

Southwestern Pennsylvania Commission

June 29, 2009 - 4:45 p.m.  
31st Floor - Regional Enterprise Tower

AGENDA

1. Action on Minutes of the April 27th Meeting
2. Public Comment
3. Financial Report – Vince Massaro
4. Report on Public Comment Period (May 11th through June 12th including a June 2nd Public Meeting) Response to Charleroi Monessen Bridge Amendment Request – Matt Pavlosky
5. Action on Resolution 11-09 to Amend the 2009-2012 TIP to include Replacement of the Charleroi Monessen Bridge – Chuck DiPietro
6. Action on Resolution 12-09 to Amend the 2009-2012 TIP to Add the Project “Light Rail Vehicle Mid-Life Overhaul” Requested by the Port Authority of Allegheny County – Chuck DiPietro
7. Action on Resolution 13-09 to Approve and Endorse the Region’s Area Development Project Priority Listing and Authorize Submission of an Application for Funds – Lew Villotti
8. Action on Resolution 14-09 to Adopt a Right to Know Law Policy – Jim Hassinger
9. Action on Resolution 15-09 to Adopt a Meeting Schedule for 2009-2010 – Jim Hassinger
10. Staff Report/Other Business/Announcements – Jim Hassinger
  - a. Next Meeting Date – July 27th
  - b. July 30th-31st – Triennial Review of Grantee Performance with Technical Assistance from FTA
  - c. August 6th-7th – US DOT Visit: Certification Review of Pittsburgh Metropolitan Area Planning Process
  - d. August 21st – State Transportation Commission Public Hearing on Twelve Year Development Process
  - e. Update on G20
11. New Business
12. Adjourn

**Southwestern Pennsylvania Commission  
Minutes of the Meeting of  
April 27, 2009 – 4:30 p.m.  
31st Floor – Regional Enterprise Tower – 425 Sixth Avenue – Pittsburgh, PA 15219**

The seventy-fifth meeting of the Southwestern Pennsylvania Commission was called to order at 4:35 p.m. by Secretary-Treasurer Rodney Ruddock.

Commission members present were: Tom Balya, Andrew Boni, Bracken Burns, Tom Ceraso, Daniel Cessna, Dave Coder, Steve Craig, Terry Daughenbaugh, Karl Eisaman, Kevin Gray, Patricia Kirkpatrick, Larry Maggi, Robbie Matesic, Kevin McCullough, David Miller, Larry Morris, Carmen Rozzi, Rodney Ruddock, Kelly Shroads, Michael Silvestri, Pam Snyder, Joe Spanik, Anthony Spossey, Vincent Vicites, Gealy Wallwork, and Yarone Zober.

Commission members absent were: Tony Amadio, Shirl Barnhart, Peter Behrman, Stephen Bland, Rick DeBlasio, Charles Camp, Joseph Dubovi III, Patricia Evanko, Richard Fink, David Frick, James Gagliano, Jessica Greathouse, Lynn Heckman, Dana Henry, Michael Herron, David Johnston, James Kennedy, Donald Kinosz, Allen Kukovich, James Lokhaiser, Jack Machek, Dan Onorato, William Peduto, Dale Pinkerton, William Piper, Luke Ravenstahl, James Ritzman, Daniel Santoro, James Scahill, Robert Schiffbauer, Mark Schneider, Richard Shaw, Mark Snyder, Byron Stauffer, Jr., Joe Szczur, Letitia Thompson, Daniel Vogler, Jake Wheatley, Jr., Norma Wintermeyer, and Angela Zimmerlink.

Staff: Jim Hassinger, Kirk Brethauer, Chuck DiPietro, Linda Duffy, Chuck Imbrogno, Tom Klevan, Vince Massaro, Marge Nalesnick, Shannon O'Connell, Kay Tomko, Debbie Tritsch, Lisa Kay Schweyer, and Lew Villotti.

Others: Dan DeBone, Port Authority of Allegheny County, Jon Schmitz, *Post-Gazette*, Jon Smith, Allegheny County Transit Council, and John Verbanac, SPC Consultant.

1. Action on Minutes of the March 9th Special Meeting

A motion was made to approve the minutes of the March 9, 2009 special meeting of the Southwestern Pennsylvania Commission by Commissioner Dave Coder which was seconded by Commissioner Tom Ceraso. The affirmative vote to approve the minutes was unanimous.

2. Public Comment

None

### 3. Financial Report

Mr. Massaro said the financial report reflects the operations of the Corporation, the Commission, and the Regional Enterprise Tower and is for the nine-month period of Fiscal Year 08-09. This report compares the actual to date and the actual encumbrances to date against the revised budget.

Total Project Related Revenues recognized and recorded to date including encumbrances are \$6,706,396 vs. the revised annual budget of \$9,301,838 or 72.10% of the budget expended and recognized. Mr. Massaro mentioned that there are three projects carried over to FY 09-10 which are the Regional Traffic Signal Design and Service Program, the Truck Parking Study, and also the West Busway TOD Study. The Carryover Project Related Revenues recognized and recorded to date include encumbrances of \$156,491 vs. the annual budget of \$198,154 or 78.97% of the budget recognized for the reporting period.

Total Revenues for operations of the Regional Enterprise Tower to date are \$4,086,113 in rents recorded vs. annual budget of \$5,415,686 or 75.45%. The transfer Endowment includes \$224,096 actual and encumbrance to date vs. the annual budget of \$224,764 or 99.70%.

Total Revenues revised budget is \$15,140,442 and actual and encumbrance to date is \$11,173,096 or 73.80% of the budget.

Mr. Massaro said on the expenditure side we see project related expenditures of \$6,714,112 actual and encumbrance to date vs. the revised annual budget of \$9,350,891 or 71.80%. Carryover related expenditures include \$145,754 vs. the revised annual budget of \$149,101 or 97.76%.

The Regional Enterprise Tower expenditures before amortization/depreciation are \$3,867,157 actual and encumbrance to date vs. the revised annual budget of \$5,072,281 or 76.24%. And the Regional Enterprise Tower amortization/depreciation is \$939,487 vs. a budget of \$1,269,108 or 74.03%.

Mr. Massaro also mentioned that the Regional Enterprise Tower is at 85% occupancy. We have had some tentative discussions with tenants renewing their leases. He said that California University's lease will expire on June 30<sup>th</sup> of this year and they have decided to consolidate their space and they will occupy 11,000 sq. ft.

Mr. Michael Silvestri moved to approve the financial report which was seconded by Commissioner Larry Maggi. The affirmative vote to approve the financial report was unanimous.

