

DELAWARE VALLEY REGIONAL PLANNING COMMISSION

BOARD COMMITTEE

Minutes of Meeting of January 22, 2004

Location: Commission Officer
The Bourse Building, 8th Floor
111 S. Independence Mall, East
Philadelphia, PA 19106

Membership Present

Representative

New Jersey Department of Community Affairs	Joyce Paul
New Jersey Department of Transportation	Brent Barnes
Governor of New Jersey's Appointee	Tracie Gelbstein
Governor of Pennsylvania's Appointee	Richard Hayden
Pennsylvania Governor's Policy Office	(not represented)
Pennsylvania Department of Transportation	Larry M. King
Bucks County	Charles H. Martin Lynn Bush
Chester County	William H. Fulton
Delaware County	Thomas Shaffer
Montgomery County	Lewis F. Gould, Jr., Esq. Ken Hughes
Burlington County	Jerald R. Cureton, Esq. Carol Ann Thomas
Camden County	Thomas J. Gurick J. Douglas Griffith

Gloucester County	Charles E. Romick
Mercer County	(not represented)
City of Chester	(not represented)
City of Philadelphia	Gary Jastrzab
City of Camden	(not represented)
City of Trenton	Andrew Carten

Non-Voting Members

Federal Highway Administration New Jersey Division	William Hoffman
Pennsylvania Division	Spencer Stevens
U.S. Department of Housing and Urban Development, Region III	(not represented)
U.S. Environmental Protection Agency, Region III	(not represented)
U.S. Environmental Protection Agency, Region II	(not represented)
New Jersey Office of Smart Growth	Herman Volk
Federal Transit Administration, Region III Keith Lynch	
Southeastern Pennsylvania Transportation Authority	Christopher Patton
New Jersey Transit Corporation	James Schwarzwald
Port Authority Transit Corporation	Marie Chua
Delaware River Port Authority	Linda Hayes
New Jersey Department of Environmental Protection	(not represented)
Pennsylvania Department of Environmental Protection	(not represented)

Pennsylvania Department of Community and
Economic Development

(not represented)

Regional Citizens Committee Chairman

Dennis Winters

DVRPC Co-Counsel

Pennsylvania Co-Counsel

Michael Burg, Esq.

New Jersey Co-Counsel

Thomas Coleman, Esq.

DVRPC Staff: John J. Coscia, Donald S. Shanis, Barry J. Seymour, William Greene,
Thabet Zakaria, Richard Bickel, John Ward, Candace Snyder, Kendall Miller, and Jean
McKinney.

Guests

Pennsylvania Department of Transportation

Robert Hannigan
Greg Brown (Dist. 6-0)

New Jersey Department of Transportation

Brian Cuccia

Camden County

Eve Charles
Curt Noe

Wage Works, Inc.

Gordon Linton
Dan Corbett

Residents for Regional Traffic Solutions (RRTS)
Sue Herman

Call to Order

Chairman Thomas J. Gurick called the meeting to order at 10:45 a.m.

Public Comments

Comments from the public were invited to be heard on non-agenda items.

Gordon Linton, Senior Advisor and Vice President, Business Development, Wage Works, Inc. commented on DVRPC's TransitChek Program. In addition to the TransitChek program, Mr. Linton believes that DVRPC should market and offer a variety

of ideas and tools to assist employers with their commuter benefit programs. Mr. Linton presented some recommendations for DVRPC's consideration.

Dennis Keck, Assistant Commissioner, New Jersey Department of Transportation (NJDOT), commented that New Jersey Governor McGreevey formed a Blue Ribbon Commission. The Commission was charged with evaluating the Transportation Trust Fund, improving the transportation demands, and the challenge of financing the system. A recommendation was made by the Commission which clearly concurred with the demands and challenges facing NJDOT. Financing these demands would be a tremendous task and a 12-1/2 cent gas tax was recommended by the Commission, however, the legislative and executive branches of the government did not agree with the gas tax. Consequently, no agreement has been reached on how to finance the transportation demands in New Jersey. NJDOT will re-examine the capital program and reconsider the resources which are now available.

