

DELAWARE VALLEY REGIONAL PLANNING COMMISSION

BOARD COMMITTEE

Minutes of Meeting of February 26, 2004

Location: Commission Offices
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

Joanne R. Denworth

Pennsylvania Department of Transportation

Thomas TenEyck

Bucks County

Lynn Bush

Chester County

William H. Fulton

Delaware County

Thomas Shaffer

Montgomery County

Burlington County

Lewis F. Gould, Jr., Esq.

Jerald R. Cureton, Esq.

Carol Ann Thomas

Camden County

Thomas J. Gurick

J. Douglas Griffith

Gloucester County

Charles E. Romick

Mercer County

Donna Lewis

City of Chester

City of Philadelphia

William Payne

(not represented)

City of Camden	(not represented)
City of Trenton	(not represented)
<u>Non-Voting Members</u>	
Federal Highway Administration New Jersey Division	(not represented)
Pennsylvania Division	(not represented)
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	(not represented)
Port Authority Transit Corporation	(not represented)
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	Ronald K. Bednar
Regional Citizens Committee Chairman	Dennis Winters
<u>DVRPC Co-Counsel</u>	
Pennsylvania Co-Counsel	Timothy J. Carson
New Jersey Co-Counsel	Thomas Coleman, Esq.

DVRPC Staff: John J. Coscia, Donald S. Shanis, Barry J. Seymour, Thabet Zakaria, John Ward, Elizabeth Schoonmaker, Candace Snyder, Phyllis Robinson, and Jean McKinney.

Guests

Pennsylvania Department of Transportation	Robert Hannigan Greg Brown (Dist. 6-0)
New Jersey Department of Transportation	Brian Cuccia
Chester County	Colin A. Hanna
Camden County	Eve Charles Curt Noe
Cross County Connection Transportation Management Association	William Ragozine
Residents for Regional Traffic Solutions (RRTS)	Sue Herman
French and Parrello	Dan Dipalo
Citizen	Joseph Powell

Call to Order

Chairman Thomas J. Gurick called the meeting to order at 10:35 a.m.

Chairman Gurick presented Colin A. Hanna, former Chester County commissioner and Board member, with a gift in appreciation of his most able leadership, contributions, and support as a chairman and member of the Delaware Valley Regional Planning Commission (DVRPC) Board.

Mr. Hanna thanked the Board and commented that his service to the DVRPC board has been one of the most rewarding experiences of his career. Mr. Hanna recognized DVRPC as a true model of a bipartisan and bistate agency for the region.

Public Comments

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

Joseph Powell, Citizen from Northeast Philadelphia, commented to the Board and stated he is concerned that some projects do not conform to the Year 2025 Plan. His specific concern at present is in the location of Roosevelt Boulevard and Grant Avenue. A 4000 square foot Big Box Restaurant is scheduled to be developed where traffic congestion, flooding and pedestrian safety is already an issue. Also a \$25 million underpass is being proposed at Grant Avenue and Mr. Powell is concerned with the source of funding and how these funds would be obtained.

Chairman Gurick recommended that Mr. Powell contact Dennis Winters, Chairman of the DVRPC Regional Citizens Committee, who deal with citizen's concerns on these

types of issues and recommend action for consideration by the Board.

1. Minutes of Meeting of January 22, 2004

On a **motion** by Mr. Gould, seconded by Mr. Cureton, the minutes of the meeting of January 22, 2004 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 PA03-44: I-95/PA Turnpike Interchange, Bucks County

Dr. Shanis explained to the Board that the Pennsylvania Turnpike Commission has requested that DVRPC modify the FY2003-2006 TIP for Pennsylvania. Currently the I-95/Pennsylvania Turnpike Interchange project is programmed with \$146.2 million in the current TIP period for final design, right of way, and utility phases, partial funding for construction, and \$389.9 million in Later Fiscal Years for remaining work. Currently, all phases are programmed with both Federal Aid Interstate (FAI) funding and a 10% match provided by the Turnpike Commission. A Record of Decision was issued for the project on December 31, 2003, by FHWA, and the Turnpike Commission is ready to proceed with the authorization of the final design phase including utility relocation and right of way activities.

While only \$131.580 million FAI funds is programmed in the current TIP, approximately \$222 million of FAI funds has been made available to the Pennsylvania Turnpike Commission for this project.

