

## Southwestern Pennsylvania Commission

Minutes of the Meeting of

December 10, 2007 – 4:30 p.m.

31st Floor – Regional Enterprise Tower – 425 Sixth Avenue – Pittsburgh, PA 15219

The sixty-fifth meeting of the Southwestern Pennsylvania Commission was called to order by Chairman Bracken Burns.

Commission Members present were: Stephen Bland, Andrew Boni, Bracken Burns, Charles Camp, Eric Carlson, Tom Ceraso, Daniel Cessna, Dave Coder, Steve Craig, Robert DeLotto, Patricia Evanko, Karen Fitch representing Jake Wheatley, Jr., Patrick Ford, David Frick, Jim Gagliano, Jr., Kevin Gray, Lynn Heckman, David Johnston, James Kennedy, Phil Light, Jack Macheck, Larry Maggi, Robbie Matesic, Kevin McCullough, David Miller, Larry Morris, Dan Onorato, Andrew Quinn, Rodney Ruddock, Daniel Santoro, James Scahill, Mark Schneider, Michael Silvestri, Pam Snyder, Joe Spanik, Anthony Spossey, Byron Stauffer, Jr., Vincent Vicites, Gealy Wallwork, and Norma Wintermeyer.

Commission Members absent were: Glenn Anderson, Tom Balya, Orlando Capretto, James Cheatham, Dan Donatella, Joseph Dubovi III, Richard Fink, Edward Fosnaught, Judy Gardner, Joseph Hardy, Dana Henry, Patricia Kirkpatrick, Allen Kukovich, Mark Lay, Scott Lowe, Terry McMillen, William Peduto, Luke Ravenstahl, James Ritzman, Carmen Rozzi, Richard Shaw, Mark Snyder, Joe Szczur, Letitia Thompson, Daniel Vogler, Angela Zimmerlink and Yarone Zober.

Others: Peter Behrman, Port Authority of Allegheny County; John Verbanac, SPC Consultant; and Kim Ward.

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

### 1. Action on Minutes of the September 24<sup>th</sup> Meeting

The minutes of the September 24, 2007 meeting of the Southwestern Pennsylvania Commission were approved on a motion by Commissioner Snyder which was seconded by Commissioner Spanik. The affirmative vote was unanimous.

### 2. Public Comment

None.

### 3. Financial Report

Mr. Massaro reviewed the financial report for the fiscal period July 2007 through October 2007. The report reflected the operations of the Corporation, the Commission, and the Regional Enterprise Tower.

*Total Project Related Revenues:* Recognized and recorded revenues to date are \$1,984,366 versus the annual budget of \$9,008,156 or 22.03% of the budget expended for the reporting period. These items relate to the 2007-08 program year funding and to date all funded projects are proceeding as budgeted.

*Total Carryover Project Related Revenues:* Recognized and recorded revenues to date are \$73,101 versus the annual budget of \$638,102 or 11.46% of the budget expended for the reporting period. These items relate to the 2001-07 program year funding and these projects are proceeding as budgeted and expect to be completed by June 2008. The major carryover project in this area is the Port of Pittsburgh – Water Transit Assessment Study which accounts for 80% of the budgeted revenues.

*Revenues relating to the Operations of the Regional Enterprise Tower:* To date a total of \$1,749,095 in rents has been recorded versus an annual budget of \$5,512,094 or 31.73% of the budget has been recorded for the reporting period.

- As of October 30th, the building tenant occupancy is at 84%.
- The leasing agent continues to market space in the building and currently is negotiating with a number of current tenants on lease renewals.
- Cash Flow from operations remains positive for the reporting period.
- The current budget does not reflect a draw down from the Endowment for the reporting period, but in September 2007, a drawdown in the amount of \$150,000 was made and deposited to the Endowment Earnings account.
- As of September 30, 2007 the Endowment Fund asset value is \$5,246,138.

*Total Project Related Expenditures:* Total Project Expenditures recorded to date are \$2,008,049 versus a budget of \$9,049,021 or 22.19% of the budget expended to date. These items relate to the 2007-08 program year and to date all project expenditures are proceeding as budgeted.

*Total Carryover Project Related Expenditures:* Recognized and recorded expenditures to date are \$49,497 versus the annual budget of \$597,237 or 8.29% of the budget expended for the reporting period. These items relate to the 2001-07 program year and these projects are proceeding as budgeted and expect to be completed by June 2008. The major carryover project in this area is the Port of Pittsburgh – Water Transit Assessment Study which accounts for 80% of the budgeted expenditures.