1. Minutes of Meeting of December 3, 2003

On a **motion** by Mr. Barnes, seconded by Mr. Gould, the minutes of the meeting of December 3, 2003 were approved as distributed.

2. Transportation Improvement Program (TIP) Actions

Donald S. Shanis, DVRPC staff, briefed the Board on the following TIP Actions:

a. TIP Action PA03-42a: US 202, Section 700, Wetland Mitigation, Bucks County

PENNDOT has requested that DVRPC amend the FY2003-2006 TIP for Pennsylvania by adding a project back into the TIP with a \$7.3 million construction phase. This project provides for wetland replacement associated with Section 700 of Route 202 reconstruction. Originally programmed in the 2001 TIP for right of way and construction, the construction phase was never advanced or incorporated in the current 2003 TIP. The request is to program construction using \$800,000 federal highway funds/\$200,000 state match in FY04 and \$5.040 million federal highway funds/\$1.260 million state match in FY05. Sixteen acres of wetland in Chalfont Borough will be impacted by Section 700. Two acres of wetland are typically replaced for each acre of wetland impacted. In this case, a 225 acre parcel was purchased as part of this project in order to accommodate the required replacement of 28 acres of wetland. This large parcel provides an extensive buffer area around the wetland replacement area located near Kansas Road in Warminster Township along the Neshaminy Creek.

Financial Constraint will be maintained by making adjustments to other existing TIP projects whose schedules or costs have changed and the TIP's conformity finding will not be impacted by this amendment as this project is exempt.

Favorable recommendation was received from the Planning Coordinating

Committee/Regional Transportation Committee (PCC/RTC) to approve TIP Action PA03-42a.

The Regional Citizens Committee (RCC) recommends that the Board table TIP Action PA03-42a until PENNDOT resubmits the Section 404, US 202 Wetland Encroachment Application, and until the agency proves that it can build a viable wetland replacement project.

Larry King, PENNDOT responded that action on this TIP action could move forward without violating any of the RCC's concerns.

The Board unanimously adopted the following **motion**:

MOTION by Mr. King, seconded by Mr. Barnes, that the Board approve TIP Action PA03-42a, PENNDOT's request to amend the FY 2003 TIP for Pennsylvania (FY2003-2006) by adding a project back into the TIP. The US 202 Section 700 Wetland Mitigation will program construction using \$800,000 federal highway funds/\$200,000 state match in FY04 and \$5.040 million federal highway funds/\$1.260 million state match in FY05.

b. TIP Action PA3-42b: PA 162 Embreeville Road, Bridge Replacement, Chester County

PENNDOT has requested that DVRPC amend the FY2003-2006 TIP for Pennsylvania by adding a new project to the TIP with a \$525,000 preliminary engineering phase in FY04 using state funds, and \$960,000 federal funds/\$240,000 Toll Credit match (\$1.2 million federal funds) for the FY04 construction phase. This bridge located in West Bradford Township was damaged by Hurricane Isabel and closed on September 15, 2003. Rising water from the hurricane caused a portion of the bridge deck to cave in. PENNDOT has implemented an emergency procedure to expedite quick replacement of the structure.

Financial Constraint will be maintained by making adjustments to other existing TIP projects whose schedules or costs have changed and the TIP's conformity finding will not be impacted by this amendment as this project is exempt.

c. TIP Action PA03-42c: Aquetong Road, Bridge Replacement, Bucks County

PENNDOT has requested that DVRPC amend the FY2003-2006 TIP for Pennsylvania by adding a new project to the TIP with a \$400,000 final design phase in FY04 using \$400,000 state funds. This bridge is located in Solebury Township and was originally programmed using state maintenance funds. Due to severe weather conditions affecting state maintenance funds, several low cost bridge projects are being added to the TIP using a different variety of state funds.

