



Wednesday, December 16, 2020
3:30 PM

Mid-Fiscal Year Meeting
Agenda

- I. Call to Order/Introductions (Chair)**
- II. Approval of the Agenda (Chair)**
- III. Approval of the Minutes (Chair)**
 - a. June 26, 2020
- IV. Public Comment**
 - a. Comments submitted by e-mail prior to the day of the meeting shall be read into the record.
 - b. Comments shall be limited to matters that pertain to the Washington Suburban Transit Commission (WSTC) or other transit issues.
- V. Presentation of WSTC FY 2020 Financial Audit (Pamela Gray, SB & Company, LLC.)**
 - a. Action Item – Seeking acceptance of the FY2020 Financial Audit
- VI. WSTC Update (Director, Washington Area Transit Office)**
 - a. Update on WSTC FY 2021 Mid-Year Financial Position
 - b. Action Item – Amendment to the FY2021 Administrative Budget
 - c. Review of Proposed WSTC FY 2022 Administrative Budget
 - d. WSTC Website/Social Media Accounts
 - e. Next Steps with IT infrastructure
 - f. Possible Partnership with University of Maryland, College of Information Studies
 - g. Update on Possibility of Lease Termination
 - h. Preview of the WMATA FY2022 Budget
 - i. Public Forum Planning (mid-January 2021)

VII. County Conversation

VIII. Good of the Order (Chair)

IX. Closing Remarks (Director, Washington Area Transit Office)



Friday, June 26, 2020
1:00 PM

Meeting Minutes

Commissioners in Attendance
Mr. Michael Goldman, Chair
Mr. Thomas Graham, Vice Chair
Hon. Todd Turner
Hon. Tom Hucker
Deputy Secretary Earl Lewis, MDOT - Maryland Transportation Secretary's Designee
Staff in Attendance
Mr. Pat Pscherer, Director, Washington Area Transit Office, MDOT
Ms. Tammy Cooper, WSTC
Ms. Sara LeBarron, WSTC
Ms. Amanda Cooper, MDOT
County/WMATA Representatives
Mr. Gary Erenich, Montgomery County Department of Transportation
Mr. Anthony Foster, Prince George's County Department of Public Works and Transportation
Mr. Charlie Scott, Washington Metropolitan Area Transit Authority
Public
Mr. William "Bill" Orleans
Mr. Renaud Brown

I. Chair Goldman called the meeting to order at 1:00 PM

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 December 3, 2019 was seconded and unanimously approved.

IV. Public Comments

No public comments were submitted.

V. Introduction of New Commissioner: The Honorable Tom Hucker

The Honorable Tom Hucker, Vice President of the Montgomery County Council has been appointed by the Montgomery County Council to the Washington Suburban Transit Commission. Mr. Hucker was introduced to the Commission by Mr. Pat Pscherer, Director, Washington Area Transit Office, MDOT.

VI. WSTC Update

A. Update on WSTC Finances

Ms. Sara LeBarron, WSTC Financial Analyst presented updates on:

i. End-of-Year Financial Reconciliation

The beginning account balance for FY20 was \$668,502. Total revenues as of May 31, 2020 were \$230,219. Administrative expenditures to the same date total \$317,790, leaving a balance of \$580,931. In order to reduce the overall account balance, the WSTC is budgeting a credit for each funding partner for the upcoming fiscal year. The Commission would like to see the WSTC funds in an interest-bearing account.

ii. Payoff of Unfunded Liability from Montgomery County Employees' Retirement System

The WSTC carried an obligation on an unfunded retirement system liability due to Montgomery County. The original payment schedule included ten annual payments of \$15,501. Four of those payments have been made. Staff requested payment options from Montgomery County to examine scenarios for satisfying this obligation. Options included a one-time payout of \$78,216; two annual payments of \$40,522 (totaling \$81,044); three annual payments of \$27,979 (totaling \$83,937); or six annual payments of \$15,501 (totaling \$93,006). Acknowledging the surplus currently available in the WSTC account balance, and the opportunity to save \$14,790 in accumulated interest compared to the six installment payments, the Commissioners decided it would best benefit the WSTC to pay in full the balance due on the unfunded retirement system liability in the amount of \$78,216. The motion passed unanimously.

