

Delaware River Port Authority

Citizens Advisory Committee Minutes

September 14, 2016

Attendance:

- NJ** - Jonathan Latko, Steve Benigno, Kathy Venuti, Mike Devlin
- PA** - Robert Melikian, Tom Jordan, Michael Rochester, Larry Davis, Darren Johnson,
- Other** - potential members Bruce Schwartz, Daniel McArdle, Lea Fortunato
Global Synergies, Carol Smith, Michael Tucker,
- DRPA** - John Hanson, John Rink, David Aubrey, Dawn Whiton

Call to Order

Adoption of Minutes from July 13, 2016 Meeting

Minutes of the July 13, 2016 meeting were approved.

CEO John Hanson

John Hanson made mention about the Strategic Planning Event orchestrated by Christina Maroney, Director of Strategic Initiatives that was held at the PA Convention Center along with the Senior Staff one this Friday for Senior Staff at Camden County College. Announced that the research group needed the Citizens Advisory Input. This would be a great way to leave your mark on the authority.

SAP/ERP

SAP/ERP implementation has been a disappointment. If it were not for staff, project would have failed. Recently hired a Project Manager with expertise in SAP and we are revamping our IS Department.

Camden-Glassboro Line

A question was asked about the GCL Line. John Hanson responded that this project is on hold as a result of the budget freeze on the NJ Transportation Trust Fund. We did send a letter to the Federal Transit Administration (FTA) to advise that we would take the role of project manager, but as of right now the project is stalled.

A question was asked about the Social Media Coordinator. John Hanson responded that DRPA was currently in the process of finalizing the hiring of two candidates.

Bike Ramp

DRPA was able to flex more grant money for this project. John Rink advised that the bids were due by September 22nd. Looking to go to the O&M in October and Board in November.

Budget

John Hanson gave a full accounting of DRPA's budget and advised of the good shape DRPA is in. Looks like as of right now there will be no toll increase until 2020.

Transit Car

John Rink gave an update on the transit car project. By the end of this week there should be 36 cars and the 19th married pair should be delivered between 9/29-10/13. 30% of the fleet is in service. Completion is projected to 2018 with having 4 cars per month. A questions was asked as to whether they were on schedule and the response was no. John Hanson stated that we would have to deal with the liquidated damages at the end. A question was asked if there would be any impact with the consultants as they were awarded the contract with NJ Transit (?). John Rink responded no as by the time their project was ready ours would be complete.

Fare Card Implementation with other agencies

John Rink advised that the contract was underway and that the Midpoint of next year the Freedom card will be able to be used at SEPTA and it is a 2017 Budget Consideration.

Westmont Viaduct

25% of the work is complete. First track should be completed prior to Thanksgiving. Track #2 should be spring of next year. Project is moving right along.

Elevator Project

100 percent of the design has been submitted by the consultants. Should be out for bid by the end of this year. This project will be a 2 ½ year project and will do two stations at once. The City Hall and market Street Stations will be the last ones to be completed. This project is funded by the FTA.

DVRPC Grant

Our Vice Chairman, Jeff Nash is heavily involved in the discussions. At this time At this point the project is being evaluated only.

A question was asked about jurisdiction of PATCO at the Walter Rand Station. John Rink responded that at the Walter Rand Center, PATCO is responsible to maintain the inside of the building only. PATCO maintains the free area where the ticket vending machines are and then inside the paid area or inside the fare gates. PATCO also maintains the stand alone building across the street, which we call the West Headhouse. PATCO Maintains the free and paid areas inside the building, the exterior of building and 5 feet of sidewalk adjacent to and surrounding the building. The City of Camden owns the surrounding land, and NJ Transit maintains area surrounding the bus shelters.

Gateway Park

Few of the properties are now ok to be transferred. CCMUA would like to wait until there are a few more and it was denied. They are to take them as they come available.