Expenses related to the operations of the RET, before depreciation and amortization expense are \$1,424,091 versus the budget of \$4,842,973 or 29.41% of the budget expended for the reporting period.

The financial report was approved on a motion by Commissioner Coder which was seconded by Commissioner Kennedy. The affirmative vote was unanimous.

4. Audit Committee Report – Presentation and Discussion of 2006-2007 Annual Audit Report by Maher Duessel, CPAs – Tim Morgus

Mr. Morgus reported that new audit findings were reviewed by the Audit Committee. Referring to the Single Audit Report for the Southwestern Pennsylvania Commission, he reviewed the summary of the income statement for the year of governmental funds. He reported that there was no significant gain or loss during the year. He commented that the activity of those funds did not include the building. In regards to the building, Mr. Morgus reported that the proprietary fund shows a change of net assets of approximately \$658,000. It does include the depreciation. The net assets for the corporation are approximately \$464,000 and the total assets are almost \$24M. That includes all of the governmental funds. The net assets for the proprietary fund are approximately \$1.4M.

Mr. Morgus commented on the footnotes which are comparable to previous years.

Commissioner Scahill moved to accept the audit report. Commissioner Light seconded. The affirmative vote was unanimous.

5. Action on Resolution No. 17-07 to Amend the 2007-2010 Transportation Improvement Program – Chuck DiPietro

Mr. DiPietro presented the Port Authority Transit request to re-program existing funds to the Automatic Fare Collection System Project. He said that this has been in development for about a year in discussions and briefings with the Transit Operators Committee. It has also been out for public review and comment. The project detail was included in the handout packet. The public comment period (October 10 through November 8) included a public meeting held on October 17.

Mr. DiPietro further explained that the request will help implement a smart transit card based fare collection system in the region. The Port Authority is moving ahead with the smart card system that can be utilized by all regional transit operators that elect to participate in the project. The project will work to advance seamless coordination, first across the Port Authority Transit system and then across other systems that participate in southwestern Pennsylvania. It will include replacement of all the fare boxes and all the related cash handling equipment on each bus. This could include 870 Port Authority buses and up to another 200 buses of other transit properties in the region. He reminded the members that it has been brought to public comment and the Transit Operators Committee has endorsed it.

Mr. Boni moved:

WHEREAS, the “Consolidated Appropriations Act, 2005 (Public Law 108-447) includes a provision that allows that funding made available under Chapter 53 of Title 49, U.S.C., and Section 1108 of Public Law 102-240 to Port Authority of Allegheny County for the Airport Busway/Wabash HOV Facility project which remains unexpended may be used by Port Authority for the purchase of buses and bus-related equipment in accordance with 49 U.S.C. 5309;

WHEREAS, the regional Automatic Fare Collection System is to provide a smart-card based fare collection system that can be utilized by all regional transit operators that elect to participate in the project;

WHEREAS, the use of a common system infrastructure would facilitate the move toward seamless coordination of regional transit services and better data collection to establish usage and travel patterns, made possible by up-to-date fare collection technologies;

WHEREAS, an Automatic Fare Collection System will be able to accommodate current and future transit fare structures and fare options of all participating agencies;

WHEREAS, \$35,400,000 of federal funding remains in the Airport Busway/Wabash HOV Facility grant (PA-03-0227) and Port Authority of Allegheny County intends to close out that grant and move funds to a new grant for the regional purchase of automated fare collection equipment;

WHEREAS, Port Authority of Allegheny County intends to provide \$8,850,000 of state and county capital bond funding to match the \$35,400,000 in federal funding;

WHEREAS, Port Authority of Allegheny County intends to require regional operators that participate in the project to provide local match commensurate with their share of the total project costs;

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;

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 re-program \$35,400,000 of federal funds, \$44,250,000 total, in transit funding which has already been obligated by the Federal Transit Administration to fund the Automatic Fare Collection System project.

Commissioner Ruddock seconded and the affirmative vote was unanimous.

6. Action on Resolution No. 18-07 to Approve the Creation of an Honorary Commissioner Emeritus Position – Jim Hassinger

Dr. Hassinger presented the following resolution explaining that it would allow Westmoreland County the opportunity to open a position on the Commission.

