr. Catoe. He announced that the RAC would not hold RAC or subcommittee meetings in August.

#### **Public Comment Period:**

There were no speakers during the public comment period.

#### **Report by General Manager:**

Mr. Catoe reported that service on the Fourth of July went well. Also, 207 million customers passed through the faregates in FY07, an increase of two million, or 1%, over last year. This June was the top month for ridership in Metrorail history, and in July WMATA posted three new Top Ten record days for ridership and six new Top 25 records. Mr. Catoe reminded the Board that FY09 will be another tough budget year, and the one-time revenues used to balance the FY08 budget will not be available; in this context, WMATA will be looking at all potential cost savings and

revenue enhancement options while keeping in mind WMATA's mission to deliver the highest quality service at the lowest possible cost. He further reported that the Disadvantaged Business Enterprise 7<sup>th</sup> Annual Procurement Conference was attended by 250 people. WMATA's FY08 Disadvantaged Business Enterprise goal is 25%. Finally, Mr. Catoe stated that DuPont's assessment report can be expected in September.

Mr. Catoe asked Ms. Polly Hanson, Assistant General Manager for Safety, Security and Emergency Management, to recognize Metro Transit Police Officer Craig Sparry. On the afternoon of July 10, 2007, Officer Sparry was patrolling in Prince George's County. He saw a car lose control and finally come to rest at the bottom of a 14-foot deep drainage culvert. He jumped into the culvert just as the car caught fire. Officer Sparry pulled the driver from the vehicle, returned to the vehicle and put out the fire, and then administered first aid to the victim until the arrival of the fire department. Officer Sparry was presented with a certificate acknowledging his heroism.

Mr. Zimmerman asked Mr. Catoe when a staff response to the RAC's recommendation regarding recycling could be expected. Mr. Catoe stated that the response would be provided at the next meeting. Mr. Moneme, on behalf of the District of Columbia, thanked WMATA for its help on July 4<sup>th</sup> and asked for the next update on the railcar delivery schedule. Mr. Francis responded that the update would come in September. Mr. Giancola congratulated staff regarding the Disadvantaged Business Enterprise Conference.

## **Report by Customer Service, Operations and Safety Committee**

### **A. Approval of Design Concepts for the WMATA Employees Memorial**

Mrs. Hudgins referred the Board to the request for approval of the design concepts for two employee memorials for those employees who lost their lives in the line of duty, and installation of the memorials at the Metro Center transfer station and Carmen E. Turner Maintenance and Training Facility. Committee members stated lighting for each memorial is highly desirable and agreed to the General Manager's request for additional funding, if required, be authorized at his discretion.

Mr. Kauffman deferred his vote to Mrs. Hudgins. Mrs. Hudgins moved, seconded by Mr. Giancola, that the Board approve the employee memorial design concepts. This motion was unanimously approved.

Ayes: 6 – Ms. Hewlett, Mr. Zimmerman, Mr. Giancola, Mr. Linton, Mrs. Hudgins, and Mr. Moneme

A copy of the approved Resolution (2007-30) has been made a part of the official file.

## **Report by Planning, Development and Real Estate Committee**

### **A. Approval of Multi-Year Programs for the Upgrade of Automatic Fare Collection System Equipment**

Mr. Zimmerman referred the Board to the request for approval to initiate and award competitive contracts for the procurement of required services, material and equipment for the upgrade of the Automatic Fare Collection (AFC) equipment.

Mr. Zimmerman moved, seconded by Mr. Moneme, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Ms. Hewlett, Mr. Zimmerman, Mr. Giancola, Mr. Linton, Mr. Kauffman, and Mr. Moneme

### **B. Approval of Dunn Loring Public Hearing Report**

Mr. Zimmerman referred the Board to the request for approval to adopt a resolution to approve the final public hearing staff report for Dunn Loring-Merrifield Station, amendment of the station's General Plans to include bus facilities and parking and access changes, and amendment of the Adopted Regional System plan.

Mr. Zimmerman moved, seconded by Mr. Kauffman, that the Board approve this resolution. This motion was unanimously approved.

Ayes: 6 – Ms. Hewlett, Mr. Zimmerman, Mr. Giancola, Mr. Linton, Mr. Kauffman, and Mr. Moneme

A copy of the approved Resolution (2007-31) has been made a part of the official file.

