

# DELAWARE VALLEY REGIONAL PLANNING COMMISSION

## BOARD COMMITTEE

### **Minutes of Meeting of January 23, 2003**

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

#### Membership Present

#### Representative

New Jersey Department of Community Affairs

(not represented)

New Jersey Department of Transportation

Brent Barnes

Governor of New Jersey's Appointee

Deirdre Naughton, Esq.

Governor of Pennsylvania's Appointee

(not represented)

Pennsylvania Governor's Policy Office

Ronald K. Bednar

Pennsylvania Department of Transportation

Larry M. King

Bucks County

Charles H. Martin  
Lynn Bush

Chester County

Colin A. Hanna  
William Fulton

Delaware County

Thomas Shaffer

Montgomery County

Kenneth Hughes

Burlington County

Carol Ann Thomas

Camden County

Thomas J. Gurick  
J. Douglas Griffith

Gloucester County

Charles E. Romick

Mercer County	Donna Lewis
City of Chester	(not represented)
City of Philadelphia	Gary Jastrzab
City of Camden	(not represented)
City of Trenton	Andrew Carten
<u>Non-Voting Members</u>	
Federal Highway Administration New Jersey Division	Lawrence Cullari
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	Edward Fox
Federal Transit Administration, Region III	Keith Lynch
Southeastern Pennsylvania Transportation Authority	Christopher Patton
New Jersey Transit Corporation	Jerry Lutin
Port Authority Transit Corporation	Linda Hayes
Delaware River Port Authority	Anisah Abiola
New Jersey Department of Environmental Protection	William Purdie
Pennsylvania Department of Environmental Protection	Michael Shea
Pennsylvania Department of Community and Economic Development	(not represented)

Regional Citizens Committee Chairman

Dennis Winters

DVRPC Co-Counsel

Pennsylvania Co-Counsel  
New Jersey Co-Counsel

Timothy J. Carson  
Steve Raymond

DVRPC Staff: John J. Coscia, John B. Claffey, Barry Seymour, William Greene, Richard Bickel, Thomas McGovern, John Griffies, Candace Snyder, 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

Chester County

Sue Fulton

Federal Highway Administration

Bill Hoffman

Cross County Connection Transportation  
Management Association

William Ragozine

Delaware River Joint Toll Bridge Commission

Roger Sager

Residents for Regional Traffic Solutions (Bucks County)

Sue Herman  
Karen A. Friedman  
Marcy Conti

**Call to Order**

Chairman Charles H. Martin called the meeting to order at 10:47 a.m.

**Public Comments**

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

Sue Herman, President for Residents for Regional Traffic Solutions (RRTS), addressed the Board and urged the Board to continue to support the two phases of the Swamp Road project as currently listed in the TIP. The first phase of this project is the repair of the weight restricted culvert and the second phase is the full corridor improvement.

At the December Board meeting another group of concerned residents discussed the fact that the weight restriction on Swamp Road diverts trucks onto residential roads which they believe is dangerous and requested that PennDOT complete the two phases simultaneously. Ms. Herman's group is advocating that PennDOT continue the two phases of the project and open Swamp Road as soon as possible.

Chairman Martin responded that no changes have been made to the TIP for the Swamp Road Project as a result of the December Board Meeting. The project is moving forward.

**1. Minutes of Meeting of December 4, 2002**

On a **motion** by Mr. Hanna, seconded by Mr. King, the minutes of the meeting of December 4, 2002 were approved as distributed.

**2. Transportation Improvement Program (TIP) Actions**

John B. Claffey, DVRPC staff, briefed the Board on the following TIP Action:

a. TIP Action NJ03-01-2003 Traffic Signal Improvements (Burlington County)

Mr. Claffey explained that Burlington County has requested that DVRPC amend the FY 2003-2005 TIP for New Jersey by adding a new project, 2003 Traffic Signal Improvements, to the TIP with a \$750,000 FY 2003 construction phase. The county has identified seven intersections that are in need of various improvements including new controllers, left turn arrows, safety and power equipment, pedestrian upgrades, and loop detectors. All plans, specifications design requirements, and bid documents are being prepared in-house, and the project will be compatible with the regional ITS architecture. The project would be funded by drawing down \$750,000 from the DVRPC Future Projects Line Item (DB #D026.)

