

**GENESEE TRANSPORTATION COUNCIL
QUARTERLY BOARD MEETING
NYSDOT-Region 4
Henrietta, NY**

September 1, 2015

GTC BOARD MEMBERS PRESENT

Dr. Timothy Dennis, Yates County
Linda A. Faubel, Monroe County Planning Board
Eric Gott, Livingston County
James Hoffman, Wayne County (Chairperson)
John F. Marren, Ontario County and Genesee/Finger Lakes Regional Planning Council
William Moehle, Monroe County Supervisors' Association
William W. Napier, Monroe County – At-Large

ALTERNATE REPRESENTATIVES PRESENT

Kevin Bush, New York State Department of Transportation (NYSDOT), representing Mathew Driscoll
Bill Carpenter, Rochester Genesee Regional Transportation Authority (RGRTA), representing James Redmond
Gerald Gray, Orleans County, representing David B. Callard
Andrea Guzzetta, Rochester City Council, representing Loretta Scott
Norman Jones, City of Rochester, representing Lovely Warren
Edward G. Muszynski, Empire State Development Corporation, representing Howard Zemsky
Terrence J. Rice, Monroe County, representing Maggie Brooks
John Thomas, City of Rochester – At-Large, representing Allen G. Casey

GTC BOARD MEMBERS ABSENT AND UNREPRESENTED

Jeffrey Adair, Monroe County (Vice Chairperson)
A. Douglas Berwanger, Wyoming County
Raymond Cianfrini, Genesee County
Donald Earle, Seneca County
Marc Gerstman, New York State Department of Environmental Conservation
Daniel Hogan, Monroe County – At-Large
Peter Osborn, Federal Highway Administration (FHWA)
Robert L. Megna, NYS Thruway Authority (NYSTA)
Marilyn Shazor, Federal Transit Administration (FTA)
Steven Urlass, Federal Aviation Administration
David L. Watson, Rochester City Planning Commission

OTHERS IN ATTENDANCE

Scott Adair, RGRTA
Joseph Bovenzi, GTC staff
Daniel DeLaus, RGRTA
Angela Ellis, Livingston County
Thomas Hurley, NYSTA
Joel Kleinberg, NYSDOT-Region 4

Scott Leathersich, Monroe County
Ken Miller, Wayne County
Richard Perrin, GTC staff
Christopher Reeve, NYSDOT-Region 4
James Stack, GTC staff
David Zorn, G/FLRPC

1. Call to Order and Roll Call

Chairman Hoffman called the meeting to order at 10:36 a.m.

James Stack, GTC staff, called the roll; a quorum was present.

2. Public Forum

No one from the public spoke during the Public Forum.

3. Approval of Minutes

Terrence Rice moved to approve the minutes from the June 18, 2015 Quarterly Meeting as presented; John Marren seconded the motion. The motion passed unopposed.

4. Communications and Announcements

Richard Perrin provided the following communications and announcements:

- *Connect Livingston: Linking Our Communities*, the county-wide transportation plan that was funded through the Unified Planning Work Program (UPWP) and accepted by the GTC Board in December 2013, was selected as an Honorable Mention in the 2015 Transportation Planning Excellence Awards by the FHWA and FTA. The Transportation Planning Excellence Awards is a biennial program and this was the only county-led plan to receive an award in this round.

5. Reports and Action on Old Business

a. Planning Committee Report – Scott Leathersich, Chairman

Scott Leathersich provided the following report:

The Planning Committee met July 9 and August 13 and recommends that the GTC Board:

- Accept reports as evidence of completion of seven UPWP Tasks; and
- Amend the *2014-2017 Transportation Improvement Program (TIP)* as requested by Monroe County, NYSDOT, and the City of Rochester.