Financial Constraint will be maintained as this project is using state funds only and the TIP's conformity finding will not be impacted by this amendment as this project is exempt.

d. TIP Action PA03-42d: Betzwood Bridge, Hoan Retrofit, Montgomery County

PENNDOT has requested that DVRPC amend the FY2003-2006 TIP for Pennsylvania by adding a new project into the TIP using \$421,00 of state funds. The Betzwood Bridge on Rt. 422 over the Schuylkill River in West Norriton and Upper Merion Townships has been identified by the federal government as in need of design alterations and repair due to the fact that it has "Hoan- like" details which have been determined to cause a bridge to fail over time. (Hoan refers to this type of bridge identified in Wisconsin.) Hoan-like bridges were "designed and constructed using non-redundant welded steel deck girders" and have deficiencies in their load bearing ability. PENNDOT proposes to program a \$30,000 utility phase in FY04 for the railroad work required, and a \$391,000 construction phase also in FY04. These emergency repairs will use 100% state funding. This request is similar to the one made this past fall for three other bridges in Montgomery County. The Betzwood Bridge is the 4th and final bridge identified in the DVRPC region as needing these repairs.

Financial Constraint will be maintained as this project is using state funds only and the TIP's conformity finding will not be impacted by this amendment as this project is exempt.

e. TIP Action PA03-42e: Kutztown Bridge Over Malasses Creek, Culvert Replacement, Montgomery County

PENNDOT has requested that DVRPC amend the FY2003-2006 TIP for Pennsylvania by adding a new project to the TIP with a \$275,000 final design phase in FY04 using state funds. This bridge is located in Upper Hanover Township and was originally programmed using state maintenance funds. Due to severe weather conditions affecting state maintenance funds, several low cost bridge projects are being added to the TIP using a different variety of state funds.

Financial Constraint will be maintained as this project is using state funds only and the TIP's conformity finding will not be impacted by this amendment as this project is exempt.

f. TIP Action PA03-42f: Green Valley Road Bridge Replacement, Chester County

PENNDOT has requested that DVRPC amend the FY2003-2006 TIP for

Pennsylvania by adding a new project to the TIP with a \$120,000 final design phase in FY04 using state funds. This bridge is located in Newlin Township and was originally programmed using state maintenance funds. Due to severe weather conditions affecting state maintenance funds, several low cost bridge projects are being added to the TIP using a different variety of state funds.

Financial Constraint will be maintained as this project is using state funds only and TIP's conformity finding will not be impacted by this amendment as this project is exempt.

g. TIP Action PA03-42g: PA 422 Resurfacing, PA 29 to Township Line, Montgomery County

PENNDOT has requested that DVRPC amend the FY2003-2006 TIP for Pennsylvania by adding a new project to the TIP using \$610,000 of state funds for a FY04 final design phase. This 4 mile section of Route 422 requires maintenance improvements in order to extend the life of the road and improve the riding surface of the highway. This section of roadway runs between Upper Providence and Limerick Townships. The roadway will be sealed to preserve joints and avoid freeze/thaw complications, and some guiderail and shoulder improvements will also be made.

Financial Constraint will be maintained as this project is using state funds only and the TIP's conformity finding will not be impacted by this amendment as this project is exempt.

h. TIP Action PA03-42h: US 1 Resurfacing, PA 896 to PA 41, Chester County

PENNDOT has requested that DVRPC amend the FY2003-2006 TIP for Pennsylvania by adding a new project to the TIP using \$10.5 million of state funds for a FY04 construction phase. This 6 mile section of Route 1 in Chester County is between PA 896 and Route 41 and is adjacent (to the west) of the section on Route 1 that was approved for similar work in the fall of this year. Route 1 is scheduled for reconstruction 5-7 years from now. Design of the reconstruction project will take approximately 5 years, and in the meantime the roadway is in extremely poor condition and needs repair. PENNDOT has identified \$10.5 million of state funds that can be used to resurface the roadway as a means of extending the life of the road until the reconstruction project begins. Resurfacing is scheduled for the spring of 2004.

