

**MINUTES OF MEETING**  
**THE DELAWARE RIVER AND BAY AUTHORITY**  
**Tuesday, January 18, 2011**  
James Julian Boardroom  
Delaware Memorial Bridge Plaza  
New Castle, Delaware 19720

Due to the inclement weather, the Board of Commissioners meeting was reschedule from 10:30 a.m. to 11:00 a.m. to allow for the Commissioners, staff, and the public additional travel time. The delay was duly posted on the Authority website.

The meeting convened at 11:00 a.m. with Chairperson Hogan presiding.

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The opening prayer was given by Reverend Dorn, followed by the Pledge of Allegiance.

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Chairperson Hogan called on the Authority Secretary to read the meeting notice and take roll.

The Authority Secretary announced that a notice of the meeting had been distributed to the offices of the Governor of New Jersey and the Governor of Delaware, to appropriate staff members and consultants, to the press in both States and to any other individuals who had indicated an interest in receiving a copy of the meeting notice.

PRESENT

James N. Hogan, Chairperson	William E. Lowe, Vice-Chairperson
Susan A. DeLanzo (11:05 via phone)	Richard W. Downes
Edward W. Dorn	Scott A. Green
Niels S. Favre	----
Ceil Smith	Terri C. Murphy
Douglas Van Sant	Gary F. Traynor

ABSENT

Samuel E. Lathem

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Chairperson Hogan called for the acceptance of the Agenda by the Board. The Agenda was accepted by a voice vote of 10-0. Commissioner DeLanzo did not participate in voting due to audio problems.

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10306.        APPROVAL OF THE December 21, 2010 MINUTES.

A motion was made by Commissioner Dorn to approve the minutes of the December 21, 2010 meeting, seconded by Commissioner Favre, and approved by a voice vote of 10-0. Commissioner DeLanzo did not participate in voting due to audio problems.

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10307.        EXECUTIVE DIRECTOR'S REPORT

The Executive Director presented the following report for the 2010 Year in Review.

During 2010, the organization accomplished much under the leadership of the Board and the efforts of our dedicated and professional employees. Throughout the year, the Commissioners devoted a significant amount of their personal time attending monthly Board and Committee meetings, visiting facilities, attending employee functions, and reading a tremendous amount of materials that are required for the conduct of the Authority's business.

### **Delaware Memorial Bridge**

The weak economy continued to be felt at the Delaware Memorial Bridge (DMB) in 2010. Our total traffic decreased by almost 1% over last year with a 0.7% decrease in non-commercial traffic and a 2.5% decrease in commercial traffic. When compared to the 3-year average, annual total traffic decreased 1.5%. E-Z Pass continues to be a popular choice for our customers increasing 1.3% from last year to 61.3% of the overall traffic.

The Authority continued its efforts to crackdown on habitual toll violators. Working cooperatively with adjacent toll agencies and Delaware law enforcement, individuals were arrested and charged with various counts of toll evasion throughout the year.

During the latter portion of the summer, our Police Department under the nationwide initiative “*Drunk Driving, Over the Limit, Under Arrest*” conducted DUI Counter-measure/saturation patrols. Through this effort our officers issued 90 warnings, 112 tickets, 3 criminal arrests, and 2 DUIs.

The Authority took its first major step on the 1<sup>st</sup> Span Rehabilitation program in late 2009 with the award of the Program Management contract to AECOM USA, Inc. This contract will enable the necessary studies to be conducted that will determine what the extent of rehabilitation will be required on this 58-year old structure. During 2010, AECOM began its work by initiating various studies on the components of the 1<sup>st</sup> span – from the paint on its surfaces to the strength and durability of its roadway surface and structural steel members. In 2011, the main cables and suspender ropes will be studied. After this study has been completed, the magnitude of the rehabilitation program will be understood and future efforts programmed.

Throughout the year, the Authority awarded five important construction contracts for the bridge totaling \$16.8 million to include the replacement of the original elevators at \$12 million. These elevators located in the bridges towers had outlived their original useful life. The project is also a success story for the Authority’s recently adopted supplier diversity program. Cornell and Company, Inc., a certified Women Business Enterprise (WBE) by the State of New Jersey’s Division of Minority and Women Business Development, bid competitively as a prime contractor and will be performing at least 50% of the work with their own crew. Contracts were also awarded for annual deck resurfacing at \$1.5 million, repainting the west girder spans of the 1<sup>st</sup> and 2<sup>nd</sup> spans at \$2.8 million, and miscellaneous steelwork repairs at \$0.5 million.

Additionally, the Authority awarded several multi-year professional service contracts for environmental services and the design of Phase IV improvements on I-295 west of the twin spans.

### **Cape May Lewes Ferry**

Vehicular traffic was down 1.6% and passenger traffic was down 2.8% compared to 2009. Because of a 2010 fare adjustment, overall revenue at the Ferry was down 0.3% compared to 2009. When comparing 2010 numbers to the 3-year average, vehicle traffic decreased 9.5%, passenger traffic decreased 10.4%, and fare revenues increased 1.5%.

Food and beverage revenues increased 1.1% while retail revenues decreased 3.2% compared to 2009. When compared to the 3-year average, 2010 annual food and beverage revenues decreased 7.1% and retail revenues decreased 17.2%.

In August, the 40 Millionth CMLF Passenger crossed Delaware Bay marking a milestone since service started July 1, 1964. All of the passengers on board this historic passage were involved and informed of the occasion and the family of three was honored by Director of Ferry Operations as they arrived. Many aboard posed for a group photo in the upper deck behind a giant banner announcing the milestone crossing, and many signed their names and hometowns on a large poster for display on the Internet and future CMLF historic events.

More amenities were added during the summer for our customers with the installation of free Wi-Fi, the popular wireless networking technology aboard all vessels and in each terminal. We also launched two social media sites on Facebook and Twitter. We hope these sites will enhance customer awareness and satisfaction. Friends of the CMLF can share stories and experiences, access information on the latest activities and ferry packages and connect with our twin capes tourism partners. Local businesses partnered with the Ferry to offer special accommodation packages and bicycles, providing more opportunities for our customers to experience the twin cape region.

In the fall, the Commissioner’s Cup was held bringing back a traditional football contest between the Cape Henlopen High School Vikings and the Lower Cape May Regional High School Caper

Tigers. The Caper Tigers defeated the Vikings 25-3 on a beautiful September day. Over 450 players, fans, cheerleaders and band members travelled across the Bay. The contest has been booked for next year as the Vikings will play host to the Tigers.

