



**Southwestern  
Pennsylvania  
Commission**

Regional Enterprise Tower  
425 Sixth Avenue, Suite 2500  
Pittsburgh, PA 15219-1852  
Telephone: 412.391.5590  
Fax: 412.391.9160  
E-Mail: [comments@spcregion.org](mailto:comments@spcregion.org)  
[www.spcregion.org](http://www.spcregion.org)

Officers:

Allegheny County  
Dan Onorato  
*Chairman*

Beaver County  
Charles A. Camp  
*Vice-Chairman*

Indiana County  
Rodney Ruddock  
*Secretary-Treasurer*

Executive Committee:

Allegheny County  
Dan Onorato

Armstrong County  
Patricia Kirkpatrick

Beaver County  
Joseph Spanik

Butler County  
James L. Kennedy

City of Pittsburgh  
Luke Ravenstahl

Fayette County  
Vincent Vicitis

Greene County  
Pam Snyder

Indiana County  
Rodney Ruddock

Lawrence County  
Steve Craig

Washington County  
Bracken Burns

Westmoreland County  
Tom Balya

At-Large  
Charles A. Camp  
Jake Wheatley

Governor's Office  
Allen Kukovich

PA Dept. of Transportation  
James D. Ritzman

PA Dept. of Community and  
Economic Development  
Jack Machek

Executive Director  
James R. Hassinger

**Southwestern Pennsylvania Commission**

January 25, 2010 – 4:30 p.m.  
31st Floor – Regional Enterprise Tower

**AGENDA**

1. **Action on Minutes of the December 14th Meeting**
  2. **Public Comment**
  3. **Financial Report**
  4. **Action on Resolution 1-10 to Approve Submission of the 2010-2011 Unified Planning Work Program to the Funding Agencies**
  5. **2011-2014 TIP Update Status Report**
  6. **Report of Nominating Committee and Action on Resolutions 2-10 and 3-10 to Elect an Executive Committee and Officers of the Commission for 2010**
  7. **Other Business/Announcements**
- Next Meeting Date – March 29, 2010**
8. **Appoint 2011 Nominating Committee**
  9. **Adjourn**

**Southwestern Pennsylvania Commission**  
**Minutes of the Meeting of**  
**December 14, 2009 – 4:30 p.m.**  
**31<sup>st</sup> Floor • Regional Enterprise Tower • 425 Sixth Avenue • Pittsburgh, PA 15219**

The eightieth meeting of the Southwestern Pennsylvania Commission was called to order by Vice Chairman Charles Camp.

Commission members present were: Tom Balya, Shirl Barnhart, Steve Bland, Andrew Boni, Bracken Burns, Charles Camp, Tom Ceraso, Daniel Cessna, Dave Coder, Steve Craig, Terry Daughenbaugh, Richard Fink, Kevin Gray, Jessica Greathouse, Lynn Heckman, Dave Johnston, John Paul Jones, Jim Kennedy, Robert Macey, Jack Machek, Kevin McCullough, David Miller, Mary Jo Morandini, Dale Pinkerton, Bill Piper, Carmen Rozzi, Jim Scahill, Mark Schneider, Kelly Shroads, Michael Silvestri, Pam Snyder, Joe Spanik, Anthony Spossey, Wendy Stern, Vincent Vicites, Gealy Wallwork, and Norma Wintermyer.

Commission members absent were: Tony Amadio, Rick DeBlasio, Joseph Dubovi, Karl Eisaman, Patricia Evanko, David Frick, Jim Gagliano, Jr., Dana Henry, Donald Kinosz, Patricia Kirkpatrick, James Lokhaiser, Larry Maggi, Robbie Matesic, Dan Onorato, William Peduto, Luke Ravenstahl, James Ritzman, Rod Ruddock, Robert Schiffbauer, Richard Shaw, Renee Sigel, Mark Snyder, Byron Stauffer, Jr., Rob Stephany, Joe Szczur, Letitia Thompson, Daniel Vogler, Jake Wheatley, Angela Zimmerlink, and Yarone Zober.

Staff: Kirk Brethauer, Chuck DiPietro, Linda Duffy, Chuck Imbrogno, Tom Klevan, Vince Massaro, Marge Nalesnick, Shannon O'Connell, Matt Pavlosky, Kay Tomko, Debbie Tritsch, and Sara Walfoort.

Others: Karen Rollins Fitch, Representative Jake Wheatley's Office; Michelle Hoke, and Karen McCarthy, Maher Duessel; Jon Smith, Allegheny County Transit Council; and John Verbanac, SPC Consultant.

