

DELAWARE VALLEY REGIONAL PLANNING COMMISSION

BOARD COMMITTEE

Minutes of Meeting of October 23, 2014

Location: Delaware Valley Regional Planning Commission
190 N. Independence Mall West
Philadelphia, PA 19106

Membership Present

Representative

| | |
|--|-----------------------|
| New Jersey Department of Community Affairs | James Requa |
| New Jersey Department of Transportation | Dave Kuhn |
| Pennsylvania Department of Transportation | James Mosca |
| New Jersey Governor's Appointee | Chris Howard |
| Pennsylvania Governor's Appointee | Aaron J. Cohen |
| | Kate Schramm |
| Pennsylvania Governor's Policy & Planning Office | Catherine Thurston |
| Bucks County | Diane Ellis-Marseglia |
| | Lynn Bush |
| Chester County | Terence Farrell |
| | Ronald Bailey |
| Delaware County | John McBlain |
| | Linda Hill |
| Montgomery County | Leslie Richards |
| | Jody Holton |
| Burlington County | Carol Ann Thomas |
| Camden County | Andrew Levecchia |
| Gloucester County | Richard Westergaard |
| Mercer County | Matthew Lawson |
| City of Chester | (not represented) |
| City of Philadelphia | Andrew Stober |
| City of Camden | Edward Williams |
| City of Trenton | (not represented) |

Non-Voting Members

| | |
|---|-------------------|
| Federal Highway Administration New Jersey Division | (not represented) |
| Pennsylvania Division | Jonathan Crum |

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|--|-------------------|
| U.S. Department of Housing and Urban Development, Region III | (not represented) |
| U.S. Environmental Protection Agency, Region II | (not represented) |
| U.S. Environmental Protection Agency, Region III | (not represented) |
| Federal Transit Administration, Region III | (not represented) |
| Southeastern Pennsylvania Transportation Authority | Byron Comati |
| New Jersey Transit Corporation | Lou Millan |
| New Jersey Department of Environmental Protection | (not represented) |
| Pennsylvania Department of Environmental Protection | Cosmo Servidio |
| Delaware River Port Authority | Barbara Holcomb |
| Port Authority Transit Corporation | Ben Cornelius |
| New Jersey Office of Planning Advocacy | (not represented) |
| Pennsylvania Department of Community and Economic Development | Lisa Worden |

DVRPC Co-Counsel

| | |
|-------------------------|----------------|
| Pennsylvania Co-Counsel | Andrew Bockis |
| New Jersey Co-Counsel | Thomas Coleman |

DVRPC Staff: Barry J. Seymour, John Ward, Patty Elkis, Candy Snyder, Chris Puchalsky, Elizabeth Schoonmaker, Rick Murphy, Kwan Hui, Taghi Ozbeki, Tom McGovern, Van Doan, Ken Peters, Sandy Clark, John Griffies, Ben Gruswitz, Betsy Mastaglio, Beth Wichser, Jane Meconi, Elise Turner, Julia Strapp, Chris Linn, Karin Morris, Liz Compitello, Rob Graff, Matt Gates, and Renee Wise.

Guests

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|--|---------------|
| PennDOT | Linda Guarini |
| Pennoni Associates | Donald Shanis |
| Residents for Regional Traffic Solutions, Inc. | Sue Herman |

Call to Order - Chair's Comments

Chair Leslie Richards called the meeting to order at 10:06 a.m. and asked if there were any press in the room or if anyone was recording the meeting. Chair Richards welcomed Chris Howard, the new representative from the New Jersey Governor's Authorities Unit, to the meeting.

Public Comments on Agenda and Non-Agenda Items

No public comments were stated.

1. Minutes of Meeting of September 24, 2014

A **motion** was made by Mr. McBlain, seconded by Mr. Kuhn, to approve the minutes of September 24, 2014.

2. Transportation Improvement Program (TIP Actions)

Elizabeth Schoonmaker, DVRPC Capital Program Manager, presented the following TIP action to the Board.

2a. PA15-03: Resiliency Program, (MPMS #103626), SEPTA

SEPTA has requested that DVRPC amend the FY2015 - 2018 TIP for Pennsylvania by adding a new \$115,677,000 Resiliency Program (MPMS #103626) for Capital Acquisition Phase (CAP) in FY15 (\$86,768,000 Federal 5324/ \$27,986,000 State 1514/\$933,000 Local). Hurricane Sandy Disaster Relief/Resiliency funds (Section 5324) are additional funds to the region.