Throughout the year, both terminals were host to many community events from art shows and wedding expos to July 4<sup>th</sup> celebrations and wine festivals. These events drew well over 10,000 people. And back by popular demand, the fall sunset and wine cruises set sail from both ports of call taking advantage of some spectacular sunsets and fine wine, food and music.

The MV Cape Henlopen spent approximately 3 months in drydock at Caddell's Shipyard in Staten Island, New York for its routine 5-year Coast Guard and ABS inspection. Work performed included the replacement of the starboard rudder, realignment of the port reduction gear and port main engine, HVAC installation and interior renovations, and other upgrades at a cost of \$1.7 million.

The MV Twin Capes traveled to Caddell's Ship Yard in Staten Island, New York for less than a week to make emergency keel repairs. The Coast Guard inspected the completed work and allowed the MV Twin Capes to be placed back into service.

During 2010, routine maintenance dredging of the slips and canal in Cape May was completed.

In late 2009, AMSEC, the Authority's consultant was awarded the General Engineering Consultant and Naval Architect Services contract. During 2010, they undertook several task order assignments. One important task included the design of the replacement passenger loader tubes in Cape May and Lewes which are scheduled for replacement in the 2011. These passenger loader tubes have outlived their service life.

The Authority awarded 2 construction contracts during 2010 valued at approximately \$2.4 million for the drydocking of the MV Delaware and Twin Capes.

### **Airports**

During 2010, there was much activity at all of the Authority's facilities. Boeing, Millville's largest tenant was welcomed by the community in April. The official ribbon cutting event was attended by more than 130 people, including Governor Christie, Congressman LoBiondo, and State Senate President Steve Sweeney. The helicopter modification facility was expected to add 45 manufacturing jobs in 2010 and has the potential to create as many as 100 total new jobs for the region during the contract term. The modern, state-of-the-art hangar facilities, now commonly referred to as the 'Boeing Chinook Modification Center,' contain approximately 80,000 square feet of useable space, including office, storage, shop, and interior aircraft parking. The initial term was for four (4) years with two additional option periods of two (2) years each.

Airport Operations and DEMA personnel held a full-scale emergency exercise at New Castle Airport. Operation Bad Flight involved the report of an explosive device onboard an aircraft that lands at the airport. This exercise served as the airport's official emergency drill that must be conducted at a minimum once every three years.

The Airfest 2010 event was held at Cape May Airport over Labor Day weekend. Approximately 4,000 patrons attended and the Collings Foundation operated 16 flights for attendees who paid to experience a flight on a vintage military aircraft.

The Millville Army Air Field Museum Celebration and static display was a great success. Boeing provided a CH-47 "Chinook" for display and tours. The Museum indicated that it made a modest profit after the bills were paid.

Both the Delaware Airpark and Dover Civil Air Terminal received aircraft arrivals for the two NASCAR race weekend events at Dover International Speedway. The Dover Civil Air Terminal and Delaware Airpark processed over 238 aircraft and helicopter arrivals.

The Authority was awarded a grant from the American Recovery and Reinvestment Act (ARRA) through the Federal Aviation Administration in the amount of \$950,000 for the Delaware Airpark in 2009. This grant funds the design of a new runway, taxiway connections and associated infrastructure. The majority of the design effort was accomplished during 2010 and is scheduled to be complete by February 2011.

The Authority awarded 4 construction contracts, two at Cape May and one each at Millville and New Castle airports totaling \$5.3 million.

Frank Minor, Steve Williams and staff attended and exhibited at the NBAA Regional Forum held at the Jet Aviation facility at the Teterboro, New Jersey Airport. The Authority's exhibit was part of the forum's sold-out exhibition space, projecting impressions to a sell-out crowd of 900. In addition, staff availed themselves of significant networking opportunities among the most prominent firms in business aviation.

Also during 2010, the Ellis Winstead Firm, LLC, began a comprehensive redesign and improvements to the airports websites.

### **Police**

After a sixteen year career with the Authority, Colonel John McCarnan retired in January. Under his leadership, he led the Department through its first law enforcement accreditation process and since that time the Department has been re-accredited four times, receiving perfect scores the last three times. Colonel McCarnan was a strong proponent for the technological advancements obtained by the Department such as the 800 MHz radio system, in car cameras and laptops. These advancements have enhanced the capabilities of our officers to protect the Authorities assets and the traveling public.

In July, Colonel Joseph Bryant became the new leader of the Police Department. Mr. Bryant served as the department's Deputy Police Administrator for the past 10 years.

### **Economic Development**

Frank Minor and his economic development team hosted a series of roundtable meetings with educators from Delaware and New Jersey institutions. The purpose of the meetings was to discuss workforce training and development, technology and business incubators, technology and science facilities. The group also established a communication network and task force to explore future opportunities. The findings from this meeting are being incorporated into Frank's overall Economic Development Strategic Plan for the Authority.

### **New Agency Website**

In March, the Authority launched an improved site that reflected an innovative design, an enhanced search engine, additional information and archived reports, and user-friendly navigation. In the "Working with the DRBA" section, a key component of the new site, visitors can find information containing details on current solicitations, supplier diversity information, consultant registration, construction/supplier registration and procurement policy. In the future, this section will feature a new software tracking program to improve efficiencies and better manage the various components of the procurement process, with a goal to broaden the available pool of companies who want to do business with the Authority.

The revamped site also incorporates RSS (Real Simple Syndication) feeds allowing agency stakeholders real time access to DRBA press releases, traffic advisories at the Delaware Memorial Bridge and Cape May – Lewes Ferry as well as agendas and information concerning public meetings of the Commission. Other key features of the website include a newsroom, information on the DRBA Café, and Commission meeting agendas.

### **Information Technology**

Gerry DiNicola Owens and her team accomplished much in the IT area. One of those accomplishments included the implementation of the MUNIS Work Order/Inventory installation during 2010. This system is integrated within the overall financial management system for the Authority and addresses a recommendation from our yearly audit concerning inventory control. Inventory will be tracked automatically through this enterprise-wide system. Through the work order system, maintenance requests throughout the organization can be tracked and monitored, providing the Authority with a historic record of usage.

### **Diversity in the Workplace**

Gregory Chambers, EEO/AA and Diversity Manager led authority-wide employee information sessions on EEO and Diversity through a program entitled "Charting a Course for the Future". A total of 388 employees (98% participation) attended these sessions. The purpose of the employee information meetings were to: build upon the Authority's commitment that demands fairness in the workplace, illustrate that people bring their own past, culture and point of view to the workplace, and discuss fostering a greater understanding of differing perspectives in the workplace. Thank you to Gregory Chambers for developing this program and conducting the many sessions.