1. Action on Minutes of the October 26<sup>th</sup> Meeting

A motion was made to approve the minutes of the October 26, 2009 meeting of the Southwestern Pennsylvania Commission by Commissioner Ceraso which was seconded by Commissioner Scahill. The affirmative vote to approve the minutes was unanimous.

2. Public Comment

None.

3. Financial Report

Mr. Massaro reported that the financial report reflects the operations of the Corporation, the Commission, and the Regional Enterprise Tower and is for the period July 1, 2009 to October 31, 2009 which reflects 33% of the fiscal year completed.

With 33% of the fiscal year completed, total revenues recognized and recorded to date, including encumbrances, are \$3,820,388 vs the annual budget of \$12,438,058 or 30.72% of the budget utilized. The anticipated revenues and expenditures at this time are as expected. All program grant funding is in place at this time and there haven't been any payment delays in our grant requests. As for the Carry-over Project Related Revenues, Mr. Massaro reported that recognized and recorded revenues to date, including encumbrances, are \$107,608 vs the annual budget of \$183,800 or 58.55 % of the budget utilized for the

reporting period. The carry-over projects include the Truck Parking Study and the West Busway TOD Study both of which are due to be completed by June 30, 2010.

Revenues relating to the operations of the RET through October 31, 2009 total \$1,671,162 vs the annual budget of \$5,071,115 or 32.95% of the budget. As of October 2009, the building tenant occupancy is at 81.11% compared to 87% this time last year. With the reduction in tenant occupancy over last year, building management continues to watch expenditures closely.

Budgeted revenues for the fiscal year remain sufficient to cover budgeted operating expenditures; Cash Flow remains positive at this time but limited. Building management has been notified that at least one core tenant (VisitPittsburgh) will not be renewing their lease after August 2010 and will be vacating their space on the 29<sup>th</sup> and 30<sup>th</sup> floor. This tenant accounts for 4.6% of the rentable space in the building. In addition, there is a second core tenant (Allegheny Conference on Community Development) with a September 2010 lease expiration that has issued an RFP for office space. The building leasing agent has responded with a lease proposal and discussions continue on renewing this tenant. This tenant accounts for approx 8% of the rentable space in the building. Together, these two tenants account for 12.4% of the rentable space in the building.

Next, Mr. Massaro reported on the Project Related Expenditures stating that recorded and encumbered to date are \$3,828,196 vs the annual budget of \$12,443,858 or 30.76% of the annual budget. Project expenditures are proceeding as budgeted. The BREP (Business Retention Expansion Program) contracts for the business calling end of the program are due to be in place by the end of January 2010. The Traffic Signal Design/Services project, that is, the SINC and SINCUP projects are proceeding with a number of agreements in place with various local municipalities.

Total Carry-Over Project Related Expenditures recorded and encumbered to date are \$100,000 vs the annual budget of \$178,000 or 56.18% of the budget. As mentioned earlier, the Carry-Over projects include the Truck Parking Study and the West Busway TOD Study. Expenses related to the operations of the RET before depreciation and amortization expense are \$1,531,909 vs the annual budget of \$5,071,115 or 30.21% of the budget.

4. Audit Report – Presentation and Discussion of 2008-2009 Annual Audit Report by Maher Duessel, CPAs

Mr. Massaro mentioned that the Audit Report was also presented to the Corporation Board.

Karen McCarthy of Maher Duessel gave highlights of the audit report package that was distributed. One is a letter which talks about required communication from the auditor to the SPC Board. The Single Audit for SPC and a smaller document that is a Primary Government Only Financial Statement.

She talked about the required communication stating that Maher Duessel is responsible to do taxing transactions towards the audit, and the financial statements are management's responsibility. We do not give absolute assurance on the financial results. Significant Accounting Policies outlined in the financial statement had no new accounting policies adopted during this fiscal year. Accounting Estimates had no particular weak estimates in the financial statements. Disclosures to the financial statements outlined in this letter deal with some disclosure related loan receivable, capital assets, debt, contingencies, and results of the operations of the Regional Enterprise Tower. There were no difficulties in performing the audit with full cooperation from management. All inquiries were met with full disclosure and all books and records were kept in good order.

In the Single Audit report for SPC she said they do what is called a yellow book opinion, which is based on government auditing standards. There were no findings in the yellow book opinion or in the major programming A1-33 opinion. Both opinions are clean with no findings of questions cost related to any

testing that we did.

There was no management letter issued this year.