Financial constraint will be maintained by drawing down \$750,000 from the DVRPC Future Projects 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) for the Board to approve TIP Action NJ03-01.

The Regional Citizens Committee (RCC) also favorably recommended approval of TIP Action NJ03-01, however the RCC also requests that this project include loop

detectors that can differentiate for bicycles as well as optimized signal timing that gives pedestrians the lead before the green signal for vehicles.

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

**MOTION** by Mr. Gurick, seconded by Mr. Barnes, that the Board approve TIP Action NJ03-01, Burlington County's request to modify the FY 2003 TIP for NJ (FY2003-2005), by adding a new project to the TIP. The 2003 Traffic Signal Improvements in Burlington County (DB # D0301) will program an FY 2003 construction phase with \$750,000 STP-STU funds. Funds will be drawn down from the DVRPC Future Projects Line Item (DB #D026.)

b. TIP Action PA03-07 - SEPTA Woodbourne/Oxford Valley Circulator

Mr. Claffey informed the Board that SEPTA has requested DVRPC postpone this TIP Action until the February Board meeting. The City of Philadelphia and SEPTA wish to have more discussion on the project.

On a **motion** by Mr. Jastrzab, seconded by Mr. Hanna the Board unanimously agreed to table TIP Action PA03-07 until the February Board Meeting.

**3. Adoption of the DVRPC FY 2004 Planning Work Program**

John J. Coscia, Executive Director, stated that the Draft DVRPC FY 2004 Planning Work Program was distributed to the Board and all appropriate committees for review. Comments were received from a number of agencies which included NJDOT, PennDOT, New Jersey and Pennsylvania Federal Highway Administrations, and the Regional Citizens Committee. Comments, responses and revisions to the work program project descriptions were discussed at the Planning Work Program Meeting held preceding the Board Meeting. At that meeting, the Planning Work Program Committee passed a motion recommending that the Board adopt the DVRPC FY 2004 Planning Work Program with the revisions (distributed to the Board). The Planning Work Program Committee also recommended that the Board amend the New Jersey TIP to include six new projects which include:

- (1) Gloucester County Bicycle Pedestrian Trails Network Study (\$75,000)
- (2) Central New Jersey Transportation Forum (\$115,000)
- (3) Route 322 Corridor Study (\$75,000)
- (4) Route 70 Corridor Study (\$95,000)
- (5) CR 561 Traffic Signal Synchronization Phase 2 of 2 (\$75,000)
- (6) CR 673 Traffic Signal Synchronization Phase 1 of 2 (\$50,000)

Favorable recommendation was received from the PCC/RTC and the RCC to adopt the DVRPC FY 2004 Planning Work Program.

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

**MOTION** by Mr. King, seconded by Mr. Hughes that the Board adopt the DVRPC FY 2004 Planning Work Program, authorize the Executive Director to submit applications and documentation as may be required to fund the program and enter into, negotiate and execute all required contracts and agreements by passing Resolution No. B-FY03-002 (copy attached).

#### **4. Regional Citizens Committee Report**

Dennis Winters, RCC Chair, reported two additional items discussed at the RCC meeting held on January 23, 2003 as follows:

- (1) Transportation Equity Act (TEA-21) Reauthorizatoin Proposal - The RCC has reservations about the Draft Policy Paper on the Reauthorizatoin of the Federal Transportation Act and believes that more time is needed to thoroughly review this document and supply pertinent comments. As such, the RCC requests that the Board defer action on the Policy Paper until the February Board meeting.
- (2) Trackage Rights in North Philadelphia - It was brought to the RCC's attention that CSX wants to take back trackage rights from Cheltenham to Olney on SEPTA's Fox Chase R-8 line. The RCC wishes to state to the DVRPC Goods Movement Committee, SEPTA, CSX, PennDOT and the City of Philadelphia that it believes that the optimum use of the Fox Chase R-8 line is for both passenger and freight to share usage.

Mr. Coscia responded that DVRPC will forward the RCC's comments to SEPTA with reference to the Fox Chase R-8 line.

Mr. Winters also encouraged the Board to increase the DVRPC Public Affairs budget by \$30,000. This increase is noted in the proposed FY 2004 DVRPC Budget (distributed to the Board). He stated that the Public Affairs office is a crucial part of incorporating citizens' input in regional matters.