Financial Constraint will be maintained as this project is using state funds only and the TIP's conformity finding will not be impacted by this amendment as this project is exempt.

i. TIP Action PA03-43: Center City Signal Improvement Project Phase 3, Philadelphia

The City of Philadelphia Streets Department has requested that DVRPC amend the FY2003-2006 TIP for Pennsylvania by adding a new project into the TIP with a \$150,000 final design phase in FY04. The Center City Signal Improvement Project (CCSIP3) is the third and final phase of the city's efforts to install a computerized traffic signal system throughout Center City Philadelphia. Phase 3 will include improvements in the northeast and northwest quadrants of Center City. Phase 1 (MPMS #17579) of the project installed the system in the southwest quadrant of downtown Philadelphia. The second phase (MPMS #17655) will be let in the spring of 2004, and will expand the system into the southeast quadrant. The construction phase of this project will be addressed during the current update of the FY 2005 TIP.

Financial Constraint will be maintained by making adjustments to other existing TIP projects whose schedules or costs have changed and the TIP's conformity finding will not be impacted by this amendment as this project is exempt.

Favorable recommendation was received from the PCC/RTC and the RCC that the Board approve TIP Actions PA03-42b, PA03-42c, PA03-42d, PA03-42e, PA03-42f, PA03-42g, PA03-42h, and PA03-43.

The Board unanimously adopted the following **motion**:

MOTION by Mr. Fulton, seconded by Mr. Martin, that the Board approve the following TIP Actions:

PA03-42b: PENNDOT's request to amend the FY 2003 TIP for Pennsylvania (FY2003-2006) by adding a new project. The PA 162 Embreville Road Bridge Replacement will program a \$525,000 state funded preliminary engineering phase in FY04, and a \$960,000 federal funds/\$240,000 Toll Credit Match (\$1.2 million of federal funds) construction phase in FY04;

PA03-42c: PENNDOT's request to amend the FY 2003 TIP for Pennsylvania (FY2003-2006) by adding a new project. The Aquetong Bridge Replacement will program a \$400,000 state funded final design phase in FY04;

PA03-42d: PENNDOT's request to amend the FY 2003 TIP for Pennsylvania (FY2003-2006) by adding a new project. The Betzwood Bridge Hoan Retrofit will program a \$30,000 utility phase and a \$391,000

construction phase, both in FY04 using state funds;

PA03-42e: PENNDOT's request to amend the FY 2003 TIP for Pennsylvania (FY2003-2006) by adding a new project. The Kutztown Bridge Over Molasses Creek will program a \$275,000 state funded final design phase in FY04;

PA03-42f: PENNDOT's request to amend the FY 2003 TIP for Pennsylvania (FY2003-2006) by adding a new project. The Green Valley Road Bridge Replacement will program a \$120,000 state funded final design phase in FY04;

PA03-42g: PENNDOT's request to amend the FY 2003 TIP for Pennsylvania (FY2003-2006) by adding a new project. The PA 422 Resurfacing Project, PA 29 to Township Line will program a \$610,000 state funded final design phase in FY04;

PA03-42h: PENNDOT's request to amend the FY 2003 TIP for Pennsylvania (FY2003-2006) by adding a new project. The US 1 Resurfacing Project, PA 896 to PA 41, will program \$10.5 million of state funds for a construction phase in FY04; and

PA03-43: A request by the City of Philadelphia Streets Department to amend the FY 2003 TIP for Pennsylvania (FY2003-2006) by adding a new project. The Center City Signal Improvement Project Phase 3 (MPMS #70014) will program \$150,000 federal STP-STU funds for a final design phase in FY04.

3. Adoption of Delaware Valley Regional Planning Commission (DVRPC) Fiscal Year 2005 Planning Work Program

Mr. Coscia reported that the Planning Work Program (PWP) reflects the policy direction provided by the Board's Planning Work Program Committee and the input from member governments, operating agencies, and other regional organizations. Recommendations for revisions were presented to the Board Work Program Committee meeting held on January 22, 2004.