Commissioner Camp mentioned that the Regional Enterprise Tower is leased primarily to government organizations and non-profits. However, two tenants of significant size, VisitPittsburgh and Allegheny Conference, could be moving out to take advantage of very competitive offers in a market with a lot of vacant space. Commissioner Camp said we were having discussions with them about the mission of the building, their leases and their requested upgrades and discounts now for months, but if they saw a cheaper deal down the street, they probably would be leaving us to take advantage of that. As you know we are oriented toward non-profits and this is a very bad year for all of us. The building is a regional resource mainly for non-profits but it still pays taxes and maintains a very tight budget. The building market value is really too low compared to mortgage obligations at the moment and it is difficult to compete with some of the offers in a market like this as a non-profit. In another year or so this problem could be more serious if they leave and aren't replaced. It is a non-recourse mortgage but we are currently looking at the contingencies.

5. Present TIP Webinar Video

Mr. DiPietro introduced a TIP video narrated and produced by SPC staff members Matt Pavlosky and Tom Straw, respectively. The video was well received by the commission members.

6. TIP Update Status Report

Mr. DiPietro presented a brief Power Point presentation of recent TIP update activity. Highlights of the presentation include:

1. **Public Outreach**

- November 9 – TIP Webinar
- PPP Education/Process Meetings
  - November 13 – Lawrence County
  - November 16 – Washington County
  - November 17 – Westmoreland County
  - December 3 – Armstrong County

2. **SPC Regional Overview Presentation**

- November 5 to State Transportation Commission Public Hearing
- November 24 to NAIOP Membership
- Presentation Outline
  - Roadway & Bridge Maintenance Needs
  - Transit Systems Needs
  - Needs vs. Revenues
  - Multimodal Needs
  - Competing Demands
  - Regional Planning & Project Prioritization
  - Local Roads & Bridges
  - Fundamental Issues

3. **Transit Work Sessions**

- With Each TOC Member Transit Property
  - Respond to schedule deadlines

Provide financial guidance  
Update project listing/detail  
Detail project phases by FFY  
Assemble project narratives  
Develop Preliminary Draft TIP by December 31st Deadline

**4. Round 2 District Work Sessions**

- With SPC member planning departments  
Advance preliminary draft TIP  
Refine project costs and schedules  
Move to fiscal balance overall and by year  
Review county/local priorities
- November 16 (AM) – District 12-0
- November 16 (PM) – District 10-0
- November 17 – District 11-0

**5. Round 3 District Work Sessions**

- With SPC member planning departments  
Refine preliminary draft TIP  
Begin to blend CMAQ Evaluation Committee recommendations  
Review county/local priorities  
Refine balance by FFY and by funding category  
Check vs. % infrastructure and % SD bridges guidance
- December 8 – District 11-0
- December 9 – District 10-0
- December 15 – District 12-0

**6. Summary of Preliminary Draft 2011-2014 TIP – Bridges Plus Roadway Capital Maintenance**

**7. Westmoreland County Priority Projects Under Continued Discussion**

- Harrison City/Export Road
- Slickville Road
- Beatty Road Bridge
- Baldridge Bridge
- SR 981 – Kennametal to Westmoreland Airpark
- Local Bridge Line Items
- Safety Projects

**8. CMAQ Evaluation Committee Status Report**

- 23 members
- October 9, October 29, November 10, November 23, and December 7 Work Sessions
- 53 applications received @ \$142.2 Million
- Technical evaluations completed
- 32 carryover projects
- After December 10 TTC Concurrence, Status Report today to SPC Executive Committee

**9. TIP Update Key Dates**

- By December 31 – SPC Preliminary Draft TIP due to Central Office
- By Late January – Central Office visits to each District, statewide
- By February 13 – Central Office response to Preliminary Draft (including “spike” decisions)
- Mid February - Round 4 District Work Sessions – revisit Preliminary Draft per Central Office response
- By March 1 – closure with Central Office on Draft TIP, statewide

7. Other Business/Announcements

Next Meeting Date – January 25, 2010

Dr. Hassinger announced the Commissioners Annual Retreat would be held at Nemaquin Woodlands on February 18 and 19, 2010.

8. Adjourn

There being no further business to come before the Commission, the meeting adjourned at 5:30 p.m.

Respectfully submitted,

Rodney Ruddock  
Secretary-Treasurer

# SOUTHWESTERN PENNSYLVANIA CORPORATION and AFFILIATES

## COMBINED REVENUE and EXPENSE STATEMENT

### GOVERNMENTAL and PROPRIETARY FUNDS

FOR THE PERIOD JULY 1, 2009 TO DECEMBER 31, 2009 (50% of the fiscal year completed)