- iii. Approval of the Fiscal Year 2021 WSTC Administrative Budget
The FY21 administrative budget represents a 4% increase over the FY20 budget – from \$459,143 to \$478,092. This increase is almost exclusively associated with salaries and benefits. Recognizing the large balance being carried in the WSTC account, the proposed budget also includes a refund to the funding partners from the FY20 surplus totaling \$95,618. The motion to approve the FY21 budget passed unanimously.
 - A subsequent discussion was held regarding a possible termination of the WSTC office lease. As a result of the COVID-19 pandemic, all employees with office space in the suite are currently teleworking exclusively and full-time with the exception of one MDOT MTA employee who has an office in the Washington Area Transit Office suite but is only in the office sporadically. In a review of the lease, no clause was discovered describing procedures for early termination of the contract. The Commission suggested that staff further look into the possibility of an early release from the lease especially should this pandemic continue.

B. Legislative Wrap-Up

Mr. Pscherer presented a summary of pertinent legislation introduced in the 2020 Legislative Session of the Maryland General Assembly.

- i. HB370 (Chpt. 185) - Bicounty Commissions – Annual Reports – Conflicts of Interest and Lobbying PG/MC 102-20
As a Commission and office, the WSTC must now prepare two specific reports which are due on or before April 30, 2021: 1) A Conflict of Interest report, and 2) a report on lobbying done before the Commission. The reports must be submitted to the local governments of Montgomery and Prince George's County, and be posted on the WSTC website, which is in development in conjunction with MDOT staff.
- ii. HB402 (Chpt. 193) - WMATA – Sovereign Immunity – Employee Whistleblower Protection
This bill provides WMATA employees the same protection as State employees with similar positions. While this bill passed in Maryland, its enforcement is contingent on reciprocal legislation in the Commonwealth of Virginia and the District of Columbia.
- iii. HB1388 (Chpt. 461) - Public Safety Surcharge PG 412–20
This bill allows Prince George's County to collect a \$2,000 surcharge when a developer builds a new residential housing development where the dwellings are 1) in Transportation Service Area 1 of the Maryland-National Capital Park and Planning Commission Approved General Plan, or 2) abutting a current or planned Washington Metropolitan Area Transit Authority Metrorail station. Previously, the dwellings needed to satisfy both conditions for the County to be able to collect the surcharge from the developer.
- iv. HB1237 - Public Safety – Elevator Inspections - Transit Compact Authority
This bill would have exempted elevators owned by WMATA or in WMATA facilities from inspection by the Maryland Department of Labor, as they already fall under the oversight authority of the Washington Metrorail Safety Commission (WMSC) – despite the WMSC having no pro-active inspection program. This bill did not pass.

v. HB1590 - Criminal Law - Assault on Public Transportation Operator - Penalties and Reporting

This bill would have added the operators of public transportation services to the list of victims of physical assault resulting in a violation classified as a Felony Assault in the Second Degree. Conviction for such a crime would have led to up to 10 years in prison and a fine not to exceed \$5,000. This was a refile of legislation introduced in 2019. This bill did not pass.

vi. HB86 - Maryland Metro/Transit Funding Act – Alterations

This bill would have altered the Maryland Metro/Transit Funding Act originally passed in 2018. The alterations would have amended the list of Legislative Exclusions permitting WMATA to add budget items above the 3% cap on increasing its operating budget by 1) expanding the existing exclusion regarding payments or obligations arising from legal disputes or proceedings to also include arbitration proceedings, and 2) adding a new exclusion for any service increase approved by the WMATA Board of Directors. This bill was vetoed.

C. Office Matters

- i. The WSTC spring Public Forum was not held this year due to the COVID-19 pandemic. Staff will begin discussions for planning how a fall Public Forum can occur. For today's Commission meeting we are using the GoTo Webinar platform courtesy of the CommuterChoice office within MDOT's Department of Planning. If future meetings will continue to require web conferencing, the WSTC may need to look into purchasing software.
- ii. WSTC Commissioners voted on logo concepts designed by Matt Straffin, an MDOT graphic designer. The logo chosen was the State House in Annapolis with a stylized train and bus as levels of the dome. Mr. Pscherer has asked for some additional small changes (typeface, font size, font color) for the finalized logo. The WSTC website is in development with the Office of Strategic Customer Service within MDOT. In addition, Social Media accounts are being created.