Mr. Coscia briefed the Board on the substantial revisions as follows:

- Add two projects: *Inventory and Re-Design of Derelict Shopping Centers and Rating the Region for 2030: The State of the Delaware Valley*;

- Eliminate the *Staff Assistance to PENNDOT on Legal Issues* (\$20,000) title and replace with a project called *PA Initiatives* (\$50,000). A portion of those funds could be allotted for legal issues, corridor studies, etc.
- An new safety initiative project will be included in the Work Program entitled: *Transportation Safety Programs*

Mr. Coscia then reported that the Board Work Program Committee favorably recommends the revisions to the PWP and recommends that the Board adopt the DVRPC Fiscal Year 2005 Planning Work Program.

Favorable recommendation was also received from the PCC/RTC and the RCC for the Board to adopt the PWP.

The Board unanimously adopted the following **motion**:

MOTION by Mr. Cureton, seconded by Mr. Gould, that the Board adopt the DVRPC Fiscal Year 2005 Planning Work Program by passing Resolution No. B-FY04-003 (copy attached).

4. **Environmental Justice Protocol**

Kendall Miller, DVRPC staff, briefed the Board on the Environmental Justice Protocol and explained that it is the fair treatment and meaningful involvement of all people regardless of religion, race or ethnicity, income or education level in environmental decision-making. DVRPC's Environmental Justice Program promotes the protection of human health and the environment, empowerment via public participation and involvement, and the dissemination of relevant information to inform and educate affected communities. DVRPC's Draft Environmental Justice Protocol (distributed to the Board) is a guide that was created to assist employees with meeting DVRPC's goals. It will also be helpful to the agencies with whom we work in meeting Environmental Justice and Title VI mandates. Following public review, the Protocol would be an addendum to DVRPC's Public Participation Plan.

After favorable recommendation was received from the RCC, the Board unanimously adopted the following **motion**:

MOTION by Mr. Barnes, seconded by Mr. Carten, that the Board adopt the Draft Environmental Justice Protocol and authorize its release as part of the Public Participation Plan's 45-day public comment period.

5. **Transportation and Community Development Initiative (TCDI)**

Barry Seymour, DVRPC staff, presented a report evaluating the progress to date and success of the regional TCDI Program. The TCDI program was created by the DVRPC in 2002 to support local development and redevelopment efforts in the individual municipalities of the Delaware Valley that implement municipal, county, state and regional planning objectives.

TCDI provides a mechanism for these municipalities to undertake locally-directed actions to improve their communities, which in turn implements their local and county comprehensive plans and supports the goals and vision of the regional plan. Pennsylvania and New Jersey, as well as a number of counties within the region, have programs now underway to support community revitalization. The regional Transportation and Community Development Initiative seeks to support and leverage those programs, by providing funding of up to \$100,000 in selected municipalities to undertake planning, analysis or design initiatives for projects or programs which enhance development or redevelopment and improve the efficiency or enhance the regional transportation system. In 2002 there were 26 projects selected by the DVRPC Board for funding; in 2003 an additional 24 projects were selected.

A recent assessment report documents the status and implementation strategies for the 26 projects selected for funding in 2002. This assessment was shared and discussed by the Board Policy Analysis Committee, the Regional Transportation Committee, and a combined meeting of the Pennsylvania and New Jersey TCDI Review Committees. At these meetings, there was a strong consensus that the TCDI program was filling a valuable need to support early stage planning in disadvantaged communities and that the program should continue. Questions and alternative approaches were raised regarding:

1. The timing of the program: Are there enough good ideas to support an annual competition and does an annual program generate too many project ideas competing for funding?
2. Should the program also seek to provide seed funding to support implementation of those activities which are eligible for TIP or other transportation funding at DVRPC?