#### **5. Transportation Equity Act (TEA-21) Reauthorization Proposal**

Mr. Coscia pointed out the DVRPC Policy Paper on the Reauthorization of the Federal Transportation Act (distributed to the Board). This document was an item of

discussion at the Board Policy Analysis Meeting held on January 15, 2003.

At the present time, TEA-21 (Act) provides approximately \$32-33 million a year for Highway/ Transit funding. As of October 31, 2003, the present Act will terminate and a new Act will be put in place to continue the flow of funding. DVRPC believes that it is extremely important for staff and the Board to inform the congressional delegation as to what our policy and thinking is concerning this Act. DVRPC staff has prepared a Draft Policy Paper which focuses mostly on planning and funding issues. Mr. Coscia explained that it is DVRPC's intent, after Board review and approval, to forward, and arrange a briefing of this document to the congressional delegation in Washington, D.C.

Mr. Claffey then presented the bolded text from the policy paper which addressed specific issues. After each point the Board was asked for their comments. As a result of comments and discussion from Board members, several revisions were made. Mr. Coscia summarized the Board's recommended revisions. Staff will incorporate these revisions into the policy paper and will distribute to the Board at the February meeting for their review and approval.

## **6. Regional Emergency Coordination Plan**

Mr. Coscia briefed the Board on the discussion which took place at the January 15<sup>th</sup> Board Policy Analysis meeting with reference to DVRPC's involvement in preparing a Regional Emergency Coordination Plan. A meeting scheduled by the American Red Cross, consisting of groups and agencies concerned with emergency management preparedness was held on November 13, 2002. The purpose of this meeting was to capitalize on what has been done in the past and what can be done in the future in the areas of emergency response and preparedness, not only in Philadelphia, but the entire Delaware Valley.

Mr. Coscia continued to say that each attendee stated their area of expertise and what was being done in their own functional areas. After those presentations, it became obvious that a broader-based coordination was not taking place and many participants believe this needs to be accomplished. The five regional priorities are: (1) the need for better communication (public education, training programs, technology); (2) the need for a Regional Coordination Plan; (3) the need for a volunteer organization function; (4) credentialing; and (5) 211 (community information and referral resource number).

DVRPC, following the model of the Washington, D.C. Council of Governments (WASHCOG), has been requested to research funding for and facilitating the next steps to develop an emergency communication and coordination plan for our region.



Members of the Board had reservations about DVRPC's involvement and asked staff to research what has already been accomplished and what needs to be accomplished in the future. Mr. Coscia responded he believes this is a very important task for DVRPC, however, a consensus of the Board needs to be reached before DVRPC moves forward.

Barry Seymour, DVRPC staff, then presented to the Board the emergency preparedness plan prepared by the WASHCOG. Mr. Seymour explained that WASHCOG's regional plan identifies 15 specific Emergency Support Functions, based on the functional structure of FEMA's Federal Response Plan. These items not only include the traditional search and rescue, but also provide such items as food, emergency energy, media relations, transportation, community outreach, managing volunteers, communications infrastructure, public works and engineering. Six working groups, managed by one the WASHCOG's Board members, were assigned specific tasks from the 15 functions.

The plan established procedures for information sharing and response coordination and identifies and connects all organizations that would be called upon in an emergency situation.

A \$5 million congressional earmark was allocated to WASHCOG for this effort and was divided between planning, training, communications system, and threat assessment.

Mr. Seymour then pointed out some concerns relative to the Delaware Valley region as follows: (1) emergency response organization funding generally flows from FEMA to the state to the county and in this region there is no existing regional structure for emergency response; (2) the appropriate geography needs to be defined, it may be appropriate to go beyond our two state region and think more broadly; (3) the stakeholders for our region would need to include some non-profit organizations; and (4) obtaining funding and the overall management of the plan.

In conclusion, Mr. Seymour requested Board consideration and discussion on whether DVRPC and its member governments should become involved with preparing a regional emergency preparedness plan, can we afford not to get involved, and opportunities for potential source of funding.

Chairman Martin commented that other emergency management plans are in place in many of the Southeastern Pennsylvania counties and he believes that DVRPC should thoroughly investigate and meet with the agencies who already have existing plans before moving forward.