VII. County Conversation

A. Montgomery County provided the following update:

- i. Bus and Rail services are beginning to see an increase since the Governor has eased restrictions and move the state into Phase Two of the recovery plan. Montgomery County has added additional service on three bus lines: the 18, the 24, and the 32. For routes with low ridership, the County will still provide service, however in a more limited capacity. At this time, ridership is probably 25% of normal levels. Initial ridership was mostly just essential workers, but general ridership is expanding. The goal is to keep everyone healthy. The County has given out approximately 7,000 masks.
- ii. The Rockville Station Bridge is closed. The canopy has severe structural issues and the stairways need improvements. WMATA has responsibility for the maintenance of the skyway.

B. MDOT MTA was an enormous help in getting Montgomery and Prince George's counties their share of the CARES Act funds from WMATA. However, very little funding goes to the bus carriers.

VIII. Election of New Officers for Fiscal Year 2021

A. Chair – Mr. Tom Graham

- i. Nomination: Hon. Todd Turner
- ii. Second: Mr. Michael Goldman
- iii. Vote: Unanimous In Favor

B. Vice Chair – Hon. Tom Hucker

- i. Nomination: Mr. Goldman
- ii. Second: Mr. Turner
- iii. Vote: Unanimous In Favor

C. Secretary-Treasurer – Hon. Todd Turner

- i. Nomination: Mr. Goldman
- ii. Second: MDOT Deputy Secretary Earl Lewis
- iii. Vote: Unanimous In Favor

IX. Adjournment

Mr. Goldman adjourned the meeting at 3:11 PM

Washington Suburban Transit Commission
December 16, 2020

Action Item

Acceptance of the WSTC FY 2020 Financial Audit

Background:

Each year the Washington Suburban Transit Commission contracts with an independent certified public accounting firm to conduct an audit of the WSTC's financial accounts. Ms. Pamela Gray with SB & Company, LLC will present the results of the audit of the WSTC's Fiscal Year 2020 finances.

Recommendation:

Staff are seeking acceptance of the financial audit of the WSTC's Fiscal Year 2020 accounts.

WSTC Monthly Administrative Reconciliation through 10/31/2021

FY2021	Approved Budget	FY2021 Q1				FY 2021 Spend through 10/31/20
		July	August	September	October	
M&T Bank Beginning Balance (Same as QB)	\$ 569,888	\$569,888.00	\$595,191.37	\$580,866.85	\$566,430.76	\$ 569,888
<i>Personnel Costs Total (QB)</i>	\$ 332,184	(\$107,377.89)	(\$16,155.36)	(\$16,155.38)	(\$16,178.80)	(\$155,867.43)
<i>Commissioner Compensation Total (QB)</i>	\$ 62,750	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$6,708.32)
<i>Operating Expenses Total (QB)</i>	\$ 83,158	(\$10,792.66)	(\$5,303.08)	(\$5,414.63)	(\$5,765.10)	(\$27,275.47)
Total Administrative Expenses (QB)	\$ 478,092	(\$119,847.63)	(\$23,135.52)	(\$23,247.09)	(\$23,620.98)	(\$189,851.22)
Total Bank Checks / Debits (M&T Bank)	\$ -	(\$119,847.63)	(\$23,135.52)	(\$23,247.09)	(\$23,620.98)	(\$189,851.22)
<i>QuickBooks vs. M&T Bank Variance</i>	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Administrative Revenues	\$ 382,474	\$145,151.00	\$8,811.00	\$8,811.00	\$8,811.00	\$171,584.00
M&T Bank Ending Balance (Same as QB)	\$ 474,270	\$595,191.37	\$580,866.85	\$566,430.76	\$551,620.78	\$551,620.78