Commissioner Ceraso moved:

WHEREAS, Orlando Capretto has served with distinction as a representative of Westmoreland County; and

WHEREAS, he was instrumental in the formation of the Southwestern Pennsylvania Regional Planning Commission and participated in its organizational meeting on October 29, 1962; and

WHEREAS, he brought his skills, experience and enthusiasm to the deliberations of the Commission for 45 years; and

WHEREAS, he gave unstintingly of his time in regular attendance at its meetings; and

WHEREAS, due to health-related issues he is unable to attend Commission meetings.

NOW, THEREFORE, BE IT RESOLVED that the Southwestern Pennsylvania Commission approves elevating Commissioner Orlando Capretto to the position of Honorary Commissioner Emeritus.

Mr. DeLotto seconded and the affirmative vote was unanimous.

7. Report of Nominating Committee and Action on Resolutions 19-07 and 20-07 to Elect an Executive Committee and Officers of the Commission – Lynn Heckman

Ms. Heckman, Chairman of the Nominating Committee, moved:

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION to elect the following members to the Executive Committee for calendar year 2008.

Allegheny County, Dan Onorato  
Armstrong County, James Scahill

Beaver County, Joseph Spanik  
Butler County, James Kennedy  
Fayette County, Vincent Zapotosky  
Greene County, Pam Snyder  
Indiana County, Rodney Ruddock  
Lawrence County, Steve Craig  
Washington County, Bracken Burns  
Westmoreland County, Tom Balya  
City of Pittsburgh, Luke Ravenstahl  
At-Large, Jake Wheatley  
At-Large, Charles Camp  
At-Large, (pending)  
PennDOT, Jim Ritzman  
Governor's Appointee, Allen Kukovich  
Department of Community and Economic Development, Jack Machek  
SPC Executive Director, James Hassinger, ex officio

Commissioner Evanko seconded and the affirmative vote was unanimous.

Ms. Heckman moved:

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION to elect Officers for calendar year 2008.

NOW, THEREFORE, BE IT RESOLVED that the following persons be and the same hereby are elected to serve as Officers of the Commission in the capacity set forth opposite their name below, from the date hereof until their successors are elected and qualified by the Commission:

Dan Onorato, Chairman  
Charles Camp, Vice Chairman  
Rodney Ruddock, Secretary-Treasurer

Mr. Spossey seconded and the affirmative vote was unanimous.

8. Action on Resolution No. 21-07 to Honor the Services of Outgoing Chair Bracken Burns – Dan Onorato

Mr. Onorato asked Dr. Hassinger to come forward to read the resolution honoring the services of Commissioner Burns.

WHEREAS, J. Bracken Burns, Sr. has served with distinction as a Washington County representative of the Southwestern Pennsylvania Commission since 1996; and

WHEREAS, he has served ably as Chairman of SPC since 2006 and its Regional Policy Advisory Committee since 2004.

WHEREAS, he also chaired the Agri-Business Committee and provided invaluable leadership as the Committee established its focus on farmers' markets; and

WHEREAS, his commitment to regionalism and partnerships between the public, private and civic sectors assisted in the completion of the community engagement process called “Project Region” which was the tool for updating the Region’s Transportation and Development Plan for Southwestern Pennsylvania; and

WHEREAS, he has worked tirelessly on behalf of the Commission in numerous other roles and gave unstintingly of his time and experience.

NOW, THEREFORE, BE IT RESOLVED that the Officers, Members, and Staff of the Southwestern Pennsylvania Commission express their appreciation for his years of service and look forward to working with him in the years ahead.

Ms. Wintermeyer moved and Commissioner Maggi seconded. The affirmative vote was unanimous.

9. Appoint Nominating Committee for 2008 – Dan Onorato

Mr. Quinn moved and Mr. Stauffer seconded. The affirmative vote was unanimous.

10. Staff Report/Other Business/Announcements – Jim Hassinger

Dr. Hassinger recognized and distributed Certificates of Appreciation to the following Commissioners:

Glenn Anderson  
Dan Donatella  
Ed Fosnaught  
Judy Gardner  
Joe Hardy  
Phil Light  
Scott Lowe

Next Meeting Date – January 28, 2008

11. Adjourn

Respectfully submitted,

Charles A. Camp  
Secretary-Treasurer