	REVISED BUDGET	ACTUAL TO DATE	PERCENT OF BUDGET	ACTUAL and ENCUMBERED TO DATE	PERCENT OF BUDGET
<b>REVENUE:</b>					
Federal Grants	\$ 8,099,234	\$ 2,097,128	25.89%	\$ 4,397,464	54.29%
State Grants	1,266,819	488,094	38.53%	504,537	39.83%
In-Kind Service Match	818,676	138,241	16.89%	475,053	58.03%
Commission Member Dues	668,874	171,026	25.57%	190,950	28.55%
Other Project Cash Match	434,346	71,123	16.37%	164,908	37.97%
Communication Allocation	319,185	140,910	44.15%	160,011	50.13%
Contributions	150,535	78,231	50.64%	76,231	50.64%
Pass-through Funding	142,025	68,814	47.04%	67,504	47.53%
Loan Program Fees Recognized	101,150	32,461	32.09%	32,620	32.25%
Regional Enterprise Tower Reimbursement	45,302	27,119	59.86%	27,119	59.86%
SPC Private Contributions	7,500	-	-	-	-
<b>TOTAL PROJECT RELATED REVENUES</b>	<b>\$ 12,053,646</b>	<b>\$ 3,309,147</b>	<b>27.45%</b>	<b>\$ 6,096,397</b>	<b>50.58%</b>
<b>CARRY-OVER REVENUES from PRIOR YEARS:</b>					
Federal Highway Administration FY 08_09 carryover	203,271	50,878	24.93%	101,394	49.88%
In-Kind Service Match	20,000	-	0.00%	-	0.00%
Other Project Cash Match	25,000	-	0.00%	25,000	100.00%
<b>TOTAL CARRY-OVER PROJECT RELATED REVENUES</b>	<b>\$ 248,271</b>	<b>\$ 50,878</b>	<b>20.41%</b>	<b>\$ 126,394</b>	<b>50.91%</b>
<b>TOTAL PROJECT REVENUES</b>	<b>\$ 12,301,917</b>	<b>\$ 3,359,825</b>	<b>27.31%</b>	<b>\$ 6,222,792</b>	<b>50.58%</b>
RET-Operations (July 2009 - December 2009)	\$ 4,989,714	\$ 2,536,271	50.83%	\$ 2,536,271	50.83%
RET - Endowment (July 2009 - December 2009)	-	202	-	202	-
<b>TOTAL REVENUES</b>	<b>\$ 17,291,631</b>	<b>\$ 5,896,299</b>	<b>34.10%</b>	<b>\$ 8,759,266</b>	<b>50.66%</b>
<b>EXPENDITURES:</b>					
<b>Direct</b>					
Program Salaries with Fringe Benefits	\$ 3,407,835	\$ 1,663,842	48.82%	\$ 1,663,842	48.82%
Printing	42,688	7,698	18.03%	7,698	18.03%
Telephone	4,585	1,856	40.48%	2,770	60.41%
Postage	11,421	1,345	11.77%	1,674	14.66%
Supplies	92,294	15,112	16.37%	45,772	49.59%
Travel	132,933	33,614	25.29%	35,261	26.53%
Equipment Purchase/Lease/Maintenance	30,952	9,891	31.96%	9,891	31.96%
Meetings	227,462	28,886	11.82%	47,631	20.94%
Storage Rental	1,500	570	-	1,140	76.00%
Dues/Subscriptions/Website	135,235	42,640	31.53%	94,481	69.66%
Training and Development	37,020	1,613	4.36%	4,913	13.27%
Temporary Personnel Services	25,154	4,944	19.65%	15,894	63.19%
Communications Project Allocation	319,185	140,910	44.15%	160,011	50.13%
In-Kind Services	838,676	138,242	16.48%	475,053	56.64%
Legal and Auditing Services	119,189	27,045	22.69%	28,045	23.53%
Contractual - Port Authority	184,000	115,221	62.62%	172,000	93.48%
Contractual - SPC Members UPWP	213,378	14,384	6.74%	50,581	23.70%
Contractual - Professional Services	281,400	45,724	16.25%	102,022	36.26%
Contractual - VPSI	387,648	187,008	48.24%	380,148	98.07%
Contractual - On Call Consultancy	150,000	13,337	8.89%	75,783	50.52%
Contractual - BREP Partners	91,200	-	-	-	-
Contractual - TMA's	96,000	14,652	15.26%	64,000	66.67%
Contractual - Traffic Signal Design/Services	1,769,189	-	-	866,614	48.98%
Contractual - WRA	1,605,811	-	-	619,888	38.60%
Contractual - TREK Development Group	93,181	41,426	44.46%	41,426	44.46%
Contractual - Regional Integrated Water Resource Planning	132,800	-	-	-	-
Contractual - Market Access Grants	88,235	2,746	3.11%	2,746	3.11%
<b>Total Direct Expenditures</b>	<b>\$ 10,518,973</b>	<b>\$ 2,550,702</b>	<b>24.25%</b>	<b>\$ 4,969,283</b>	<b>47.24%</b>
Overhead	1,596,586	820,912	51.42%	1,201,903	75.28%
<b>TOTAL PROJECT RELATED EXPENDITURES</b>	<b>\$ 12,115,559</b>	<b>\$ 3,371,614</b>	<b>27.83%</b>	<b>\$ 6,171,186</b>	<b>50.94%</b>
<b>CARRY-OVER PROJECT RELATED EXPENDITURES:</b>					
Contractual - URS Corporation	\$100,000	\$ 36,524	36.52%	\$ 99,918	99.92%
Contractual - Professional Services	86,358	-	-	-	-
<b>TOTAL CARRY-OVER PROJECT RELATED EXPENDITURES:</b>	<b>\$186,358</b>	<b>\$ 36,524</b>	<b>19.60%</b>	<b>\$ 99,918</b>	<b>53.62%</b>
<b>TOTAL PROJECT EXPENDITURES</b>	<b>\$ 12,301,917</b>	<b>\$ 3,408,138</b>	<b>27.70%</b>	<b>\$ 6,271,104</b>	<b>50.98%</b>
RET-Operating Expenses (July 2009 - December 2009)	\$ 3,913,068	\$ 1,937,153	49.50%	\$ 1,937,153	49.50%
RET-Debt Service (July 2009 - December 2009)	839,451	408,525	48.67%	408,525	48.67%
RET-Non-Operating (July 2009 - December 2009)	113,579	58,410	51.43%	58,410	51.43%
<b>TOTAL RET EXPENDITURES before Amort / Deprec</b>	<b>\$ 4,866,098</b>	<b>\$ 2,404,087</b>	<b>49.40%</b>	<b>\$ 2,404,087</b>	<b>49.40%</b>
RET-Amort/Deprec (July 2009 - December 2009)	1,101,668	557,402	50.60%	557,402	50.60%
<b>NET INCOME(LOSS) from RET OPERATIONS</b>	<b>\$ (978,052)</b>	<b>\$ (425,016)</b>	<b>43.46%</b>	<b>\$ (425,016)</b>	<b>43.46%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 18,269,683</b>	<b>\$ 6,369,627</b>	<b>34.86%</b>	<b>\$ 9,232,593</b>	<b>50.54%</b>