Funds will provide for the advancement of seven (7) resiliency projects to protect the SEPTA transit system against natural disasters. "Resiliency projects" are defined as capital projects designed and built to reduce the vulnerabilities of a public transportation facility or system due to future emergencies or major disasters that are likely to occur in the geographic area or to projected changes in development patterns, demographics, or extreme weather or other climate patterns in which the public transportation system is located. These projects are as follows:

1. Sharon Hill Line Flood Mitigation - \$5,000,000 (\$3,700,000 Federal 5324/ \$1,260,000 State 1514/ \$40,000 local) – A pump drainage system will be installed to provide relief from flooding on the Route 102 Sharon Hill Trolley Line. A frequently flooded underpass along the line currently forces SEPTA to rely on a bus substitution program to detour service around the high-water area more than a dozen times each year.

2. Subway Pump Room Emergency Power – \$5,000,000 (\$3,700,000 Federal 5324/\$1,260,000 State 1514/ \$40,000 local) - Backup generators in 19 pump rooms will be installed to protect passengers and infrastructure from the risk of flooding that could result from widespread power outages. Pumps are active all day, every day, pumping out groundwater from the subway tunnels.

3. Manayunk/Norristown Line Shoreline Stabilization - \$6,000,000 (\$4,500,000 Federal 5324/ \$1,450,000 State 1514/ \$50,000 local) - A seawall along the riverfront will be constructed to protect the high ridership on this commuter rail line. The Manayunk/Norristown Line is one of SEPTA's most flood-prone assets and was the focus of a comprehensive FTA-funded vulnerability and risk assessment undertaken in 2012. The Schuylkill River has experienced more than half of its highest crests in recorded history at Norristown since 2003.

4. Ancillary Control Center - \$12,000,000 (\$9,000,000 Federal 5324/ \$2,900,000 State 1514 / \$100,000 local) – An alternate control center will be built at a remote location to allow for remote dispatching of transit service in the event of an emergency.
5. Flood Mitigation at Jenkintown – \$19,900,000 (\$14,900,000 Federal 5324/\$4,800,000 State 1514/ \$200,000 local) – Flood protections will be implemented at the Jenkintown passenger rail facility. During heavy rain events, the convergence of three contributory areas (Tookany, Tacony, and Baeder) often overrun SEPTA's railroad right of way, disrupting service.
6. Railroad Embankment/Slope Stabilization - \$25,000,000 (\$18,700,000 Federal 5324/\$6,100,000 State 1514/ \$200,000 local) - Slopes of several commuter railroad embankments will be stabilized to reduce the risk of rock fall or landslides after severe rainfall along a series of vulnerable 19th century railroad cuts in Montgomery and Delaware Counties. Rail service serving the Warminster, West Trenton, and Lansdale/Doylestown and Media/Elwyn Regional Rail Lines carry 48,870 weekday riders.
7. Railroad Signal Power Reinforcement - \$42,700,000 (\$32,000,000 Federal 5324/\$10,350,000 State 1514/ \$350,000 local) – Non-insulated signal power cable and upgrade generator systems will be replaced to improve resilience of the railroad signal system in extreme weather. Downed branches and trees often breach non-insulated cable, interfering with the distribution of signal power and causing significant delays that ripple throughout the entire Regional Rail network.

On September 22, 2014, approximately \$3.6 billion was made available by the Federal Transit Administration (FTA) under the Public Transportation Emergency Relief Program for 40 competitively selected projects out of 61 proposals which totaled \$6.6 billion. Projects selected for resilience funding in response to Hurricane Sandy that affected the mid-Atlantic and northeastern states in October 2012 demonstrated that they would strengthen and build more resilient transit systems to better withstand future natural disasters. Close to 90 percent of the funds will be invested in resiliency projects primarily in New York (\$1.9 billion) and New Jersey (\$1.4 billion), where transit systems sustained the worst of the storm damage, with the remainder going towards projects in Connecticut (\$170 million), Pennsylvania (\$87 million), Massachusetts (\$35 million), the District of Columbia (\$21 million), and New Hampshire (\$25,781).

Fiscal constraint will be maintained by making adjustments to other existing TIP projects whose costs or schedules have changed. All projects listed contribute to fiscal constraint. Hurricane Sandy Disaster Relief/Resiliency funds (Section 5324) are additional funds to the region.

