

# Corporation Board of Directors and Executive Committee Meeting

June 23<sup>rd</sup>, 2025



# Opening Agenda Items

---

## Welcome and Introductions & Call to Order

- Quorum
- Conflict of Interest Declarations on Action Items
- Action on Minutes from April 28<sup>th</sup>, 2025 meeting

## Public Comment



# Message From the Executive Director

*Rich Fitzgerald, Executive Director*

## Agenda Item: 4



# FY 2025-2026 Annual Combined Budget and Financial Report

*Ailisa Sobien, Finance Director*

**Agenda Item: 5**



# Financial Report

Revenues	Approved Budget	Actual to Date	Percent of Budget
Total Project Related Revenues	\$22,949,860	\$15,015,762	65.43%
<b>Total Revenues</b>	<b>\$22,949,860</b>	<b>\$15,015,762</b>	<b>65.43%</b>

Expenditures	Approved Budget	Actual to Date	Percent of Budget
Total Project Expenditures	\$22,949,860	\$15,015,762	65.43%
<b>Total Expenditures</b>	<b>\$22,949,860</b>	<b>\$15,015,762</b>	<b>65.43%</b>

*For the period July 1, 2024 to April 30, 2025*

# ACTION ITEM: Executive Committee Resolution 1-25 to approve and adopt SPC Member local share of Commission expenses for FY2025-26

*Jennifer Liptak, Deputy Executive Director*

**Agenda Item: 6**



# Executive Committee Resolution # 1-25

## Member Local Share Adjustment

- **BYLAWS SOUTHWESTERN PENNSYLVANIA COMMISSION**

- **ARTICLE 10 - FINANCING**

- The local share of expenses and program funding match of the Commission shall be borne respectively by the Members based upon a prorated formula which gives equal weight to proportionate county land area, county decennial census populations and county market values of real property as determined by the State Tax Equalization Board for the most recent year that figures are available at the time the calculation is made. The formula shall be updated every ten (10) years to be effective the calendar year after the decennial census information becomes available.
- The Commission shall direct SPC to prepare and adopt a budget for the Commission's and SPC'S operations prior to each fiscal year. The books and records of the Commission and SPC shall be subject to an annual, independent audit by a certified public accountant and shall be available to governing bodies of the Members and all Commissioners. The annual audit shall be in compliance with State and Federal laws.
- The Commission shall adopt, by action of its Executive Committee, an annual budget and an annual statement of the local share of expenses in accord with the above formula.

# Executive Committee Resolution # 1-25

## Member Local Share Adjustment

<u>Member</u>	<u>Current Annual Local Share</u>	<u>Proposed Annual Member Dues Local Share Increase from \$0.35 to \$0.50 per Capita</u>	<u>Proposed NEW Member Dues Annual Local Share</u>	<u>Water Dues (Unchanged)</u>	<u>Proposed New Total Annual Local Contribution *</u>
Allegheny	\$254,354	\$108,891	\$363,245	\$74,924	<b>\$438,169</b>
Armstrong	\$41,408	\$17,125	\$58,533	\$12,198	<b>\$70,731</b>
Beaver	\$54,295	\$23,110	\$77,405	\$15,993	<b>\$93,398</b>
Butler	\$85,082	\$37,640	\$122,722	\$25,062	<b>\$147,784</b>
Fayette	\$59,820	\$25,755	\$85,575	\$17,621	<b>\$103,196</b>
Greene	\$33,142	\$14,002	\$47,144	\$9,763	<b>\$56,907</b>
Indiana	\$51,980	\$22,046	\$74,026	\$15,312	<b>\$89,338</b>
Lawrence	\$33,046	\$14,055	\$47,101	\$9,734	<b>\$56,835</b>
Washington	\$87,731	\$37,885	\$125,616	\$25,842	<b>\$151,458</b>
Westmoreland	\$126,037	\$53,975	\$180,012	\$37,126	<b>\$217,138</b>
City of Pittsburgh	\$74,775	\$31,946	\$106,721	\$22,026	<b>\$128,747</b>
<b>Totals</b>	<b>\$901,670</b>	<b>\$386,430</b>	<b>\$1,288,100</b>	<b>\$265,601</b>	<b>\$1,553,701</b>

\*New Annual Local Share + Water Dues = Total Annual Local Contribution



**ACTION ITEM: Corp Board Resolution 3-25 &  
Executive Committee Resolution 2-25 to adopt  
the Annual Budget for FY 2025-26**