### 4. Action on Resolution 8-09 to Proclaim May as CommuteInfo Commute Options Awareness Month

Staff member, Lisa Kay Schweyer, talked about the CommuteInfo program, particularly the annual recognition of May being CommuteInfo Commute Options Awareness Month. She said

that information had been included in the meeting handout packets along with a flyer for the "CommuteInfo Triple Play" Pirates games. Ms. Schweyer mentioned the Triple Play was an opportunity for the regional commuters, transit operators, CommuteInfo partners to raise awareness about commuting alternatives in a different way by providing discounts to the commuters to attend one of the Pirates games and to participate in the Pirates green weekend. Ms. Schweyer then referred to the Pittsburgh Pirates Flyer, pointed out all of the participating partners and extended an invitation for Commission members to join the CommuteInfo partners for any or all of the 3 dates to watch the Pirates play.

Ms. Schweyer reported that in calendar year 2008, the CommuteInfo program saw over a 200% increase in requests for information. We know that the price of gas topped over \$4 a gallon and we think that is the number one reason why we had the rising level of interest and activity in the program. Financial security, people trying to save money, finding ways to cut back, is another reason why we may have seen an increase in activity. Ms. Schweyer also mentioned that last year the Association for Commuter Transportation recognized Commissioner Rozzi and Sherri Krupa for their work in bringing transportation alternatives to their worksite (Boyers Iron Mountain site).

WHEREAS, approximately sixty percent of the Southwestern Pennsylvania region's 1.5 million workers travel outside their resident municipality to work; and

WHEREAS, commuting options are an integral part of the region's employers and workers life; reducing the number of people driving to work alone can benefit the region by easing traffic congestion and improving air quality; and

WHEREAS, it is important that all commuters be aware of the various commuting options available to them; and

WHEREAS, CommuteInfo, celebrates over 30 years of promoting commuting options in the region by providing information on transit, sponsoring vanpools, helping arrange carpools and providing biking and walking resources through the program website [www.commuteinfo.org](http://www.commuteinfo.org) or by calling toll-free 1-888-819-6110; and

WHEREAS, the month of May includes National Transportation Week, National Bike to Work Day, National Employee Health and Fitness Day, and National Clean Air Week;

NOW, THEREFORE, BE IT RESOLVED that the Members of the Southwestern Pennsylvania Commission encourage the citizens of this region to welcome and emphasize the value of ridesharing, and offers support by declaring May 2009 as "CommuteInfo Commute Options Awareness Month" in Southwestern Pennsylvania.

Commissioner Balya moved to approve Resolution 8-09 which was seconded by Mr. Rozzi. The affirmative vote to approve the resolution was unanimous.

4. Action on Resolution 9-09 to amend the 2009-2010 UPWP for the City of Washington

Staff member, Tom Klevan, explained that this is a routine amendment request to the UPWP for the City of Washington. They are initiating a planning study to conduct an evaluation of the City's fixed route structure services/recommendations for implementation – to provide a more efficient and cost effective service to the public. The study will follow recommendations from the Washington County Transit Study with focus on the Intermodal Transit Facility/Garage Project being developed for the East Chestnut Street Garage in the City's Main Street/Business District. Mr. Klevan also mentioned that monies lined up include \$32,000 Previously Allocated Federal Section 5307 Formula Program funds and \$8,000 non-federal match for a \$40,000 Project Total. He also said that this project was added to the FFY 2009-2012 TIP by the Transit Operators Committee at their March 18, 2009 meeting.

WHEREAS, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) authorizes funding and support of transportation planning, research and demonstration activities; and

WHEREAS, the following new transportation planning project is proposed for funding in the 2009-2010 Program:

1. "Route Assessments" at a total cost not to exceed \$40,000 (\$32,000 Federal Section 5307 Formula Program funds; \$8,000 non-federal match) to perform an evaluation of the City's fixed route structure and services and to gain recommendations for implementation in order to provide a more efficient and cost effective service to the public. This assessment is to also follow recommendations contained in the recent Washington County Transit Study and is to be developed with focus on the Intermodal Transit Facility/Garage Project being developed for the East Chestnut Street Garage in the City's Main Street/Business District.

WHEREAS, the Transit Operators Committee acted at its March 18, 2009 meeting to include the project on the 2009-2012 Transportation Improvement Program for funding in FY 2009; and

WHEREAS, planning projects must also be included on an approved Unified Planning Work Program before federal funding can be approved.

NOW THEREFORE BE IT RESOLVED that the Southwestern Pennsylvania Commission approves revisions to the 2009-2010 UPWP to include the planning project "Route Assessments" as requested by the City of Washington.

Mayor Spossey moved to approve Resolution 9-09 which was seconded by Commissioner Maggi. Mayor Spossey commented that as Mayor of the City of Washington, he appreciates consideration of this project. The affirmative vote to approve the resolution was unanimous.

5. Action on Resolution 10-09 to Transfer FTA's Designated Recipient Status for the Job Access Reverse Commute and New Freedom Initiatives program from the Port Authority of Allegheny County to SPC

Tom Klevan said we are asking for Commission action on Resolution 10-09 to transfer FTA designated recipient status for Job Access Reverse Commute and New Freedoms Initiative from

the Port Authority of Allegheny County to SPC. We are responding to requests from Port Authority of Allegheny County and PennDOT Bureau of Transportation for SPC to become the Designated Recipient of the region's Federal Job Access Reverse Commute (JARC) and New Freedoms Initiative (NFI), as well as the Commonwealth's Welfare to Work (w2w) Transportation Program Funds. Mr. Klevan also said that over a year ago SPC started having discussions with the Port Authority of Allegheny County about the potential for this and those discussions resulted in the Port Authority action on Friday and this is in response to that action. He said that requests were taken to the Executive Committee last month.

Mr. Klevan presented a Regional Programs Current Status Overview:

- Eligible sub-recipients are private non-profits, public entities, operators of public transportation services
- PennDOT administers programs for areas with population under 200,000
- Direct apportionment to urbanized areas with population of 200,000 or more
- Governor assigned the designation for Pittsburgh Urbanized Area to PAAC (Designated Recipient Pittsburgh Urbanized Area for FTA 5307 – sub-recipients are direct FTA grantees)
- PAAC was awarded the first ISTEIA JARC through competitive grant application and the recipient of the discretionary funds.
- Since TEA-21, the program has grown to cover much of the 10 county region.