The request is to increase the final design phase of the project from approximately \$40 million to \$60 million, with \$10 million FAI programmed in FY04, \$25 million programmed in both FY05 and FY06, and to utilize the Advance Construction procedure to minimize obligation authority required. Further, the request is to remove Turnpike match from the final design phase and use 100% federal funds by means of a 10% "Toll Credit match" for the \$60 million final design phase only. This action does not increase the amount of funds programmed in the current TIP period. The impact on the region is the utilization of an additional \$6 million of FAI federal funds for phases programmed in the current TIP. Turnpike match will be provided for the remaining utility, right of way, and construction phases in the current TIP period, which will all be pushed back a year. The Turnpike Commission hopes to secure specially earmarked DEMO funding for some portion of the estimated remaining cost required to complete the interchange, and is committed to completing the project.

This action does not impact financial constraint as the FAI funds are additional funds to the region and the TIP's conformity finding will not be impacted by this

amendment as this project has already been included in the region's conformity analysis.

Jerald Cureton, Burlington County, inquired as to why this connection was not considered in the past when the cost would have been less expensive.

John J. Coscia, Executive Director, responded that the state of New Jersey decided that a new turnpike connection and a new alignment for I-95 through New Jersey was not needed. The state designated other routes as I-95 which eliminated the need for a new interchange and moved the federal interstate funds to other state high level facilities. The City of Philadelphia agreed with New Jersey's decision.

Favorable recommendation was received from the Planning Coordinating Committee/Regional Transportation Committee (PCC/RTC) and the Regional Citizens Committee (RCC) that the Board approve TIP Action PA03-44.

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

MOTION by Ms. Denworth, seconded by Mr. Hayden that the Board approve TIP Action PA03-44, the Pennsylvania Turnpike's request to modify the FY 2003 TIP for Pennsylvania (FY2003-2006) for the I-95/PA Turnpike Interchange project by increasing the final design phase of the project to \$60 million, with \$10 million FAI programmed in FY04, \$25 million programmed in both FY05 and FY06, and utilizing advance construct procedures for that funding. Further, remove Turnpike funding as the match and allow the use of 100% federal funds by means of "Toll Credit match" for the \$60 million final design phase only. Remaining right of way, utility and construction phases will be shifted back one year.

b. TIP Action NJ04-03: Transit Car Upgrade/Overhaul, DRPA/PATCO

The Delaware River Port Authority/Port Authority Transit Corporation has requested that DVRPC amend the FY2004-2006 TIP for New Jersey by changing the scope and title of an existing TIP project, Transit Car Upgrade/Overhaul Vickers Cars (DB #DR046). The project has been included in the TIP with the intent to amass funds in order to undertake a mid-life upgrade/overhaul of the PATCO Vickers-made cars. However, as the PATCO fleet continues to age, it has become more and more apparent that current technology does not support the systems in either PATCO's Budd or Vickers-made cars, and it is becoming increasingly difficult to maintain the fleet as many components must be manufactured in-house. DRPA/PATCO has determined that it makes more sense to rebuild or replace the entire fleet to modern standards, and dispense with the idea of performing the mid-life overhaul of the Vickers made cars. The cost of replacing/rebuilding the entire fleet is estimated to be in the \$150 to \$300 million range. PATCO currently has a fleet that consists of 75 Budd Cars and 46 Vickers cars (total of 121 cars), and has a consultant on board to perform a study to evaluate the cars and recommend the

proper approach and scheduling plan.

This is not a request to add additional funds to the TIP. Currently \$8.5 million is programmed over the three year course of the FY2004-2006 TIP for New Jersey. DRPA/PATCO does not expect to be able to pay the entire fleet upgrade cost at one time, but does hope to get a contract that establishes a set price for the full program. PATCO requests to change the title of the project to "Purchase/Rebuild PATCO Cars" and to replace the description with the following: "This project will provide for the replacement of PATCO's existing car fleet, either through new car purchase or complete rebuilding of existing cars."

This action does not impact financial constraint as no additional funds are being requested 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 Action NJ04-03.

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

MOTION by Mr. Barnes, seconded by Mr. Cureton, that the Board approve TIP Action NJ04-03 DARPA/PATCO's request to amend the FY 2004 TIP for New Jersey (FY2004-2006) for the Transit Car Upgrade/Overhaul project by acknowledging a change in scope for the project and revising the project description accordingly.

3. Pennsylvania Transportation Enhancements (TE) Project Selection and Recommendations for 2003-2004

Dr. Shanis explained to the Board that the Pennsylvania Department of Transportation allocates statewide Transportation Enhancements (TE) funding to be awarded to applicants chosen by the metropolitan planning organization, subject to PENNDOT approval. A reserve of approximately \$9 million is set aside for the Secretary of Transportation to award to projects of statewide significance.

