



**Tuesday, December 3, 2019
9:30 AM**

**Mid-Year Meeting
Agenda**

- I. Call to Order/Introductions (Chair)**
- II. Approval of the Agenda (Chair)**
- III. Approval of the Minutes (Chair)**
 - a. June 22, 2018
- IV. Public Comment**
 - a. Individuals who have signed the Speakers' List prior to the commencement of the meeting may testify for a time not to exceed three (3) minutes unless permitted by the Chair.
 - b. Comments shall be limited to matters that pertain to the Washington Suburban Transit Commission (WSTC) or other transit issues.
 - c. The Public Comment period shall last no longer than fifteen (15) minutes.
- V. Presentation of WSTC FY 2019 Financial Audit (Pamela Gray, SB & Company, LLC.)**
- VI. WSTC Update (Director, Washington Area Transit Office)**
 - a. Update on WSTC FY 2020 Mid-Year Financial Position
 - b. Review of Proposed WSTC FY 2021 Administrative Budget
 - c. WSTC website/Network
 - d. Next Steps with IT infrastructure
 - e. Public Forums After-Action
 - f. Personnel Update
 - i. Transit Analyst Search
 - ii. Inroads on Intern Program
- VII. County Conversation**
 - a) Parking Concerns from Grosvenor/Strathmore TOD
 - b) Issues from the counties (Gary Erenrich, Anthony Foster)
- VIII. Good of the Order (Chair)**
- IX. Closing Remarks (Director, Washington Area Transit Office)**
- X. Executive Session**

Washington Suburban Transit Commission

4351 Garden City Drive, Suite 305, Hyattsville, MD 20785 • Phone 301-577-2063 • Fax 301-577-2193

Tuesday, June 17, 2019
9:00 AM
Meeting Minutes

Commissioners in Attendance
Mr. Clarence Crawford, Chair
Mr. Michael Goldman, Vice Chair
Ms. Kathryn Porter
Mr. Hoan Dang
Mr. Thomas Graham
Staff in Attendance
Mr. Pat Pscherer, Director, Washington Area Transit Office, MDOT
Ms. Tammy Cooper, Office Manager, WSTC
Ms. Sara LeBarron, Financial Analyst, WSTC
Ms. Amanda Cooper, MDOT

Others in Attendance

- Dr. Charles Glass, MDOT
- Mr. William “Bill” Orleans, member of the public
- Mr. John Tabori, member of the public

I. Vice Chair Mr. Goldman called the meeting to order at 9:39 AM

II. Approval of the Agenda

A motion to approve the agenda was seconded and unanimously approved.

III. Approval of the Minutes

A motion to approve the minutes from January 8, 2018 was seconded and unanimously approved.

IV. Public Comment

Mr. Tabori and Mr. Orleans provided the following remarks:

- a) John Tabori, the previous Mayor of University Park, suggests we contact each municipality individually by email. He stated that if we reach out this way, it would be a great way to boost attendance as about 30% of the population lives in municipalities.
- b) Mr. Orleans asked again about the bike racks. He was informed by the office manager that the realty company stated that they are looking into purchasing the rack and would let us know when it would be installed. He also asked for a copy of the FY20 Proposed Budget. Mr. Pscherer advised he could have a copy once the budget was approved.

V. Introduction of New Commissioner: Mr. Thomas Graham

Welcome of Mr. Thomas Graham as the new WSTC Commissioner.

VI. WSTC Update

- a. Ms. LeBarron - Update on WSTC finances:
 - i. At the January 2019 WSTC Commission Meeting, the Commission discussed regular reconciliation reports on the office finances. Ms. LeBarron presented a quarterly reconciliation, reporting that the office was on track for year-end revenues and expenses. The payment from MTA is expected by end of June. The office's account balance is estimated at \$693,000 for the end of the fiscal year. Current balance sits at \$696,000. Mr. Goldman asked when the next payment was due to be paid to WMATA by MDOT, and why the WSTC is holding such a large balance in its bank account. Mr. Pscherer will verify if we can open an interest-bearing account. Once a determination is made, he will work on securing that account and if the amount is covered by FDIC.
 - ii. The WSTC's Fiscal Year 2020 administrative budget was approved unanimously at the annual Bi-County Budget Meeting on May 9, 2019.
 - iii. Return of subsidy 2012-2016. As had been done in the last fiscal year, WSTC will process subsidy refunds for the counties, MDOT, and MDOT MTA. The budgeted fiscal year revenues of \$459,000 will effectively be reduced by 20%, to \$365,000. The administrative budget was also decreased from the previous year. The audit fees in FY2020 decreased by \$8,000 as a result of processing only a single-year audit, and the internet costs decreased by \$1,000 annually by eliminating FiOS television service in the office.
- b. Legislative Wrap-Up
 - i. HB 370/Ch 353 - Metro Board Member Act of 2018 - Del. Korman (D-Montgomery Co.). Mr. Crawford's seat expires on the WSTC at the end of June 2019. There is currently no replacement identified to fill the vacancy on the WSTC. Per the legislation, Maryland Secretary of Transportation Pete Rahn will begin serving as one of Maryland's principal voting members on the WMATA Board of Directors. Sec. Rahn's first WMATA meeting is scheduled to be July 25, 2019. It has not been