Mr. Klevan then reviewed the SW Regional Funding for FY 2009 Program of Projects:

- Urban program \$7.7 million
  - Federal - \$3 million
  - State - \$2.5 million
  - Local - \$2.2 million
- Small Urban \$756,000
  - Federal - \$605,000
  - State - \$151,000
- Non-Urbanized (Rural) \$82,000
  - Federal - \$41,000
  - State - \$41,000

Mr. Klevan explained the Potential Role/Responsibilities of SPC:

- Solicit/Assist Development of Projects
- Monitor Projects for Compliance/Eligibility
- Federal and State Regulations
- Locally Developed Performance Measures
- Project Contract Management
- Federal and State Grants Management

Mr. Klevan then explained the potential next steps:

- PAAC Board (April 24<sup>th</sup>) - resolution to formally request SPC to become the designated recipient of JARC and NFI Urbanized Area funding.
- SPC (April 27<sup>th</sup>) - Commission resolution to formally accept responsibility to administer the JARC and NFI Urbanized Area programs and funding.
- Governor re-designation/FTA approval

- Formal agreement entered into between SPC and PennDOT for other programs administration

WHEREAS, Federal transit law, as amended by SAFETEA-LU, requires that projects selected for funding under the Elderly Individuals and Individuals with Disabilities (Section 5310), JARC, and New Freedom programs be “derived from a locally developed, coordinated public transit-human services transportation plan” and that the plan be “developed through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by members of the public”; and

WHEREAS, the Southwestern Pennsylvania Commission (SPC) adopted the “SWPA Coordinated Public Transit-Human Services Transportation Plan” in January 2008; and

WHEREAS, SPC entered into a Memorandum of Understanding (MOU) with the Port Authority of Allegheny County, and the Three Rivers Workforce Investment Board with support from The Pittsburgh Foundation (ATWIC – Access to Work Interagency Cooperative) for the overall purpose of building a foundation of support in the region for a more focused regional process for the implementation of integrated transportation and workforce development strategies that support economic development and employment growth in this region; and

WHEREAS, the Access to Work Task Force in collaboration with regional stakeholders has overseen the Regional Job Access program since its inception 1999 in response to welfare reform legislation and the identification of transportation as key to its successful implementation; and

WHEREAS, SPC staff has participated on the Access to Work Task Force and Executive Committee since 1999 and currently provides technical assistance and oversight guidance to ATWIC; and

WHEREAS, the Regional JARC and NFI programs have implemented twenty projects in eight counties, brought more than \$51 million dollars in resources to the region for coordinated mobility related transportation initiatives, and developed a working collaborative made up of key stakeholders including transportation providers, human service agencies, public welfare offices, transportation planning agencies, job developers, private foundations and others; and

WHEREAS, the Governor designated Port Authority of Allegheny County to administer the Pittsburgh Urbanized Area formula funds and programming; and

WHEREAS, Port Authority of Allegheny County, due to the regional nature of the programs, has requested SPC to fulfill the Governor’s designation to administer the formula funds and programming; and

WHEREAS, Port Authority of Allegheny County’s Board of Directors passed a resolution on April 24th, 2009 to request SPC to become the designated recipient for the Pittsburgh Urbanized Area JARC and NFI program.

NOW, THEREFORE, BE IT RESOLVED Southwestern Pennsylvania Commission agrees to accept and administer the Federal Job Access Reverse Commute (JARC) and New Freedoms Initiative (NFI) programs; and

BE IT FURTHER RESOLVED that the Southwestern Pennsylvania Commission recommends that the Governor of Pennsylvania re-designate SPC as the Pittsburgh Urbanized Area designated recipient to administer the Federal Job Access Reverse Commute (JARC) and New Freedoms Initiative (NFI) programs.

Commissioner Balya moved to approve Resolution 10-09 which was seconded by Mr. Miller. Commissioner Ruddock noted that Mr. Dan DeBone of the Port Authority of Allegheny County was present and asked if he would like to offer any thoughts on this change in designation. Mr. DeBone said that the Port Authority has been involved in JARC for several years, from when it was a discretionary program. At one point in time we probably had more than \$40 million, but as we've moved from discretionary down to formula, we have also moved to a regional coordinated plan. Jim Hassinger and his staff were very involved in this over the past couple of years. We felt that this is a better fit as we move to coordinate all of these funding sources together, not only JARC, but the New Freedoms Initiative for people with disabilities seeking sustaining jobs. We think is a good move and a good thing to do.

Commissioner Ruddock asked if taking on these additional responsibilities would require additional staff at SPC. Mr. Klevan stated that analysis is being done on how much extra work this might bring in, but no decisions have been made to add staff. He explained that as with most federal transit grants, there are allowable costs for administrative functions. Mr. Dan DeBone of the Port Authority of Allegheny County stated that there is administrative funding in the JARC and New Freedoms Initiative grants, and that money will transfer to SPC with the program.

The affirmative vote to approve the resolution was unanimous.

#### 6. Staff Report/Other Business/Announcements

Dr. Hassinger announced that SPC is hosting a workshop to help local governments understand what is available to them from the federal government's American Recovery and Reinvestment Act Stimulus Package. This workshop is sponsored by Senators Arlen Specter and Robert Casey. It will be held on Friday, May 1, from 8:30 a.m. to 12:30 p.m. at the Regional Learning Alliance in Cranberry Township. All are invited to attend.

Also, I want to remind you that we have requested appointments to our Water Policy and Technical Committees. It is up to the Commissioners in the counties to make those appointments. There are also appointments to be made at the state level. We would like to show progress on that effort by the middle of next month. If you haven't settled on appointments, I want to call your attention to places where you can get names for this Board. There are people who have already been working on the IOP Task Force and technical advisory level. Those names are on the Water Task Force Website. There is also a resource recommended to us by a Corporate Board member, Georgia Berner, called Women on Boards Initiative. That web site is [www.ewcpittsburgh.org/wob](http://www.ewcpittsburgh.org/wob) has within it resumes that you can search of volunteers for boards -



corporate and public boards. Most of the population in that Initiative is in Allegheny County; but, they want to expand on that website to make appropriate names available for board appointments around the region.

Commissioner Ruddock asked if there were any other announcements adding that the support and supportive relationships among law enforcement from the entire region are important and appreciated considering the events of recent days in which policemen lost their lives. Commissioner Spanik also noted the need for all counties to review their 911 call handling protocols.

Next Meeting Date – June 29, 2009

8. Adjourn

There being no further business to come before the Commission, the meeting adjourned at 5:05 p.m.

Respectfully submitted,

Rodney Ruddock  
Secretary-Treasurer

SOUTHWESTERN PENNSYLVANIA COMMISSION

RESOLUTION NO.11-09

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION to amend the region's 2009-2012 Transportation Improvement Program (TIP) to include replacement of the Charleroi-Monessen Bridge.