In the Philadelphia region, \$2,000,000 of FTA funds are available for the TE Program for transit-related projects, and \$8,926,000 of FHWA funds are available for any eligible transportation enhancement projects.

Last fall, DVRPC solicited proposals from the region and received 71 eligible submissions. Each was reviewed and scored by District 6-0 of PennDOT, by the county in which it was located, and the RCC. The scores were normalized and the ranked list was considered by the Pennsylvania Subcommittee of the Regional Transportation Committee (RTC). Multi-county projects were also evaluated and scored.

Dr. Shanis pointed out the attachment (distributed to the Board) which lists the

recommended eighteen projects selected for FHWA funding and four for FTA funding. In addition, two previous recipients of TE funds were recommended to be granted supplemental funding. Five projects of regional significance were selected for submission to the state for the Secretary's discretionary fund.

The RTC recommends that a "warning letter" be sent to the project sponsors on projects that have been inactive for 6 months. Ninety days following the "warning letter," if the project still remains inactive, a recommendation will be made to drop the project from the TIP.

Dr. Shanis announced that as of February 25, 2004, Delaware County has withdrawn the project entitled *Lansdowne Pedestrian/Bicycle Path* and requests additional time for review. Since the deadline will probably not be met for this project, Dr. Shanis requested that the TE committee reconvene to discuss how the funds (\$265,500) from this project should be spent. One possibility is to place the funds back into projects which did not make the final list.

Favorable recommendation was received from the PCC/RTC and the RCC to approve the TE project recommendations as revised.

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

MOTION by Ms. Bush, seconded by Mr. Fulton, that the Board approve the recommended list (revised copy attached) of Pennsylvania TE projects, with the deletion of the Lansdowne Pedestrian/Bicycle Path in Delaware County, and forward the list to the Pennsylvania Secretary of Transportation for his approval and consideration of those designated for the Secretary's discretionary funding; and, that the Board approve such amendments to the FY 2003-2006 TIP for Pennsylvania as required by adding the approved TE projects, at the appropriate time. Further, that the Board approve sending a "warning letter" to project sponsors on TE projects that have been inactive for six months and delete TE projects from the TIP that remain inactive for 90 days following the "warning letter".

4. FY 2005 PENNDOT Transportation Management Association (TMA) Assistance Grant Program

Dr. Shanis explained that PENNDOT has annually funded Transportation Management Association(TMA) activities for selected TMAs since 1992. This program was developed to provide operating assistance to these public-private partnerships to support their travel demand management promotional work as a means to mitigate traffic congestion and improve regional air quality. This is an ongoing program, renewable annually. PENNDOT requested that DVRPC assume joint oversight of work program development and execution in FY 2002.

There are currently five TMAs serving suburban areas in southeastern Pennsylvania: The Bucks County, Chester County, Delaware County, Greater Valley Forge, and Partnership TMAs, and one which serves central Philadelphia. As

part of their assistance grants, each suburban TMA undertakes generally similar work. The Central Philadelphia TMA's work program is tailored to the particular transportation needs of Center City. The individual Work Programs, in the attached packet, give a description of the work each of them plans to undertake if their application is approved. The work programs have been reviewed and approved by the respective County Planning Commission staffs, as well as DVRPC, and PennDOT staffs.

The TMAs have applied for the maximum of \$160,000 each. The total application package totals \$960,000 (\$768,000 CMAQ, \$192,000 local match).

This project will not alter the region's conformity finding since the project is exempt.

Favorable recommendation was received from the PCC/RTC and the RCC that the Board approve the TMA Assistance Grant Program.

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

MOTION by Mr. Gould, seconded by Ms. Denworth, that the Board approve and forward to PENNDOT for their approval the FY 2005 TMA Assistance Grant work programs for a total grant of \$160,000 each (\$128,000 CMAQ, \$32,000 local match) to the Bucks County, Chester County, Delaware County, Greater Valley Forge Partnership, and Central Philadelphia TMAs, for a total program of \$960,000 (\$768,000 CMAQ, \$192,000 local match).