### **Supplier Diversity**

A series of four sessions were held with employees providing an understanding of the importance of diversity in procurement activities. The sessions were conducted by Ms. Devona Williams of Goens-Williams Associates, a certified WBE/MBE firm. The training was well received and

thanks goes to Michael Schirmer, Kelly Phillips Parker, Sandra McKinney and Victor Ferzetti for their efforts to organize and provide these sessions.

### **Authority-wide Safety Initiatives**

Safety performance for 2010 represented the second best year for the Authority behind 2007 equaling 2009 accomplishments! There were 71 work-related injuries. All departments are commended for their outstanding safety performance. I want to particularly thank Bob Young, our Superintendent of Safety and Environment and his staff for their leadership, dedication and professionalism with this effort.

### **Authority Recognized for Excellence in Financial Reporting**

The Authority received notification from the Government Finance Officers Association that we had been awarded the Certificate of Achievement for Excellence in financial reporting for the 2009 comprehensive annual financial report (CAFR) for the fifth consecutive year. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The CAFR was judged by an impartial panel to meet the high standards of the program including demonstrating a constructive “spirit of full disclosure” to clearly communicate its financial story and motivate the public to read the CAFR. Congratulations to Victor Ferzetti, Joe Larotonda and their staff for this recognition.

### **Labor Agreements**

The Board approved a new Collective Bargaining Agreement with the International Union of Operating Engineers, Local 542 which will run through December 31, 2012. I want to thank Jim Walls for his efforts leading the negotiations on behalf of the Authority.

### **The Greening of the DRBA**

The Authority completed an audit of its energy consumption at the DMB and CMLF complexes. The audit looked at energy conservation measures and the feasibility of utilizing renewable sources of energy such as solar, geo-thermal, wind and tidal to meet our energy needs. A Request for Information was developed for interested vendors to explore opportunities and is slated for advertisement in early 2011.

### **Community Initiatives**

The Community Initiatives Committee was hard at work throughout the year as it sponsored a Food Drive, delivered bookbags filled with school supplies, provided food baskets containing turkey and food stuffs for families during Thanksgiving and during the Holidays, provided food baskets, new clothes and other gifts for less fortunate families in our communities.

The Authority received an award for our participation in the Summer Blood Bank Challenge sponsored by the Blood Bank of Delmarva at their awards ceremony in September. Sandra McKinney and Antoinette Hicks accepted the award on behalf of DRBA for 3<sup>rd</sup> Place for highest percentage of participation in size (small) category and 3<sup>rd</sup> Place for highest point total in size (small) category. We have participated in the Summer Blood Bank Challenge since 2003 (inception of this program) and this is the first time receiving an award. Congratulations to all of the participants and donors.

### **Human Resources**

The Authority welcomed our new Chief Human Resources Officer, Ms. Charlotte Crowell in March. During 2010, she led the completion of two important initiatives: the rewrite of the Personnel Manual which is awaiting final action by the Board; and working with the leaders of the Performance Appraisal Task Force began implementing a comprehensive performance review system for the organization. Additionally, she instituted important Employment Law training for all supervisors, managers, directors, and Senior Leadership (total 90 employees). The training covers basic employment law conducted in two, 3-hour sessions. The training is being performed by our Delaware and New Jersey labor counsel.

Employees, retirees, guests and Commissioners gathered in the fall to recognize and celebrate employee contributions and service to the Authority. Employees were recognized for service awards from five year to thirty-five year milestones and special recognition awards were presented to employees that consistently and significantly exceeded expectations in volunteerism, customer service, operational excellence, teamwork and leadership. Congratulations to all who received awards.

### **Thank You**

Again, I want to personally thank each of the Commissioners for their dedication, counsel and leadership. Additionally, I want to thank the employees for their hard work, day in and day out. Like prior years, this year was another challenging time for the Authority as the country and global economic downturn impacted our customers - this has meant less revenue. But, we tightened our belts and did more with less yet again to weather these times. Thank you for all your hard work, creativity and great customer service during these tough times! Together, we will continue to build upon our successes. I am optimistic about the New Year and look forward to working with you as we seek the opportunities that 2011 will bring.

Without objection, the report was ordered filed with the permanent records of the Authority.

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10308. COMMITTEE REPORT – BUDGET & FINANCE COMMITTEE

Commissioner Van Sant presented the following Budget & Finance Committee meeting minutes of January 4, 2011.

**BUDGET & FINANCE COMMITTEE MEETING**  
**Tuesday, January 4, 2011**  
Delaware Memorial Bridge Complex  
New Castle, Delaware

A public meeting of The Delaware River and Bay Authority’s Budget & Finance Committee Meeting was held on Tuesday, January 4, 2011, at the Delaware Memorial Bridge Complex, New Castle, Delaware.

Commissioners from New Jersey

Commissioners from Delaware

PRESENT

Committee Chair Van Sant  
Commissioner Dorn

Committee Vice-Chair Traynor  
Commissioner Downes, Committee  
Member

Commissioner Smith

Commissioner Murphy, Committee  
Member

Chairperson Hogan

Vice-Chairperson Lowe

Governors’ Representatives

Johanna Jones - NJ

Andrew Lippstone - DE

Staff

Jim Johnson  
Frank Minor  
Victor Ferzetti  
Jim Walls  
Gerry Owens  
Charlotte Crowell  
Joe Larotonda  
Kelly Phillips Parker  
Anna Marie Gonnella Rosato  
John Sarro  
Heath Gehrke

Authority Secretary

Tom Pankok

1. Committee Chair Van Sant opened the Budget & Finance Committee meeting at approximately 9:19 a.m. The Authority Secretary reported that the public meeting of the Budget & Finance Committee had been duly noticed in accordance with the Authority’s Freedom of Information Regulations, read the Statement of Notice, and called the roll.

2. Resolutions:

a. RESOLUTION 11-XX – AUTHORIZING AUTHORITY EXPENDITURES PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2011 THROUGH DECEMBER 31, 2011

The Chief Financial Officer (CFO) reported that the Over \$25,000 Vendor List is the first for the year and the most generic. The list includes Utilities, Benefits, State Contract, Government, Sole Source, and Proprietary items. In an effort to provide a clearer understanding of the Vendor List

and Determination Category, the CFO noted two changes. Sole Source and Proprietary items had enhanced explanations and are accompanied by a definition which ties the Determination Categories to the purchasing guidelines. These descriptions were included in the Resolution Executive Summary Sheet. The CFO made particular note of the Determination Category – Proprietary, meaning those purchases related to existing Authority systems, such as HVAC, software systems, etc. The CFO also reported that there are no new vendors on this list that have not been presented and reviewed in the past. Commissioner Downes questioned how the list could be developed without a FY 2011 Operating Budget. The CFO reported that, in the event a Budget is not passed by the end of the fiscal year, the Trust Agreement stipulates that the Authority operates under the current Operating Budget. Authority Chair Hogan questioned whether the Resolution had been presented to the respective Governors' Offices in a timely manner and it was acknowledged by both of the Governors' Representatives that it was received.