WSTC Fiscal Year 2021 Administrative Forecast

FY2021 FORECAST	Approved Budget	Actuals				Forecast							FY 2021 Total Spend	
		July	August	September	October	November	December	January	February	March	April	May		June
M&T Bank Beginning Balance (Same as QB)	\$ 569,888	\$569,888.00	\$595,191.37	\$580,866.85	\$566,430.76	\$551,620.78	\$537,294.34	\$515,237.90	\$500,911.46	\$486,585.02	\$472,258.58	\$468,702.14	\$596,599.70	\$569,888.00
Personnel Costs Total (QB)	\$ 332,184	(\$107,377.89)	(\$16,155.36)	(\$16,155.38)	(\$16,178.80)	(\$16,155.36)	(\$16,155.36)	(\$16,155.36)	(\$16,155.36)	(\$16,155.36)	(\$16,155.36)	(\$16,155.36)	(\$16,155.36)	(\$285,110.31)
Commissioner Compensation Total (QB)	\$ 62,750	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$1,677.08)	(\$20,124.96)
Operating Expenses Total (QB)	\$ 83,158	(\$10,792.66)	(\$5,303.08)	(\$5,414.63)	(\$5,765.10)	(\$5,305.00)	(\$13,035.00)	(\$5,305.00)	(\$5,305.00)	(\$5,305.00)	(\$5,305.00)	(\$5,305.00)	(\$5,305.00)	(\$77,445.47)
Total Administrative Expenses (QB)	\$ 478,092	(\$119,847.63)	(\$23,135.52)	(\$23,247.09)	(\$23,620.98)	(\$23,137.44)	(\$30,867.44)	(\$23,137.44)	(\$23,137.44)	(\$23,137.44)	(\$23,137.44)	(\$23,137.44)	(\$23,137.44)	(\$382,680.74)
Total Bank Checks / Debits (M&T Bank)	\$ -	(\$119,847.63)	(\$23,135.52)	(\$23,247.09)	(\$23,620.98)	(\$23,137.44)	(\$30,867.44)	(\$23,137.44)	(\$23,137.44)	(\$23,137.44)	(\$23,137.44)	(\$23,137.44)	(\$23,137.44)	(\$382,680.74)
QuickBooks vs. M&T Bank Variance	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Administrative Revenues	\$ 382,474	\$145,151.00	\$8,811.00	\$8,811.00	\$8,811.00	\$8,811.00	\$8,811.00	\$8,811.00	\$8,811.00	\$8,811.00	\$19,581.00	\$151,035.00	\$132,552.00	\$518,807.00
M&T Bank Ending Balance (Same as QB)	\$ 474,270	\$595,191.37	\$580,866.85	\$566,430.76	\$551,620.78	\$537,294.34	\$515,237.90	\$500,911.46	\$486,585.02	\$472,258.58	\$468,702.14	\$596,599.70	\$706,014.26	\$706,014.26

**Washington Suburban Transit Commission
Fiscal Year 2021 APPROVED Administrative Budget**

	FY 2021	ALLOCATION			
	APPROVED	MDOT	Montgomery	Prince George's	MTA
PERSONNEL COSTS*					
Employee Salaries	\$ 195,783	\$ 65,261	\$ 65,261	\$ 65,261	\$ -
Fringe and Retiree Benefits	\$ 136,401	\$ 44,123	\$ 39,424	\$ 39,424	\$ 13,430
Personnel Costs Total	\$ 332,184	\$ 109,385	\$ 104,685	\$ 104,685	\$ 13,430
COMMISSIONER COMPENSATION					
State of Maryland Commissioners	\$ 40,250	\$ 40,250	\$ -	\$ -	\$ -
Montgomery County Commissioners	22,500	-	22,500	-	-
Prince George's County Commissioners	-	-	-	-	-
Commissioner Compensation Total	\$ 62,750	\$ 40,250	\$ 22,500	\$ -	\$ -
OPERATING EXPENSES					
Accounting/Audit fees	\$ 7,730	\$ 1,933	\$ 1,933	\$ 1,933	\$ 1,933
Bank/Payroll fees	2,000	500	500	500	500
Insurance	1,500	375	375	375	375
Internet service	2,700	675	675	675	675
Local travel	550	138	138	138	138
Miscellaneous	1,000	250	250	250	250
Office supplies	750	188	188	188	188
Rent	59,328	14,832	14,832	14,832	14,832
Office telephone services	1,840	460	460	460	460
Software Maintenance	4,260	1,065	1,065	1,065	1,065
Public Forums	1,500	375	375	375	375
Operating Expenses Total	\$ 83,158	\$ 20,790	\$ 20,790	\$ 20,790	\$ 20,790
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 478,092	\$ 170,424	\$ 147,974	\$ 125,474	\$ 34,220
REVENUES					
Grants and Contributions	\$ 478,092	\$ 170,424	\$ 147,974	\$ 125,474	\$ 34,220
TOTAL ADMINISTRATIVE REVENUES	\$ 478,092	\$ 170,424	\$ 147,974	\$ 125,474	\$ 34,220
LESS: Return of Operating Subsidy FY2020	\$ 95,618	\$ 28,200	\$ 24,234	\$ 19,737	\$ 23,449
TOTAL ADMINISTRATIVE REVENUES	\$ 382,474	\$ 142,224	\$ 123,741	\$ 105,737	\$ 10,770

* There are three permanent Washington Suburban Transit Commission (WSTC) positions: a Financial Analyst, an Office Manager, and a Transit Analyst. The Transit Analyst position is currently vacant but intends to be filled by the Commission. The personnel cost for these positions is allocated equally among Montgomery County, Prince George's County, and the Maryland Department of Transportation (MDOT).

