

Tuesday, June 15, 2021

3:30 PM

End-of-Fiscal Year Business Meeting

AGENDA

- I. Call to Order/Introductions**
- II. Approval of the Agenda**
- III. Approval of the Minutes**
 - a. December 16, 2020
- IV. Public Comment**
 - a. Comments from the public pre-submitted to wstcofficial@gmail.com by the close of business, Monday, June 14, 2021 will be read into the record of the meeting.
- V. Introduction of New Commissioner: Mr. Donald Drummer**
- VI. Appointment Status of Mr. Michael Goldman**
- VII. WSTC Update**
 - a. Update on WSTC Finances
 - i. End-of-Year Financial Position
 - ii. Approval of FY2022 Proposed Budget – **ACTION ITEM**
 - iii. Future Audit(s)
 - b. Legislative Wrap-up
 - i. HB0886 – Public Safety – Elevator Inspections - Transit Compact Authority – Del. Lewis (D - Pr. George’s Co.)
 - ii. SB0935 – Public Safety – Elevator Inspections - Transit Compact Authority – Sen. Augustine (D - Pr. George’s Co.)
 - iii. HB0666 – WMATA – Metro Transit Police – Quotas and Metro Transit Police Complaints Board – Del. Barron (D – Pr. George’s Co.)
 - iv. SB0280 – WMATA – Metro Transit Police – Quotas and Metro Transit Police Complaints Board – Sen. Feldman (D – Mont. Co.)
 - v. HB1340 – WMATA – Governance, Funding, and Reporting - Chair, Appropriations Committee
 - vi. HB86 - Maryland Metro/Transit Funding Act - Alterations - Del. Korman (D - Mont. Co.)

- c. Office Matters
 - i. Chpt. 185 Reporting – Conflict of Interest and Lobbying
 - ii. Website
 - iii. Fall WSTC Public Forums?
 - iv. December meeting and future calendar

VIII. County Conversation

- a. Bus Network Redesign Project Update
- b. Mont. Co.
- c. Pr. George's Co.

IX. Election of Officers – ACTION ITEM

- a. Chair
- b. Vice Chair
- c. Secretary/Treasurer

X. Good of the Order

XI. Closing Remarks



**Wednesday,
December 16,
2020
3:30 PM
Meeting Minutes**

Commissioners in Attendance
Mr. Thomas Graham, Chair
Mr. Tom Hucker, Vice-Chair
Mr. Todd Turner, Secretary-Treasurer
Mr. Mike Goldman
Mr. Greg Slater, Secretary, Maryland Department of Transportation
Staff in Attendance
Mr. Pat Pscherer, Jr., Director, Washington Area Transit Office, MDOT
Ms. Tammy Cooper
Ms. Sara LeBarron
Auditor/County/WMATA Representatives
Mr. Terry Bellamy, Prince George's County
Mr. Anthony Foster, Prince George's County
Mr. James Hairston, Prince George's County
Ms. Vanessa McDonald, Prince George's County
Mr. Canjor Reed, Prince George's County
Mr. Jeff Hirsch, MDOT
Mr. Gary Erenrich, Montgomery County
Ms. Pamela Gray, SB & Company, LLC
Open to Public

I. Chair Graham called the meeting to order

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 June 26, 2020 was seconded and unanimously approved.

IV. Public Comment

No Public Comments

V. Presentation of WSTC FY 2020 Financial Audit (Pamela Gray, SB & Company, LLC)

Pamela Gray with SB&Co presented the WSTC's Fiscal Year 2020 financial audit, highlighting an unmodified, or "clean", opinion. This indicates that the auditors did not uncover any material misstatements or instances of fraud. Upon their assessment of the internal controls of the organization, no material weaknesses were sited, however a significant deficiency was identified relating to ensuring that the financial numbers within the book of records agree with the final audited numbers. A corrective action plan was proposed by management including an assessment of the control environment which segregates the financial duties and confirming that there is a system of checks and balances. SB&Co recommended reconciling the book of record on an accrual basis, confirming the records are current. A question was raised regarding the revenue side, with a difference of \$93,000. In an effort to reduce the office's surplus account balance, there has been a return of subsidy applied from the previous fiscal year as a credit. In addition, the variance as it relates to expenses are related to salary, representing vacant positions. In conclusion, Ms. Gray stated she received full cooperation from management; Ms. LeBarron, Ms. Cooper, and Mr. Pscherer were described as "very helpful." Due to the pandemic this audit was conducted remotely. The FY2020 audit was unanimously approved.