- determined if he will be able to attend the committee meetings on July 11, 2019, and may have to send his designee. Once a decision is made, that information will be shared with the Board. Sec. Rahn will be the second voting member joining Mr. Goldman. The Commissioners discussed whether there may be a legal issue about who would be the MDOT Secretary's designee for the WMATA Board of Directors. MDOT's Attorney General's office believes that the Secretary's designee need not be a County-appointed Alternate Director and should enjoy the Secretary's full rights when in attendance on his behalf. Counsel will draft a letter of opinion and it will be sent to WMATA. This matter needs to be addressed in all due haste between Maryland's attorney and WMATA's Chief Counsel as any vote not in compliance with the WMATA Compact and State statute could be contested. For the July 11, 2019 WMATA Committee meetings, the Prince George's County alternate will act as the Secretary's alternate.
- ii. HB1412 – Transportation - Maryland Metro/Transit Funding Act – Alterations - Del. Korman (D-Montgomery Co.). Del. Korman's bill, if passed, would have removed the 3% cap on WMATA's operating budget and eliminated the three budget-related legislative exclusions. The delegate explained to Mr. Pscherer that he believed the cap was being abused as a means of strong-handing negotiations with collective bargaining units and that the legislative exclusions were being misinterpreted. The bill was introduced at the very end of the allowable period for bill submission and did not pass. This bill may be a preview of what will be introduced in the 2020 legislative session.
- c. Future WSTC Public Forums
Mr. Graham would like to assist. Mr. Crawford suggested building a distribution list for the broadest coverage and continuing to look for ways to improve access and involvement from the community. Mr. Dang believes that we can and should advertise the Forums as an opportunity to "Come and learn about projects in your area". The previous year's efforts largely involved trying to publicize the existence and efforts of the WSTC. Mr. Goldman believes that there will be a few controversial issues to peak the public's interest for future events. The Commissioners decided on two public forums in Prince George's and Montgomery County per year to take place in the spring and fall. The fall meeting should be around October or November. The greatest concern currently is finding appropriate avenues and methods to publicize the Forums to maximize attendance. The focus of the Forums should be specific topics which create an agenda of interest. It was mentioned that it is hard to get the public to come out in the evening if there isn't an issue of significance being discussed.
 - d. Office Matters
 - i. Chris Wells retired and her position needs to be filled, but it has not yet been advertised. Salary for this position was discussed during the budget portion of the meeting. It is understood that it is unlikely that Ms. Wells will be replaced by a candidate with as much career transit experience as she had. Mr. Pscherer suggested searching for a candidate with "a fresh point of view", and not just a long career in transit planning. He also suggested the possibility of filling the position with a part-time employee and engaging an intern. Mr. Pscherer mentioned the Maryland Transportation Institute, a statewide think tank with expertise in transportation issues based out of the University of MD College Park, as a possible source for qualified

- interns. The idea of an intern was agreed to, but only in addition to hiring a full-time Transit Analyst with knowledge of transportation issues to replace Ms. Wells. Mr. Pscherer requested recommendations from the Commission for possible candidates.
- ii. Mr. Pscherer received a request from the Maryland Department of Planning (MDP) for office space for a position they are creating. MDP is creating a Regional Planner position responsible for coordinating with many agencies with which the WSTC and its Commissioners already interact. Mr. Pscherer was approached by MDP Assistant Secretary Pat Keller about possible space. Currently, the WSTC office suite has three vacant offices. MDP originally inquired about space at no cost, but that option was dismissed. The current lease allows for a sublet if the tenant (the WSTC) receives approval from the building management. As room would be available, even with all positions filled, the Board approved the sublet of space. The fee should be the cost of the WSTC administrative budget per square foot.
 - iii. Ms. Cooper reported that the realty company contacted her and advised that they were in the process of procuring a bicycle rack. They will let her know when it is received and installed.
- e. Letter to WMATA Ethics Committee
The Commission received the most recent version of the letter to the WMATA Ethics Committee and approval is being requested to forward this letter to the WMATA Board members. There are 6 names listed for signature but does not have to be the final count. The letter can be submitted under the signature of just the Chair, but with the understanding that the Chair will change as a result of actions on the agenda for this meeting. WSTC staff are requesting suggested changes or edits, or the approval to send the letter as is. The Commission determined that the letter would be stronger and display unity with the six signatures in lieu of just the Chair. Mr. Crawford abstained from including his signature as he was a member of the WMATA Ethics Committee and suggested the letter be sent as soon as possible. An email was received from Robert McCartney at the Washington Post requesting a copy of the letter. Approval was given by Mike Goldman and it was requested that the letter be transmitted as soon as possible.