**Washington Suburban Transit Commission
Fiscal Year 2021 Proposed Budget Amendment**

	FY 2021 Proposed Amendment	ALLOCATION			
		MDOT	Montgomery	Prince George's	MTA
PERSONNEL COSTS*					
Employee Salaries	\$ 195,783	\$ 65,261	\$ 65,261	\$ 65,261	\$ -
<i>Less Vacant Position</i>	\$ (70,000)	\$ (23,333)	\$ (23,333)	\$ (23,333)	\$ -
Amended total for Employee Salaries	\$ 125,783	\$ 41,928	\$ 41,928	\$ 41,928	
Employee and Retiree Benefits	\$ 144,401	\$ 46,789	\$ 42,091	\$ 42,091	\$ 13,430
<i>Less Vacant Position</i>	\$ (45,500)	\$ (15,167)	\$ (15,167)	\$ (15,167)	\$ -
Amended total for Employee Salaries	\$ 98,901	\$ 31,622	\$ 26,924	\$ 26,924	\$ 13,430
Personnel Costs Total	\$ 224,684	\$ 73,550	\$ 68,852	\$ 68,852	\$ 13,430
COMMISSIONER COMPENSATION					
State of Maryland Commissioners	\$ 40,250	\$ 40,250	\$ -	\$ -	\$ -
<i>Less Vacant Position</i>	\$ (15,094)	\$ (15,094)			
Amended total for State of Maryland Commissioners	\$ 25,156	\$ 25,156			
Montgomery County Commissioners	\$ 22,500	-	22,500	-	-
<i>Less Vacant Position</i>	\$ (18,125)		\$ (18,125)		
Amended total for Montgomery County Commissioners	\$ 4,375		4,375		
Prince George's County Commissioners	-	-	-	-	-
Commissioner Compensation Total	\$ 29,531	\$ 25,156	\$ 4,375	\$ -	\$ -
OPERATING EXPENSES					
Accounting/Audit fees	\$ 7,730	\$ 1,932.50	\$ 1,932.50	\$ 1,932.50	\$ 1,932.50
Bank/Payroll fees	2,000	500	500	500	500
Insurance	1,500	375	375	375	375
Internet service	2,700	675	675	675	675
Local travel	550	138	138	138	138
Miscellaneous	1,000	250	250	250	250
Office supplies	750	188	188	188	188
Rent	59,328	14,832	14,832	14,832	14,832
Office telephone services	1,840	460	460	460	460
Software Maintenance	4,260	1,065	1,065	1,065	1,065
Public Forums	1,500	375	375	375	375
Operating Expenses Total	\$ 83,158	\$ 20,790	\$ 20,790	\$ 20,790	\$ 20,790
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 337,373	\$ 119,496	\$ 94,017	\$ 89,642	\$ 34,220
REVENUES					
Grants and Contributions	\$ 337,373	\$ 119,496	\$ 94,017	\$ 89,642	\$ 34,220
TOTAL ADMINISTRATIVE REVENUES	\$ 337,373	\$ 119,496	\$ 94,017	\$ 89,642	\$ 34,220
LESS: Return of Operating Subsidy FY2020	\$ 95,618	\$ 28,200	\$ 24,234	\$ 19,738	\$ 23,450
TOTAL ADMINISTRATIVE REVENUES	\$ 241,755	\$ 91,296	\$ 69,783	\$ 69,904	\$ 10,770

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**Washington Suburban Transit Commission
Fiscal Year 2022 PROPOSED Administrative Budget
DRAFT**