Colin A. Hanna, Chester County, commented that he had had some discussion with

the Chester County's Director of Emergency Services. The Director stated that a numerous amount of coordination is already in place on emergency preparedness and there may not be a need for anything further. However, the Director does acknowledge that a lack of coordination exists between the lines of the counties and states and believes there may be some need to tie-the-seams together. The Director also questioned what would be neglected while devoting our resources to prepare yet another plan. The Director would be in favor of a possible low-cost approach for DVRPC staff to strengthen coordination.

Thomas J. Gurick, Camden County, agreed that we must explore the application of funding. Mr. Gurick was also interested in investigating the amount and degree of duplicity.

Mr. Seymour commented that DVRPC could concentrate on tying-the-seams together between the counties and states along with the emergency plans that exist. This would ensure that the costs would be substantially less.

Mr. Coscia stated that most of the work being done is not duplicative or redundant, but is fragmented and pointed out that the Pennsylvania model is very different than the New Jersey model. New Jersey is a centralized model headquartered out of Trenton with adequate funding. Pennsylvania is a PEMA controlled decentralized model with very little funding. Mr. Coscia also commented that the five county emergency management coordinators have prepared an anti-terrorism plan for Southeastern Pennsylvania. After reviewing this plan, Mr. Coscia, believes that on a regional scale, the plan needs to be enhanced.

In summary, Mr. Coscia believes that there is a great need for a regional emergency coordination plan. DVRPC staff will schedule additional meetings with the appropriate Pennsylvania and New Jersey agencies to discuss this matter further.

## **7. Executive Director's Report**

Mr. Coscia reported on the following:

### **a. Central New Jersey Transportation Forum held on December 5, 2002**

Mr. Coscia reported that New Jersey Governor James McGreevey attended the Central New Jersey Transportation Forum to present his Smart Growth Initiatives. Mr. Coscia also mentioned New Jersey now has released for comment a draft color-coded map, named the "Big Map", which shows where growth can take place in the state.

- b. U.S. Department of Transportation Certification review February 5-6, 2003

An agenda was distributed to the Board for the USDOT Certification review scheduled for February 5-6, 2003. Mr. Coscia encouraged all Board members to attend on either day and state to the federal representatives their involvement with and insight into DVRPC.

- c. Status Report on the DVRPC 2003 Annual Dinner

Mr. Coscia reported that four levels of sponsorships for the DVRPC Annual Dinner have been selected (\$500 to \$2500) and, although acceptance has not yet been confirmed, the candidates for the Regional Excellence Awards have been selected.

- d. New PennDOT Secretary and DVRPC Board Member

Mr. Coscia announced to the Board the name of the new PennDOT Secretary and DVRPC Board Member representing PennDOT; Allen D. Biehler.

- e. Transportation Community Development Initiatives (TCDI) Status

Mr. Coscia reported that all the applications for the TCDI program have been received.

Mr. Seymour then reported that DVRPC received 36 applications; 18 from New Jersey (totaling \$1 million) and 18 from Pennsylvania (totaling \$1.3 million). The same review structure was used as last year. Mr. Seymour then read the TCDI Applications (copy of list attached as part of these minutes).

## **8. Committee Reports**

The following Committee Reports were distributed to the Board for their review:

- (1) Planning Coordinating Committee/Regional Transportation Committee;
- (2) Regional Citizens Committee; (3) Information Resource Exchange Group;
- (4) Regional Aviation Committee; (5) Board Policy Analysis Committee; and
- (6) Goods Movement Task Force.

## **OLD BUSINESS**

No old business was stated.

## **NEW BUSINESS**

Mr. Hanna requested an update of the Congestion Mitigation Air Quality (CMAQ) program review and selection process.

Mr. Claffey responded that the CMAQ projects have been received, the committees are reviewing these projects, and the air quality modeling is being prepared. The process should be accomplished in approximately 2-3 months.

There being no further business, the meeting was adjourned at 12:43 p.m.

