



2014 MAY -2 PM 5:27  
OFFICE OF THE  
SECRETARY

VINCENT C. GRAY  
MAYOR

The Honorable Phil Mendelson  
Chairman  
Council of the District of Columbia  
1350 Pennsylvania Avenue, NW, Suite 504  
Washington, D.C. 20004

Dear Chairman Mendelson:

Pursuant to section 3 of the Department of Transportation Establishment Act of 2002, effective May 21, 2002 (D.C. Law 14-137; D.C. Official Code § 50-921.02), and in accordance with section 2 of the Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01), I am pleased to nominate the following person for appointment as Director of the District Department of Transportation to serve at my pleasure:

Mr. Matthew T. Brown  
1228 C Street, S.E.  
Washington, D.C. 20003  
(Ward 6)

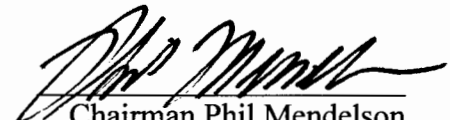
Enclosed, you will find biographical information detailing Mr. Brown's experience, together with a proposed resolution to assist the Council during the confirmation process.

Sincerely,

A handwritten signature in black ink that reads "Vincent C. Gray". The signature is written in a cursive style with a large, looping "G" at the end.

Vincent C. Gray

Enclosures

  
Chairman Phil Mendelson  
at the request of the Mayor

A PROPOSED RESOLUTION

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

Chairman Phil Mendelson, at the request of the Mayor, introduced the following resolution,  
which was referred to the Committee on \_\_\_\_\_.

To confirm the appointment of Matthew T. Brown as the Director of the District Department of  
Transportation.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this  
resolution may be cited as the “Director of the District Department of Transportation Matthew T.  
Brown Confirmation Resolution of 2014”.

Sec. 2. The Council of the District of Columbia confirms the appointment of:

Mr. Matthew T. Brown  
1228 C Street, S.E.  
Washington, D.C. 20003  
(Ward 6)

as the Director of the District Department of Transportation, established by section 2 of the  
Department of Transportation Establishment Act of 2002, effective May 21, 2002 (D.C. Law 14-  
137; D.C. Official Code § 50-921.01), and in accordance with section 2 of the Confirmation Act  
of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01), to serve at  
the pleasure of the Mayor.

Sec. 3. The Secretary of the Council of the District of Columbia shall transmit a copy of  
this resolution, upon its adoption, each to the nominee and to the Mayor.

Sec. 4. This resolution shall take effect immediately.

# Matthew T. Brown

1228 C Street SE Washington, DC 20003 202-276-2845

matthewtbrown@gmail.com

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## Experience

### DISTRICT OF COLUMBIA DEPARTMENT OF TRANSPORTATION (DDOT)

#### *Deputy Director for Resource Allocation 2011 – present*

- Responsible for the submission of annual capital and operating budgets to the Office of the Chief Financial Officer and, with DDOT senior staff and project managers, implementation of that budget
- Helps ensure compliance with audit recommendations and Council legislative requirements through a new quarterly tracking system
- Designed and implemented new processes to identify project budget overruns before they occur and to push project managers to close projects when construction is complete
- Reforming procurement within DDOT including doubling the number of staff with contracting delegation (warrants) from the DC Chief Procurement Officer from two to four and implementing a new system to track the progress of procurement milestones
- Provide testimony at DC Council hearings and roundtables on issues including the budget, agency goals, contracts, and specific legislation
- Serve as financial lead for various initiatives including power undergrounding and procurement of a vendor to design, build, and operate new streetcar segments

### WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY (WMATA)

#### *Managing Director, Office of Management and Budget Services, previously Director, Operating and Capital Budgets 2009 – 2011*

- Advised the Chief Financial Officer, General Manager, and Board of Directors on financial issues
- Made presentations to Board members on financial issues in Finance and Administration Committee meetings
- Responsible for the preparation of the annual \$2 billion operating and capital budget, including the identification of initiatives to eliminate the gap between expenditures and projected revenues
- Represented Metro in negotiations with funding jurisdictions to develop a new six-year \$5 billion capital funding agreement
- Led the development of annual grant applications to ensure the obligation of Federal Transit Administration (FTA) funds
- Oversaw two directors, five managers, and fifteen staff in the development and administration of the operating, capital, headcount, and revenue budgets and FTA grant applications
- Earned a GFOA Distinguished Budget Presentation Award, WMATA's first
- Member of the Financial Systems Integration project, identified issues with the previous PeopleSoft implementation and made recommendations for improvements, such as additional commitment controls, to enhance budget administration