	FY 2022	ALLOCATION			
	PROPOSED	MDOT	Montgomery	Prince George's	MTA
PERSONNEL COSTS*					
Employee Salaries and Benefits	\$ 316,684	\$ 104,217	\$ 99,518	\$ 99,518	\$ 13,430
<i>Personnel Costs Total</i>	\$ 316,684	\$ 104,217	\$ 99,518	\$ 99,518	\$ 13,430
COMMISSIONER COMPENSATION					
State of Maryland Commissioners	\$ 40,250	\$ 40,250	\$ -	\$ -	\$ -
Montgomery County Commissioners	\$ 17,500	-	17,500	-	-
Prince George's County Commissioners	-	-	-	-	-
<i>Commissioner Compensation Total</i>	\$ 57,750	\$ 40,250	\$ 17,500	\$ -	\$ -
OPERATING EXPENSES					
Accounting/Audit fees**	\$ 7,952	\$ 1,988	\$ 1,988	\$ 1,988	\$ 1,988
Bank/Payroll fees	2,000	500	500	500	500
Insurance	750	188	188	188	188
Internet service	2,400	600	600	600	600
Local travel	100	25	25	25	25
Miscellaneous	1,000	250	250	250	250
Office supplies	160	40	40	40	40
Rent	59,328	14,832	14,832	14,832	14,832
Office telephone services	2,400	600	600	600	600
Software Maintenance	1,200	300	300	300	300
Public Forums	\$ 800	200	200	200	200
<i>Operating Expenses Total</i>	\$ 78,090	\$ 19,523	\$ 19,523	\$ 19,523	\$ 19,523
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 452,524	\$ 163,990	\$ 136,541	\$ 119,041	\$ 32,953
REVENUES					
<i>Grants and Contributions</i>	452,524	163,990	136,541	119,041	32,953
TOTAL ADMINISTRATIVE REVENUES	\$ 452,524	\$ 163,990	\$ 136,541	\$ 119,041	\$ 32,953

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** Contract with SB&Co expires at the completion of the FY2021 Audit

**Washington Suburban Transit Commission
December 16, 2020**

Information Item

Possible Partnership with University of Maryland, College of Information Studies

Background:

On Thursday, November 12, 2020, Mr. Pat Pscherer, Director, Washington Area Transit Office was contacted by Andrew M. Fellows, Faculty Research Specialist at the University of Maryland – College Park's (UMCP) College of Information Studies (iSchool).

Mr. Fellows related to Mr. Pscherer that he teaches capstone courses and works with the iSchool's iConsultancy, which could provide a partnership with the University of Maryland data science community. He informed Mr. Pscherer that his students were looking for projects in which they could utilize their data analysis and visualization skills to produce end products he hoped could be of interest and use to the Commission and the State. Mr. Fellows explained that his students, both undergraduates and graduates, would need no accommodations or equipment, as they would be working remotely both from their respective domiciles and the iSchools computer labs. All they needed were data. Deliverables would come at low to no cost, depending on the level of the student (undergraduate vs. graduate). Mr. Fellows was wondering if there were any projects with which the Commission would like assistance.

While Mr. Pscherer had no specific projects in mind at the time of the call, he suggested to Mr. Fellows that a conversation with some or all of the Commissioners of the WSTC may provide a potential project idea.

Recommendation:

While this is an information item, staff request the Commission's input as to its desire to further pursue a partnership of any sort with UMCP's College of Information Studies. Upon agreement of the Commission, a meeting with Mr. Fellows can be scheduled, with attendance at the discretion of the Commissioners.

Washington Suburban Transit Commission
December 16, 2020

Information Item

Preview of the WMATA FY2022 Budget

Background:

For the Fiscal Year 2022, WMATA anticipates an operating funding gap of \$494.5M. The largest contributor to this deficit is lost fare revenues due to low ridership. WMATA expects to return to approximately 20% overall ridership by the end of FY21, but only up to 34% total system ridership by the end of FY22. This ridership level is considered a “reasonable” goal by WMATA staff, and does not represent a worst-case scenario. While fare revenues in FY22 are expected to increase by \$27M over the FY21 levels, they are still \$53M below pre-COVID earnings. The funding gap is described by WMATA as follows:

FY2022 Proposed Operating Budget

Expenses	\$1,945.1M
<u>Anticipated Revenues</u>	<u>\$ 264.2M</u>
Operating Deficit	\$1,680.9M