WHEREAS, PENNDOT District 12-0 requests adding the replacement of the Charleroi-Monessen Bridge to the region's 2009-2012 Transportation Improvement Program (TIP) for construction:

WHEREAS, this project consists of replacing the three truss spans carrying SR 2018 over the Monongahela River and CSX rail tracks in addition to rehabilitating the approach spans in Charleroi Borough, Washington County; and

WHEREAS, the sources of funds (\$40 million) are from the Commonwealth's Statewide Bridge Encumbrance Carryover Line Item in FFY 2009 (\$20 million) and FFY 2010 (\$20 million) and are additional funding to the region; and

WHEREAS, the proposed TIP amendment will maintain overall TIP fiscal balance and will not interfere with the implementation of any projects, commitments, or requirements of applicable State Implementation Plans (SIPs); and

WHEREAS, the proposed amendment was made available for public review and comment consistent with SPC's established public review procedures from May 13th continuing through June 12th, including a public meetings held on June 2nd; and

WHEREAS, documentation of the public review and comment period, including public comments received to date on the TIP amendment and responses to comments to date have been compiled and presented to the Commission; and

WHEREAS, the proposed amendment has been reviewed by the Transportation Technical Committee and recommended for approval in accordance with SPC's TIP amendment policies and public involvement process; and

WHEREAS, approval of the proposed amendment to the 2009-2012 TIP will not alter the finding of conformity with the federal Clean Air Act for the 2035 Long Range Plan and 2009-2012 TIP since the affected project is categorized by EPA's Transportation Conformity Rule (40 CFR Part 93) as being exempt from regional emissions analysis.

NOW, THEREFORE, BE IT RESOLVED that the Southwestern Pennsylvania Commission approves this amendment to the 2009-2012 TIP.

I, Rodney Ruddock, HEREBY CERTIFY that I am Secretary-Treasurer of the SOUTHWESTERN PENNSYLVANIA COMMISSION: that the foregoing resolution was adopted, in accordance with the By-Laws, by the Members of said Commission at a meeting duly called and held on the 29th day of June 2009, a quorum being present and that said resolution is now in full force and effect.

IN TESTIMONY WHEREOF I hereto subscribe my name as Secretary-Treasurer.

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Secretary-Treasurer

SOUTHWESTERN PENNSYLVANIA COMMISSION

RESOLUTION NO. 12-09

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION ("SPC") to authorize the Port Authority of Allegheny County to amend the FFY 2009-2012 Transportation Improvement Program (TIP) to add funding for the project: "Light Rail Vehicle Mid-Life Overhaul" in the amount of \$4,166,089 of Federal Fixed Guideway Modernization (Section 5309) funds.

WHEREAS, this funding will constitute the final amount needed to complete this project and will enable all of the existing 55 light rail vehicles to be overhauled; and,

WHEREAS, Port Authority of Allegheny County intends to provide \$867,935 Commonwealth Capital Assistance funds; and, \$175,587 in local funding to match the \$4,166,089 in federal funding for a total project cost of \$5,207,611; and,

WHEREAS, the proposed action conforms with SPC's TIP amendment policies and public involvement process, does not change TIP fiscal balance, does not affect any STIP project, or affect the region's air quality conformity determination; and,

WHEREAS, the Transit Operators Committee (TOC) of the Southwestern Pennsylvania Commission at its regular meeting on June 18, 2009 took action to recommend that this amendment request be approved by the Southwestern Pennsylvania Commission;

NOW, THEREFORE, BE IT RESOLVED that the Southwestern Pennsylvania Commission, recognizing first its collective interests in the well-being of its residents and in the continued effective operations of the overall transportation system, approves the Port Authority of Allegheny County's request to program \$4,166,089 of federal funds, \$5,207,611 total, in transit funding to fund the Light Rail Vehicle Mid-Life Overhaul project.

IN TESTIMONY WHEREOF I hereto subscribe my name as Secretary-Treasurer.

I, Rodney Ruddock, HEREBY CERTIFY that I am Secretary-Treasurer of the SOUTHWESTERN PENNSYLVANIA COMMISSION: that the foregoing resolution was adopted, in accordance with the By-Laws, by the Members of said Commission at a meeting duly called and held on the 29th day of June 2009, a quorum being present and that said resolution is now in full force and effect.

IN TESTIMONY WHEREOF I hereto subscribe my name as Secretary-Treasurer.

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Secretary-Treasurer

SOUTHWESTERN PENNSYLVANIA COMMISSION

RESOLUTION NO. 13-09

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION (SPC) to approve and endorse the region's Area Development project priority listing, and authorizing submission of application for funds.

WHEREAS, the Appalachian Regional Commission (ARC) provides funding for projects through the 201 Local Access Road program; and,

WHEREAS, the Appalachian Regional Commission (ARC) provides funding for projects through the 214 Construction and 302 Non-Construction programs; and,

WHEREAS, it is the responsibility of the Local Development District (LDD) to establish a process for submitting construction and non-construction projects to ARC for funding; and,

WHEREAS, this is a competitive process for limited funding wherein county projects are prioritized and submitted to the State; projects from across Pennsylvania compete for prioritization and are submitted to ARC for funding; and projects from all thirteen states in the Appalachian region compete for ARC funds; and,

WHEREAS, the eligibility and the ratio of funding is dependent upon the level of economic distress, as determined by ARC, of the county in which the project is located; and,

WHEREAS, SPC facilitated a meeting of its Economic Development Strategy Committee, on June 11th, 2009 to establish a ranked regional project list; and

WHEREAS, SPC's regional Enterprise Development Program (EDP) approved by Southwestern Pennsylvania Corporation Board of Directors Resolution 15-09 and Southwestern Pennsylvania Commission Executive Committee Resolution 3-09 on April 27, 2009 is the top regional project for ARC's 302 Non-Construction funds and will provide direct hands-on assistance to businesses through international trade assistance, low interest loans, government procurement, and electronic commerce, and will provide direct assistance to communities through economic planning and research, and technology assistance; and,

WHEREAS, the 201 Local Access Road projects, priority ranked by the region's Economic Development Strategy Committee, include:

1. Airport Business Park Access Road, Greene County  
This project will develop an access road and parking area for the Airport Business Park being developed at Greene County Airport.

WHEREAS, the 214 Construction and 302 Non-Construction projects, priority ranked by the region's Economic Development Strategy Committee, include:

1. West Newton Town Square, Westmoreland County  
This project will increase economic opportunities and commercial revitalization for West Newton by connecting the downtown area with the Great Allegheny Passage (GAP). This development will capitalize on the growing tourism market.