Committee Chair Van Sant asked if there were any questions and there were none. Commissioner Downes made a motion, Commissioner Traynor seconded the motion, and the Budget & Finance Committee unanimously recommended forwarding the Resolution to the full Board for consideration at the January Board meeting.

### 3. Discussion Items:

a. Tabled Operating Budget Resolution – The Executive Director reported that a meeting with the New Jersey Governor's Office will be scheduled in the near future to discuss the FY 2011 Operating Budget. The Delaware Governor's Representative will also attend. Commissioner Downes questioned whether there had been any meeting with the New Jersey Governor's Office since tabling the Resolution in November and it was reported that there had been none.

b. Toll Increase at the Delaware Memorial Bridge (DMB) – The CFO presented and reviewed the following material.

- Need for Toll Increase at the DMB– The CFO began by noting that the need for a toll increase at the DMB has been discussed quite extensively and, at the request of Authority Vice-Chair Lowe, it was determined that a discussion of the need for an increase in the 2011/2011 timeframe was referenced 17-20 times in past Budget & Finance Committee discussions since the decision to implement the 2008 toll increase for commercial vehicles. The preliminary 5-Year Capital Improvement Plan (CIP) indicates that approximately \$150 million of future improvements needed cannot be undertaken due to insufficient cash or debt service capacity for any future borrowing without a toll increase in the near future.

- I-95 Rate Comparison – The CFO prepared a Rate Comparison of agencies located along the I-95 corridor. The Committee focused on the discounts offered at the DMB. Commissioner Smith stressed that, with the cost of gasoline expected to hit \$4.50/gallon, increasing the discounts would double the hit to senior citizens who are frequent travelers. The CFO noted that the DRPA has been phasing out its discounts and will be phased out to zero this year, with the exception of its senior citizen discount. He also reported that in the 2007 public hearings, there were elaborate discount discussions; however, the rate for discounts has not been increased in 24 years. Authority Chair Hogan reported that the one person who attended the public hearing in Delaware was concerned about the rate for RVs and questioned whether the rate would be addressed. The CFO stressed it is best to have few exceptions in a toll structure, in that exceptions add to the human element of misclassifying thus taking advantage of rate inconsistencies. The Committee then questioned the recent media coverage of misclassified vehicles. The CIO updated the Committee regarding the media inquiry and reported that the Authority's toll system is aging and sometimes the readers misclassify. A reader classifies a vehicle with dual wheels as a commercial vehicle and some RVs have dual wheels. The Authority stresses to its customers to always review their E-ZPass statements and will consider putting a notification on its statements. Authority Chair Hogan suggested putting a statement on the DRBA website as well. Commissioner Downes suggested that focus should be on the weights of vehicles and the additional wear and tear on the roadways. The CIO reported that, with a toll increase to fund the CIP, a new toll system is planned beginning in 2011 with an RFP and replacement in 2012. Authority Chair Hogan reported that he receives complaints from RV owners. The CFO clarified that he believes the RV owners do not like the rate they are being charged, which is a separate issue of the recent misclassification of RVs. The CIO added that the media investigated different agencies regarding the matter, but the original complaint to the media was from an occurrence at the DRPA, not this Authority. Commissioner Murphy questioned what percentage of overall traffic were RV's and it was reported that RV's were a very small percent. Authority Chair Hogan asked that the issue not be forgotten in the future.

- DMB 2011 Toll Increase – The scenario shows \$25 million in new revenue generated using the proposed increases.
- DMB History of Discount Tolls – Discount Rates have not been adjusted since 1986. In order to receive a discount, a customer must use E-ZPass. Because it is all electronic, the discount rate can be any denomination or percentage.
- 2011 Financial Model – 2011 Toll Increase = \$200 million CIP Funding – The CFO reported that the \$25 million generated provides borrowing capacity. Commissioner Downes questioned if it was the intent to issue bonds in 2011. The CFO noted that the purpose of this Model was to show how much in Capital Improvements an increase would afford. The CFO reported that the entire debt capacity would not be issued in 2011 as it would need to be spent within a three year period. The Authority will review the CIP and only issue what is needed for three years. Commissioner Murphy noted that an increase of \$25 million in revenue over five years would generate \$125 million and questioned where the additional \$75 million will come. The CFO reported it will come from borrowing. Senior Lien Debt can only be spent on Crossings. The Airport CIP is funded with cash. Commissioner Murphy questioned if, with the proposed toll increase, we could guarantee no toll increase in five years. The CFO explained that, generally, the Authority does not spend as quickly as planned and a more likely scenario would be a seven year time-frame; however, if the Board decided that two new vessels were needed or if, at the end of the bridge cable study, it was determined there was a problem with the cables, an additional toll increase will be necessary to fund those projects.
- Toll Increase Schedule – The CFO presented the schedule for a July 1, 2011 implementation.

The CFO added that the plan scenario with a \$1.00 increase, as presented, makes the following assumptions.

- Funds the Known CIP Needs
- Creates an Acceptable Debt Service Coverage
- Available General Fund Balances to Address Unforeseen Needs
- Below the Toll Rates of the Up-River Bridges
- Addresses Equity in the Toll Structure
- July 1, 2011 Implementation Date
- Increased Revenue of \$25 million for 2012 (\$12.5 for half-year 2011)

Commissioner Murphy questioned when would be the appropriate time to meet with the Governors’ Offices for direction. The Executive Director reported the meeting would take place prior to the Public Hearings. Commissioner Murphy suggested more detail be added to the Toll Increase Summary to show the need for the increase.

Authority Chair Hogan requested that the aggressive Toll Increase Schedule be delayed one month to allow for the representatives from both Governors’ Offices to be present. The CFO reported that the Schedule can be adjusted by 30 days and be able to meet the July 1, 2011 implementation date; however, any longer than 30 days could impact the July 1 date. The CFO noted that no Committee or Board Meetings are scheduled in August.