Based on the discussions and feedback of the committees, staff recommends that the program continue in 2004, with funding becoming available October 1, 2004 via the FY2005 TIP. It is recommended that the Review Committees, in conjunction with the RTC and the Board Policy Analysis Committee, continue to review and refine the eligibility and selection criteria to place a greater emphasis on supporting planning studies that have a clear strategy and agenda for implementation. It is further recommended that these committees continue to explore the concept of

identifying potential funding sources, particularly for transportation projects, that emerge from these studies. Potential ideas raised include providing dedicated funds in the TIP to support the implementation of demonstration projects, with planning studies proceeding on an alternate year schedule; or allocating a portion of the Transportation Enhancement (TE) funding to support projects emerging from the TCDI program.

The funding is \$1,000,000 annually from the Pennsylvania TIP for projects; \$100,000 annually from the Pennsylvania Transportation and Land Use Planning Initiative for program administration; \$500,000 annually from the New Jersey TIP for projects; and \$50,000 annually from New Jersey for program administration.

Mr. Seymour highlighted some of the very successful projects as being the Ardmore Transit Center Plan initiative, the connection of Rowen University to the Downtown Business District in Glassboro, New Jersey, and the Pottstown, PA Main Street reconfiguration.

Chairman Gurick stated his support for the TCDI Program.

Lewis F. Gould, Montgomery County, commented that the grant awarded to Lower Merion Township for the Ardmore Transit Center has been a great success and that public/private developers have expressed interest in further development.

The PCC/RTC recommends that although supportive of the TCDI Program, the TCDI funding should be tabled for one month in order to give the PCC/RTC an opportunity to review the assessment.

Favorable recommendation was also received from the TCDI Committee and the DVRPC staff.

The Board Policy Analysis Committee recommends further discussion.

Mr. Coscia explained that the funds for this program would not be taken out of the FY 2004 TIP but would be taken from the FY 2005 TIP which begins October 1st and, at this time, the recommendation to the Board is that the TCDI Program be approved and incorporated in to the DVRPC Planning Work Program. The TIP will not be amended at this time to fund the program. The committees will meet, evaluate, and recommend revisions to the program and report back to the board. At that time, the Board would approve funding for the TCDI program.

Favorable recommendation was received from RCC that the Board Amend the FY2005 Work Program to add the Transportation and Community Development Initiative.

The Board unanimously adopted the following **motion**:

MOTION by Ms. Paul, seconded by Mr. Gould, that the Board amend the DVRPC FY 2005 Work Program to include the Transportation and Community Development Initiative Program.

6. Regional Citizens Committee (RCC) Report

Dennis Winters, Chairman of the RCC, reported that the RCC approved an updated Mission Statement and Procedures of Operation (distributed to the Board). The Mission Statement will be reviewed by the DVRPC staff and put before the Board for action at later date.

The RCC endorsed the ranking of Transportation Enhancement (TE) Projects and thanked the Board for giving the RCC voting privileges for this process.

The RCC invited Board members to attend their meetings.

The RCC asks that the DVRPC Board forward the response to SEPTA's request for the analysis used in the RCC's evaluation of the agency's operating inefficiencies (distributed to the Board).

7. Committee Reports

The following committee reports were distributed to the Board for their review:
(1) Planning Coordinating Committee/Regional Transportation Committee;
(2) Information Resource Exchange Group; (3) Board Policy Analysis Committee;
(4) Regional Housing Committee; (5) Regional Aviation Committee; (6) Land Use and Development Committee; and (7) Goods Movement Task Force.

8. Executive Director's Report

Mr. Coscia presented to the Board the highlights of his testimony given to the Pennsylvania State Transportation Commission (STC), at the Adams Mark Hotel on September 26, 2003. Chaired by the Secretary of Transportation, Allen Biehler, the Pennsylvania STC consists of the majority and minority chairman of the Senate Transportation Committee and the House Transportation Committee as well as commissioners for the Commonwealth of Pennsylvania. Mr. Coscia commented that the hearings are a great forum to express the regions' needs and challenge the STC to provide the resources for these needs.