2. Bridgewater Connector North, Beaver County  
This project will provide critical pedestrian infrastructure along the Beaver River riverfront and will connect the historic downtown business district and northern commercial district.
3. Starpointe Business Park: Phase 1B, Washington County  
This project will expand utilities including electric, telecommunications, and water and sewer lines from the Phase I portion of the Starpointe Business Park into the Phase 1B portion.
4. Regional Initiative to Promote Entrepreneurship, Region-wide  
Program entails technical assistance and financial awards to fund innovative ideas among disadvantaged businesses through the Southwestern Pennsylvania region.
5. City of Uniontown Blight Removal Project, Fayette County  
The Redevelopment Authority of Uniontown will acquire and demolish structures in the Gallatin Avenue, Lafayette, and East End neighborhoods to later construct new single family homes.
6. Elizabeth Borough Streetscape Improvements, Allegheny County  
This project will construct new streetscape elements in Elizabeth Borough to compliment façade improvements funded by the county's Main Street program.
7. City of Parker Business District Revitalization, Armstrong County  
The Parker City Revitalization Corporation intends to complete a design plan and implementation strategy for the City of Parker's business district.
8. Local Economy Initiatives, Fayette County  
This program will promote a locally driven economy, via environmental sustainability projects through the production and purchasing of locally made and grown products in the areas of agriculture, commercial goods, energy, etc.
9. PSU Fayette Campus – Comprehensive Study for an Energy Research and Development Center  
This project entails the completion of a comprehensive study and needs assessment to determine the feasibility of an energy research facility at the PSU Fayette campus.

NOW, THEREFORE, BE IT RESOLVED that the Members of the Southwestern Pennsylvania Commission adopt and approve the aforementioned lists and projects, and authorize the Commission Executive Director and the Corporation President to submit all necessary applications and enter into all agreements and contracts pursuant thereto.

I, Rodney Ruddock, HEREBY CERTIFY that I am Secretary-Treasurer of the SOUTHWESTERN PENNSYLVANIA COMMISSION; that the foregoing resolution was adopted, in accordance with the By-Laws, by the Members of said Commission at a meeting duly called and held on the 29th day of June 2009, and that said resolution is now in full force and effect.

IN TESTIMONY WHEREOF I hereto subscribe my name as Secretary-Treasurer.

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Secretary-Treasurer

SOUTHWESTERN PENNSYLVANIA COMMISSION

RESOLUTION NO. 14-09

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION to adopt a Right to Know Law Policy.

WHEREAS, the Commonwealth of Pennsylvania's Right to Know Law, 65 P.S. §67.101 et seq. (RTKL) establishes the provision of access to public information held by Commonwealth, Local, Legislative, and Judicial agencies, as those terms are defined by the RTKL; and

WHEREAS, it is likely that the Southwestern Pennsylvania Commission (SPC) falls within the definition of a "Local Agency" under the RTKL and is therefore, subject to the RTKL rules concerning public access to records; and

WHEREAS, a defined RTKL policy is necessary and desirable as it sets forth the guidelines, process and procedures with respect to responses by SPC to requests made for access to SPC's records; and

WHEREAS, in accordance with Pennsylvania's Right to Know Law, SPC's RTKL policy and form to be used to file requests, as well as contact information for SPC's Open Records Officer and the Pennsylvania Office of Open Records will be made available on the agency's website ([www.spcregion.org](http://www.spcregion.org)).

NOW, THEREFORE, BE IT RESOLVED that the Southwestern Pennsylvania Commission hereby adopts a Right to Know Law Policy.

I, Rodney Ruddock, HEREBY CERTIFY that I am Secretary-Treasurer of the SOUTHWESTERN PENNSYLVANIA COMMISSION; that the foregoing resolution was adopted, in accordance with the By-Laws, by the Members of said Commission at a meeting duly called and held on the 29th day of June 2009, a quorum being present; and that said resolution is now in full force and effect.

IN TESTIMONY WHEREOF I hereto subscribe my name as Secretary-Treasurer.

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Secretary-Treasurer

# **SOUTHWESTERN PENNSYLVANIA COMMISSION**

## **RIGHT TO KNOW LAW POLICY**

### **INTENT**

The Right to Know Law, 65 P.S. §67.101 et seq. (RTKL) establishes the provision of access to public information held by Commonwealth, Local, Legislative, and Judicial agencies, as those terms are defined by the RTKL. It is likely that the Southwestern Pennsylvania Commission (SPC) falls within the definition of a “Local Agency” under the RTKL and is therefore, subject to the RTKL rules concerning public access to records. This policy hereby sets forth the guidelines, process and procedures with respect to responses by SPC to requests made for access to SPC’s records.

### **PUBLIC RECORDS FOR THE PURPOSE OF THIS POLICY**

#### **Public Records Generally**

SPC shall generally presume that its records are “public records” subject to disclosure under this Policy unless they fall into the following categories:

- 1) any record that would be exempted from disclosure by a Local Agency in accordance with 6.5 P.S. §67.708;
- 2) any record that is protected by the attorney-work product doctrine, the attorney-client privilege, the doctor-patient privilege, the speech and debate privilege, or any other privilege recognized by a court interpreting the laws of Pennsylvania.
- 3) any record that is exempt from disclosure under any other Federal or State law or regulation or judicial order or decree.

### **REQUESTS FOR PUBLIC RECORDS**

Requests for public records may be oral or written.

The requester’s intended use of the record(s) is a private matter. No SPC employee or representative shall require an explanation of the use of the record(s) requested.

#### **Oral Requests**

While oral requests may be fulfilled by SPC, SPC’s Open Records Officer shall authorize access to public records requested orally on a case-by-case basis. Requesters shall be informed by SPC that they may only pursue relief remedies provided under the RTKL if their request for records is submitted in writing.

#### **Written Requests**

In order to be covered by the RTKL, a written request should satisfy the following requirements:



## Right to Know Law Policy

1. It is addressed to SPC's Open Records Officer at:

SPC Open Records Officer, Vincent Massaro  
Southwestern Pennsylvania Commission  
425 Sixth Avenue, Suite 2500  
Pittsburgh, PA 15219  
PHONE: 412-391-5590  
FAX: 412-391-9160  
EMAIL: [openrecords@spcregion.org](mailto:openrecords@spcregion.org)

2. It identifies the name and address for SPC to direct its response; and
3. Be sufficiently specific to enable SPC to ascertain which records are being requested. The requester may include a telephone number or email address to facilitate clarification of requests, if necessary.