FY2022 Anticipated Jurisdictional Subsidy

FY2021 Jurisdictional Subsidy (Base)	\$1,111.6M
3% Subsidy Growth Cap	\$ 33.3M
Legislative Exclusions Above 3% Cap	
<i>Silver Line Phase 2</i>	\$ 36.5M
<i>Cinder Bed Road Bus Facility</i>	\$ 3.0M
<i>Increased Safety Support (WMSC)</i>	\$ 2.0M
<u>Total Legislative Exclusions</u>	<u>\$ 41.5M</u>
Operating Subsidy	\$1,186.4M
Projected Funding Gap	-\$ 494.5M

Proposed Strategies for Closing the Operating Budget Gap

Management Actions	<u>Net Savings</u>
Contractor Cost Reduction	\$ 7.5M
NRP Performance Increase Deferment ¹	\$ 8.0M
Employee Wage Increase Deferment/CBA ²	\$ 19.5M
<u>Employee Management Programs³</u>	<u>\$ 20.9M</u>
Total Savings from Management Actions	\$ 55.9M

¹NRP Performance Increase deferment, vacancies eliminations, and additional personnel reductions

²WMATA management is in discussions with Collective Bargaining Unit leadership. Agreement to deferred wage increases for employees covered under CBAs has not yet been achieved.

³Voluntary Separation, Retirement Incentive Program, and Other Discretionary Reductions. Final number based on participation.

Service Changes and other Board Approved Actions

	<u>Net Savings</u>	<u>Affected FTEs¹</u>
Shift Additional Maintenance Costs to the Capital Budget	\$160.0M	0
Metrorail	\$198.0M	1,500
<ul style="list-style-type: none"> • Hours of operation 5:00 AM - 9:00 PM, Mon - Fri ONLY • No weekend rail service • 30-minute headways on all lines • Reinstate Turnbacks <ul style="list-style-type: none"> ○ Yellow line to stop at Mt. Vernon Sq. ○ Red Line turn backs at Grosvenor and Silver Spring ○ Silver Line Ashburn to Ballston only • All 8-car trains • Close 19 stations (same stations as Spring 2020) 		
Metrobus	\$105.0M	900
<ul style="list-style-type: none"> • Reduction to 41 lines of service • This will fully or partially cover 60 existing lines for essential travel and basic travel needs 		
<u>Adjusted Advertising Revenue</u>	<u>-\$ 24.0M</u>	<u>0</u>
Total Savings from Service Changes and Cost Shift	\$439.0M	2,400

¹Estimated lay-offs in FTEs; Subject to change

Proposed Station Closures

Stations chosen for closure within close proximity (less than one mile) to an adjacent station:

- Federal Center SW - use L'Enfant Plaza or Capitol South
- Federal Triangle – use Metro Center
- Mt Vernon Sq, - use Gallery Place - Chinatown
- Judiciary Sq. - use Gallery Place - Chinatown
- Archives – use Gallery Place - Chinatown
- Greensboro – use Spring Hill or Tysons Corner
- Eisenhower Ave – use King St. - Old Town
- Virginia Square – use Clarendon or Ballston
- Cleveland Park – use Woodley Park or Van Ness

Stations chosen for closure due to low ridership levels or not serving a major critical destination (hospital, grocery) or a major transfer point from the bus system:

- Grosvenor-Strathmore
- Cheverly
- Clarendon
- East Falls Church
- College Park – UMD
- McLean
- Morgan Boulevard
- Van Dorn St.

Stations chosen for closure due to serving major destinations closed due to the pandemic:

- Arlington Cemetery
- Smithsonian

FY2022 Preliminary Jurisdictional Operating Subsidy Request

	FY2021 <u>Base</u>	FY2022 w/ <u>3% Cap</u>	Pct. <u>Chng.</u>	Legislative <u>Exclusions</u>	Silver Line <u>Phase 2</u>	Total <u>Subsidy</u>	Total <u>Chng.</u>
MD	\$424,195,568	\$436,921,435	3.0%	\$1,662,844	\$12,139,143	\$450,723,422	6.3%
DC	\$399,159,420	\$411,134,203	3.0%	\$1,995,356	\$12,047,607	\$425,177,166	6.5%
<u>VA</u>	<u>\$288,229,129</u>	<u>\$296,876,003</u>	<u>3.0%</u>	<u>\$1,341,800</u>	<u>\$12,313,250</u>	<u>\$310,531,053</u>	<u>7.7%</u>
Total	\$1,111,584,117	\$1,144,931,641	3.0%	\$5,000,000	\$36,500,000	\$1,186,431,641	6.7%

FY2020 – FY2027 Capital Improvement Program (6-year CIP)

(in millions)