Aaron Cohen, Pennsylvania Governor's Appointee, asked if any of this work has been started or completed. Byron Comati, SEPTA, responded that the work has not been started and that dollars will be transferred to projects that were not able to be advanced previously because of this new funding.

Chair Richards asked if there were any comments from the transit agencies. No comments were stated.

Favorable recommendation was received from the Regional Technical Committee.

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

MOTION by Ms. Marseglia, seconded by Mr. Farrell, that the Board approve the following TIP action:

PA15-03, SEPTA's request that DVRPC amend the FY2015 - 2018 TIP for Pennsylvania by adding a new \$115,677,000 Resiliency Program (MPMS #103626) for Capital Acquisition Phase (CAP) in FY15 (\$86,768,000 Federal 5324/ \$27,986,000 State1514/ \$933,000 Local). Hurricane Sandy Disaster Relief/Resiliency funds (Section 5324) are additional funds to the region.

3a. DVRPC FY 2015 Work Program Amendment: Integrating Regional and County Comprehensive Planning with Hazard Mitigation Planning

Chris Linn, DVRPC's Manager, Office of Environmental Planning, explained that with support from the Federal Emergency Management Agency's (FEMA's) Cooperating Technical Partners Program, DVRPC will organize and lead a regional discussion on integrating hazard mitigation planning and comprehensive planning, and developing a regional approach. DVRPC will conduct outreach to all nine counties to get a better understanding of how hazard mitigation planning works in practice in our region and will invite appropriate planning staff and emergency management personnel to a one-day roundtable meeting. The discussion will emphasize the need for both hazard mitigation planning and comprehensive planning to recognize and take into account the impacts of climate change. The discussion would draw on current related activities in the region.

In addition to recruiting participants and hosting the regional roundtable meeting, DVRPC will develop a white paper summarizing the results of the meeting and highlighting next steps.

Chair Richards asked if there were any comments from the transit agencies. No comments were stated.

Favorable recommendation was received from the Regional Technical Committee.

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

MOTION by Mr. Westergaard, seconded by Mr. Farrell, that the Board amend:

The DVRPC FY15 Work Program to include Integrating Regional and County Comprehensive Planning with Hazard Mitigation Planning and authorize the Executive Director to enter into a contract with FEMA for this project.

3b. DVRPC FY 2015 Work Program Amendment: Philadelphia Port Major River Crossing Impact Study

Chris Puchalsky, DVRPC Deputy Planning Director, explained that the four bridges owned and operated by the Delaware River Port Authority (Betsy Ross, Ben Franklin, Walt Whitman, and Commodore Barry) provide invaluable infrastructure to the greater Philadelphia region. The four DRPA bridges carry 300,000 vehicles, 35,000 daily rail passengers via PATCO, and nearly 1,000 pedestrians and bicyclists per day. Additionally, many vessels travel under the DRPA bridges, serving port facilities on both sides of the River. Any disruption to this traffic would have severe consequences to the region.

This study will identify risks to traffic on and beneath DRPA bridges, especially the failure of one or more bridges. The most significant scenarios will be examined in-depth for their transportation and economic impacts. Both surface and maritime traffic will be examined. Mitigation strategies will be developed. DVRPC will work with DRPA and numerous stakeholders throughout the project.

Chair Richards asked if there were any comments from the transit agencies. Byron Comati, SEPTA, asked if this study would include a look at the use of ferries. Chris Puchalsky, DVRPC, responded that the study could include ferries as a mitigation strategy. Lou Millan, NJ Transit, noted that in New York when bad things have happened, ferries have been used to move people around and are a viable option. Barbara Holcomb, DRPA, noted that DRPA has worked with the Delaware River Waterfront Corporation and funded their taxi program. Dave Kuhn, NJDOT, asked for clarification on the funding. Chris Puchalsky responded that the grant was awarded to DRPA from the Department of Homeland Security and that DRPA has contracted with DVRPC for this work. Andrew Stober, City of Philadelphia, asked if there would be coordination with emergency management agencies. Chris Puchalsky, DVRPC, responded that there would be.

Favorable recommendation was received from the Regional Technical Committee.

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

MOTION by Mr. Kuhn, seconded by Mr. Lawson, that the Board amend:

The DVRPC FY 2015 Work Program to include the Philadelphia Port Major River Crossing Impact Study and authorize the Executive Director to enter into a contract with DRPA for this project.