Committee Chair Van Sant questioned whether the Committee was comfortable moving forward with the recommendations as proposed, which included 50% Commuter and 25% Frequent Traveler Discounts. The Committee concurred with moving forward with the recommendations as presented. Committee Vice-Chair Traynor stated that more discussion will occur as this is not the formal vote. Authority Vice-Chair Lowe added that, by setting the discounts as a percentage of the toll rates would avoid pushing the issue down the road.

Commissioner Murphy questioned whether there had been any decrease in traffic due to toll increases. The CFO reported that, historically, traffic is more impacted by the economy and not by toll increases.

With no further business to discuss, a motion to adjourn was made by Commissioner Traynor, and the Budget & Finance Committee adjourned at 10:27 a.m.

Without objection, the reports were ordered filed with the permanent records of the Authority.

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Commissioner Dorn presented the following Personnel Committee meeting minutes of January 4, 2011.

**PERSONNEL COMMITTEE MEETING**  
**Tuesday, January 4, 2011**  
Delaware Memorial Bridge Complex  
New Castle, Delaware

A public meeting of The Delaware River and Bay Authority’s Personnel Committee was held on Tuesday, January 4, 2011, at the Delaware Memorial Bridge Complex, New Castle, Delaware.

Commissioners from New Jersey  
PRESENT

Commissioners from Delaware

Committee Chair Dorn  
  
Commissioner Smith, Committee Member  
Commissioner Van Sant  
Chairperson Hogan

Commissioner Murphy, Committee Member  
Commissioner Traynor, Committee Member  
Commissioner Downes  
Vice-Chairperson Lowe

Governors’ Representatives  
Johanna Jones - NJ

Andrew Lippstone - DE

Staff  
Jim Johnson, Jr.  
Frank Minor  
Victor Ferzetti  
Jim Walls  
Gerry Owens  
Charlotte Crowell

Authority Secretary  
Tom Pankok

1. Committee Chair Dorn welcomed the Personnel Committee and opened the meeting at 10:28 a.m. The Authority Secretary reported that the public meeting of the Personnel Committee had been duly noticed in accordance with the Authority’s Freedom of Information Regulations, read the Statement of Notice, and called the roll.

2. Committee Chair Dorn requested an Executive Session, closed to the public to discuss matters of a confidential nature. A motion was made by Commissioner Smith, seconded by Commissioner Murphy, and the Session was closed.

The following matters of a confidential nature were discussed.

- CONTRACT NEGOTIATIONS
- PERSONNEL MATTERS

With no further business to discuss in Executive Session, a motion to open the meeting to the public was made by Commissioner Smith, seconded by Commissioner Murphy, and the Personnel Committee was opened to the public.

With no further business to discuss, Commissioner Smith made a motion to adjourn, and the Personnel Committee adjourned at 10:58 a.m.

Without objection, the reports were ordered filed with the permanent records of the Authority.

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Commissioner Favre noted that he was not present at the January 4, 2011 Projects Committee meeting and deferred the report of the meeting to Commissioner Murphy. Commissioner Murphy reported the following.

**PROJECTS COMMITTEE**  
**January 4, 2011**  
**Delaware Memorial Bridge Complex**  
**New Castle, Delaware**

A public meeting of The Delaware River and Bay Authority's Projects Committee was held on Tuesday, January 4, 2011, at the Delaware Memorial Bridge Administration Building, New Castle, Delaware.

Commissioners from New Jersey

PRESENT

Commissioner Dorn, Committee Member  
Commissioner Smith  
Authority Chair Hogan

Commissioners from Delaware

PRESENT

Committee Vice Chair Murphy  
Commissioner Lathem, Committee Member  
Commissioner Downes  
Commissioner Traynor  
Authority Vice Chair Lowe

Staff

Jim Johnson  
Frank Minor  
Jim Walls  
Victor Ferzetti  
Gerry DiNicola Owens  
Charlotte Crowell  
Anna Marie Gonnella-Rosato  
John Sarro  
Joel Leidy  
Joe Volk  
Michelle Griscom-Collins  
Joe Larotonda  
Kelly Phillips Parker

Authority Secretary

Tom Pankok

Committee Vice Chair Murphy welcomed the Projects Committee and opened the meeting at approximately 11 a.m. The Authority Secretary reported that the public meeting of the Projects Committee had been duly noticed in accordance with the Authority's Freedom of Information Regulations, read the Statement of Notice, and called the roll. Those in attendance were provided an informational package consisting of one (1) draft Resolution and a monthly contractor payment chart (through December).

1. Resolution:

RESOLUTION 11-XX – Authorizes the Continuation of the Prevailing Wage Policy for All Authority Funded Capital Projects in Excess of \$2 Million

The COO briefed the Committee on the Authority's past practice regarding the inclusion of a prevailing wage requirement in all Authority capital-funded contracts over \$2,000,000. The COO recommended that the Authority renew the prevailing wage policy for all Authority capital-funded contracts over \$2,000,000 through March 31, 2012. The Committee concurred with the recommendation and voted that the Resolution be presented to the full Board for approval.

2. Bid Openings:

None.

3. Contract Close-Out Actions:

None.

4. Contract Payment Review (through December): The COO informed the Committee of the monthly construction contractor payments to be made in January.

5. Miscellaneous Items/Updates:

a. Marine Master Plan: The COO briefed the Committee on the progress of the Marine Master Plan. The Director of Ferry Operations reported that staff was working with AMSEC, the Authority's contracted marine consultant, to develop vessel service life projections and to conduct a cost analysis of re-servicing the M/V Delaware to extend its life for a 20-year period. Staff will provide further information at a future meeting.

With no further business to discuss, a motion to adjourn was made by Committee Chair Favre, and the Projects Committee adjourned at approximately 11:20 a.m.

Without objection, the report was ordered filed with the permanent records of the Authority.

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10311. COMMITTEE REPORT – ECONOMIC DEVELOPMENT

The Commissioner Downes presented the following Economic Development Committee meeting minutes of January 4, 2011.

**ECONOMIC DEVELOPMENT COMMITTEE MEETING**  
**Tuesday, January 4, 2011**  
Delaware Memorial Bridge Complex  
New Castle, Delaware

A public meeting of The Delaware River and Bay Authority's Economic Development Committee was held on Tuesday, January 4, 2011, at the Delaware Memorial Bridge Complex, New Castle, Delaware.