### **Forms**

Requests for SPC public records may be made using SPC's form. SPC will also accept the form available at the website of the Office of Open Records at [www.openrecords.state.pa.us](http://www.openrecords.state.pa.us).

SPC shall post this information along with its Records Request Form, copy of this Policy and a link to the Commonwealth of Pennsylvania Office of Open Records on its website: <http://www.spcregion.org/>

### **RESPONSES**

Unless a longer period of time is needed and communicated to the requester by an "interim response" as defined below, SPC shall respond to a public record request within five (5) business days of receiving it. Otherwise, the written request shall be deemed to be denied. For purposes of determining the end of the five (5) business day period, the day that a record request is received is not counted. The first day of the five (5) business day period is SPC's next business day. Further, if prepayment of fees is necessary to process the request and such fees are estimated to exceed \$100, SPC may require prepayment of the fee prior to fulfilling the request. The time period for response shall be tolled from the time SPC demands payment until such time as payment is actually received.

The SPC Open Records Officer may respond by providing a requester with access to inspect a record electronically or as otherwise maintained by SPC, either:

- 1) by providing access in the offices of SPC;
- 2) by sending a copy to the requester via email or United States mail; or
- 3) by notifying the requester that the record is available through publicly accessible electronic means.

Each of these options is considered a "response" to a record request under this Policy. In addition, SPC may respond with written notice to the requester granting, denying or partially granting and partially denying access to a record. SPC may send written notices to requesters by United States mail, by hand (in person or by delivery service), by facsimile or, by email.

### **Interim Responses**

The SPC Open Records Officer may provide the requester written notice that additional time beyond the 5-day response period will be required to respond to the request if certain requirements are satisfied. That notice is referred to as an "interim response."

The Open Records Officer may send an interim response if any of the following apply:

1. The request requires redaction of a public record;
2. The request requires retrieval of a record from a remote location;
3. A response within the five (5) business day period cannot be accomplished due to bona fide staffing limitations, which shall be specified in the interim response;
4. A legal review is necessary to determine whether the record requested is a public record that is subject to public disclosure under the RTKL;
5. The requester has not complied with SPC's policies regarding access to public records;
6. The requester has not complied with SPC's demand for prepayment of fees required to fulfill the record request, which are estimated to exceed \$100; or
7. The extent or nature of the request precludes a response within the required time period.

An interim response shall:

1. be sent to the requester on or before the last day of the five (5) business day period;
2. state that the request is being reviewed and the reason for the review;
3. give an estimate of applicable fees owed when the record becomes available; and
4. state a reasonable date that a response is expected to be provided. This date shall not be more than thirty (30) calendar days from the end of the five (5) business day period.

### **Final Responses**

There are three possible final responses. Either the request is: 1) granted; 2) denied; or 3) granted in part and denied in part. The failure to make a timely response is deemed to be a denial.

If a written request is denied in whole or in part, SPC will issue a final written response that will include a description of the record requested, an explanation of the specific reasons for the denial, the date of the response, the typed name, title, address, telephone number and signature of the SPC Open Records Officer, and the procedure to appeal a denial under the RTKL, including citations of supporting legal authority.

### **PRODUCTION OF CERTAIN RECORDS**

SPC shall notify a third party of a request for a record if the third party provided the record and included a written statement that the record contains a trade secret or confidential proprietary information. The SPC shall provide such notice to the third party within five (5) days of the SPC's receipt of the request. The third party shall have five (5) days from such notice to provide input for the release of the record. The SPC shall deny release of the record, or release the record within ten (10) days of its notice to the third party and shall notify the third party of its decision in writing.

## **DOCUMENTATION**

Upon receiving a request for an SPC record, the SPC Open Records Officer shall:

1. Note the date of receipt of the request;
2. Compute the day on which the 5-day response period will expire and notate the same on the written request; and
3. Maintain an electronic or paper copy of the request, including all documents submitted with the request until the request has been fulfilled. If denied the written request shall be maintained for thirty (30) days.

## **REDACTION**

SPC will redact from a record that is not otherwise exempt from disclosure, those portions that would not qualify as public records under the RTKL in accordance with 65 P.S. §67.706. SPC will redact the portions of such records that are not public records and produce the portions that are public records. SPC may not deny access to a record if the information that is not subject to access is able to be redacted. Redacted information shall be deemed a denial of a request to disclose such information.

## **ACCESS TO PUBLIC RECORDS**

The regular business hours of SPC Office for the acceptance of public access requests are 8:30 a.m. to 4:30 p.m. Eastern Time, Monday through Friday. Any record request received by SPC after the close of regular business hours, on a weekend, a state or federal holiday, or any closure of Allegheny County or Commonwealth Offices shall be deemed to have been received by that office on the following business day.

SPC may provide a requester with access to inspect a record electronically or as otherwise maintained by SPC, either: 1) by providing access in the offices of SPC, 2) by sending a copy to the requester or 3) by notifying the requester that the record is available through publicly accessible electronic means.

SPC has the discretion to determine the room(s) within its offices that will be used to provide a requester with access to public records. The selection of room(s) for access to SPC's public records is a matter within the discretion of the SPC Open Records Officer.

SPC will provide a public record to a requester in the medium requested if the record exists in that medium. Otherwise, the public record must be provided in the medium in which it exists. If a public record only exists in one medium, SPC is not required to convert that public record to another medium, except that if the public record is only available in an electronic form, SPC must print it out on paper if the requester so requests.

SPC will provide identifiable and existing public records; however, SPC is not required to create a public record that does not already exist, nor is it required to compile, maintain, format, or organize a public record in a manner in which SPC does not currently do so.

If a requester fails to pick up requested records that have been duplicated for the requester, SPC may dispose of the copies after sixty (60) days and is not required to send reminder letters. Any fees paid to date by the requester will be retained by SPC, in accordance with 65 P.S. §67.705.

## **DUPLICATION OF PUBLIC RECORDS**

SPC may either make copies itself or, in its discretion, allow the requester to bring the necessary equipment to make its own copies. SPC may make its duplication equipment available to a requester but require that the requester operate the equipment; assign SPC staff to make the duplications; or contract for duplication services and require the requester to pay the applicable rate.

### **FEES**

No fees for the examination of public records on site will apply. All applicable fees described below must be paid in order to receive access to the record requested.

#### **Charges for duplication and delivery of public records are as follows:**

##### **Paper Copies**

A "photocopy" is either a single-sided copy or one side of a double-sided black-and-white copy of a standard 8.5" x 11" or 8.5" x 14" page.