Additionally, the Planning Committee took the following action:

- Modified the *FY 2015-2016 UPWP* to correct the Sources and Uses of Funds component of the Monroe County Guiderail Inventory Program (Task 6212); and
- Approved four administrative modifications to the *2014-2017 TIP* as requested by the City of Rochester and NYSDOT.

b. GTC Staff Report – Richard Perrin, Executive Director

Richard Perrin provided the following report:

1. Transportation Improvement Program

GTC staff has begun the development of the *2017-2020 TIP*. While GTC has not received projections of reasonably expected FHWA revenues for programming from NYSDOT-Main Office, there will continue to be an emphasis on preservation and maintenance and a similar proportion of funding will be retained for project selection by NYSDOT-Main Office (versus distributing the funds to the regions). Any necessary adjustments will be made as the development of the *2017-2020 TIP* progresses. The TIP must cover a period of no less than four years. Federal Fiscal Year (FFY) 2017 is fully programmed so the vast majority of programming will occur in FFYs 2018, 2019, and 2020.

A postcard announcing the solicitation of proposals was sent to GTC member agencies and every city, town, and village in the seven-county TIP area on August 20. The TIP Guidebook and application are available online with an applicant workshop to be held at the NYSDOT-Region 4 offices on September 15. Applications are due October 16. GTC staff and NYSDOT-Region 4 staffs will conduct their evaluations (including presentations by proposers) in October and November. The TIP Development Committee will utilize these evaluations in the development of the draft program in December of this year and January 2016 with a recommended draft program for public review provided to the Planning Committee for consideration at its February 11, 2016 meeting. The 30-day public review period will be conducted from February 17, 2016 to March 16, 2016. At its April 14, 2016 meeting, the Planning Committee will either recommend a program to the GTC Board or, if public comment warrants it, revise the program and conduct a 10-day public review from April 20, 2016 through April 30, 2016 with the recommendation to be made at the May 12, 2016 Planning Committee meeting.

It is anticipated that the GTC Board will adopt the *2017-2020 TIP* on June 16, 2016. The GTC TIP will be combined with those of the 13 other metropolitan planning organizations (MPOs) and projects selected by NYSDOT in areas not served by MPOs to create the Statewide TIP for review and approval by FHWA and FTA prior to October 1, 2016 (the beginning of FFY 2017).

Richard stated that funding levels for the *2017-2020 TIP* will be less than what is needed for the Region. Edward Muszynski asked if there was any possibility of Congress enacting a multi-year transportation bill. Richard Perrin replied in the affirmative and explained that he would discuss this topic more under agenda item 5.c.(1).

2. Unified Planning Work Program

GTC staff are also beginning the development of the *2016-2017 UPWP*. GTC Staff anticipates having approximately \$850,000 available for planning initiatives to be undertaken by member agencies and communities throughout the region, as well as for professional services to GTC staff. A postcard announcing the solicitation of proposals is scheduled to be distributed on September 18 with the Call for Projects package and application available online. An applicant workshop is scheduled for September 30 at the Henrietta Town Hall and proposals are due October 23.

The UPWP Development Committee will create a draft program for Planning Committee consideration in November and December. The Planning Committee will approve a draft program for a 30-day public review at its January 7, 2016 meeting. The final draft program will be recommended for GTC Board consideration on February 11, 2016 with adoption by the GTC Board anticipated on March 11, 2016. The UPWP follows the State Fiscal Year and will take effect April 1, 2016.

c. Old Business

Richard Perrin provided the following report:

1. Federal Legislative and Funding Update

After enactment of a two-month extension to keep federal highway and transit programs authorized through the end of May, a three-month extension through October 29 was signed by the President on July 31. This included an \$8 billion transfer that is projected to keep the Highway Trust Fund solvent through December. Both chambers of Congress expect to negotiate a multi-year bill and present it to the President by the end of 2015. The Senate passed its version – the Developing a Reliable and Innovative Vision for the Economy (DRIVE) Act – prior to leaving for the August recess. The DRIVE Act is a \$350 billion bill covering six years, although full funding has only been identified for the first three years. The House Transportation & Infrastructure Committee is currently drafting its version to conference with the Senate after the recess. A significant issue is that the Ways and Means Committee needs to identify how the legislation will be paid for above and beyond projected receipts from fuel, heavy vehicle, and tire taxes (i.e., pay-fors and associated transfers from non-transportation sources and accounts).