Commissioners from New Jersey  
PRESENT

Committee Vice-Chair Smith  
Commissioner Dorn, Committee Member

Commissioner Van Sant  
Chairperson Hogan

Governors' Representatives  
Johanna Jones – NJ

Staff

Jim Johnson  
Frank Minor  
Victor Ferzetti  
Jim Walls  
Gerry Owens  
Charlotte Crowell  
Anna Marie Gonnella Rosato  
John Sarro  
Ken Hynson  
Kelly Phillips Parker  
Heath Gehrke  
Joel Leidy  
Joe Volk

Commissioners from Delaware

Committee Chair Downes  
Commissioner Traynor, Committee Member  
Commissioner Murphy  
Vice-Chairperson Lowe

Andrew Lippstone - DE

Authority Secretary  
Tom Pankok

1. Committee Chair Downes welcomed the Economic Development Committee and opened the meeting at approximately 9:06 a.m. The Authority Secretary reported that the public meeting of the Economic Development Committee had been duly noticed in accordance with the Authority's Freedom of Information Regulations, read the Statement of Notice, and called the roll.

2. The Deputy Executive Director reported that there were no Action Items and provided status updates on the following:

- Former Air Transport Command Site – Staff is negotiating with an interested party and will provide additional information for Committee review within the next few weeks.
- Boeing Expansion Plans – Although Boeing is doing well at the Millville Airport, future expansion plans are not concrete and discussions are not occurring at this time.
- Cape May Airport – Staff has had preliminary discussions with a prospective tenant.

- Penns Grove Riverfront – Staff has had contact with Penns Grove Mayor Washington regarding Penns Grove’s interest in the development of its Riverfront.
- Port of Salem – The Deputy Executive Director will be investigating economic development at the Port of Salem. Commissioner Dorn noted that Commissioner Smith and Authority Secretary Pankok would be able to provide assistance. Authority Secretary Pankok added that additional future development at the Port of Salem includes a processing plant and a 4-acre solar collector field.
- A meeting has been scheduled for January 19, 2011, with Captain Rowland from the Port of Wilmington. Authority Vice-Chair Lowe explained that the City of New Castle is building a pier, primarily to dock the Kalmar Nyckel. The City is also interested in the possibility of DRBA connecting New Castle to the Three Forts Crossing route.
- A meeting has been scheduled with the Federal Marshals interested in space at the Millville Airport. Michelle Griscom-Collins will provide an update as necessary.

Authority Chair Hogan requested an update regarding T-Hangar development and the Air Ambulance Service at the Millville Airport.

The Deputy Executive Director stated that an update on the T-Hangars will be given in the near future.

In response to a request by the Executive Director regarding T-Hangars overall, the COO reported that a Request For Interest had been conducted for a third party to construct and operate T-Hangars at Delaware Airpark. A pre-bid meeting was held with thirteen interested parties attending. Authority Chair Hogan added that maybe they would be interested in building at the Millville Airport.

The Deputy Executive Director then reported that the Air Ambulance Service is operating and leasing space from the Millville Army Airfield Museum. Authority Chair Hogan noted that the Blue Angels will be coming to the Millville Airport in May.

The Deputy Executive Director reported that Mark Kleinschmidt, President of the New Castle County Chamber of Commerce, will be making a presentation to the Economic Development Committee in February to give an update on the Chamber’s Small Business Incubator located in the former DEMA Building.

With no further business to discuss, a motion to adjourn was made by Commissioner Smith, seconded by Commissioner Dorn, and unanimously approved by all. The Economic Development Committee adjourned at 9:18 a.m.

Without objection, the report was ordered filed with the permanent records of the Authority

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10312. COMMITTEE REPORT – AUDIT & GOVERNANCE

Commissioner Downes presented the following Audit & Governance Committee meeting minutes of January 4, 2011.

**AUDIT & GOVERNANCE COMMITTEE MEETING**  
**Tuesday, January 4, 2011**  
 Delaware Memorial Bridge Complex  
 New Castle, Delaware

A public meeting of The Delaware River and Bay Authority’s Audit & Governance Committee was held on Tuesday, January 4, 2011, at the Delaware Memorial Bridge Complex, New Castle, Delaware.

Commissioners from New Jersey

PRESENT

Commissioner Dorn, Committee Member  
 Commissioner Van Sant, Committee Member  
 Commissioner Smith

Chairperson Hogan

Commissioners from Delaware

Committee Chair Downes  
 Commissioner Lathem, Committee Member  
 Commissioner Murphy  
 Commissioner Traynor

Vice-Chairperson Lowe

Governors' Representatives

Johanna Jones - NJ

Andrew Lippstone - DE

Staff

Jim Johnson, Jr.

Frank Minor

Victor Ferzetti

Jim Walls

Gerry Owens

Charlotte Crowell

Anna Marie Gonnella Rosato

Heath Gehrke

Authority Secretary

Tom Pankok

1. Committee Chair Downes welcomed the Audit & Governance Committee and reported there were no Agenda, Action, or Discussion items; therefore, it was not necessary to conduct a meeting.

Without objection, the reports were ordered filed with the permanent records of the Authority.

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10313. DELAWARE RIVER AND BAY AUTHORITY – TRAFFIC AND REVENUE SUMMARY.

The Chief Financial Officer (CFO) presented a chart showing Actual versus Projected Revenues for the Delaware Memorial Bridge, the Cape May-Lewes Ferry, Airports, Three Forts Ferry Crossing, and Food Services for the month of November, 2010.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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10314. DELAWARE RIVER AND BAY AUTHORITY – STATEMENT OF INCOME AND EXPENSE.

The CFO presented a chart showing statements of income and expenses for the month of November, 2010 with comparisons to the same periods last year.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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10315. DELAWARE RIVER AND BAY AUTHORITY – OPERATING EXPENSE BY DIVISION.

The CFO presented a chart for December, 2010 showing expenses by division for the quarter to date vs. the projected quarter and for year to date vs. total budget.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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10316. DELAWARE RIVER AND BAY AUTHORITY – CAPITAL IMPROVEMENT PROGRAM.

The CFO presented a chart for the month of December, 2010 showing the capital budget for crossing and economic development projects and dollars committed to date for the projects. The chart also includes cash expenditures spent to date for the committed projects.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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10317. DELAWARE RIVER AND BAY AUTHORITY – CASH POSITION  
(MARKET VALUE) AS OF DECEMBER 31, 2010.

The CFO presented a chart indicating the cash fund balances for the entire Authority.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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10318. PUBLIC COMMENT ON ACTION ITEMS.

Chairperson Hogan presented the following action items that were being considered, and asked for public comment.

Resolution 11-01 Authorizing Authority Expenditures \$25,000 and Over  
Resolution 11-02 Continuation of the Prevailing Wage Policy for All Authority Funded Capital  
Projects in Excess of \$2 Million

There were no public comments.