VI. WSTC Update (Mr. Pat Pscherer, Jr., Director, Washington Area Transit Office, MDOT)

A. Update on WSTC FY2021 Mid-Year Financial Position (Ms. Sara LeBarron, WSTC Financial Analyst)

The FY2021 budget has been reconciled from July 1st through the end of October. The beginning balance was \$569,888. The total administrative expenses as of the end of October 2020 totaled \$189,851.22, inclusive of personnel costs, commissioner's compensation and operating expenses.

At the June Commission meeting, WSTC staff were under the impression MDOT's outstanding payment towards the FY2020 budget in the amount of \$136,340 would

post prior to the FY2020 closeout. This payment was not received until July 2020, and hence accounted for in the FY2021 accounting. FY2021 revenues total \$171,584, including MDOT's FY2020 admin budget payment and four monthly payments of \$8,811 from Prince George's County totaling \$35,244. The result as of October 31, 2020 is a balance of \$551,620.78.

B. Action Item – Amendment to the FY2021 Administrative Budget (Ms. LeBarron)

The forecast for the total FY2021 administrative expenses are approximately \$328,680.74. Revenues for FY2021 should total \$518,807, including the MDOT payment for FY2020. This would leave a balance of \$706,014 by the end of FY2021. Over the past several years, the WSTC has applied a credit against the administrative budget allocations from prior year unused balances. Despite these actions, a high balance remains. This prompted internal discussions ending in a proposed amendment to the an FY2021 administrative budget.

The most significant reason that expenses have been lower than budgeted is continued vacant positions. Since the resignation of both Mr. Clarence Crawford in July 2019, and Ms. Katherine Porter in December 2019, those Commissioner positions remain vacant. Anticipating those positions to be filled, however, they were still budgeted in full. Additionally, Mr. Hucker, as an elected official from Montgomery County, is not eligible for compensation for his service on the Commission. That said, his predecessor was remunerated, and that amount carried forward into the current budget. In addition to the Commissioners vacancies, the WSTC Transit Analyst position remains vacant. The approved budget amount includes the vacant salary and benefits in the amount of \$115,500.

The proposed amendment to the FY2021 administrative budget will reduce the overall budget by \$148,719. Invoices for each fiscal year's budget apportionment have historically been distributed at the beginning of Q4 of that fiscal year (eg April 1 2021 for the FY2021 budget). If approved, the April 2021 invoices will reflect the amended subsidy requests for the FY2021 administrative budget.

The proposed budget Amendment for FY2021 was approved unanimously.

C. Review of Proposed WSTC FY2022 Administrative Budget (Ms. LeBarron)

In reviewing the FY2022 budget, a subsidy return is not currently included on the bottom of the budget document as it has in the past. The account balance will be reviewed at the end of FY2021 to determine if an additional credit is appropriate. Remaining hopeful that to fill the vacant Transit Analyst position along with the vacant gubernatorial appointment from Pr. George's County, and Montgomery County Executive's appointee, those salaries remain budgeted in full in the FY2022 administrative budget. The salary line item was reduced by \$5,000 due to the elimination of the previously budgeted intern position. Small increases in healthcare costs also affected the salaries and benefits category. As a result of the Commission decision to resolve in full the unfunded pension liability due to Montgomery County, paid in the amount of \$78,000, the benefits

category was able to be reduced by \$15,500. The cost of the next audit by SB&Co increases slightly; note that the FY2021 audit is the final audit included in the current multi-year contract. WSTC will conduct a competitive search for the next audit contractor. The cost of office supplies decreased as a result of teleworking. The budgeted amount for public forums were likewise reduced as it is expected these will continue to be conducted remotely for the immediate foreseeable future. The proposed FY2022 administrative budget totals \$452,524.

This item was for information only. No vote was conducted.

D. WSTC Website/Social Media Accounts

The WSTC now has Twitter (WASHSUB1) and Facebook (Washington Suburban Transit Commission) social media accounts. Staff are posting to both social media platforms at least once a week; typically more. Staff are researching website domains and hopefully will have this done within a couple months. Mr. Matt Straffin, Visual Information Specialist at MDOT, will be assisting with website design and implementation.