3c. DVRPC FY 2015 Work Program Amendment: SHRP2 C16 Planning and Policy Assessment Tool

Karin Morris, Manager, Office of Smart Growth, explained that DVRPC was selected through a competitive grant process to receive a User Incentive grant to test the planning and policy assessment tool (SmartGAP) developed under the joint FHWA/AASHTO Implementation Assistance Program (IAP) of the Strategic Highway Research Program 2 (SHRP2). The tool is part of the Advanced Travel Analysis Tools for Integrated Travel Demand Modeling bundle, and C16 will test the effects of smart growth Policies on Travel Demand. The funds will primarily be used to demonstrate and document the use of the tool.

The tool would augment our use of TIM and UPlan by being able to construct scenarios that shift population and employment growth away from suburban areas and into the urban core. UPlan was only able to allocate future growth, not re-assign existing population and employment to different place types. DVRPC would use the tool to pre-screen policy scenarios before undertaking extensive travel demand modeling exercises that are time- and resource-intensive. These policy scenarios include Gloucester County's Unified Land Use and Circulation Master Plan Element and DVRPC's Choices & Voices online scenario tool.

Chair Richards asked if there were any comments from the transit agencies. No comments were stated.

DVRPC Executive Director Barry Seymour noted that because this is part of a national research program it is related to our projects and we could use it right away and periodically report on the tool and provide suggestions for improvement. Jonathan Crum, FHWA PA, noted that this project has no direct ties to DVRPC but that the lessons learned and outcomes from DVRPC and other MPO's use will be distributed nationwide.

Favorable recommendation was received from the Regional Technical Committee.

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

MOTION by Mr. Farrell, seconded by Mr. Levecchia, that the Board amend:

The DVRPC Fiscal Year 2015 Work Program to include the “SHRP2 C16 Planning and Policy Assessment Tool” project.

3d. DVRPC FY 2015 Work Program Amendment: US 30 Bypass Traffic Forecast Updates

Matt Gates, DVRPC Manager, Office of Modeling and Analysis, explained that this project will provide traffic forecasts to support the design and reconstruction of the US 30 Coatesville Downingtown Bypass in Chester County. Daily and AM and PM peak hour traffic forecasts will be prepared for an opening year of 2025 and a design year of 2040 for a No-Build and up to five Build alternatives. Forecasts will be provided for the US 30 mainline, interchange ramps, and parallel and intersecting facilities.

Chair Richards asked if there were any comments from the transit agencies. No comments were stated.

Executive Director Barry Seymour noted that the funds for this project are earmarked, not additional funds. Jim Mosca, PennDOT, stated that he is happy to advance this project and that because of Act 89 this project can be advanced.

Favorable recommendation was received from the Regional Technical Committee.

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

MOTION by Mr. Farrell, seconded by Mr. Mosca, that the Board amend:

The FY 2015 Planning Work Program to include the US 30 Bypass Traffic Forecast Updates and acknowledge that work for these traffic forecasts will be funded from MPMS# 14532 (US 30, Coatesville Downingtown Bypass Reconstruction Design), (TIP Action PA 15-05).

4. Memorandum of Understanding (MOU) on Procedures to Amend or Modify the Transportation Improvement Program (TIP)

Elizabeth Schoonmaker, Manager, Office of Capital Programs, explained that a Memorandum of Understanding (MOU) exists between DVRPC, PennDOT, and SEPTA to establish agreed upon procedures for modifying or amending the TIP, as required by federal regulations. From time to time, this MOU requires changes to improve, clarify, or streamline the process as DVRPC strives to advance all TIP programmed projects as efficiently as possible while still providing transparency to regional stakeholders. The MOU is structured in a tiered manner to deal with cost increases, allowing some changes below a certain threshold to occur without further action by DVRPC, other changes within a specified range to occur by an administrative action of the Executive Director, while most other changes require review and a formal action by the DVRPC Board and appear on the agendas during the monthly cycle of DVRPC meetings. All changes will continue to be provided to both the RTC and the Board in the monthly “TIP Packages.”