VII. Bus Transformation Project Briefing (Mr. Rich Davey)

Mr. Davey delivered a presentation on the Bus Transformation Project and then took questions from the Commissioners. It was noted that Prince George's County was particularly interested in, and concerned about, some of the recommendations potentially coming out of the Project.

VIII. Election of Officers

Chair: Mr. Goldman was nominated by Ms. Porter and seconded. Vote: Unanimous For
Vice Chair: Mr. Graham was nominated by Mr. Goldman and seconded. Vote: Unanimous For

Treasurer: Mr. Dang was nominated by Mr. Goldman and seconded. Vote: Unanimous For

IX. Recognition of Service for Mr. Clarence C. Crawford (Director, Washington Area Transit Office)

Mr. Crawford was presented with a token of appreciation for his service to the Commission. All attendees offered brief words of thanks and well wishes.

X. Good of the Order

Mr. Orleans requested an update on the status of the Southern Maryland Transit Study. Dr. Charles Glass advised that this is an MDOT MTA issue and not under the purview of the WSTC.

The issue surrounding the upcoming termination of the Crofton Country Club terminus stop on Metrobus' B29 route was raised. MDOT MTA intends to terminate the lease on the 100-spot parking area as of December 31, 2019. WMATA does not wish to assume this lease. This stop on the route is utilized by approximately 30 riders a day, with 20 or fewer parking in the lot. The stop will likely become part of the State of Good Operations (SOGO) bus route changes proposed by WMATA each fall and spring.

It was advised that the study for the Woodrow Wilson Bridge should be released from WMATA by the end of the week. No specific date for that release was available.

XI. Closing Remark (Director, Washington Area Transit Office)

Meeting adjourned at 12:10pm

Advertising List for Public Forum in Montgomery County

Paid Advertising

The Montgomery Sentinel

The Patch

Direct Contact

Montgomery County Young Democrats

Maryland Transit Opportunities Coalition

Montgomery County Renter Alliance

Action Committee for Transit

Greater Greater Washington

Town of Brookeville

Village of Chevy Chase, Sec. 3, 5

Village of Friendship Heights

Town of Garrett Park

Town of Laytonsville

Village of North Chevy Chase

Town of Poolesville

Town of Somerset

City Hall of Gaithersburg

Dept. of Community & Public Relations, Gaithersburg

Social Media Specialist, Ride On, Mont. Co. Transit System

Montgomery County Young Republicans

Greater Silver Spring Chamber of Commerce

Friends of Forest Glen and Montgomery Hills

Montgomery County Sierra Club

Town of Barnesville

Town of Chevy Chase

Town of Chevy Chase Village

City of Gaithersburg

Town Kensington

Village of Martin's Additions

Town of Oakmont

City of Rockville

City of Takoma Park

Montgomery County Public Libraries

Deputy City Manager, Rockville

Montgomery County Public Forum Attendance (per sign-in)

Bridget Donnell Newton, Mayor of Rockville

Beryl Feinberg, Rockville City Council

Three members of the public

Sean Emerson, County Council

Rob Robinson, Gaithersburg Planning and Code

Advertising List for Public Forum in Prince George's County

Paid Advertising

The Prince George's Sentinel

The Patch

Direct Contact

Action Committee for Transit
Prince George's County Library Admin.
Maryland Sierra Club
City of Berwyn Heights
City of Bladensburg
City of Bowie
City of Brentwood
City of Capitol Heights
City of Cheverly
College Park
Colmar Manor
Cottage City
District Heights
Eagle Harbor
Edmonston
Fairmount Heights
Forest Heights

Greater Greater Washington
Prince George's County Chamber of Commerce
Prince George's County Municipal Association
City of Glenarden
City of Greenbelt
City of Hyattsville
City of Landover Hills
City of Laurel
City of Morningside
City of Mount Rainier
Town of New Carrollton
North Brentwood
Riverdale Park
Seat Pleasant
University Park
Upper Marlboro
DPW&T shared via public media site

Prince George's County Public Forum Attendance (per sign-in)

Monique Anderson-Walker, County Council
Carla Lundy, County Council
Lavinia Baxter, Special Assistant, Office of the County Executive
Gerald P. Konohia, Chief of Staff, Office of Council Member Hawkins
Terry L. Bellamy, Director, DPW&T
Kate Mazzara, Assoc. Dir. Prince George's County
Gwen Clerkley, Assoc. Dir., DPWT
Tiffany W. Jennings, MNCPPC