*Jennifer Liptak, Deputy Executive Director  
Ailisa Sobien, Finance Director*

**Agenda Item: 7**

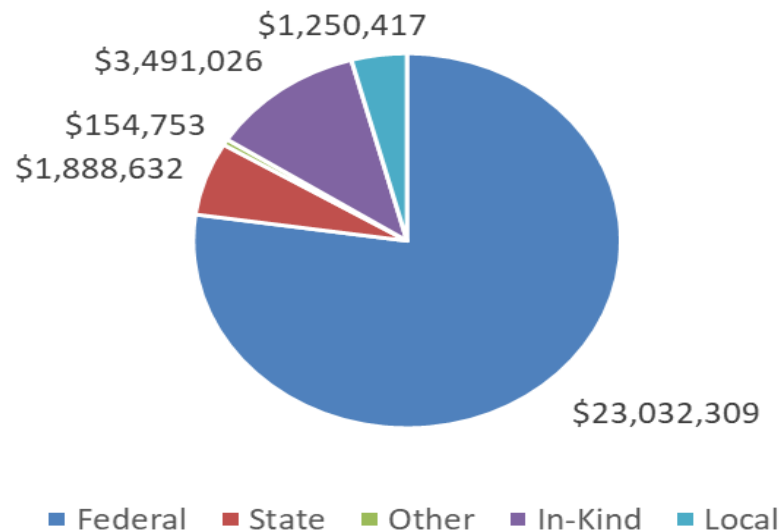


# **FY 2025-2026 Annual Budget Adoption**

- **Executive Committee Resolution 2-25**
- **Corporation Board Resolution 3-25**