The DVRPC Board will be asked to approve an updated MOU for procedures for amending and modifying the TIP. The Draft MOU document has sections proposed for revision highlighted in turquoise. Note that revisions to the document are generally described below and have been categorized as an “Update” which does not make a substantive change to current procedure but might update how something is stated, or “Change” which does reflect a change to current procedure:

- Update – Add MAP-21 language as appropriate
- Update and Change - Clarifications on what constitutes an “Amendment” requiring formal review by RTC and/or DVRPC Board:
 - Update - A project cost increase of \$5 million will be termed an “Amendment” to be consistent with the PennDOT/FHWA/FTA MOU (even though it is not adding a brand new project, which is how “amendment” has previously been used in the DVRPC region). This cost threshold that triggers RTC and Board action is the same as has been in place for 10 years, but the terminology is changed. DVRPC previously referred to this as a “Formal Modification.”
 - Update - Clean Air Act and conformity determination language was modified to explicitly state that traffic signal projects are the only air quality regionally significant non-exempt projects that can be amended into the TIP and included in subsequent conformity analysis as permitted by federal regulation.
 - Update - Adding a new project is usually an Amendment requiring review and action. Typical examples of “Minor Amendments” were added. “Administrative Amendments” were

- clarified and notation added to include breakout projects that do not increase cost or scope.
- Update - Clarified that advancing a project from 2nd and 3rd four-year period of the 12-year program into the first 4-year period constitutes an “Amendment” (Addition of new project to the fiscally constrained first 4 years of the TIP). This is not different from how this type of action has been handled previously.
 - Change - Railroad crossing and safety line items were removed from discussion about regional line item draw downs.
 - Change - the movement of a project from the fourth year into any of the first three years will no longer be considered an amendment, but will be an administrative action.
 - Change - “Federalizing” (adding federal funds to a 100% state funded project) will no longer be an amendment requiring formal action when there is no cost or scope change in an existing project. State funded projects have been treated similarly to federal funded projects in the DVRPC region for 10 years and are included in the DVRPC TIP.
 - Update – Language to clarify that addition of incidental utility and ROW phase be treated as an informational change. This is not different.
 - Update – Removed language that called out administrative changes to state funded projects. These projects will continue to be handled like federally funded projects regarding amendments and cost increase thresholds.
 - Update – removed the section describing the “Transition Projects List” but retained the condition for adding transition list projects as administrative revisions during the first 120 days of the new TIP period.
 - Update – Clarified language that removing programmed funds from an already obligated project does not constitute a deletion requiring formal Board action. This is not different than practice, but states process more clearly.
 - Change – Clearly stating that addition of a \$1,000,000 or engineering that is more preliminary or final design phase to the first four years of an existing project when there have been no previous obligations or encumbrances against the phase will be treated as a formal action requiring RTC and Board review. Current practice is that any addition of an unobligated or encumbered PE or FD phase is given Board review. This change would allow for low cost pre-construction phases (i.e. \$1 – \$999,999) to be added as administrative actions if other phases such as construction already appear in the TIP.

- Update – Include language that references the Statewide MOU between PennDOT and FHWA and FTA. This Statewide MOU has been in existence, but DVRPC MOU has not previously referenced it.
- Change - Language appropriate to reflect new or revised programs besides Interstate Management Program that are managed statewide (such as Highway Safety Improvement Program, Railroad Grade Crossing Program, Transportation Alternatives Program, and Keystone Corridor). More programs now operate with a statewide “set-aside” of funds that may be released on a competitive basis among districts, planning partners, or the public.
- Change – Language to clearly state that all changes to the IM Program for DVRPC region projects be provided to DVRPC.
- Update - A new “Administrative” Section (new Section IV) has been added, but is replacing a section previously titled “TIP Management Reports.” This section has been shortened, and includes Fiscal Constraint, August Re-Distribution, and Performance Reports. The performance reports section has been shortened as much of this is now standard operating procedure.
- Update – Clear language to indicate inclusion of Year of Expenditure costs which are included in the program costs and to include SEPTA in administrative requirements. These practices have been in place.
- Change - Language to indicate provision of August Redistribution revisions.
- Change - Removal of “TIP Management Reports” as a separate section (see Section IV in current MOU). Reports would now be included under ‘Administrative” section.
- Change – Remove “Meetings” section V. The region meets frequently to discuss issues and there is nothing that precludes implementing items noted in this section.

Chair Richards asked if there were any comments from the transit agencies. No comments were stated.