### DISTRICT OF COLUMBIA DEPARTMENT OF TRANSPORTATION (DDOT)

#### *Deputy Director for Resource Allocation 2009, Resource Management Officer, 2007 – 2009*

- Led the transformation of the DDOT capital plan from a catalogue of projects to a multi-year, financially constrained project implementation plan by providing direction to and working with senior staff and project managers to establish priorities for capital fund resource allocation
- Ensured the full obligation of Federal Highway Administration (FHWA) funds, including ARRA/Stimulus funds by working with FHWA officials and DDOT project staff
- With the DDOT Director, administered the annual operating and capital budgets
- Testified before the DC Council in support of legislation providing for the financing of the \$300 million, 11<sup>th</sup> Street Bridge replacement project

## Brown, page 2

- Directed a project management initiative to provide financial information for the first time to project managers through a web-based tool

### PUBLIC FINANCIAL MANAGEMENT, Strategic Consulting Group

*Senior Managing Consultant, 2004 – 2007*

- Led project teams in the preparation of operational analyses and multi-year strategic plans for city and county governments
- Conceived and developed initiatives to enhance revenues and contain government expenditures by working cooperatively with government officials
- Completed benchmarking and ‘best practices’ analyses to provide support for initiative fiscal impact estimations and to discover innovative ways of providing government services
- Designed and operated financial models to forecast revenue and expenditure trends
- Developed capital plans and conducted capital program analysis

### CITY OF NEW YORK

*Budget Director, Department of Information Technology and Telecommunications, 2003 – 2004*

- Supervised four analysts in the administration of the annual capital, operating, and revenue budgets
- Consulted to the Deputy and Assistant Commissioners for corrective action to issues identified through spending and revenue projections

*Senior Analyst, New York City Office of Management and Budget, 2000 – 2001*

- Prepared the four-year capital budget and plan for the Department of Cultural Affairs, including identification and presentation of capital needs and mayoral-ordered reductions
- Reviewed capital project and equipment purchase requests to ensure they met City capital fund eligibility guidelines and made recommendations for approval to Assistant Budget Director

### MILWAUKEE METROPOLITAN SEWERAGE DISTRICT

*Lead Analyst, Budget Office, 2001 – 2003*

- Developed and administered the annual capital budget and six-year capital plan and the operating budget
- Prepared an annual six-year forecast of revenues and expenditures to analyze trends and make recommendations to the Executive Director, including departmental budget allocations

## Education

*Master of Public Administration in Budget and Public Finance*  
The George Washington University

*Bachelor of Arts in Political Science*  
Texas Wesleyan University

## Other

- District of Columbia Executive Leadership Program, current participant
- University of Pennsylvania Wharton Transportation Executives program
- Former Advisor, GFOA Committee on Economic Development and Capital Planning
- Publication: “Crafting a Capital Reporting System,” with Steve Kreklow, *Government Finance Review*, October 2, 2006

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE ATTORNEY GENERAL



Legal Counsel Division

**MEMORANDUM**

**TO:** Barry Kreiswirth  
Senior Legal Counsel  
Office of the City Administrator

**FROM:** Janet M. Robins *JMR/c. Parker*  
Deputy Attorney General  
Legal Counsel Division

**DATE:** May 1, 2014

**SUBJECT:** Legal Sufficiency Review of Draft Proposed Resolution, the "Director of the District Department of Transportation Matthew T. Brown Confirmation Resolution of 2014"  
(AM-14-217E)

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This responds to your request for legal sufficiency review of the above-referenced draft proposed approval resolution.

The purpose of the proposed resolution is to confirm the nomination of Matthew T. Brown as the Director of the District Department of Transportation, established by section 2 of the Department of Transportation Establishment Act of 2002, effective May 21, 2002 (D.C. Law 14-137; D.C. Official Code § 50-921.01) (2012 Repl.), and in accordance with section 2 of the Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01) (2012 Repl.), to serve at the pleasure of the Mayor.

The proposed resolution is legally sufficient and we have attached our legal sufficiency certificate noting the same.

Should you have questions regarding this memorandum, please contact either Arthur J. Parker, Assistant Deputy Attorney General, Legal Counsel Division, at 724-5565, or me at 724-5524.

JMR/ajp  
Attachments

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE ATTORNEY GENERAL



Legal Counsel Division

**MEMORANDUM**

**TO: Lolita S. Alston  
Director  
Office of Legislative Support**

**FROM: Janet M. Robins  
Deputy Attorney General  
Legal Counsel Division**

**DATE: May 1, 2014**

**SUBJECT: Legal Sufficiency Review of Draft Proposed Resolution, the "Director of the District Department of Transportation Matthew T. Brown Confirmation Resolution of 2014"  
(AM-14-217E)**

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**This is to Certify that this Office has reviewed the above-referenced draft legislation found it be legally sufficient. If you have any questions in this regard, please do not hesitate to call me at 724-5524.**

Handwritten signature of Janet M. Robins in cursive.

**Janet M. Robins**