The first ten pages of black-and-white paper copies shall be free of charge. Additional paper copies will be \$.10 per page.

Color copies will be \$0.25 per page for all pages.

Scanned pages will be \$0.25 per page for all pages.

If mailing is requested, the actual cost of postage will be charged.

##### **Electronic Copies**

CDs, if requested by the requestor or deemed necessary by SPC to respond, will be \$1.00 each.

If records exist in electronic form, requests for electronic records will be accommodated. Electronic files can be copied to a CD at a cost of \$1 per request. Certain files, dependent upon size, may be emailed as an attachment free of charge. If the requester is unwilling or unable to access the record electronically, the requester may, within thirty (30) days following receipt of SPC's notification, submit a written request to SPC to have the record converted to paper. SPC shall provide access to the record in printed form within five (5) days of the receipt of the written request for conversion to paper.

Requests for records in electronic form must indicate the format required.

Records that do not exist in electronic format will not be created to satisfy a request. SPC is not required to convert that public record to another medium, except that if the public record is *only* available in an electronic form, SPC must print it out on paper if the requester so requests.

##### **Faxes**

Fax copies will be available at the cost of \$.50 per page, plus any toll charges. This per page rate shall apply to all pages faxed, including one cover page. No document faxed shall be, in any part, free of charge.

## Right to Know Law Policy

### **Certification**

If document certification is requested, an additional charge of \$2 per document will be added.

### **Prepayment**

If the estimated fees that are required to fulfill the record request exceed \$100, SPC will require the requester to pay the estimated amount in advance, either by certified check or by ordinary check, which must first have cleared to be considered received by SPC. The demand for prepayment may specify a reasonable period of time in which the requester must make such prepayment. If the requester fails to make prepayment within the specified time, SPC is not is not required to produce the records requested. If the requester refuses to pay the applicable fee, the request will be deemed denied and subject to the applicable appeal procedures outlined in this Policy.

### **APPEALS**

When a request is denied or deemed denied, whether in whole or in part, the requester may file an appeal with the Office of Open Records, where it will be assigned to an Appeals Officer. This appeal must be filed within fifteen (15) business days of the denial or deemed denial, whether in whole or in part. The appeal must state the grounds upon which the requester asserts that the record is public and should address any grounds stated by the SPC in delaying or denying the request.

### **EFFECTIVE DATE**

This policy is effective immediately.

4SOUTHWESTERN PENNSYLVANIA COMMISSION

RESOLUTION NO. 15-09

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION to adopt a Meeting Schedule for 2009-2010.

WHEREAS, the Pennsylvania Sunshine Law 84 requires that a Schedule of all Commission, Executive Committee and Advisory Committee Meetings for the fiscal year be adopted.

NOW, THEREFORE, BE IT RESOLVED that the Southwestern Pennsylvania Commission adopts the attached Meeting Schedule.

I, Rodney Ruddock, HEREBY CERTIFY that I am Secretary-Treasurer of the SOUTHWESTERN PENNSYLVANIA COMMISSION; that the foregoing resolution was adopted, in accordance with the By-Laws, by the Members of said Commission at a meeting duly called and held on the 29th day of June 2009, a quorum being present; and that said resolution is now in full force and effect.

IN TESTIMONY WHEREOF I hereto subscribe my name as Secretary-Treasurer.

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Secretary-Treasurer

**SOUTHWESTERN PENNSYLVANIA COMMISSION/CORPORATION AND COMMITTEES  
2009/2010 MEETING SCHEDULE**

2009	2010
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COMMITTEE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Corporation Property Committee	27 2:00pm		28 2:00pm	26 2:00pm		14 2:00pm	25 2:00pm		29 2:00pm	26 2:00pm	24 11:00am	28 2:00pm
Corp. Board Commission Executive Committee	27 3:15pm		28 3:15pm	26 3:15pm		14 3:15pm	25 3:15pm	17 6:00pm Conf.	29 3:15pm	26 3:15pm	24 1:00pm	28 3:15pm
Commission	27 4:30pm		28 4:30pm	26 4:30pm		14 4:30pm	25 4:30pm	18-19 Conf.	29 4:30pm	26 4:30pm		28 4:30pm
Corporation Members							25 5:30pm					
Intergovernmental Affairs Committee				9 1:00pm					12 1:00pm			
Regional Policy Committee		14 1:00pm			13 1:00pm		8 1:00pm			9 1:00am,		11 1:00pm
Transit Operators*	15 10:00am	18 10:00am	16 10:00am	21 10:00am	18 10:00am	16 10:00am	20 10:00am	17 10:00am	17 10:00am	21 10:00am	19 10:00am	16 10:00am
Transportation Technical	16 10:00am	20 10:00am	17 10:00am	15 10:00am	19 10:00am	10 10:00am	14 10:00am	11 10:00am	18 10:00am	15 10:00am	20 10:00am	17 10:00am
Ped/Bike Committee		12 10:00am		14 10:00am					10 10:00am	.	12 10:00am	
Freight Forum				6 10:00am					2 10:00am			
Loan Review	22 12:00pm	19 12:00pm	23 12:00pm	21 12:00pm	18 12:00pm		20 12:00pm	17 12:00pm	17 12:00pm	21 12:00pm	12 12:00pm	23 12:00pm

**UNLESS OTHERWISE NOTED, ALL MEETINGS WILL BE HELD AT THE REGIONAL ENTERPRISE TOWER, 425 SIXTH AVENUE, PITTSBURGH**

**ADDITIONAL MEETINGS MAY BE CALLED AS NEEDED. MEETING DATES AND TIMES ARE SUBJECT TO CHANGE. PLEASE CHECK SPC'S WEBSITE AT [WWW.SPCREGION.ORG](http://WWW.SPCREGION.ORG) OR CALL 412 391-5590 FOR MEETING CONFIRMATION.**

**Southwestern Pennsylvania Commission**  
 ALLEGHENY • ARMSTRONG • BEAVER • BUTLER • FAYETTE • GREENE • INDIANA • LAWRENCE • PITTSBURGH • WASHINGTON • WESTMORELAND

