

FINANCE AND ADMINISTRATION COMMITTEE MONTHLY MEETING
THURSDAY, OCTOBER 9, 2025
OPEN MEETING VIA CONFERENCE CALL

OPEN SESSION

MEMBERS ATTENDING: Cynthia Penny-Ardinger
Dontae Carroll
Jeffrey Rosen
John von Paris

STAFF ATTENDING: Yaw Berkoh
Kevin Cullity
Percy Dangerfield
Jeffrey Davis
David Dikes
Timothy Eikenberg
Allen Garman
Chantelle Green
Anthony Hagen
James Harkness
Pilar Helm
Natalie Henson
Kendra Joseph
Frederick Luther
Megan Mohan, Esq.
Kenneth Montgomery
Mary O'Keeffe
Russell Radziak, Esq.
Deborah Sharpless
Timothy Sheets
Thomas Smith
Jennifer Stump
Abey Tamrat
Patricia Tracey
Agnes Vadasz

OTHERS ATTENDING: Tyler Horner – Canton Railroad

At 9:05 a.m., Member John von Paris, Chair of the Finance and Administration Committee, called the Finance and Administration Committee Meeting to order.

APPROVAL – OPEN MEETING MINUTES FROM SEPTEMBER 11, 2025 MEETING

Member John von Paris called for the approval of the meeting minutes from the open meeting held on September 11, 2025. Member Jeffrey Rosen made the motion, and Member Dontae Carroll seconded the motion, which was unanimously approved.

APPROVAL – CONTRACT NO. J01B4600044 – CITILOG INCIDENT DETECTION SYSTEM (IDS) SOFTWARE MAINTENANCE AND SERVICE PLAN

David Dikes requested a recommendation of approval from the Finance and Administration Committee to present Contract No. J01B4600044, Citilog Incident Detection System Software Maintenance and Service Plan, to the full Maryland Transportation Authority (MDTA) Board at its next scheduled meeting.

Mr. Dikes advised that this is a sole source contract to provide full-service software maintenance and a service plan (including repairs) for Citilog IDS software. Citilog IDS software is used to detect stopped vehicles inside the tunnels, and on the MDTA's bridges and roadways using video images from closed circuit television cameras. Mr. Dikes explained that a sole source procurement is necessary because the software is proprietary and only the developer's technicians can provide the requisite maintenance and upkeep of the system. The contract is for a five (5) year term in the amount of \$431,850.00.

Member von Paris called for a motion to recommend approval of this item to the full MDTA Board at its next scheduled meeting. Member Carroll made the motion, and Member Cynthia Penny-Ardinger seconded the motion, which was unanimously approved.

APPROVAL – CONTRACT NO. MT-00211281 – WEIGH STATION SCALE MAINTENANCE

Abey Tamrat requested a recommendation of approval from the Finance and Administration Committee to present Contract No. MT-00211281, Weigh Station Scale Maintenance, to the full Maryland Transportation Authority (MDTA) Board at its next scheduled meeting.

Mr. Tamrat advised that this is a sole source contract to retain the services of Mettler-Toledo, LLC, for weigh station scale maintenance at the JFK (I-95 Northbound and Southbound), Hatem Bridge (US 40 Eastbound and Westbound), and Bay Bridge (US 50/301 Eastbound and Westbound). The vendor is responsible for furnishing all personnel, maintenance, training, and program oversight necessary to support the MDTA's weigh station scale maintenance program.

Member von Paris called for a motion to recommend approval of this item to the full MDTA Board at its next scheduled meeting. Member Rosen made the motion, and Member Penny-Ardinger seconded the motion, which was unanimously approved.

APPROVAL – DEBT POLICY

Yaw Berkoh requested a recommendation of approval from the Finance and Administration Committee to present the MDTA's Debt Policy to the full MDTA Board at its next scheduled meeting. The Board Policy on Debt Management establishes the guidelines for the process by which the MDTA issues and manages debt and provides guidance to the MDTA Board and staff to ensure that a sound debt position and strong credit quality is maintained.