5. FY 2005 Mobility Alternatives Program (MAP) for Southeastern Pennsylvania Draft Work Programs

Dr. Shanis explained that the Mobility Alternatives Program (MAP) was initiated in 1995 in response to the need for measures to reduce highway congestion, including businesses, schools, and other organizations on a voluntary basis. There are currently five TMAs involved in MAP: The Bucks County, Chester County, Delaware County, Greater Valley Forge, and Partnership TMAs, along with the City of Philadelphia Mayor's Office of Transportation and SEPTA. Efforts of the contractors are directed to highly congested corridors within their service areas. Work includes outreach to employers, assistance in developing Travel Demand Management (TDM) strategies for employer use, promotion of the Share-A-Ride program, and participation in outreach for the Ozone Action program.

MAP is largely a behavior modification effort to increase employers' awareness of the various TDM techniques available to them, and the benefits of participation in such activities. The success of the overall program is monitored by contractors' submission of quarterly performance reports, which show results of work toward reducing single-occupant autos. The individual Work Programs, in the attached packet, give a description of the work which will be undertaken in FY 2005.

The Bucks County TMA, Delaware County TMA, TMA of Chester County, Greater Valley Forge, and Partnership TMAs have applied for the maximum of \$67,450 each. The City of Philadelphia Office of Strategic Planning (successor to the Mayor's Office of Transportation) for \$45,000, and SEPTA for \$150,000. The DVRPC portion of the contract totals \$251,000, which includes Administration, Share-A-Ride Operations, and Marketing efforts. The total application package totals \$783,250 (\$626,600 CMAQ, \$156,650 contractor match). This budget is the lower previous years as the City of Philadelphia requested less than the amount which has been traditionally allocated for their program in past years. This project will not alter the region's conformity finding since the project is exempt.

Favorable recommendation was received from the PCC/RTC for the Board to approve the MAP Work Programs.

The RCC also recommended approval of the MAP Work Program, however, notes that a provision for measuring results is needed for this program.

Dr. Shanis responded that performance measure summaries were available on the display table at the Board Meeting. The TMA's are monitored for performance, however, although an effort is made to gather statistics, without making extensive surveys it is very difficult to obtain reliable numbers.

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

MOTION by Mr. Gould, seconded by Mr. Hayden, that the Board approve and forward to PENNDOT for their approval the FY 2005 Mobility Alternatives Program for a program total of \$783,250 (\$626,600 Federal, \$156,650 TMA or Contractor match) CMAQ funds currently available.

6. Strategies for Older Suburbs: Proposal to William Penn Foundation

Barry Seymour, DVRPC staff, explained to the Board that since the publication of the report *The Future of First Generation Suburbs in the Delaware Valley* in 1998, DVRPC has worked with groups of older suburbs throughout the region to support redevelopment and revitalization through cooperative planning and action. DVRPC is now proposing a comprehensive and integrated set of activities that will serve to expand the knowledge and improve the ability of officials in older suburbs to undertake projects to support revitalization, while also broadening the market awareness for both private developers and the general public about the opportunities for investment and lifestyle in these communities. Selected demonstration projects will illustrate how targeted investment can advance the region's policy agenda and provide lessons and guidance for all of the region's older suburban communities. Finally, the proposed activities will collectively serve to increase collaboration among groups of older suburban communities, between selected older suburbs and the adjoining cities of Philadelphia and Camden, and as a regional voice and political force to advocate for further changes and action at the state level.

The total cost of the grant request to the William Penn Foundation is \$1,395,000 over a two year period to support ten program activities. DVRPC's existing commitment to older suburbs during this period is an additional \$4,245,000, including the TCDI program, long-range plan, and other regional planning projects.

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

MOTION by Mr. Barnes, seconded by Ms. Paul that the Board authorize the Executive Director to submit the grant proposal *Strategies for Older Suburbs* to the William Penn Foundation for funding.

7. Regional Citizens Committee (RCC) Report

Dennis Winters, Chairman of the RCC, reported on additional activities from the RCC meeting of February 17, 2004 as follows: (1) Resolution for the Hellertown-Bethlehem Rail Abandonment; and (2) Stoopville Road Rehabilitation Project. Details of the RCC's concerns and recommendations are listed on the *RCC Recommendations to the Board for February 26, 2004* (attached as part of these minutes).