E. Next Steps with IT infrastructure

Staff are working with Mr. Derrick Roberts, Senior Infrastructure Manager at MDOT MTA, regarding the office telephone system. Mr. Roberts hopes to include the WSTC offices as part of MDOT MTA's telephone system upgrade project. MDOT MTA already supplies the office's printers, copier/scanner, and staff computers. Verizon recently updated the telephone wiring in the office (pre-pandemic), which will make updating the telephone system considerably easier.

F. Possible Partnership with University of Maryland, College of Information Studies

Mr. Andrews Fellows, a Research Specialist and Capstone Instructor for the University of Maryland – College Park's College of Information Studies, UMCP (the iSchool) proposed for the WSTC to benefit from a student Capstone Project. The project, the topic for which would be provided by the WSTC, would be conducted by a team of graduating seniors or graduate student. Two ideas mentioned for possible projects were an analysis of Montgomery County and Prince George's County bus routes proposed for elimination by WMATA, or a ridership analysis related to the Red Line turnbacks.

G. Update on Possibility of Lease Termination

Upon reviewing the office lease for 4351 Garden City Drive, and after discussion with the property management, no termination clause exists in the lease. The WSTC is locked into the lease until December 31, 2023.

H. Preview of the WMATA FY2022 Budget

For the Fiscal Year 2022, WMATA anticipates an operating funding gap of \$494.5M due to the COVID-19 pandemic. WMATA is proposing a series of management actions to close the funding gap, including: layoffs and subcontractors cost reductions consisting of \$56 million a year; service changes (including closing 19 Metrorail stations) and other Board approved items; shifting maintenance cost to the capital budget; Metrorail and Metro bus service reduction; and lay-offs of approximately 2,400 fulltime employees. These actions represent a cost savings of \$439 million. The largest contributor to the anticipated deficit is lost fare revenue due to the pandemic.

The FY2022 preliminary jurisdictional operating subsidy request includes a base subsidy of \$1.14 billion (inclusive of the 3% cap), legislative exclusions totaling \$5 million, and Silver Line Phase 2 implementation of \$36.5 million, for a total subsidy of \$1.2 billion. Maryland's requested operating subsidy for FY2022 is \$451 million.

The total Capital Improvement Program (CIP) for FY2022 totals \$2.6 billion, and the six-year program totals \$12.34 billion. Maryland's requested capital subsidy for FY2022 is \$310 million. WMATA is not assuming receipt of PRIIA funding past the FY2022 capital budget.

WMATA proposes issuing \$483 million in debt using jurisdictional Dedicated Capital Funding grant funds to generate \$1.232 billion in bond proceeds for the capital program. An additional \$5.557 billion in bond proceeds is programmed for the CIP the six-year program (FY2023 - FY2027).

There is currently a bill introduced in Congress that will provide \$15 billion in federal relief funding for transit nationwide. It is expected to be apportioned using the same grant formula that was used to distribute the CARES Act funding in the in spring 2020. WMATA received approximately \$700 million in CARES money, the new bill will provide up to an additional \$899M. It is tough to predict the amount WMATA will receive; whether it will be another \$600 million - \$700 million, or if it will be lower than that.

The authorization to move forward presenting the budget for public comment was approved by the WMATA Board. At this time there is no scheduled date, though the public meetings could possibly take place in late January or February.

WMATA anticipates not selling their real property in Prince George's County. Rather than selling, their focus is Transit Oriented Development (TOD). WMATA's assumption is that the selling price would be lower than the continued revenue stream from a TOD project. A revenue stream over 20-30 years would be greater than the price to dispose of the parcel at the outset.

I. Public Forum Planning (mid-January 2021)

Staff propose holding a public forum on the platform that we use for the WSTC semi-annual meetings, with suggested dates in mid-January to February, keeping in mind the holidays throughout the month of January. It is important, however, to make sure the dates do not conflict with other meetings. The public forums do not need to be day meetings; they can be held in the evening. The public will have an opportunity to submit comments and questions in advance. Possible topics would be Metro Safety, and whether or not riders are feeling more comfortable about using transit services.