SOUTHWESTERN PENNSYLVANIA COMMISSION

RESOLUTION NO. 1-10

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION (SPC) to approve submission of the 2010-2011 Unified Planning Work Program (July 1, 2010 through June 30, 2011) to the appropriate funding agencies.

WHEREAS, the 2010-2011 Unified Planning Work Program documents all transportation and transportation-related planning activities to be undertaken within the SPC region from July 1, 2010 through June 30, 2011; and

WHEREAS, the 2010-2011 Unified Planning Work Program identifies planning tasks to be performed by SPC staff and the staffs of the member Counties, the City of Pittsburgh, and the Port Authority of Allegheny County using planning assistance funding from the Federal Highway Administration, the Federal Transit Administration, and the Pennsylvania Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED, that the Southwestern Pennsylvania Commission approves submission of the 2010-2011 Unified Planning Work Program; and

BE IT FURTHER RESOLVED, that the Executive Director, on behalf of SPC, is hereby authorized to enter into Agreements and/or Supplements with the Federal Transit Administration of the U. S. Department of Transportation, and the Pennsylvania Department of Transportation relating to the 2010-2011 Unified Planning Work Program and pursuant to application requests.

I, Rodney D. 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 25th day of January 2010, 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.

---

Secretary-Treasurer

SOUTHWESTERN PENNSYLVANIA COMMISSION

RESOLUTION NO. 2-10

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION to elect the following members to the Executive Committee for calendar year 2010.

Allegheny County, Dan Onorato  
Armstrong County, Patricia Kirkpatrick  
Beaver County, Joseph Spanik  
Butler County, James Kennedy  
Fayette County, Vincent Vicites  
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,  
PennDOT, Jim Ritzman  
Governor's Appointee, John Paul Jones  
Department of Community and Economic Development, Jack Machek  
SPC Executive Director, James Hassinger, ex officio

I, Rodney D. 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 25th day of January 2010, 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.

---

Secretary-Treasurer

SOUTHWESTERN PENNSYLVANIA COMMISSION

RESOLUTION NO. 3-10

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION to elect Officers for calendar year 2010.

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:

Charles Camp, Chairman

Rodney Ruddock, Vice Chairman

Steve Craig, Secretary-Treasurer

I, Rodney D. 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 25th day of January 2010, 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.