GTC staff continue to monitor and provide comment on the proposed reauthorization via the national Association of Metropolitan Planning Organizations. This includes working with partners at the National Association of Counties, National Association of Regional Councils, and U.S. Conference of Mayors as part of a Local Officials Transportation Coalition.

There has been no action on the FFY 2016 appropriations for transportation since the House passed the transportation and housing appropriations bill 216-210 on June 9. This makes it more likely that there will be an Omnibus Appropriations as the surface transportation authorization, tax extenders

legislation, debt ceiling, and several other matters need to be addressed in the fall.

2. Status of Proposed Resolution 15-3 (Updating the Functional Classification of Roadways within the Rochester Metropolitan Planning Area)

Supervisor Moehle, as president of the Monroe County Supervisors' Association, has arranged for Terry Rice and Richard Perrin to make a presentation and conduct a Question and Answer session on Functional Classification at the Association's October 16 meeting. This will provide the Association's members with a better understanding of the purpose of Functional Classification and the process being used for the update. Following time for review and follow-up questions, the Board is anticipated to consider the proposed Functional Classification updates at its December 10 meeting.

6. Action Items

a. Adopting reports as evidence of completion of various Unified Planning Work Program Tasks

Chairman Hoffman suggested grouping items 1 through 7 under a single action; no Member or Alternate objected.

Bill Carpenter moved to approve proposed Resolutions 15-50 through 15-57; Kevin Bush seconded the motion.

Richard Perrin explained that Proposed Resolutions 15-50 and 15-51 were reviewed and recommended for the Board's approval by the Planning Committee at its July 9 meeting. Proposed Resolutions 15-53 through 15-57 were reviewed and recommended for the Board's approval by the Planning Committee at its August 11 meeting. He discussed each Resolution as follows:

(1) Accepting the *Land Use Report for Monroe County, New York – Major Projects Proposed, Approved, and Constructed in 2014* as evidence of completion of UPWP Task 4210 / Proposed Resolution 15-50

(2) Accepting the *2014 Regional Land Use Monitoring Report* as evidence of completion of UPWP Task 4220 / Proposed Resolution 15-51

The land use reports produced by Monroe County and the Genesee/Finger Lakes Regional Planning Council are annual products that provide information and analysis on changes in proposed development that will impact the transportation system. Consistent with past years, the majority of development continues to occur in Monroe County and the surrounding areas in Ontario and Wayne Counties.

(3) Accepting the *Regional Rights-of-Way Study* as evidence of completion of UPWP Task 4501 / Proposed Resolution 15-53

The Genesee/Finger Lakes Regional Planning Council has developed the *Regional Rights-of-Way Study*, which is an update to the one developed by GTC staff in 2005. It identified 77 regional corridors that were analyzed using criteria such as potential future uses, feasibility of preserving the corridor, ownership status, and amount of development pressure to determine if they should be considered a priority. Eight high-priority and eight low-priority corridors were identified. For each of the high-priority corridors, detailed profiles were created and for each of the low-priority corridors, summary profiles were created.

- (4) Accepting the *Regional Viewshed Inventory and Analysis* as evidence of completion of UPWP Task 5333 / Proposed Resolution 15-54

The Genesee/Finger Lakes Regional Planning Council has produced the *Regional Viewshed Inventory and Analysis*, which identifies important scenic assets along federal-aid roadways in the region and strategies to ensure their preservation and protection. In addition, an outreach component was included to begin a regional dialogue about the importance of viewsheds and what local planning and zoning boards can do to consider them in their decision making.