This would be a good time to utilize the WSTC's new internet tools, such as Facebook, Twitter, and the new website, to publicize the public forums..

VII. County Conversation

Prince George's County:

New buses were purchased in the past fiscal year, resulting in the retirement of 2008 buses originally purchased with ARRA funding. Service increased on some major lines over the summer while still promoting social distancing and providing additional access to the network for essential workers in the county. Service increased in Langley Park, New Carrollton, Westfield, and Branch Avenue. The new buses have screens called Illuminator Info-Transit Display Monitors. These monitors allow messages to customers including practices for social distancing and general information regarding hand washing. Two bus projects in the works in the next year include cameras to increase security and free Wi-Fi.

Another initiative is called Prince George's County Link (PGCL), a micro transit service similar to Montgomery County's RideOn Flex System. This is an on-demand transit service with no fixed stops or schedules. It comes to your door when you book a ride during service hours. Service hours are Monday through Friday, 10:00 AM – 4:00 PM. Each trip is \$2, credit cards are the only form of payment accepted, and only 3 people at a time. A pilot has been targeted in the Fort Washington Area. In addition to scheduling through the website or telephone, a new application called Curve is a smartphone application which also allows residents to book their trips connecting them to the dispatch system.

The County is making good progress on getting electric buses on the street by working with the infrastructure team to prepare the charter facility.

A question was asked regarding bus fares. For many months, the bus has been free. Some resistance is expected from customers being asked to start paying bus fares again since it's been free for so long. Until they have equipped their buses appropriately for rear-door fare collection, they are forced to continue offering free service. There is a possibility of being in the position by the end of January 2021 to start charging again. WMATA wants to start collecting fares on the bus system again in early January, but it depends on the other jurisdictions.

If WMATA wants to eliminate the operation of two bus garages, the County needs to be involved so that Maryland benefits from any re-allocation of their routes and resources. If

the garage could be shared, it would be a great opportunity to take advantage of this unfortunate situation, and would allow Montgomery County to move forward substantially with what Ride On needs.

Prince George's County, with a recent Board action, will defease the bonds held by MDOT MDTA. This will allow Pr. George's County to eliminate the parking surcharge in WMATA parking garages located in the county.

VIII. Good of the Order

IX. Closing Remarks (Mr. Pscherer)

X. Chair Graham adjourned the meeting



WSTC
WASHINGTON SUBURBAN
TRANSIT COMMISSION

THOMAS GRAHAM
CHAIR

TOM HUCKER
VICE CHAIR

TODD TURNER
SECRETARY-TREASURER

Donald G. Drummer
Gubernatorial Appointee
Prince George's County



Mr. Don Drummer is a solar energy entrepreneur, a retired Senior Executive in federal government, and a retired U.S. Army Colonel. He and his wife, Sharon, reside in Prince George's County and they have one adult daughter and two adult sons.

Mr. Drummer concluded his federal career in the Federal Aviation Administration (FAA) while serving as Director of the Aviation Logistics Organization in Washington DC from December 2015 to May 2018. His responsibilities included nationwide planning, programming, and management of the FAA real property lease portfolio (6.4 million square feet) and personal property account (valued at \$7.2 billion).

Prior to this appointment, Mr. Drummer served in the Transportation Security Administration (TSA) for almost six years culminating as Deputy Assistant Administrator in the Office of Security Capabilities in TSA Headquarters (Arlington, VA). In this capacity, he supported and integrated the development, testing, acquisition, deployment, and life-cycle management of transportation security technology and systems. Preceding his assignment in TSA Headquarters, he served in front line national security operations as Deputy Federal Security Director at John F. Kennedy International Airport, as Acting Federal Security Director at Baltimore Washington International Thurgood Marshall Airport, and as Federal Security Director at Newark Liberty International Airport.

Prior to joining TSA, Mr. Drummer completed 30 years of active-duty service in the U.S. Army in August 2009 with extensive experience in leading and supporting tactical unit operations, strategic planning, and military community management in the U.S. and overseas. Key assignments included Company, Battalion, and Area Support Group Command; Operations Officer at the Battalion, Brigade, and Theater Support Command levels; Systems Integrator in the Pentagon; and Chief of Staff in the U.S. Army Transportation Center and School. He concluded his military career as Deputy Director of the Northeast Region, U.S. Army Installation Management Command with responsibility for leading and synchronizing support for 20 Army bases in 13 states and management of a \$2.1 billion operating budget.