Sue Herman, RCC committee member, and a member of Residents for Regional Traffic Solutions, Inc., commented further on the Stoopville Road Rehabilitation Project. Ms. Herman is opposed to the selection of this project and requests the *Traffic Calming TIP Project submitted for Lindenhurst, Stoopville and Worthington Mill Roads* in Newtown Township, Bucks County be selected. The selected project will encourage higher volumes of traffic at higher speeds along the residential route, exacerbating an already volatile situation. Ms. Herman has formally requested that Representative Petri, Senator Conti, Senator Tomlinson, and the Bucks County Commissioners lobby PENNDOT, the State Transportation Commission (STC) and the DVRPC to reject the Stoopville Road Rehabilitation Project during the TIP approval process and replace it with Traffic Calming.

Mr. Coscia responded that the Hellertown-Bethlehem Rail Abandonment issue will be referred back to the DVRPC Goods Movement Task Force and the DVRPC staff for review and recommendation. The Stoopville Road Rehabilitation project resolution should be forwarded to PENNDOT for their consideration and action.

8. Committee Reports

The following committee reports were distributed to the Board for their review: (1) Planning Coordinating Committee/Regional Transportation Committee; and (2) Regional Citizens Committee.

Dr. Shanis commented on a special meeting (minutes distributed to the Board) which followed the PCC/RTC to discuss the existing mission and propose additional duties of the RTC, the membership and officers of the committee, the

2004 agenda, and the relations of the RTC to the DVRPC Board and other committees.

The key recommendations which were made from this meeting were as follows: (1) identify more key regional issues and move them forward to the Board; (2) provide more input on existing regional projects; and (3) more involvement in the Work Program process.

Some action items were also discussed for 2004 which included: (1) discussing transit funding and a gas tax; (2) address security and energy issues; (3) recognizing key transportation projects, policies, issues, topics that the RTC might consider; and (4) possible increase of membership.

Lastly, Dr. Shanis reported that the RTC would like more Board recognition and requests the Board consider giving the RTC a non-voting membership seat at the Board table.

Mr. Coscia commented that he has reservations about giving committees a non-voting status at the Board level. Mr. Coscia feels that Policy decisions are made at the Board level and that the committees' responsibility is technical advisory. The exception is the RCC which brings an unbiased view to the Board. The Board members are elected officials and, in many cases, their alternates are the county planning directors. In keeping with an organizational structure, Mr. Coscia believes the policy level individuals should be seated at the Board table. Mr. Coscia stated that further discussions on this subject should be considered, but an action at this time would be premature.

9. Executive Director's Report

a. Status of DVRPC Annual Dinner

Mr. Coscia announced the list of awardees (distributed to the Board) for the DVRPC Annual Dinner scheduled for May 19, 2004 at the Four Seasons Hotel.

b. Delaware Water Resources Regional Committee Meeting, February 18, 2004

Mr. Coscia reported that the Water Resources Planning Act, Act 220, was passed by the Pennsylvania legislature which required the Department of Environmental Protection to prepare a new state water plan. The Act established five regional committees. Mr. Coscia was appointed by the Pennsylvania Governor as a representative to one of those committees (The Delaware River Watershed Committee). A statewide Watershed Resources Committee has also been formed. Mr. Coscia continued to say that this process will be a very important component for land use and water resources. Round table and focus groups will address regional watershed issues such as: (1) drinking water sources; (2) high level and low flow uses; (3) municipal land use and sprawl; (3) economic development; (4) storm water; (5) public

understanding and acceptance; and (6) regulatory development and plan implementation.

c. Schuylkill Valley Metro Task Force Meeting, February 20, 2004

Due to the funding constraints and the magnitude of the Schuylkill Valley Metro project, Mr. Coscia reported that Secretary Biehler and Congressman Jim Gerlach have created a new task force. The task force will examine the project and decide if the project can be phased to become more implementable. Four alternate scenarios have been presented for review. Mr. Coscia will report the findings.

d. April 22, 2004 Board Meeting

Mr. Coscia inquired whether the Board would like to tour the Constitution Center after the Board Meeting on April 22, 2004. The Board agreed.

e. Briefing for New Commissioners

Mr. Coscia announced that a commissioners' briefing will be scheduled for new Board commissioners in March.

10. **One Minute Reports**

Chairman Gurick, Camden County, commented on his attendance at the RCC meeting and commented that he would be happy to attend and participate in other committee meetings.

OLD BUSINESS

No old business was stated.

NEW BUSINESS

No new business was stated.

There being no further business, the meeting was adjourned at 12:05 p.m.