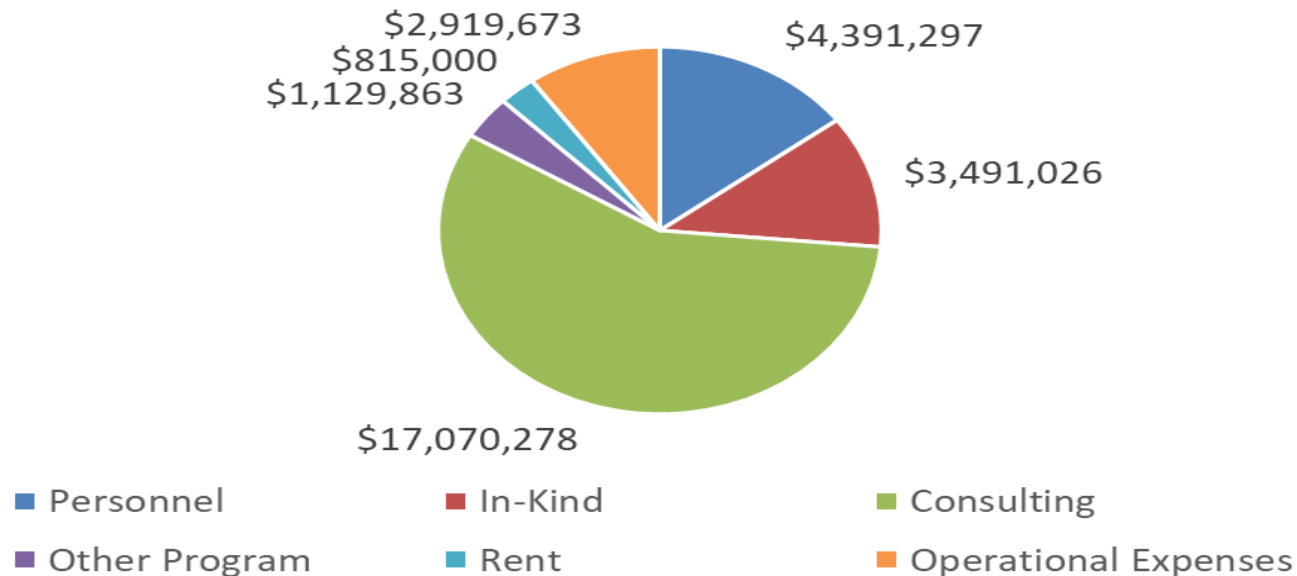
# FY 25-26 Funding Sources

Total Revenue - \$29,817,137



# FY 25-26 Expenditures

Total Expenses \$29,817,137



**SOUTHWESTERN PENNSYLVANIA CORPORATION / COMMISSION  
FY 2025 - 26 PROPOSED COMBINED BUDGET**

<b>REVENUES :</b>		<b>EXPENDITURES :</b>	
Federal Highway Administration	5,280,164	Program Salaries w/Fringes	4,351,097
Federal Transit Administration	1,453,000	Printing	26,171
Pennsylvania Department of Transportation	716,895	Phone Services	10,254
Federal Transit Administration Section 5307	1,743,587	Postage	3,845
SPC Member Local Share	879,321	Software, Software maintenance and supplies	249,511
In-Kind Service Match	3,491,026	Travel	199,262
Appalachian Regional Commission	916,248	Equipment Purchase, Lease and Maintenance	45,000
Economic Development Administration (EDA)	13,244,050	Meetings	79,879
Pa Department of Community & Economic Development	1,171,737	Temp Personnel Services	40,200
EPA	395,260	Legal / Grant Audits	88,119
SPC Member Water Program Funds	371,096	Dues / Data Files / Web Site Development and Maintenance	353,440
Loan Program Admin Fees	80,000	Training and Development	74,382
Other Funding	74,753	In Kind Service Match	3,491,026
		Contractual - Professional Technical Consulting Services	17,070,278
		<b>TOTAL DIRECT EXPENDITURES</b>	<b>26,082,464</b>
		Indirect Allocated Expenses	3,734,673
<b>TOTAL PROJECT RELATED REVENUES</b>	<b>29,817,137</b>	<b>TOTAL PROJECT RELATED EXPENDITURES</b>	<b>29,817,137</b>

<b>SOURCE and USE of MEMBER LOCAL FUNDS</b>			
<b>SOURCE</b>		<b>USE</b>	
Member Local Contribution FY 25/26	1,288,100	UPWP Local Match	520,130
		Economic Development Program Local Match	253,691
		Commission General Expenses	43,200
		Corporation General Expenses	62,300
		SPC Relocation - Bridgeway Loan Principal	111,326
		<b>MEMBER LOCAL MATCH FY 25/26</b>	<b>990,647</b>
		SPC Relocation Overage FY 23/24 (\$572,310.13 - to be pd 25/26 and 26/27)	286,155
		Reserves	11,298
<b>TOTAL MEMBER LOCAL CONTRIBUTION</b>	<b>1,288,100</b>	<b>TOTAL MEMBER LOCAL MATCH</b>	<b>1,288,100</b>
Member Water Program Contribution FY 25/26	265,601	Water Resource Center Expenses	371,096
Water Dues Balance	105,495		
<b>TOTAL MEMBER WATER PROGRAM CONTRIBUTION</b>	<b>371,096</b>	<b>TOTAL MEMBER WATER PROGRAM MATCH</b>	<b>371,096</b>
<b>TOTAL MEMBER CONTRIBUTION</b>	<b>1,659,196</b>	<b>TOTAL MATCH</b>	<b>1,659,196</b>

# Source and Use of Local Funds

Source:	Amount
SPC Members Local Match	\$1,288,100
SPC Member Water Program Dues	\$371,096
<b>Total</b>	<b>\$1,659,196</b>
Use:	Amount
UPWP Match	\$520,130
Economic Development Program Match	\$253,691
Water Resources Center	\$371,096
Corporation General Expenses	\$62,300
Commission General Expenses	\$43,200
Bridgeway Loan Repayment	\$111,326
SPC Relocation Overage FY 23/24	\$286,155
Reserves	\$11,298
<b>Total</b>	<b>\$1,659,196</b>

# Notes:

- **FY 25-26 budget is \$29,571,128 and includes:**
  - **Grant Support from ARC, DOL, EDA, EPA, FHWA, FTA, PA DCED and PennDOT, with additional competitive opportunities being continuously considered**
  - **Interest rate reduction to Bridgeway loan from 10% to 8%**
  - **SPC Member Local Dues adjustment effective 7/1/2025**
  - **No adjustment to Water Resource Dues**
  - **Dues to be billed ½ in September 2025 and ½ in April 2026**
  - **51 full-time staff positions**
  - **No anticipated changes to current fringe benefits package**
  - **Staff increases effective 7/1/2025**
  - **Provisional Indirect Cost Rate of 201.0490% with an Overhead Rate of 85.8327% and a Fringe Benefit Rate of 62%**

**ACTION ITEM: Corp Board Resolution 4-25 to solicit proposals and enter into consultant contracts to support the planning studies included in the FY2025-26 budget**

*Jennifer Liptak, Deputy Executive Director*  
*Ailisa Sobien, Finance Director*

**Agenda Item: 8**





**ACTION ITEM: Corp Board Resolution 5-25/Executive Committee Resolution 3-25 to Adopt a meeting schedule for FY 2025-26**

***Rich Fitzgerald, Executive Director***

**Agenda Item: 9**



# Other Business



**Next Meeting: August 25<sup>th</sup>, 2025**



# *Adjourn*