Mr. Drummer's highest awards include the Army Distinguished Service Medal in 2009, TSA Federal Security Director of the Year (Category X) in 2014, and he was inducted into the U.S. Army Transportation Corps Hall of Fame in 2017. He holds a Bachelor of Business Administration from the University of Texas at Austin, a Master of Business Administration from Kansas State University, and a Master of Strategic Studies from the U.S. Army War College.



Appointment Status of Commissioner Michael Goldman

Four years after his appointment by Governor Larry Hogan to a second term on the Washington Suburban Transit Commission (WSTC), the appointment of Commissioner Michael Goldman is due to expire on June 30, 2021. Having served two consecutive terms, Mr. Goldman is not eligible for reappointment to a third term as a Commissioner of the WSTC.

At this time, no successor for this seat has been identified. In accordance with the statutes and regulations extant in the Annotated Code of Maryland (COMAR), the County Code of both Montgomery County and Prince George's County, and the WSTC Bylaws, Mr. Goldman, contingent upon his willingness and availability to do so, shall continue to serve in his role as a Commissioner of the WSTC. He may do so for a term of up to, but not exceeding, 12 months – from July 1, 2021 through June 30, 2022 – or until the Governor identifies a new Commissioner to succeed him via resolution, or other action making the appointment or causing removal.

Included below is the statute clarifying this issue, in this case referenced from Chapter 87 of the Montgomery County Code. Equivalent language exists in the Commission's enabling legislation as well as the Prince George's County Code of Ordinances

NOTE: The pertinent clauses below have been made bold and underlined solely for ease of identification.

Sec. 87-5. Washington Suburban Transit Commission – Membership; appointment, qualifications, term of office, bond and oath of office of commissioners.

...

- (10) (i) Commissioners, other than the required member from the Prince George's County Council, serve for a term of 4 years which begins on July 1, and **may not serve more than two consecutive terms.**
 - (ii) The terms of the commissioners, other than the required member from the Prince George's County Council, shall be staggered as required by the terms provided for commissioners on October 1, 2012.
 - (iii) The commissioner required from the Prince George's County Council serves while a member of the county council, and at the pleasure of the County Executive and County Council of Prince George's County.
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- (11) (i) Subject to subparagraph (ii) of this paragraph, **members of the Commission shall serve until their successors have been appointed and qualified or until the member is reappointed by the appointing authority.**
 - (ii) **A member's holdover period may not exceed 12 months**

WSTC Quarterly Administrative Reconciliation ACTUALS through end of Third Quarter

FY2021	Approved Budget	First Quarter	Second Quarter	Third Quarter	Forth Quarter TBD	FY 2020 Total Spend
M&T Bank Beginning Balance (Same as QB)	\$ 569,888	\$ 569,888	\$566,430.76	\$517,004.83	\$464,070.78	\$569,888.00
Personnel Costs Total (QB)	\$ 224,684	(\$139,688.63)	(\$53,969.00)	(\$49,542.97)	\$0.00	(\$243,200.60)
Commissioner Compensation Total (QB)	\$ 29,531	(\$5,031.24)	(\$5,031.24)	(\$5,031.24)	\$0.00	(\$15,093.72)
Operating Expenses Total (QB)	\$ 83,158	(\$21,510.37)	(\$16,858.69)	(\$24,792.84)	\$0.00	(\$63,161.90)
Total Administrative Expenses (QB)	\$ 337,373	(\$166,230.24)	(\$75,858.93)	(\$79,367.05)	\$0.00	(\$321,456.22)
Total Bank Checks / Debits (M&T Bank)	\$ -	(\$166,230.24)	(\$75,858.93)	(\$79,367.05)	\$0.00	(\$321,456.22)
QuickBooks vs. M&T Bank Variance	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Administrative Revenues	\$ 241,755	\$162,773.00	\$26,433.00	\$26,433.00	\$0.00	\$215,639.00
M&T Bank Ending Balance (Same as QB)	\$ 474,270	\$566,430.76	\$517,004.83	\$464,070.78	\$464,070.78	\$464,070.78