DVRPC Executive Director Barry Seymour noted that the Board took action last month on transit agency representation and talked about creating an MOU for the transit agencies but that this action today is not that MOU. DVRPC plans to wait until the federal rules come out before crafting the transit agency MOU.

Favorable recommendation was received from the Regional Technical Committee.

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

MOTION by Mr. McBlain, seconded by Ms. Marseglia, that the Board

approve:

The proposed revised Memorandum of Understanding Concerning Special Procedures for Expediting TIP Amendments and Modifications for the Pennsylvania Portion of the Region.

DISCUSSION ITEMS

5. One Minute Reports

Bennett Cornelius, PATCO, reported that Phase II of the Ben Franklin Bridge Track Rehabilitation Project has been completed on time. The regular schedule has started on both tracks across the bridge as of yesterday (10/22/14).

Byron Comati, SEPTA, reported that SEPTA's campaign with Philabundance will be starting soon and donations will be collected at various SEPTA stations. This is the third or fourth year that SEPTA has partnered with Philabundance.

Jonathan Crum, FHWA, PA, reported that DVRPC's federal certification review would be taking place November 5 and 6. Public officials and the public can come on the second day in the morning and get information and provide comments. Board members are invited to come at 9:00 am on November 6 and the public and Public Participation Task Force members can come at 10:00 am on November 6.

Jim Mosca, PennDOT, reported that the Multimodal Fund, the Statewide TAP, and ARLE project selections should be released soon. The application process for the Green Light Go program opened September 27 and closes November 14. There is \$10 million available in the first year (2014-2015) which goes up to \$25 million for 2015-2016 and then to \$40 million for 2016-2017 and thereafter. More information on this can be found on PennDOT's website.

Leslie Richards, Montgomery County, reported that the Montgomery County Planning Commission received an award at the Pennsylvania APA Conference for their work on their model sign ordinance. Monday was the groundbreaking on the Arcola Road Bridge. The process for the bridge was very efficient and took under 14 months to complete. Additionally the anticipated costs for construction were \$7 million and the project actually cost \$5 million.

Terence Farrell, Chester County, reported that he just returned from leading a delegation from Chester County to China. The trip was intended to foster economic partnerships. Additionally, the mayor from West Chester and three other local public officials will be rappelling down a building at One Logan Square in Philadelphia today to raise money for Outward Bound School. They will be joined by Mayor Nutter as well.

Andrew Stober, City of Philadelphia, reported that the city opened the last of the Tiger I projects, which is the boardwalk that connects Locust Street with the South Street Bridge.

INFORMATION ITEM

6. Update on Development of FY2016 Annual Work Program

Executive Director Barry Seymour called the Board's attention to the fact that Work Program development for FY16 is underway and that information, including a package of county write-ups is available in the Board folders. DVRPC received proposals from 14 partners. The table in the Board folders reflects projects discussed at the Work Program meeting held on October 20. There are 32 projects in a wide range of areas including: highway, transportation alternatives, freight movement, stormwater, bike and pedestrian, transit oriented development, land use, demographics, economy of region, and more. There is a mix of regional scale policy analysis and local planning which is great. Staff will work to transform the table into a draft document, which will reflect the tasks and budgets of each. A full detailed draft will be distributed at the December Board meeting. Jim Mosca, PennDOT, thanked the RTC and DVRPC staff for starting the Work Program process earlier. Barry Seymour noted that staff did take a close look at core programs and pass through programs to see where activities could be funded.

PRESENTATION ITEM

7. Household Travel Survey

Chris Puchalsky, DVRPC Deputy Director of Planning, explained that the 2012-2013 DVRPC Household Travel survey is finally done! He shared exciting insights into what moves our region.

Barry Seymour, DVRPC Executive Director, noted that there seems to be a shift in terms of individuals not wanting to respond to surveys and having a strong distrust with regard to being asked somewhat personal questions. Chris Puchalsky, DVRPC, agreed and noted that there is research being done about how to better conduct surveys in order to get better response rates and more trust from the public.

8. Solar Ready II

Liz Compitello, DVRPC's Research Analyst, Office of Energy and Climate Change Initiatives, explained that DVRPC is a partner, among a national team of regional planning organizations, on a "Rooftop Solar Challenge," a project of the U.S. Department of Energy's SunShot Initiative, which strives to make solar energy fully

cost-competitive with other forms of energy by the end of the decade. Through the project, DVRPC will work collaboratively with municipalities, business, residents and utilities in Greater Philadelphia to understand and implement best management practices that help reduce the “soft costs” of solar PV installations. The goal of Solar Ready II is to create more streamlined and standardized solar practices in the region, and to achieve measureable improvements in the region’s solar market conditions.