---

Secretary-Treasurer

## Nominating Committee – 2011

**Lynn Heckman**  
Assistant Director  
Allegheny County Department of Economic  
Development  
Regional Enterprise Tower Suite 800  
425 Sixth Avenue  
(412) 350-4549  
(412) 471-1032  
lheckman@county.allegheny.pa.us

**Rich Fink**  
Armstrong County Board of Commissioners  
Armstrong County Courthouse Suite 101  
450 East Market Street  
Kittanning, PA 16201  
(724) 548-3212  
(724) 548-3285  
rfink@co.armstrong.pa.us

**Dick Shaw**  
Michael Baker, Jr., Inc.  
360 Lincoln Avenue  
Beaver, PA 15009  
(724) 774-5768  
(724) 775-4450  
rshaw@mbakercorp.com

**David Johnston**  
Butler County Planning Commission  
PO Box 1208  
Butler, PA 16001  
(724) 284-5300  
(724) 284-5315  
djohnsto@co.butler.pa.us

**Angela Zimmerlink**  
Fayette County Board of Commissioners  
Fayette County Courthouse  
61 East Main Street  
Uniontown, PA 15401  
(724) 430-1200 x225  
(724) 430-1265  
zimmerlink@fayettepa.org

**Dave Coder**  
Greene County Board of Commissioners  
Greene County Office Building  
93 East High Street  
Waynesburg, PA 15370  
(724) 852-5222  
(724) 627-5428  
dcoder@co.greene.pa.us

**Byron Stauffer**  
Office of Planning and Development  
801 Water Street  
Indiana, PA 15701  
(724) 465-3870  
(724) 465-3150  
byronjr@ceo.co.indiana.pa.us

**James Gagliano**  
Administrator/Chief Clerk  
Lawrence County  
Lawrence County Government Center  
430 Court Street  
New Castle, PA 16101  
(724) 656-2175  
(724) 652-9646  
jgagliano@co.lawrence.pa.us

**Michael Silvestri**  
Township Manager  
Peters Township  
610 East McMurray Road  
McMurray, PA 15317  
(724) 941-4180  
(724) 942-5022  
MASilvestri@peterstownship.com

**Tom Ceraso**  
Westmoreland County Board of Commissioners  
Courthouse Suite 101  
2 North Main Street  
Greensburg, PA 15601  
(724) 830-3106  
(724) 830-3029  
tceraso@co.westmoreland.pa.us

**Yarone Zober**  
Chief of Staff, City of Pittsburgh  
512 City-County Building  
414 Grant Street  
Pittsburgh, PA 15219  
(412) 255-2636  
(412) 255-2821  
Yarone.Zober@city.pittsburgh.pa.us

SOUTHWESTERN PENNSYLVANIA COMMISSION

RESOLUTION NO. 1-10

A RESOLUTION OF THE SOUTHWESTERN PENNSYLVANIA COMMISSION (SPC) to approve submission of the 2010-2011 Unified Planning Work Program (July 1, 2010 through June 30, 2011) to the appropriate funding agencies.

WHEREAS, the 2010-2011 Unified Planning Work Program documents all transportation and transportation-related planning activities to be undertaken within the SPC region from July 1, 2010 through June 30, 2011; and

WHEREAS, the 2010-2011 Unified Planning Work Program identifies planning tasks to be performed by SPC staff and the staffs of the member Counties, the City of Pittsburgh, and the Port Authority of Allegheny County using planning assistance funding from the Federal Highway Administration, the Federal Transit Administration, and the Pennsylvania Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED, that the Southwestern Pennsylvania Commission approves submission of the 2010-2011 Unified Planning Work Program; and

BE IT FURTHER RESOLVED, that the Executive Director, on behalf of SPC, is hereby authorized to enter into Agreements and/or Supplements with the Federal Transit Administration of the U. S. Department of Transportation, and the Pennsylvania Department of Transportation relating to the 2010-2011 Unified Planning Work Program and pursuant to application requests.

I, Rodney D. 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 25th day of January 2010, 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.