Actuals as of 4/30/2021

WSTC Monthly Administrative Reconciliation Full Year Forecast

FY2021	Approved Amended Budget	First Quarter Actuals	Second Quarter Actuals	Third Quarter Actuals	FORECAST Forth Quarter	FY 2021 Total Forecast
M&T Bank Beginning Balance (Same as QB)	\$ 569,888	\$ 569,888	\$566,430.76	\$517,004.83	\$464,070.78	\$569,888.00
<i>Personnel Costs Total (QB)</i>	\$ 224,684	(\$139,688.63)	(\$53,969.00)	(\$49,542.97)	(\$52,559.79)	(\$295,760.39)
<i>Commissioner Compensation Total (QB)</i>	\$ 29,531	(\$5,031.24)	(\$5,031.24)	(\$5,031.24)	(\$5,031.24)	(\$20,124.96)
<i>Operating Expenses Total (QB)</i>	\$ 83,158	(\$21,510.37)	(\$16,858.69)	(\$24,792.84)	(\$35,722.39)	(\$98,884.29)
Total Administrative Expenses (QB)	\$ 337,373	(\$166,230.24)	(\$75,858.93)	(\$79,367.05)	(\$93,313.42)	(\$414,769.64)
Total Bank Checks / Debits (M&T Bank)	\$ -	(\$166,230.24)	(\$75,858.93)	(\$79,367.05)	(\$93,313.42)	(\$414,769.64)
<i>QuickBooks vs. M&T Bank Variance</i>	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Administrative Revenues	\$ 241,755	\$162,773.00	\$26,433.00	\$26,433.00	\$180,660.00	\$396,299.00
M&T Bank Ending Balance (Same as QB)	\$ 474,270	\$566,430.76	\$517,004.83	\$464,070.78	\$551,417.36	\$551,417.36

Estimates as of 4/30/2021

**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

* 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 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

* 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).

Summary of WSTC- and WMATA-Related Legislation from the 2020 Maryland State Legislative Session

ENROLLED

HB86 – RS2020 (Chpt. 22 – RS 2021) - Maryland Metro/Transit Funding Act - Alterations - Del. Korman (D - Mont. Co.)

This legislation amends the list of Legislative Exclusions permitting WMATA to add budget items to its operating budget beyond the 3% growth limit. Exclusion #3 was expanded to specify that the language which permits payments or obligations arising from or related to legal disputes or proceedings between or among the Washington Metropolitan Area Transit Authority and any other person also specifically include Arbitration Proceedings.

In consideration of creating consistent exclusion language across the region, a new exclusion mirroring legislation passed in Virginia during their 2020 Legislative Session was also amended into this Act. It reads, "4. ANY SERVICE INCREASES APPROVED BY THE BOARD OF DIRECTORS OF THE WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY."

Two additional technical amendments clarify reporting requirements with which WMATA must comply. Bus ridership information is relaxed from reporting bus ridership data at the bus STOP level to, instead, providing bus ridership at the ROUTE level. The requirement to provide individual audit reports was clarified to require specifically "SINGLE AUDIT REPORTS ISSUED IN ACCORDANCE WITH THE UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS UNDER 217 C.F.R. PART 200."

While this legislation was vetoed by Governor Hogan following the 2020 legislative session of the Maryland General Assembly, following through on his statement that he would not sign into law any legislation which increased non-COVID-19-related costs to the State at that time, the General Assembly overrode the veto by counts of 94-39 in the House of Delegates and 31-15 in the State Senate.

DID NOT PASS

HB886 – Public Safety – Elevator Inspections - Transit Compact Authority – Del. Lewis (D - Pr. George's Co.) – **Status at Adjournment: 1st Reader - Assigned to Environment and Transportation**

Cross-filed with:

SB935 – Sen. Augustine (D - Pr. George's Co.) – **Status at Adjournment: 1st Reader – Never Assigned**

A re-introduction of last year's bill, this legislation would have exempted from Maryland elevator inspection any elevator owned, operated, or controlled by the Washington Metropolitan Area Transit Authority (WMATA). As a transit compact authority with safety oversight provided by the Washington Metrorail Safety Commission (WMSC), a state safety oversight agency certified by the Federal Transit Administration, WMATA's elevators would no longer have require certification by the Maryland Department of Labor, Licensing, and Regulation (DLLR), the Maryland agency responsible for elevator inspection and certification in the State.