Capital Investment Categories	FY2022 <u>Budget</u>	FY2023- <u>FY2027 Plan</u>	6-Year <u>Total</u>
Railcar	\$ 283	\$1,961	\$ 2,244
Rail Systems	\$ 273	\$1,300	\$ 1,573
Track and Structure Rehabilitation	\$ 346	\$1,455	\$ 1,801
Stations and Passenger Facilities	\$ 792	\$1,742	\$ 2,534
Bus and Paratransit	\$ 293	\$1,648	\$ 1,941
Business and Operations Support	\$ 543	\$1,342	\$ 1,885
Preventive Maintenance Transfer from Operating Budget	<u>\$ 90</u>	<u>\$ 300</u>	<u>\$ 390</u>
Total Capital Investments	\$2,620	\$9,748	\$12,368

WMATA is not assuming receipt of PRIIA funding in the FY22 capital subsidy as it has not yet been reauthorized or included in the Continuing Resolution language for FFY2022. Receipt of PRIIA would reduce the amount of debt required to fund the CIP by \$150M.

Maryland’s requested capital subsidy for FY22 is \$310M.

WMATA still plans to “... accelerate the delivery of capital projects to address critical and overdue infrastructure and system needs” in the CIP

WMATA intends to use approximately \$483M in jurisdictional dedicated capital funding to generate a hopeful \$1.232B in bond proceeds for the FY22 capital program.

WMATA hopes to generate \$5.557B in bond proceeds from FY23 – FY27 for the CIP.

FY2022 Proposed Jurisdictional Capital Subsidy Request

	<u>Subsidy</u>
MD	\$310M
DC	\$324M
<u>VA</u>	<u>\$292M</u>
Total	\$926M

FY2022 Total Preliminary Proposed Subsidy Request

	<u>Operating</u>	<u>Capital</u>	<u>Debt Service</u>	<u>Grand Total</u>
MD	\$ 450.7M	\$310.0M	\$31.2M	\$ 791.9M
DC	\$ 425.2M	\$324.0M	\$33.3M	\$ 782.5M
<u>VA</u>	<u>\$ 310.5M</u>	<u>\$292.0M</u>	<u>\$ 7.7M</u>	<u>\$ 610.2M</u>
WMATA	\$1,186.4M	\$926.0M	\$72.2M	\$2,184.6M

Recommendation:

This material is being presented for information purposes only. The FY22 WMATA budget is a proposal at this time, with an anticipated approval date of March 2021. WSTC staff are asking the Commissioners and County representatives for input on the proposal, as well as alternatives to the service changes proposed by WMATA. The Commission should consider if it should take any action regarding the proposed budget.

**Washington Suburban Transit Commission
December 16, 2020**

Information Item

Planning for a Possible Public Forum

Background:

Due to the global pandemic and other compounding issues, the most recent WSTC public forum originally considered for September was canceled. The consensus of the Commission is not to abandon the concept.

Inviting all of the regional transit partners for general update presentations was the event topic for the first two Public Forums and was met with sparse public attendance, despite expanded advertising for the second event. In order to promote attendance, the Commissioners suggested that the next Public Forum should have a specific focus topic. Additionally, conducting the Forum via web conference, which eliminates the need for attendee travel, could help increase public attendance.

Put forward in previous conversations were the following possible forum topics:

- Metro Safety: request the attendance of WMATA's Chief Medical Officer or Chief Safety Officer to attend/present on the efforts and results of WMATA ridership and employee protection efforts during the current global health crisis.
- Bus Service Questions and Concerns: request WMATA's Department of Bus Operations to discuss current regional bus service in the transit district as a result of pandemic, and the outcome of those changes. Specifically, WMATA staff would be asked to speak to crowding and timing issues.

Recommendation:

WSTC staff are asking the Commission to consider more specific timing for the event and provide additional feedback on the previously suggested topics, including addition and/or alternate ideas.

January 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 New Year's Day	2
3	4	5	6	7	8	9
10	11	12	13	14 WMATA Committee Meetings	15	16
17	18 Martin Luther King Jr. Day	19	20 Inauguration Day	21	22	23
24	25	26	27	28 WMATA Board and Committee Meetings	29	30
31						

February 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11 WMATA Committee Meetings	12	13
14	15 President's Day	16	17	18	19	20
21	22	23	24	25 WMATA Board and Committee Meetings	26	27
28						