Mr. Coscia commented on the DVRPC region and DVRPC's role as the MPO in the Delaware Valley. Mr. Coscia also commented on the challenges which confront the region as follows: (1) capacity choke points; (2) environmental hazards; (3) funding shortfalls; and (4) sprawl and decentralization. Mr. Coscia then presented some innovative approaches to deal with these challenges as being: (1) multi-modal corridor planning; (2) project implementation; (3) the Transportation and Community Development Initiative Program (TCDI); and (4) Transit Oriented Development (TOD).

In conclusion, Mr. Coscia commented that the DVRPC's 2030 Long Range Plan will include Socio-economic forecasts, rating the region, a land use plan, a transportation plan, Year 2030 modeling, public outreach and a survey.

9. One Minute Reports

Chairman Gurick, Camden County, reported that New Jersey Governor James E. McGreevey has designated Gloucester City as a Urban Enterprise Zone. In this status, Gloucester City businesses and residents are permitted various tax exemptions.

Charles H. Martin, Bucks County, reported that the Green Space Alliance issued a report card on the preservation of open space in the counties. The report entitled: *The Regional Open Space Priorities Report for Southeastern Pennsylvania* is not favorable with regard to the process of the of the counties open space program. Mr. Martin commented that, in turn, the city and county newspapers, also report unfavorably on the counties open space efforts. In conclusion, Mr. Martin believes that the counties open space efforts are sound and after review of the report DVRPC and the commissioners should meet and discuss the matter with the Green Space Alliance.

OLD BUSINESS

No old business was stated.

NEW BUSINESS

Jerald R. Cureton, Esq., Burlington County commented on the importance of the Philadelphia International Airport and that he has learned in discussion with airline personnel that U.S. Airways may be sold and Philadelphia would lose those gates. Mr. Cureton questioned whether DVRPC has a contingency plan if Philadelphia seizes to be a hub.

Mr. Coscia responded that Roger Moog, DVRPC staff, along with the Regional Aviation Committee is involved in this effort because it would affect the reliever airport planning. Mr. Moog also sits on the committee for the master planning of the Philadelphia International Airport. Downsizing will most likely occur at the airport, however, many other airlines will take the vacant gates. Mr. Moog will give the Board a briefing on this matter in the future.

There being no further business, the meeting was adjourned at 12:26 p.m.

Attachments:

- (1) PCC/RTC Recommendations to the Board for January 22, 2004
- (2) RCC Recommendations to the Board for January 22, 2004
- (3) Resolution No. B-FY04-003

Additional Documents Distributed to the Board:

- (1) *Alert*, January 2004
- (2) *Freight Lines*, January 2004
- (3) A Community Development Publication entitled: *Cascade*

DELAWARE VALLEY REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE

Minutes of Meeting of January 22, 2004

Location: Commission Offices
Bourse Building, 8th Floor
111 S. Independence Mall, East
Philadelphia, PA 19106

Membership Present

Representative

New Jersey Department of Community Affairs

Joyce Paul

Pennsylvania Department of Transportation

Larry M. King

New Jersey Department of Transportation

Brent Barnes

New Jersey Governor's Appointee

Tracie Gelbstein

Pennsylvania Governor's Appointee

Richard Hayden

Pennsylvania Governor's Policy Office

(not represented)

Pennsylvania Counties

Charles H. Martin

New Jersey Counties

Thomas J. Gurick
J. Douglas Griffith

City of Camden

(not represented)

City of Philadelphia

Gary Jastrzab

Guests

Pennsylvania Department of Transportation

Robert Hannigan
Greg Brown (Dist. 6-0)

New Jersey Department of Transportation

Brian Cuccia

Chester County

William H. Fulton

Delaware County	Thomas Shaffer
Montgomery County	Lewis F. Gould, Jr., Esq. Ken Hughes
Burlington County	Jerald R. Cureton, Esq. Carol Ann Thomas
Camden County	Eve Charles Curt Noe
Gloucester County	Charles E. Romick
City of Trenton	Andrew Carten
Federal Highway Administration New Jersey Division	William Hoffman
Pennsylvania Division	Spencer Stevens
Federal Transit Administration, Region III	Keith Lynch
Southeastern Pennsylvania Transportation Authority	Christopher Patton
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Regional Citizens Committee Chairman	Dennis Winters
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Residents for Regional Traffic Solutions (RRTS) Sue Herman

DVRPC Co-Counsel

Pennsylvania Co-Counsel	Michael Burg
New Jersey Co-Counsel	Thomas Coleman, Esq.