---

Secretary-Treasurer

# Southwestern Pennsylvania Commission

ALLEGHENY • ARMSTRONG • BEAVER • BUTLER • FAYETTE • GREENE • INDIANA • LAWRENCE • PITTSBURGH • WASHINGTON • WESTMORELAND



Annual Membership Meeting  
January 25, 2010



January 25, 2010  
Agenda Item No. 1

## Action

Meeting Minutes  
December 14, 2009



January 25, 2010  
Agenda Item No. 2

## Public Comment



January 25, 2010  
Agenda Item No. 3

## Financial Report



January 25, 2010  
Agenda Item No. 3

For the period July 1, 2009 to December 31, 2009 (50% of the fiscal year completed)

<b>Revenues</b>	Revised Annual Budget	Actual to Date	Percent of Budget	Actual and Encumbered to Date	Percent of Budget
Total Project Related Revenues	\$12,053,646	\$3,309,147	27.45%	\$6,096,398	50.58%
Total Carry-Over Project Related Revenues	\$248,271	\$50,678	20.41%	\$126,394	50.91%
<b>TOTAL PROJECT REVENUES</b>	<b>\$12,301,917</b>	<b>\$3,359,825</b>	<b>27.31%</b>	<b>\$6,222,792</b>	<b>50.58%</b>
RET Operations Revenues	\$4,989,714	\$2,536,271	50.83%	\$2,536,271	50.83%
RET Endowment Contribution	\$0	\$202	0%	\$202	0%
<b>Total Revenues</b>	<b>\$17,291,631</b>	<b>\$5,896,299</b>	<b>34.10%</b>	<b>\$8,759,265</b>	<b>50.66%</b>

  

<b>Expenditures</b>	Revised Annual Budget	Actual to Date	Percent of Budget	Actual and Encumbered to Date	Percent of Budget
Total Project Related Expenditures	\$12,115,559	\$3,371,614	27.83%	\$6,171,186	50.94%
Total Carry-Over Project Related Expenditures	\$186,358	\$36,524	19.60%	\$99,918	53.62%
<b>TOTAL PROJECT EXPENDITURES</b>	<b>\$12,301,917</b>	<b>\$3,408,138</b>	<b>27.70%</b>	<b>\$6,271,104</b>	<b>50.98%</b>
Total RET Expenditures before Amort/Deprec.	\$4,866,098	\$2,404,087	49.40%	\$2,404,087	49.40%
<b>Total Expenditures</b>	<b>\$18,269,683</b>	<b>\$6,369,627</b>	<b>34.86%</b>	<b>\$9,232,593</b>	<b>50.54%</b>



January 25, 2010  
Agenda Item No. 4

**Action**  
**Resolution 1-10**

Approve Submission of Draft 2010-2011  
Unified Planning Work Program to  
Funding Agencies



January 25, 2010  
Agenda Item No. 4

## **UPWP Background**

- The UPWP document outlines the major transportation planning tasks we will perform in the upcoming state fiscal year:
  - July 1, 2010 to June 30, 2011
- Provides a central source of information about major transportation planning priorities.



January 25, 2010  
Agenda Item No. 4

## **UPWP Design Guidance: Federal**

- SAFETEA-LU Eight Planning Factors
- Metropolitan Transportation Planning and Programming Rules and Regulations



January 25, 2010  
Agenda Item No. 4

## **UPWP Design Guidance: State**

Via Annual Planning Priorities Letter:

- Smart Transportation, Linking Planning & NEPA, and Project Implementation
- Plans & Programs
- Planning Tools & Techniques
- Data Collection & Analysis



January 25, 2010  
Agenda Item No. 4

## **UPWP Design Guidance: State (cont.)**

- Public Involvement & Outreach
- Land Use & Transportation
- Project Delivery
- Local Transportation Assistance Program (LTAP)



January 25, 2010  
Agenda Item No. 4

## **UPWP Design Guidance: Local**

- Advance regional planning priorities
- Address all federal & state planning requirements
- Provide effective planning/budgeting tool that advances SPC's transportation planning goals/objectives
- Supports LRP policies & direction



January 25, 2010  
Agenda Item No. 4

## **UPWP Design Guidance: Local (cont.)**

- Advances region's priority projects to completion through TIP-including project tracking/delivery initiatives
- Frames & guides investment in various transportation planning areas
- Improves the effectiveness of SPC's planning services



January 25, 2010  
Agenda Item No. 4

### **UPWP Design Guidance: Local (cont.)**

- Increases value/delivery to our members and to region
- Expands our work beyond traditional partners
- Integrates SPC's work products/budgets across SPC departments
- Continues advancement of long term/multi-year view of each of our planning areas



January 25, 2010  
Agenda Item No. 4

### **Draft 2010-2011 UPWP Structure**

- Data Systems & Modeling (23.0%)
- Transportation Plans & Programs (14.5%)
- Modal Planning & Systems  
Operations/Management (31.9%)
- Projects to Assist PennDOT (12.5%)
- Coordination and Outreach (10.3%)
- Program Administration (7.8%)



January 25, 2010  
Agenda Item No. 4

## Sample Core Projects

- Long Range Transportation & Development Plan Update
- 2011-2014 TIP Adoption & Advancement
- Regional Operations Plan Update
- Additional Road Safety Audits



