

Delaware River Port Authority

Citizens Advisory Committee Minutes

November 9, 2016

Attendance:

- NJ** - John Boyle, Steve Benigno, Kathy Venuti, Mike Devlin, Marcus Stenson, Judy Bouldurian, Daniel McArdle, Martin Otremsky,
- PA** - Tom Jordan, Michael Rochester, Larry Davis, Tyronne Wesley,
- Other** - Potential members: Bruce Schwartz, Lea Fortunato, Daniel Northfleet
- DRPA** - Maria Wing, DRPA Deputy CEO, Stephen Holden, Deputy General Counsel, Dawn Whiton

Call to Order

Adoption of Minutes from September 14, 2016 Meeting

Minutes of the September 14, 2016 meeting were approved.

DRPA Deputy CEO Maria Wing

Maria Wing gave an in-depth discussion on the outbound survey and the GIS Phase I is almost complete and beta testing for Phase 2 will be put into the budget for next year. Maria advised that there is an established real estate committee and that any and all requests/inquiries go through her office, i.e. under bridge parking. The committee was formed to establish a level of consistency. Ms. Wing also advised that the procurement processes are also under her responsibilities. SAP/ERP integrations of software which is not working properly has also been given to her for handling and gave a brief update.

Deputy General Counsel Stephen Holden

Steve Holden gave a complete and thorough history/timeline of the Gateway Park Project.

The committee has asked that once the ERP/SAP matter is complete that Maria come back to them to give a full accounting.

Bike Ramp

A summary report was provided to the committee by Michael Venuto and attached hereto.

Transit Car

John Rink provided a summary report to the committee which is attached hereto.

Subcommittee Reports

A. Finance. Nothing to report.

B. Communications - Nothing to report.

C. Persons with Disabilities. Next month he would like to discuss ADA compliant riders.

D. Recruitment – congrats to Bruce Schwartz and Lea Fortunato who have attended their 3rd meeting and are willing to move forward to interview with the Audit Committee. The committee welcomed Daniel Northfleet as a potential new member.

E. Personnel. Nothing to Report

F. Operations/Engineering. Nothing new to report.

G. Old Business/New Business -

OPEN Forum:

- Having issues with attendance from Pennsylvania the committee pondered how to make the meetings more enticing. Food and refreshments were asked for.
- Also, the committee made mention and reminded everyone that DRPA will reimburse for tolls and mileage. A request was made for the personal reimbursement form to be provided for the January Meeting.
- Committee was reminded that there was no meeting in December and that next meeting would be January 11th.
- John Boyle will provide 2017 schedule to Dawn Whiton and the Committee.
- The committee would like to have the focus group come back and update them on their Strategic Planning Report and/or receive a written response/report.

Meeting adjourned.