

FINANCE COMMITTEE MONTHLY MEETING
THURSDAY, SEPTEMBER 14, 2023
OPEN MEETING VIA LIVESTREAMING

OPEN SESSION

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

STAFF ATTENDING: Erika Brantley
Jeffrey Brown
Toni Caschera
Jeff Davis
Cheryl Dickinson
Tina Dorn
Allen Garman
Chantelle Green
James Harkness
Natalie Henson
Richard Jaramillo
Cheryl Lewis-Orr
Selena McKissick
Kenneth Montgomery
Russell Radziak, Esq.
Deb Sharpless
Tim Sheets
Jennifer Stump

At 9:00 a.m., Member John von Paris, Chair of the Finance Committee, called the Finance Committee Meeting to order.

APPROVAL – OPEN MEETING MINUTES FROM AUGUST 10, 2023 MEETING

Member von Paris called for the approval of the meeting minutes from the Open Meeting held on August 10, 2023. Member Dontae Carroll observed a mistake in the minutes. The mistake was corrected, and the revised minutes were recommended for approval. Member Dontae Carroll made the motion, and Member Cynthia Penny-Ardinger seconded the motion, which was unanimously approved.

APPROVAL – CONTRACT NO. MT-00210823, SLUDGE & DEBRIS REMOVAL – FMT TUNNEL

Ms. Toni Caschera requested a recommendation of approval from the Finance Committee to present Contract No. MT-00210823, Sludge & Debris Removal – FMT Tunnel to the full Maryland Transportation Authority (MDTA) Board at its next scheduled meeting.

This contract is for the provision of Sludge & Debris Removal services that will include the removal and disposal of liquids, sludge, and debris from four wet wells located at the Fort McHenry Tunnel (FMT) to reduce the amount of sediment being released into the Bay and to avert flooding. The contract includes all labor, transportation, and services necessary for adequate performance. Five bids were opened on July 25, 2023. The contract was awarded to the lowest bidder, The Julian Companies, Inc., with a bid of \$548,475.00.

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

APPROVAL – CONTRACT NO. MT-00210859, JANITORIAL SERVICE – JFK & TJH FACILITIES

Ms. Tina Dorn requested a recommendation of approval from the Finance Committee to present Contract No. MT-00210859, Janitorial Service - JFK and TJH Facilities to the full MDTA Board at its next scheduled meeting.

This contract provides comprehensive janitorial services at the John F. Kennedy (JFK) and Thomas J. Hatem (TJH) facilities. This contract will be performed by a Community Service Provider: Lyles Cleaning Services, LLC. The Pricing and Selection Committee approved the rates for these services on July 27, 2023. The total cost of the contract is \$2,160,888.55. The contract includes a three-year base cost of \$1,262,037.12 and a two-year renewal cost of \$898,851.43. There is no MBE/VSBE goal since this is a preferred provider. No bid justification is required.

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.

UPDATE – FOURTH QUARTER OPERATING BUDGET VERSUS ACTUAL SPENDING

Mr. Jeffrey Brown updated the Finance Committee on actual versus projected year-to-date spending for the fourth quarter of FY 2023. As of June 30, 2023, 96% of the operating budget was spent compared to the target of 100%. The primary drivers for the overall underspending were personnel vacancies and delayed vehicle purchases. These reductions were partially offset by increases in fuel and utilities and insurance expenses. Object 06 (Fuel & Utilities) was above budget at an 110% spend rate due to the delayed receipt and payment of FY 2022 utility invoices. Object 13 (Fixed Charges) was above budget at a 148% spend rate due to insurance premium increases. There was significant discussion held in the meeting about ways to secure less expensive insurance coverage and the process that is utilized to ensure the most competitive insurance rates are attained.

Due to other commitments, Member Dontae Carroll left the meeting at 9:30 am.

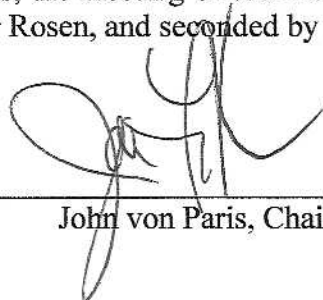
UPDATE – FOURTH QUARTER CAPITAL BUDGET VERSUS ACTUAL SPENDING

Ms. Jennifer Stump updated the Finance Committee on actual year-to-date spending for the fourth quarter FY 2023 compared to projected spending as shown in the FY 2023-2028 Draft CTP. As of June 30, 2023, 81.2% of the FY 2023 capital budget was spent as compared to the target of 100%. The total budget for FY 2023 is \$556.0 million. Actual spending through the third quarter of FY 2023 was \$451.7 million.

UPDATE – FOURTH QUARTER TRAFFIC AND REVENUE

Ms. Cheryl Lewis-Orr provided the Finance Committee with a quarterly and year-to-date update regarding traffic and toll revenue trends compared to the previous year and the forecast. The key takeaways regarding year-to-date traffic and revenue performance are that (1) passenger vehicle traffic levels continue to track closely to pre-pandemic levels; (2) commercial vehicle traffic levels continue to outperform pre-pandemic levels; and (3) systemwide, transactions and revenue exceed the forecast by 4.2% and 8.5%, respectively.

There being no further business, the meeting of the Finance Committee adjourned at 9:50 a.m., following a motion by Member Rosen, and seconded by Member Penny-Ardinger.



John von Paris, Chairman