DVRPC Staff: John J. Coscia, Donald S. Shanis, Barry J. Seymour, William Greene,

Thabet Zakaria, Richard Bickel, John Ward, Candace Snyder, Kendall Miller, and Jean McKinney.

Call to Order

Chairman Gurick called the meeting to order at 12:26 p.m.

1. Minutes of Meeting of December 3, 2003

On a motion by Mr. Martin, seconded by Mr. King, the minutes of the meeting of December 3, 2003 were approved as distributed.

2. Contract Authorizations:

a. E-Commute Telework Training Project

Mr. Coscia explained that in recognition of traffic congestion and its resultant air pollution as one of the most pressing environmental problems, the Global Environment and Technology Foundation, with funding and direction from EPA, is completing a study of telework's potential for improving air quality through an incentive-based approach. It was determined in program development that an emissions trading program should be designed to encourage private participation through market incentives. To address these concerns, Congress enacted legislation that would allow for pilot programs in five metropolitan areas to test this emissions trading program; Philadelphia is one of those areas.

DVRPC will continue to administer this program in its final phase for the Pennsylvania portion of the DVRPC region. The majority of the final outreach and training efforts will be handled by a telework specialist, contracted by DVRPC. DVRPC and its contractor will also review and summarize data from participating employers.

A total of \$75,000 is available from the Environmental Protection Agency through the Global Environment and Technology Foundation

A consultant selection committee comprised of representatives from the Delaware Valley Regional Planning Commission was formed to evaluate the proposals and to recommend a final selection consistent with the scope of the project. The committee has recommended the firm of Harrison Associates.

The Executive Committee unanimously adopted the following **motion**:

MOTION by Mr. Cureton, seconded by Ms. Paul that the Executive Committee authorize the Executive Director to enter into, negotiate, and execute a contract with Harrison Associates.

b. Amendment of Delaware Valley Regional Planning Commission (DVRPC) Lease with the Bourse Building

Mr. Coscia explained that the Board, through its Work Program Committee, has requested additions to the traditional annual Work Program over the past several years to include such items as: The Transportation Community Development Initiative(TCDI), Environmental Justice, A multi-year regional GIS Program, Training programs for our member governments and planning partners, Intelligent Transportation Systems Planning (ITS),etc.

These additional work program activities have necessitated hiring part-time staff and interns to complete the work. The result is that office space designed to be occupied by one person are now occupied by two staff.

On December 31, 2003 an additional 1764 square feet of space contiguous to DVRPC's present space on the eighth floor became available. Staff is proposing to lease this additional space at a cost of \$16.30 per square foot for a period of approximately 27 months to be coterminous with our existing lease.

The Executive Committee unanimously adopted the following **motion**:

MOTION by Mr. Hayden, seconded by Mr. Barnes, that the Executive Committee authorize the Executive Director to negotiate and execute an amendment to the current lease with the Bourse Building for an additional 1764 square feet of office space.

4. DVRPC Draft Fiscal Year 2005 Budget

The DVRPC Draft Fiscal Year 2005 Budget was distributed to the Board for their review. A full presentation will be made to the Executive Committee at the February Board meeting.

5. DVRPC FY 2004 Planning Work Program Second Quarter Report

Mr. Coscia reported that the all projects are on schedule and within budget.

OLD BUSINESS

No old business was stated.

NEW BUSINESS

No new business was stated.

There being no further business, the meeting was adjourned a 12:35 p.m.