## **Administrative Actions**

### Other Items

Mr. Linton moved, seconded by Mr. Zimmerman, that the Board approve, en bloc, Administrative Items IX.A numbered 1-8. This motion was unanimously approved.

Ayes: 6 – Ms. Hewlett, Mr. Zimmerman, Mr. Giancola, Mr. Linton, Mr. Kauffman, and Mr. Moneme

1. Approval of Annual DBE Goal for Federal FY08

Approval and adoption of the 25% Disadvantaged Business Enterprise (DBE) Annual Goal (23% Race Conscious/2% Race Neutral) for the Federal Fiscal Year 2008.

A copy of the approved Resolution (2007-32) has been made a part of the official file.

2. Approval of Office of Inspector General Organizational Staffing Plan and Salary Structure

Approval of the Office of Inspector General organizational staffing plan.

A copy of the approved Resolution (2007-33) has been made a part of the official file.

3. Approval to Initiate & Award a Contract for Restraining Rail and Component Parts

Approval to initiate and award a competitive contract for the purchase of restraining rail and associated component parts.

4. Approval to Initiate & Award a Contract for Comprehensive Radio Communications System

Approval to initiate and award a multi-year sole source contract to Motorola, Inc., for a maintenance service agreement for the Comprehensive Radio Communications System.

5. Approval to Modify a Contract for Boom Truck

Approval of additional funds in the amount of \$92,350 to award a contract for the procurement of a Boom Truck Aerial unit.

6. Approval of Prince George's County Free Ride Student Program

Approval of the Prince George's County "Kids Ride Free" fare buy-down program on Metrobus routes serving Prince George's County, beginning August 20, 2007, and remaining in effect through the end of FY08 or as long as Prince George's County continues to replace the revenues lost through its implementation.

A copy of the approved Resolution (2007-34) has been made a part of the official file.

7. Approval of Transfer of Funds from Ballston to Rosslyn Projects

Approval of the reallocation of surplus budget funds in the amount of \$350,000 from the Ballston Station Improvement project to commence the Rosslyn Station New Entrance project to permit initial design for the Rosslyn Station New Entrance.

A copy of the approved Resolution (2007-35) has been made a part of the official file.

8. Approval to Amend Existing Land Easement for Parking Garage at Huntington

Approval to amend the existing Easement Agreement with Home Properties Huntington Metro LLC to continue using the 924-space surface parking lot through February 28, 2008, subject to funding by Fairfax County.

A copy of the approved Resolution (2007-36) has been made a part of the official file.

**REPORT BY D.C.:** None

**REPORT BY WSTC:** None

**REPORT BY NVTC:** Mr. Zimmerman noted that the Northern Virginia Transportation Authority (NVTA) approved the revenue measures that the General Assembly enacted in the Spring, which will, when they go into effect next year, raise approximately \$300 million a year for transportation, \$50 million of which is earmarked for WMATA. With this, Virginia has acted to provide dedicated funding for WMATA. The NVTA also approved initial bond issue and associated program of \$100 million, part of which is for WMATA.

Mrs. Hudgins referred back to the Customer Service, Operations and Safety Committee item and asked if there was a notification process for the families of the employees for which the employee memorial is being designed. Mr. Catoe assured her that notification would take place as work on the memorials is completed.

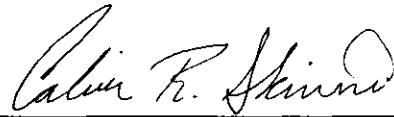
Mr. Zimmerman expressed his appreciation for the services of Mr. Steve Feil, Assistant General Manager for Rail, upon his departure from WMATA. Mr. Catoe joined him in his expression, as did Ms. Hewlett on behalf of the Board.

**ADJOURNMENT:**

Ms. Hewlett moved, seconded by Mr. Moneme, that the Board meet in Executive Session immediately following the meeting to discuss personnel and contractual matters. This motion was unanimously approved.

Ayes: 6 – Ms. Hewlett, Mr. Zimmerman, Mr. Giancola, Mr. Linton, Mr. Kauffman, and Mr. Moneme

The meeting was adjourned at 10:35 a.m.



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Calvin R. Skinner, Acting Board Secretary