Jolen Ivey, County Council
Nikki Greco, Office of Council Member Ivey
Anthony Foster, DPW&T
Victor Weissberg, DPW&T
Ron Crites, DPW&T
Three members of the public

Replacement of Parking at Grosvenor-Strathmore Station

WMATA Proposal as a Result of Transit-Oriented Development

December, 2019



or Park
hium

355

Rockville Pike

Tuckerman Ln

Tuckerman Ln

Tuckerman Ln

Tuckerman Ln

Cloister Dr

Cloister Dr

Grosvenor-Strathmore

P+R
Grosvenor-Strathmore

Strathmore Park
At Grosvenor

Tuckerman Ln

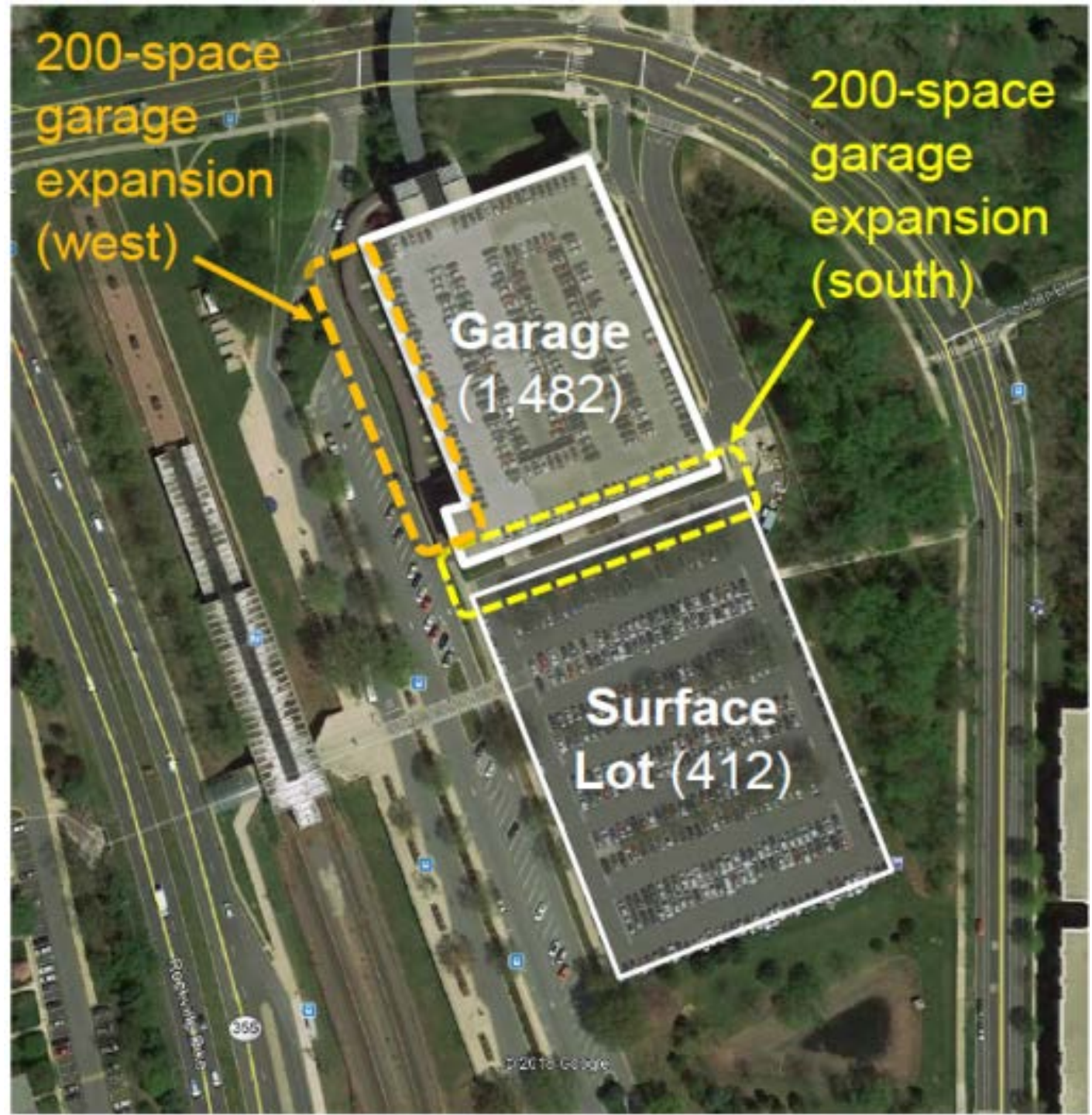
Google

200-space
garage
expansion
(west)

200-space
garage
expansion
(south)

Garage
(1,482)

Surface
Lot (412)



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