January 25, 2010  
Agenda Item No. 4

## Sample Core Projects (cont.)

- TIP Project Tracking/Delivery
- Advance Range of TOC Initiatives (TOD/Regional Coordination & Marketing)
- Regional Signal Program Phase II
- CMAQ Tracking/Project Delivery



January 25, 2010  
Agenda Item No. 4

## Candidates for Supplemental Funding

- SPC Regional Smart Transportation Initiative
- SPC Regional Livable Communities Coordination Program
- Transportation Planning & Environment/NEPA Linkages
- Asset Management – Pavement Investment Model Development
- Local Transportation Assistance Program (LTAP)
- Port Authority Transit Development Plan Implementation



January 25, 2010  
Agenda Item No. 4

## Funding Sources

---

Federal	\$3,715,431	78.1%
State	\$483,255	10.2%
SPC	\$385,909	8.1%
Other Local	<u>\$172,695</u>	<u>3.6%</u>
<b>Total</b>	<b>\$4,757,290</b>	<b>100.0%</b>

---



January 25, 2010  
Agenda Item No. 4

## Next Steps

- Discussion/Questions
- Commission Approval to Submit UPWP to Funding Agencies
  - Ensure Funding Approvals in Place Before Start of Fiscal Year
- Integrate with overall SPC Budget in June



January 25, 2010  
Agenda Item No. 4

## Action Resolution 1-10

Approve Submission of Draft 2010-2011  
Unified Planning Work Program to  
Funding Agencies



January 25, 2010  
Agenda Item No. 5

## Report 2011-2014 TIP Update Status



January 25, 2010  
Agenda Item No. 5

### **TIP Update: Key Dates**

- December 31 – SPC Preliminary Draft TIP submitted to Central Office
- January 19 – Central Office District 10-0 Visit
- January 20 – Central Office District 11-0 Visit
- January 21 – Central Office District 12-0 Visit



January 25, 2010  
Agenda Item No. 5

## Central Office District Visits: Focus

- Letting Schedules
- Solving Funding Sources Issues
- Potential Spike Screening
- CMAQ Incorporation
- Individual Project Reviews



January 25, 2010  
Agenda Item No. 5

## TIP Update: Key Dates (cont.)

- By February 13 – Central Office response to SPC Preliminary Draft (including “spike” decisions)
- February 17 – Transit Operators Committee review/respond to Central Office feedback



January 25, 2010  
Agenda Item No. 5

### **TIP Update: Key Dates (cont.)**

- Round 4 District Work Sessions with SPC member planning departments – review/respond to Central Office feedback
  - February 16 – District 11-0
  - February 22 – District 12-0
  - February 24 – District 10-0
- By March 1 - closure with Central Office on Draft TIP, statewide



January 25, 2010  
Agenda Item No. 5

### **Public Outreach**

- January 6 – Butler County
- Scheduling Underway – Allegheny, Fayette, & Indiana Counties



January 25, 2010  
Agenda Item No. 5

## **CMAQ Program Of Projects**

- Legacy Projects – Left over from Previous TIP
- Carryover Projects – On Last 2 Years of Current TIP
- New Projects – Response to Call for new Candidates



January 25, 2010  
Agenda Item No. 5

## **TTC/TOC Current Discussions**

- Revisit Current Amendment Procedures
- Advance Project Tracking/Delivery
- Screening air quality non-neutral projects for network testing



January 25, 2010  
Agenda Item No. 6

## Report

Nominating Committee

## Action

### **Resolutions 2-10 & 3-10**

**Elect an Executive Committee and  
Officers of the Commission**



## 2010 Executive Committee

- Allegheny County, Dan Onorato
- Armstrong County, Patricia Kirkpatrick
- Beaver County, Joseph Spanik
- Butler County, James Kennedy
- Fayette County, Vincent Vicites
- 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,
- PennDOT, Jim Ritzman
- Governor's Appointee, John Paul Jones
- Department of Community and Economic Development, Jack Machek
- SPC Executive Director, James Hassinger, ex officio



## 2010 Commission Officers

- Charles Camp, Chairman
- Rodney Ruddock, Vice-Chairman
- Steve Craig, Secretary-Treasurer



January 25, 2010  
Agenda Item No. 7

## Staff Report Other Business Announcements

- Next Meeting Date: March 29, 2010



January 25, 2010  
Agenda Item No. 8

## Appoint 2011 Nominating Committee

- Lynn Heckman
- Rich Fink
- Dick Shaw
- David Johnston
- Angela Zimmerlink
- Dave Coder
- Byron Stauffer
- James Gagliano
- Michael Silvestri
- Tom Ceraso
- Yarone Zober