Attachments:

- (1) PCC/RTC Recommendations to the Board for January 23, 2003
- (2) RCC Recommendations to the Board for January 23, 2003
- (3) Resolution No. B-FY03-002
- (4) List of TCDI Applications

Additional Documents Distributed to the Board:

- (1) Freight Lines, January 2003
- (2) TravelSmart, January 2003
- (3) DVRPC Brochure entitled: *Municipal Implementation Tool #3 - Multi-Municipal Planning*, January 2003

**DELAWARE VALLEY REGIONAL PLANNING COMMISSION**

**EXECUTIVE COMMITTEE**

**Minutes of Meeting of January 23, 2003**

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

Membership Present

Representative

New Jersey Department of Community Affairs	(not represented)
Pennsylvania Department of Transportation	Larry M. King
New Jersey Department of Transportation	Brent Barnes
New Jersey Governor's Appointee	Deirdre Naughton, Esq.
Pennsylvania Governor's Appointee	(not represented)
Pennsylvania Governor's Policy Office	Ronald K. Bednar
Pennsylvania Counties	Charles H. Martin Lynn Bush
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	Colin A. Hanna William Fulton Sue Fulton
Delaware County	Thomas Shaffer
Montgomery County	Kenneth Hughes
Burlington County	Carol Ann Thomas
Camden County	Eve Charles
Gloucester County	Charles E. Romick
Mercer County	Donna Lewis
City of Trenton	Andrew Carten
Federal Highway Administration New Jersey Division	Lawrence Cullari Bill Hoffman
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Regional Citizens Committee Chairman	Dennis Winters
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Residents for Regional Traffic Solutions (Bucks County)

Sue Herman  
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Pennsylvania Co-Counsel  
New Jersey Co-Counsel

Timothy J. Carson  
Steve Raymond

DVRPC Staff: John J. Coscia, John B. Claffey, Barry Seymour, William Greene, Richard Bickel, Thomas McGovern, John Griffies, Candace Snyder, and Jean McKinney.

**Call to Order**

Chairman Martin called the meeting to order at 12:43 p.m.

**1. Minutes of Meeting of December 4, 2002**

On a motion by Mr. Bednar, seconded by Mr. Hanna, the minutes of the meeting of December 4, 2002 were approved as distributed.

**2. Contract Authorization - Philadelphia Neighborhood Plans Study**

Mr. Seymour explained to the Board that DVRPC, through a grant from the William Penn Foundation, is working with a wide variety of public, private and non-profit partners and stakeholders to develop comprehensive, asset-based plans in three Philadelphia neighborhoods. The study will support the City of Philadelphia's Neighborhood Transformation Initiative (NTI) which is intended to address physical, social and economic development issues and opportunities that face 29 designated neighborhoods, focusing on unique local characteristics and needs, as well as citywide improvement strategies.

On November 26, 2002, DVRPC issued a Request For Proposals (RFP) for consultant assistance to retain a land use planning and economic development firm or team (with pertinent supporting disciplines) to undertake the study. The 24-month study is being managed by DVRPC and coordinated with on-going planning and implementation activities already underway by the City of Philadelphia's Neighborhood Transformation Initiative office, Planning Commission, City Council representatives, the Philadelphia Neighborhood Development Collaborative, local Community Development Corporations in each of the three neighborhoods, neighborhood organizations, and other regional and local agencies. A total of \$225,000 is available for consulting services.

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

**MOTION** by Mr. Jastrzab, seconded by Mr. Bednar, that the Executive

Committee authorize the Executive Director to enter into a contract with the selected firm to develop the Philadelphia Neighborhood Plans Study. If such negotiations do not meet the financial requirements of the Commission, to proceed on to negotiations with the second ranked firm.

3. DVRPC Draft Fiscal Year 2004 Budget

Mr. Coscia presented to the Board the DVRPC Draft Fiscal Year 2004 Budget (distributed to the Board). He pointed out that the total proposed budget is \$17.7 million of which \$5.7 million for subcontractors to member governments, transit operating agencies, scoping contractors and Transportation and Community Development Initiatives (TCDI) award winners. The budget for DVRPC operations is \$11.9 million. Mr. Coscia then presented the highlights of the budget as follows:

- a Transportation Program of \$7.7 million including 29% in subcontracts for member governments.
- a personnel complement of 87 employees, the same as FY 2003.
- a 4.0% meritorious annual salary increase for FY 2004
- continued suspension of three paid holidays, Election Day, Lincoln's Birthday, and Good Friday.

Mr. Coscia will contact the Nonparticipating Fund Committee to discuss their budget.

The DVRPC FY 2004 Budget will be brought before the Board for action in February.

4. DVRPC FY 2003 Planning Work Program Second Quarter Report

Mr. Coscia pointed out the Planning Work Program Second Quarter Report (distributed to the Board) which details all DVRPC projects from October 1<sup>st</sup> through December 31<sup>st</sup>. 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 at 12:50 p.m.