Lisa Worden, PA DCED, noted that the character of the community is important to consider when deciding whether to install solar.

9. Executive Director's Report

a. 2014 Board Retreat

Mr. Seymour reported that the 2014 Board retreat will take place on December 11. This is a full day event, which includes the Board meeting, annual awards ceremony, and workshops. The retreat will be at the Valley Forge Sheraton in King of Prussia, which has been completely redone. The focus for this year is economic development and what we can do as a Board and individually to advance economic development goals. Through our annual awards, there will be a chance to honor the regional leader of the year, projects/initiatives around land use, the economy, the environment, and transportation.

b. Regional Awards for Excellence

Mr. Seymour noted that Mayor Nutter will be in attendance for the awards and will receive an award for Regional Leader of the Year. The list of awards and awardees will be sent out to Board members soon.

c. Federal Certification Review

Mr. Seymour called the Board’s attention to the fact that every four years DVRPC has a formal certification review, the federal agencies come in, and DVRPC spends two days going over our policies and procedures to make sure we are in conformance with federal guidelines. That has been scheduled for November 5 and 6 and on the morning of November 6, all Board members are invited to participate in discussions at 9:00 am on November 6.

d. Transportation Model Peer Review Panel

Mr. Seymour explained that DVRPC’s Peer Review program will provide an opportunity for planning agencies to invite an expert peer review panel to review

their data, methods, tools and planning models to ensure that the technical processes they are applying meet the agencies' analysis needs.

e. Leadership Exchange Visit

Mr. Seymour reported that the Economy League of Philadelphia organized this exchange to Boston on October 6 to 8, and that the visit will help inform the Board Retreat and future activities.

f. Pennsylvania APA Conference

Mr. Seymour noted that the APA - PA Conference was in Philadelphia from October 12 to 14. Several DVRPC staff presented on a variety of topics.

g. Major Metros Peer Exchange

Mr. Seymour called the Board's attention to the Major Metros Peer Exchange, which is taking place on November 7 in Washington, DC. Executive Directors from the 10 largest MPOs will be there to compare notes and discuss policies that will be coming out soon.

h. TCDI Press Event

Mr. Seymour reported that he attended the TCDI Press Event with Chair Leslie Richards and others to celebrate the grant and new projects.

i. Press Event with Lieutenant Governor Cawley to Celebrate Act 89

Mr. Seymour noted that on October 9 he attended a press event with Lieutenant Governor Cawley to celebrate Act 89.

j. WTS Woman of the Year Awarded to Laurie Matkowski

Mr. Seymour congratulated Laurie Matkowski, DVRPC Manager, Office of Transportation Operations, for being selected the WTS Woman of the Year. The recognition award will take place on December 4.

10. **Committee Reports**

The following committee reports were distributed to the Board for review:

- (1) Regional Technical Committee
- (2) Delaware Valley Goods Movement Task Force

OLD BUSINESS

No old business was stated.

NEW BUSINESS

No new business was stated.

There being no further business, the meeting was adjourned at 11:54 a.m. on a **MOTION** by Mr. Farrell, seconded by Mr. Kuhn.

The Delaware Valley Regional Planning Commission (DVRPC) fully complies with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related nondiscrimination statutes and regulations in all programs and activities. DVRPC's website, www.dvrpc.org, may be translated into multiple languages. Publications and other public documents can be made available in alternative languages and formats, if requested. DVRPC public meetings are always held in ADA-accessible facilities and in transit-accessible locations when possible. Auxiliary services can be provided to individuals who submit a request at least seven days prior to a meeting. Requests made within seven days will be accommodated to the greatest extent possible. Any person who believes they have been aggrieved by an unlawful discriminatory practice by DVRPC under Title VI has a right to file a formal complaint. Any such complaint may be in writing and filed with DVRPC's Title VI Compliance Manager and/or the appropriate state or federal agency within 180 days of the alleged discriminatory occurrence. For more information on DVRPC's Title VI program, or to obtain a Title VI Complaint Form, please call (215) 238-2871 or email public_affairs@dvrpc.org.

I certify that this is a true and correct copy.

Renee Wise, Recording Secretary