This legislation would have changed operations and/or processes for WMATA, WMSC, and/or DLLR, but would not have affected Maryland Department of Transportation (MDOT).

HB0666 – *WMATA – Metro Transit Police – Quotas and Metro Transit Police Complaints Board* – Del. Barron (D – Pr. George’s Co.) – **Status at Adjournment: 1st Reader – Assigned to Judiciary**

Cross-filed with:

SB0280 – Sen. Feldman (D – Mont. Co.) – **Status at Adjournment: 1st Reader – Assigned to Judicial Proceedings**

This legislation would have expressly prohibited the use of any type of quota regarding arrests made, or warnings or citations issued, by the Washington Metropolitan Area Transit Authority (WMATA) Metro Transit Police Department. Additionally, it would have created an eight-member Metro Transit Police Complaint Board consisting of two civilians appointed by each of WMATA’s four funding partners: Maryland, the District of Columbia, Virginia, and the federal government. This Board would be tasked with reviewing complaints filed against the Metro Transit Police.

The Metro Transit Police Complaints Board would have had the authority to not only review, dismiss, or conciliate complaints against the WMATA Metro Transit Police, but also to investigate, adjudicate, and/or refer said complaints for further action such as mediation or criminal prosecution. The costs of these services would have been programmed into future WMATA operating budgets.

HB1340 – *WMATA – Governance, Funding, and Reporting* – Chair, Appropriations Committee – **Status at Adjournment: 1st Reader – Never Assigned**

HB 1340, a departmental bill requested by MDOT, included a number of the same actions proposed in HB86 (discussed above), including:

- The fourth legislative exclusion permitting the cost of new transit service increases to be included above the three percent cap on increases in WMATA’s operating subsidy request;
- The technical change to the reporting requirement from bus stop-level ridership data to bus route-level data; and
- The audit requirement clarification specifying the submission of single audit reports issued in accordance with certain federal requirements.

There were two significant differences between HB 86 and this bill. HB1340 did not contain language permitting the outcomes of arbitration proceedings in the authorized costs of legal disputes as an “above the cap” exclusion. Additionally, HB1340 included a provision which would have permitted the Secretary to assign a designee to represent them on the WMATA Board at their discretion, as opposed to requiring that they have an identified schedule conflict. The designee would have still needed to be an employee of the Department of Transportation and have experience with and possess qualifications relating to transit.



THOMAS GRAHAM
CHAIR
TOM HUCKER
VICE CHAIR
TODD TURNER
SECRETARY-TREASURER

Election of Officers for Fiscal Year 2022

Per the Bylaws of the Washington Suburban Transit Commission:

Article V. Officers

The offices of the Chair and the Vice-Chair shall rotate annually between Montgomery and Prince George's counties. The Chair and Vice-Chair shall not be residents of the same County. The Secretary-Treasurer may be a member of the Commission, and determined by the Commission at its discretion.

The Chair for Fiscal Year 2021 was held by Mr. Thomas Graham, a resident of Prince George's County. The Vice-Chair for Fiscal Year 2021 was held by Mr. Tom Hucker, a resident of Montgomery County. The Secretary-Treasurer for Fiscal Year 2021 was held by Mr. Todd Turner, a resident of Prince George's County.

Therefore: The Chair for Fiscal Year 2022 shall be a resident of Montgomery County.

The Vice-Chair for Fiscal Year 2022 shall be a resident of Prince George's County.

The Secretary-Treasurer shall be chosen from among the remaining Commissioners not otherwise already elected as Chair or Vice-Chair.

In consideration of these conditions, the following Commissioners (listed alphabetically by last name) are eligible candidates for nomination and election to the officer positions detailed below:

Chair

- Mr. Michael Goldman
- Mr. Tom Hucker

Vice-Chair

- Mr. Don Drummer
- Mr. Thomas Graham
- Mr. Todd Turner

Secretary-Treasurer

- Mr. Don Drummer (unless otherwise elected above)
- Mr. Thomas Graham (unless otherwise elected above)
- Mr. Michael Goldman (unless otherwise elected above)
- Mr. Tom Hucker (unless otherwise elected above)
- Mr. Greg Slater
- Mr. Todd Turner (unless otherwise elected above)