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10319. SUMMARY OF AUTHORIZED CONTRACT PAYMENTS.

Contract No.	Contractor	Current Amount
DMB-10-02	Allied Painting, Inc	324,000.00
DMB-09-04R	Robert Mullin HVAC Contractors	60,291.00
DMB-05-01R	Cornell & Company	878,797.70
CMLF-06-03R	PKF-Mark III, Inc.	98,743.91
NCA-10-01	Ralph G. Degli Obizzi & Sons	44,419.66
NCA-08-02	Greggo & Ferrara, Inc.	171,507.86
NCA-08-01	Diamond Materials, LLC	3,005.43
CMA-07-03	MD Remodeling	15,935.00
CMA-04-04R2	South State, Inc.	29,695.50

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10320. CHAIRPERSON’S CALL FOR ACTION ON THE RESOLUTIONS  
BEFORE THE BOARD

**RESOLUTION 11-01 - AUTHORIZING AUTHORITY EXPENDITURES  
PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2011 THROUGH  
DECEMBER 31, 2011**

WHEREAS, The Delaware River and Bay Authority (the “Authority”) adopted Resolution 01-84 requiring Commissioner review and approval of all Authority expenditures in excess of \$25,000; and

WHEREAS, the Authority anticipates expenditures at or over the \$25,000 amount to the following vendors:

DELAWARE RIVER & BAY AUTHORITY  
PROJECTED VENDORS TO BE PAID OVER \$25,000  
OPERATION EXPENDITURES  
FOR THE PERIOD 1/1/11 THROUGH 12/31/11

VENDOR	SERVICE DESCRIPTION	DETERMINATION	APPROX. ESTIMATED \$
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VENDOR	SERVICE DESCRIPTION	DETERMINATION	APPROX. ESTIMATED \$
American Bureau of Shipping	Maritime classification society commissioned by the US Government for US Coast Guard Inspections and Repairs of CMLF Vessels	Sole Source	\$50,000
Artesian Water Company	Water	Utility	\$100,000
Atlantic City Electric	Electricity	Utility	\$1,000,000
Blue Cross Blue Shield	Medical, Prescription and Dental Coverage	Benefits	\$8,900,000
Board of Public Works - Lewes	Water, Sewer and Electric Services	Utility	\$200,000
Canon Business Solutions, Inc.	Authority-wide Copier Leases	State Contract	\$60,000
Capitalsoft	Annual Maintenance, Support and Enhancements for the existing Procurement and Project Management Software	Proprietary	\$250,000
Carl King Division of Griffith Energy Services	Low sulfur diesel fuel and fuel oil #2 for the CMLF buildings and terminal generators	State Contract	\$75,000
Carus ab Ltd.	Annual Software, Licensing and Support Costs for existing CMLF Fare Collection System	Proprietary	\$400,000
DBC Marine Safety Systems	Annual service of Marine Evacuation Chutes for the CMLF Vessels	Proprietary	\$60,000
Delmarva Gas	Natural Gas	Utility	\$1,000,000
Delmarva Power Delivery	Electricity	Utility	\$450,000
Exxon Mobil	Lubrication Products for the CMLF Vessels	Proprietary	\$80,000
Fairbanks Morse Engine	Replacement parts for the CMLF Vessels	Proprietary	\$50,000
Griffith Energy Services	Gasoline for vehicles and equipment at the CMLF	State Contract	\$25,000
HP/Compaq	Annual Maintenance, Support and Network Hardware for the existing Time and Attendance System	Proprietary	\$350,000
Kronos	Annual Maintenance, Support and Enhancements for the existing Time and Attendance System	Proprietary	\$350,000
Marine Safety Corporation	Annual maintenance for the Inflatable Buoyant Apparatus (IBA) on the CMLF Vessels	Proprietary	\$30,000
Microsoft Licensing, GP	Annual Software, Licensing and True Up Costs for existing Operating System	Proprietary	\$100,000
MTM Technologies	Annual Maintenance and Support for Network Hardware and Services	State Contract	\$500,000
New Castle County Land Use	Stormwater Management, Erosion and Sediment Control	Government	\$30,000
New Castle County Sewer	Sewer services	Utility	\$50,000
New World Systems, Inc.	Annual Maintenance, Support and Enhancements for the existing Central Police Computer Aided Dispatching and Record Management System	State Contract	\$40,000
Northrup Grumman Systems Corporation (Sperry Marine)	Annual Warranty, Maintenance and enhancements for the CMLF Vessel Radar Systems	Proprietary	\$45,000
Sea Safety Services	Annual maintenance for the Inflatable Buoyant Apparatus (IBA) on the CMLF Vessels	Proprietary	\$25,000
South Jersey Gas Co.	Heat and Cooking utilities	Utility	\$150,000
Spondulinx	Annual Maintenance, Support and Enhancements for the existing Video Surveillance System	State Contract	\$100,000
State of Delaware	Unemployment Taxes	Government	\$60,000
State of New Jersey	Unemployment Taxes	Government	\$55,000
Township of Lower MUA	Water and Sewer Services	Utility	\$60,000

VENDOR	SERVICE DESCRIPTION	DETERMINATION	APPROX. ESTIMATED \$
Transdyn Controls	Annual Maintenance, Support and Enhancements for the existing Traffic Management Software System	Proprietary	\$500,000
Tyler Technology	Annual Maintenance and Support for the existing Authority Financial and Human Resources ERP System	Proprietary	\$80,000
Verizon - DE	Local telephone service and data networking expense	Utility	\$210,000
Verizon - NJ	Local telephone service	Utility	\$60,000
VSGI	Annual Maintenance, Support and enhancements for the existing Video Teleconference Equipment	Proprietary	\$250,000

NOW, THEREFORE, BE IT RESOLVED, that the Authority authorizes expenditures to the above listed vendors for the described purposes and authorizes payment.

A motion to approve Resolution 11-01 was made by Commissioner Smith, seconded by Commissioner Downes, and approved by a roll call vote of 10-0. Commissioner DeLanzo did not participate in voting due to audio problems.

**Resolution 11-01 Executive Summary Sheet**

**Resolution:** Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2011 through December 31, 2011.

**Committee:** Budget & Finance

**Committee Date:** January 4, 2011

**Board Date:** January 18, 2011

**Purpose of Resolution:**

Authorizes the expenditure of \$25,000 or greater with the identified vendors for the calendar year.

**Background for Resolution:**

The proposed Resolution meets the requirements of Resolution 01-84, whereby the Authority shall not enter into any contract committing the Authority to spend or make any other expenditures relating to services, material and supplies in the amount of \$25,000 or more unless it has first been approved by a vote of Commissioners.