Mr. Berkoh advised the Committee that following the annual review by internal staff and an external municipal advisory firm, no changes to the Debt Policy are currently recommended.

Member von Paris called for a motion to recommend approval of this item to the full MDTA Board at its next scheduled meeting. Member Carroll made the motion, and Member Penny-Ardinger seconded the motion, which was unanimously approved.

APPROVAL – PROPOSED CHANGES TO THE MDTA’S TRUST AGREEMENT

Allen Garman requested a recommendation of approval from the Finance and Administration Committee to present proposed conceptual Trust Agreement changes to the full MDTA Board at its next scheduled meeting.

Mr. Garman advised that currently, the Trust Agreement does not provide the MDTA with the ability to self-fund a business interruption insurance reserve and treat the releases from the reserve as Net Revenues for purposes of supporting the annual Rate Covenant or Debt Service Coverage ratios. Recently, the MDTA has experienced rapidly rising insurance premiums nationally as a function of increasing natural disaster loss activity, as well as the MDTA’s recent business interruption experience. These circumstances have necessitated a close examination of the Master Trust Agreement provisions for insurance reserves and the legal treatment of reserve releases to ensure stable Debt Service Coverage.

The proposed changes would authorize external Bond Counsel to draft changes to various sections and definitions within the Trust Agreement to provide the MDTA with the financial flexibility to self-insure for potential business interruption with cash reserves. Other potential benefits include lower insurance costs, the elimination of counterparty risk, and more stable Debt Service Coverage in stress scenarios.

The Committee requested, and MDTA Management concurred, to update the MDTA’s Board Operating Policy at a future date to reserve the authority of the Board to make future decisions regarding self-funding.

Member von Paris called for a motion to recommend approval of this item to the full MDTA Board at its next scheduled meeting. Member Rosen made the motion, and Member Carroll seconded the motion, which was unanimously approved.

UPDATE – CANTON DEVELOPMENT COMPANY

Tyler Horner, President and CEO of the Canton Development Company, updated the Committee on Canton’s customer base and the company’s operations and financial performance. Mr. Horner also updated meeting attendees on key initiatives to secure additional revenue and improve business performance.

UPDATE – CTP PROCESS/ADDITIONS

Jennifer Stump provided the Finance and Administration Committee with an overview of the MDTA's Consolidated Transportation Program (CTP) process and an update of additions to the capital program. The CTP is released yearly and presents the MDTA's ongoing and new capital projects for a six-year rolling period for all MDTA facilities. Following the MDTA Board's approval of the Draft CTP in June of each year, the CTP is presented to local elected officials and citizens throughout the State of Maryland for review and comment. When the Final CTP is approved by the MDTA Board in November, it becomes part of the Governor's budget to the Maryland General Assembly in January of the following year. This process is required by statute and applies to the MDTA and the Maryland Department of Transportation modes.

Ms. Stump explained that projects in the CTP are categorized into three programs (1) the System Preservation – Minor Projects Program; (2) the Development and Evaluation (D&E) Program - Major Projects; and (3) the Construction Program. The three programs include ongoing projects and projects scheduled to begin construction within the six-year period. The D&E program includes major projects that are being prepared for possible future addition to the Construction Program. Projects are moved from the D&E Program to the Construction Program as funds and resources become available, based on the merits of the projects.

Ms. Stump reported that four (4) new projects were added to the FY 2026-2031 Final CTP. Funding availability to budget for identified projects is based on the MDTA's six-year financial forecast, which considers estimates of traffic and revenue (prepared annually), the operating budget and capital budget, debt service payments, the potential need for future bond sales and toll increases, and compliance with financial standards (Trust Agreement covenant, debt service coverage, unrestricted cash balance).

There being no further business, the meeting of the Finance Committee adjourned at 10:15 a.m., following a motion by Member Carroll, and seconded by Member Penny-Ardinger.



John von Paris, Chairman