Attachments:

- (1) PCC/RTC Recommendations to the Board for February 26, 2004
- (2) RCC Recommendations to the Board for February 26, 2004
- (3) Revised Transportation Enhancement 2003-2004 Project Recommendations

Additional Documents Distributed to the Board:

- (1) *Alert*, February 2004
- (2) *Freight Lines*, February 2004
- (3) *TravelSmart*, February 2004

(4) Brochure entitled: *I-95 Interchanges*

DELAWARE VALLEY REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE

Minutes of Meeting of February 26, 2004

Location: Commission Offices
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111 S. Independence Mall, East
Philadelphia, PA 19106

Membership Present

Representative

New Jersey Department of Community Affairs	Joyce Paul
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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	Joanne R. Denworth
Pennsylvania Counties	Lynn Bush
New Jersey Counties	Thomas J. Gurick J. Douglas Griffith
City of Camden	(not represented)
City of Philadelphia	(not represented)

Guests

Chester County	Colin A. Hanna William H. Fulton
Delaware County	Thomas Shaffer
Montgomery County	Lewis F. Gould, Jr., Esq.
Burlington County	Jerald R. Cureton, Esq. Carol Ann Thomas

Camden County	Eve Charles Curt Noe
Gloucester County	Charles E. Romick
Mercer County	Donna Lewis
City of Chester	William Payne
Pennsylvania Department of Transportation	Robert Hannigan Greg Brown (Dist. 6-0)
New Jersey Department of Transportation	Brian Cuccia
New Jersey Office of Smart Growth	Herman Volk
Federal Transit Administration, Region III	Keith Lynch
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French and Parrello	Dan Dipalo
<u>DVRPC Co-Counsel</u>	
Pennsylvania Co-Counsel New Jersey Co-Counsel	Timothy J. Carson Thomas Coleman, Esq.

DVRPC Staff: John J. Coscia, Donald S. Shanis, Barry J. Seymour, Thabet Zakaria, John Ward, Elizabeth Schoonmaker, Candace Snyder, Phyllis Robinson, and Jean McKinney.

Call to Order

Chairman Gurick called the meeting to order at 12:10 p.m.

1. Minutes of Meeting of January 22, 2004

On a motion by Mr. TenEyck, seconded by Ms. Paul, the minutes of the meeting of January 22, 2004 were approved as distributed.

2. Adoption of the DVRPC Fiscal Year 2005

Mr. Coscia presented the proposed Fiscal Year 2005 Budget (distributed to the Board).

a. Non-participating Fund Committee Recommendation

The Nonparticipating Fund Committee reviewed the detailed budget figures for the "Non-participating Fund" for the Fiscal Year beginning July 1, 2004 and recommended approval of the Fiscal Year 2005 Non-participating Fund Budget of \$194,482 and authorized the continuation of the present Co-counsel services of Thomas J. Coleman for New Jersey and Timothy J. Carson for Pennsylvania.

b. Adoption of Budget

The total budget is \$20,166,395 of which \$6,671,394 is for subcontracts to member governments, transit operating agencies, scoping contractors and Transportation and Community Development Initiative (TDCI) award winners. The budget for DVRPC operations is \$13,495,000 an increase of \$1,520,645 from this year. It includes the basic DVRPC programs of (1) General Fund (Nonparticipating Fund and Miscellaneous Receipts), (2) Transportation Program (Highway and Transit), and (3) Other Programs (continued contract obligations and services to local, state and other governments and private organizations). The subcontracts to member governments and transit operators are included under the total Transportation Program (Highway and Transit).

Highlights of the proposed budget include:

- a Personnel complement of 87 employees - the same as 2004.
- continued suspension of three paid holidays; Election Day, Lincoln's Birthday, and Good Friday.

Mr. Coscia announced that the pay-for-performance pool for FY 2005 will be held in abeyance while discussions continue with New Jersey and Pennsylvania.

Mr. Coscia then presented a budget comparison from 2004 to 2005; major FY 2005 Initiatives; revenue by funding source; subcontracts to member

governments; and project funding by program for FY 2005.

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

MOTION by Mr. Barnes, seconded by Ms. Paul that the Executive Committee adopt, without the merit based salary increase, the Fiscal Year 2005 budget, the Nonparticipating Fund Budget, the legal services of the recommended Co-Counselors for Pennsylvania and New Jersey and authorize the Executive Director to execute and file the required applications and enter into and execute all necessary contracts and grant agreements by passing Resolution No. EC-FY04-001 (copy attached).

OLD BUSINESS

No old business was stated.

NEW BUSINESS

No new business was stated.

There being no further business, the meeting was adjourned at 12:24 p.m.

Attachment:

(1) Resolution No. EC-FY04-001