Real Estate Internal Committee

CAC asked about what was the status of DRPA identifying properties/assets. John Hanson announced that Maria Wing, our new Deputy CEO has take over the internal real estate committee which was previously started by Mike Conallen. The CAC would like to invite Maria to their next meeting. John

Hanson mentioned that there is a working spreadsheet prepared with properties, Right of Ways, Leases, etc. Ms. Venuti questions the value of the properties that should be updated on our balance sheets on the annual report. John advised that he would get with Darcie DeBeaumont, Acting Manager of Accounting to discuss same.

Once the properties if any are identified as being able to be sold, then appraisals would be the next step.

PATCO Projects

John Rink gave a brief overview of all the large upcoming PATCO Projects.

Inspector General

David Aubrey made himself available for questions. He advised that the ethics hotline is still reporting to the OIG in which he is the leading the function as the Manager, Internal Audit. Mr. Aubrey stated for perspective that approximately 95% of OIG work is audit related, 5% is ethics related, and of the 5% ethic related investigations only approximately 10% result in confirmed allegations. A decisions will have to be determined as part of Authority strategic planning efforts as to whether we continue with an Inspector General or dissolve the IG position and have a Director, Internal Audit which will absorb the IG responsibilities . John Hanson advised that David Gentile is under contract working with Strategic Initiatives in a non-OIG capacity and if the committee likes, he could asked if he could come and speak with them.

Dave Aubrey mentioned status of the Audit Committee; briefed the CAC of what was communicated at this morning's Audit Committee meeting. Current Report/Recommendations. PATCO Management Audit recommendations are being implemented. Approximately 75% have been or are being implemented by PATCO GM John Rink and his staff since the report was released in March 2016. Next Management Audit will be Bridge Ops. Our Compact and associated SS&Rs require Management Audits every 5 years, focusing on PATCO, Public Safety, Bridge Ops and Administration. Dave also mentioned that the PATCO Management Audit Report is, and has been, accessible on the DRPA website. The SS&R recommending the two new members of the CAC was presented at today's Audit Committee meeting by CAO Toni Brown and approved for authorization at the following Board meeting.

Subcommittee Reports

- A. Finance.** Brief Discussion on SAP was made.
- B. Communications -** Nothing to report.
- C. Persons with Disabilities.** Nothing to Report
- D. Recruitment** – congrats to Marcus Stenson and now Daniel McArdle who was moved out of Audit Committee and going to full Board on September 21st. Bruce Schwartz has attended his 3rd meeting and is willing to move to the next step. Lea Fortunato has had her second meeting. Welcome back to Darren Johnson of PA. There was a motion and second for moving Bruce Schwartz to the next step of interviewing with the Audit Committee.
- E. Personnel.** Nothing to Report
- F. Operations/Engineering.** Nothing new to report.
- G. Old Business/New Business -**

- Next month's CAC meeting is scheduled to be on October 12th. Motion was made to change the date to coincide with DRPA Board Meeting over at the Board House in lieu of their meeting.
- Discussions were made with regard to the focus group. Final Date will be October 13 @ 6:00 p.m. here in our Board Room with food being provided.

OPEN Forum:

Board Meeting Questions from CAC

1. What is the status of the continuation of the Inspector General Position? What do you see as the future?
2. Uncollected Tolls – What are we doing about them? DePasquale mentioned 20M in uncollected tolls for PA Turnpike and that they will be putting liens on people's registration and license renewals
3. Real Estate Committee want to invite Maria Wing to the next CAC Meeting and would like a discussion on inventory of assets
4. Would like the remaining members to have ID Badges. Members will arrive @ 5:30 to get their picture taken. Next Meeting here at DRPA is November 9th.

Again, next CAC Meeting is October 19th at the DRPA Board Meeting which is at night at the Cooper River Boathouse @ 6:00 p.m.

Next DRPA Meetings are October 19 @ 6:00 p.m. at Cooper River Boathouse, Pennsauken, NJ, November 16 @ 9:00 a.m. at OPC, and December 7, 2016 @ 9:00 a.m. at OPC

Meeting adjourned.