June 29, 2009

SPC June 29, 2009  
 Agenda Item No. 1

**Action**  
 Meeting Minutes  
 April 27, 2009

SPC June 29, 2009  
 Agenda Item No. 2

**Public Comment**

SPC June 29, 2009  
 Agenda Item No. 3

**Financial Report**

SPC June 29, 2009  
 Agenda Item No. 3

For the period July 1, 2008 to May 31, 2009 (92% of the year completed)					
	Revised Annual Budget	Actual to Date	Percent of Budget	Actual and Encumbrance to Date	Percent of Budget
<b>Revenues</b>					
Total Project Related Revenues	\$9,301,838	\$7,101,157	76.34%	\$7,830,678	84.18%
Total Carry-Over Project Related Revenues	\$198,154	\$129,945	65.58%	\$162,797	82.16%
<b>TOTAL PROJECT REVENUES</b>	<b>\$9,499,992</b>	<b>\$7,231,102</b>	<b>76.12%</b>	<b>\$7,993,475</b>	<b>84.14%</b>
RET Operations Revenues	\$5,415,686	\$4,986,711	92.08%	\$4,986,711	92.08%
RET Endowment Contribution	\$224,764	\$224,055	99.68%	\$224,055	99.68%
<b>Total Revenues</b>	<b>\$15,140,442</b>	<b>\$12,441,868</b>	<b>82.18%</b>	<b>\$13,204,240</b>	<b>87.21%</b>
<b>Expenditures</b>					
Total Project Related Expenditures	\$9,350,861	\$7,123,514	76.18%	\$7,844,822	83.89%
Total Carry-Over Project Related Expenditures	\$149,101	\$104,690	70.21%	\$145,754	97.76%
<b>TOTAL PROJECT EXPENDITURES</b>	<b>\$9,499,992</b>	<b>\$7,228,203</b>	<b>76.09%</b>	<b>\$7,990,576</b>	<b>84.11%</b>
Total RET Expenditures before Amort/Deprec.	\$5,072,281	\$4,574,289	90.18%	\$4,574,289	90.18%
<b>Total Expenditures</b>	<b>\$15,841,381</b>	<b>\$12,953,275</b>	<b>81.77%</b>	<b>\$13,715,648</b>	<b>86.58%</b>

SPC June 29, 2009  
 Agenda Item No. 4

**Report**  
 Public Comment Period  
 Charleroi-Monessen Bridge  
 TIP Amendment Request





June 29, 2009  
Agenda Item No. 4

### Report

- Public Comment Period: Wednesday May 13<sup>th</sup> – Friday, June 12, 2009
- Public Meeting Held Tuesday, June 2, 2009: Lock 4 Fire Co. North Charleroi, PA
- Partner Agencies/Event Support: PennDOT District 12 Staff
- Comments Received: 1



June 29, 2009  
Agenda Item No. 5

### Action **Resolution 11-09**

Amend the 2009-2012 TIP to include Replacement of the Charleroi-Monessen Bridge



June 29, 2009  
Agenda Item No. 6

### Action **Resolution 12-09**

Amend the 2009-2012 TIP to Add the Project “Light Rail Vehicle Mid-Life Overhaul” Requested by the Port Authority of Allegheny County



June 29, 2009  
Agenda Item No. 7

### Action **Resolution 13-09**

Approve and Endorse the Region’s Area Development Project Priority Listing and Authorize Submission of an Application for Funds



June 29, 2009  
Agenda Item No. 7

### ARC & EDA Project Evaluation

- ARC grant programs are competitive
- Projects are evaluated and ranked by the Economic Development Strategy Committee
- Recommendation to the Commission
- ARC is not obligated to adhere to ranking, but it is “strongly considered”



June 29, 2009  
Agenda Item No. 7

### ARC & EDA Project Evaluation

- Committee ranks ARC projects in two categories – ARC
  - 201 Local Access Road projects
  - 214 Construction and 302 Non-Construction projects
- Note: Committee also ranks EDA projects, but that submission is not before us today. We will bring it forward when EDA is advances last year’s number one.



June 29, 2009  
Agenda Item No. 7

201 Local Access Road

- 1. Airport Business Park Access Road, Greene County

214 Construction and 302 Non-Construction

- 1. West Newton Town Square, Westmoreland County
- 2. Bridgewater Connector North, Beaver County
- 3. Starpointe Business Park: Phase 1B, Washington County
- 4. Regional Initiative to Promote Entrepreneurship, Region-wide
- 5. City of Uniontown Blight Removal Project, Fayette County
- 6. Elizabeth Borough Streetscape Improvements, Allegheny County
- 7. City of Parker Business District Revitalization, Armstrong County
- 8. Local Economy Initiatives, Fayette County
- 9. PSU Fayette Campus – Comprehensive Study for an Energy Research and Development Center



June 29, 2009  
Agenda Item No. 8

Action  
**Resolution 14-09**

**Adopt a Right to Know Law Policy**

- Commission is likely considered to be a “Local Agency” under new RTKL.
- Therefore, this policy includes guidelines, process and procedures with respect to responses by SPC to requests made for access to SPC’s public records.



June 29, 2009  
Agenda Item No. 9

Action  
**Resolution 15-09**

**Adopt a Meeting Schedule for 2009-2010**



June 29, 2009  
Agenda Item No. 10

Staff Report  
Other Business  
Announcements

- a) Next Meeting Date: June 29, 2009
- b) July 30-31: Triennial Review of Grantee Performance with Technical Assistance from FTA
- c) August 6-7: US DOT Visit—Certification Review of Pittsburgh Metropolitan Area Planning Process
- d) August 21: State Transportation Commission Public Hearing on Twelve Year Development Process
- e) Update on G-20 Summit



June 29, 2009  
Agenda Item No. 10

FTA—Triennial Review

- Triennial Review - Federal Transit Administration (FTA) management tool for examining grantee performance and adherence to current FTA policies/provide technical assistance on latest FTA requirements
- Examine how recipients of Urbanized Area Formula Program funds meet statutory and administrative requirements
  - SPC is recipient of Urbanized Area Formula funds
  - Funds - used for CommuteInfo programs
- FTA Triennial Review of Southwestern Pennsylvania Commission (SPC) - to assess management practices and program implementation/evaluate compliance with federal requirements
  - Desk review: conducted at the FTA Regional Office on materials send by SPC
  - Site visit (July 30, 31, 2009) - FTA representative and SPC discuss any outstanding items, examine FTA-funded facilities and equipment, and review any additional documents needed to make a determination



June 29, 2009  
Agenda Item No. 10

Staff Report  
Other Business  
Announcements

- a) Next Meeting Date: June 29, 2009
- b) July 30-31: Triennial Review of Grantee Performance with Technical Assistance from FTA
- c) August 6-7: US DOT Visit—Certification Review of Pittsburgh Metropolitan Area Planning Process
- d) August 21: State Transportation Commission Public Hearing on Twelve Year Development Process
- e) Update on G-20 Summit



June 29, 2009  
Agenda Item No. 11

## New Business