**Background for Determination categories:**

**Benefits:**

The Authority has contracted with the medical benefits provider that has the capability of covering all Authority employees at all Authority locations.

**Government:**

Government items are payments that the Authority is required to make to another governmental agency.

**Proprietary:**

Proprietary items are purchases necessary to support and maintain existing Authority systems and equipment that are only available from one source. Resolution 98-31 (paragraph 2, subsection f) provides that “[a] contract may be awarded without competition if the General Manager or Director of Operations of an Authority facility, or Police Administrator, prior to procurement, determines in writing that there is only 1 source for the required contract”.

**Sole Source:**



Sole source items are goods and services that the Authority requires that cannot be provided by another source. Resolution 98-31 (paragraph 2, subsection f) provides that “[a] contract may be awarded without competition if the General Manager or Director of Operations of an Authority facility, or Police Administrator, prior to procurement, determines in writing that there is only 1 source for the required contract”.

**State Contracts:**

Resolution 98-31 (paragraph 2, subsection a) provides that the Authority may utilize state contract pricing at prices competitively bid by the States of Delaware or New Jersey for state agencies.

**Utilities:**

Authority purchases of utilities are exempt from the public advertising thresholds of Resolution 98-31 (paragraph 2, subsection a).

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**RESOLUTION 11-02 – CONTINUATION OF THE PREVAILING WAGE POLICY FOR ALL AUTHORITY FUNDED CAPITAL PROJECTS IN EXCESS OF \$2 MILLION**

WHEREAS, The Delaware River and Bay Authority (the “Authority”) is a bi-state Public Authority created by Compact for the purpose of owning and operating both Crossing and non-Crossing facilities (the “Facilities”); and

WHEREAS, the Authority currently incorporates prevailing wage requirements in all Authority projects receiving Federal or State funding; and

WHEREAS, the Authority adopted a prevailing wage policy via Resolutions 04-17, 05-10, 07-18 and 09-22 for all Authority funded projects in excess of \$2 million; and

WHEREAS, the Authority awarded several construction contracts in excess of \$2 million during this time period, and based on a staff evaluation of these projects, the data is inconclusive.

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director, working with the advice and consent of Counsel, is hereby authorized and directed to incorporate the current prevailing wage policy into contract specification documents for all Authority funded projects in excess of \$2 million through March 2012.

A motion to approve Resolution 11-02 was made by Commissioner Van Sant, seconded by Commissioner Dorn. With Commissioner Traynor abstaining, Resolution 11-02 was approved by a roll call vote of 9 yes, 0 no, and 1 abstention. Commissioner DeLanzo did not participate in voting due to audio problems.

**Resolution 11-02 Executive Summary Sheet**

**Resolution:** Continuation of the current prevailing wage policy for all capital projects in excess of \$2 million.

**Committee:** Projects Committee

**Committee Date:** January 4, 2011

**Board Date:** January 18, 2011

**Purpose of Resolution:**

To authorize the continuation of the current prevailing wage policy for all capital projects in excess of \$2 million through March 2012.

**Background for Resolution:**

The Authority adopted a prevailing wage policy via Resolutions 04-17, 05-10, 07-18 and 09-22 for all Authority funded projects in excess of

\$2 million. The Authority awarded several construction contracts in excess of \$2 million during this time period, and based on a staff evaluation of these projects, the data is inconclusive.

\* \* \* \* \*

10321. COMMISSIONERS PUBLIC FORUM

Chairperson Hogan asked if anyone from the public would like to speak.

There were no public comments.

Commissioner DeLanzo's audio problems were resolved and she was able to participate in the meeting.

Chairperson Hogan called on the Executive Director to conduct the elections of Chairperson and Vice-Chairperson for the 2011-2012 years.

The Executive Director conducted the meeting at 11:28 a.m. calling for the elections of the Chairperson and Vice-Chairperson in accordance with Article II, 2.2 of the Authority By-Laws. He stated that the election of officers are to take place in January at a Board of Commissioners meeting held during an odd numbered year with each two (2) year term to commence at the Commissioners February meeting held during the odd numbered year. The offices of Chair and Vice Chair shall alternate every two years between States.

The Executive Director called for nominations for Chairperson.

Commissioner Green nominated Commissioner Lowe for Chairperson, seconded by Commissioner Downes.

The nominations being closed, a motion to elect Commissioner Lowe as Chairperson to a two year term was approved by a roll call vote of 11-0.

The Executive Director called for nominations for Vice-Chairperson.

Commissioner Smith nominated Commissioner Hogan for Vice-Chairperson, seconded by Commissioner Favre.

The nominations being closed, a motion to elect Commissioner Hogan as Vice-Chairperson to a two year term was approved by a roll call vote of 11-0.

Commissioner Green thanked Commissioner Hogan for his services as Chairperson and for two years of cooperation with Delaware. He then presented Commissioner Hogan with a Delaware State pin, with permission from the Governor of Delaware, asserting that Commissioner Hogan has been declared an honorary Delaware delegate.

Commissioner Hogan thanked Commissioner Green.

Commissioner Downes thanked Commissioner Hogan for his leadership during the nine months he has been appointed to the Board of Commissioners.

Commissioner Smith thanked everyone around the table for their cooperation.

Commissioner Traynor thanked all of the Commissioners for their commitment and hard work.

Commissioner Van Sant said that he appreciated Commissioner Hogan's help during his tenure as one of the newest members of the Board of Commissioners and thanked him for his services as Chairperson.

Commissioner Murphy thanked Commissioner Hogan for his leadership.

Commissioner Dorn said that he is looking forward to working with Chairperson-elect Lowe and congratulated Commissioner Hogan for the job he has done as Chairperson.

Commission Hogan thanked everyone for their cooperation during his tenure as Chairperson then spoke briefly on several issues. He spoke of his concern regarding a Cape May Airport grant that is endangered of being lost due to conflicts and underperforming assets that the Authority holds in trust

such as the Delaware River and Bay Lighthouse Foundation in Lewes, Delaware. Commissioner Hogan then requested NJ Counsel research underperforming assets held by the Authority and the process of giving them back. He stipulated that this is a research only assignment to be presented to the Board of Commissioners so they can make a decision on currently held underperforming assets.

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There being no further business, a motion to adjourn was made by Commissioner Downes seconded by Commissioner Favre and unanimously carried.

The meeting was adjourned 11:36 a.m.

Respectfully submitted,

THE DELAWARE RIVER AND BAY AUTHORITY

Thomas A. Pankok  
Secretary