- (5) Accepting the *Genesee-Finger Lakes Regional Diversion Routes Report* as evidence of completion of Task 6410 / Proposed Resolution 15-55

GTC staff has developed the *Genesee-Finger Lakes Regional Diversion Routes Report*, which identifies diversion routes for all Principal Arterials in the region. Generally, roads of similar capacity that run parallel to the roadway that would be closed were selected as the diversion routes. Local roads were avoided whenever possible and the NYS Thruway was not considered as some travelers may not be willing to pay tolls. Consideration of bridge weight and height limits was also a factor as they impact the ability of trucks to use the diversion route.

Ken Miller commented that in addition to bridge weight restrictions bridge closures must also be considered when identifying diversion routes.

- (6) Accepting the *JOSANA Rail-to-Trail Feasibility Study* as evidence of completion of UPWP Task 6526 / Proposed Resolution 15-56

The City of Rochester has identified a preferred alignment for the JOSANA TrailRoad that would run along CSX owned property, connect to the Genesee Riverway Trail and Erie Canalway Trail, and provide access and mobility to residences, businesses, and schools in the northwest quadrant of the City. Interpretive, recreational, and decorative elements were also identified based on the neighborhood's wants and needs.

- (7) Accepting the *Dansville Transportation and Industrial and Commercial Access Study* as evidence of completion of UPWP Task 7701 / Proposed Resolution 15-57

The *Dansville Transportation and Industrial and Commercial Access Study* was developed by Livingston County to capitalize on the Dansville area's transportation and economic development assets, including Interstate 390, New York State (NYS) Route 36, the Genesee Wyoming Railroad, Dansville Municipal

Airport, a downtown business district along NYS Route 63, and the Dansville Industrial Park. The study identifies preferred alternatives to improve access and circulation with recommended policies, programs, and enhancements to land use, transportation, and the public realm.

The motion passed unopposed.

- b. Amending the *2014-2017 Transportation Improvement Program (TIP)*

Chairman Hoffman suggested grouping all the proposed Resolutions into a single action. No Member or Alternate objected.

John Marren moved to approve proposed Resolutions 15-52 and 15-58 through 15-81; Terrence Rice seconded the motion.

Richard Perrin discussed each of the Resolutions including the source of funding offsets, if any, as noted below.

- (1) Amending the *2014-2017 TIP* by adding the Spring Lake Trail Project / Proposed Resolution 15-52

The addition of this project is being requested by NYSDOT on behalf of the Town of Perinton. The funding for the project is from an unobligated balance of the former FHWA Recreation Trails Program, which is administered by the NYS Office of Parks, Recreation, and Historic Preservation. This project was introduced at the May 14 Planning Committee meeting and recommended for approval at that time. However, it was inadvertently left off the agenda for the June 18 Board meeting.

The reason this meeting was moved to an earlier date was to ensure to the greatest extent possible that all of the federal funds available to the region in FFY 2015 are obligated by September 30. Many of the recommended amendments to the TIP are expressly for this purpose. This requires that fund sources be changed and that phases move between years so that projects ready to advance do so and funds are provided next year for those that cannot. As a result, the interrelationships are complex. GTC staff worked with the TIP Development Committee and the Planning Committee to confirm that fiscal constraint will be maintained. Proposed Resolutions 15-58 through 15-81 were reviewed and recommended for your approval by the Planning Committee at its August 11 meeting.

- (2) Amending the *2014-2017 TIP* by increasing the cost of the Rochester/Monroe County Traffic Control Center project / Proposed Resolution 15-58
- (3) Amending the *2014-2017 TIP* by changing the source of a portion of the funds and increasing the cost of the Lift Bridge Rehabilitation of Rt. 250 & Rt. 259 over the Erie Canal project / Proposed Resolution 15-59
- (4) Amending the *2014-2017 TIP* by advancing select phases and increasing the cost of the Lake Ontario State Parkway Preventive Maintenance (Rt. 390 to O'Rorke Bridge) project / Proposed Resolution 15-60

- (5) Amending the *2014-2017 TIP* by deferring a phase and increasing the cost of the Route 390 @ I-490 Interchange Improvements Stage 1 (Lyell Bridge) project / Proposed Resolution 15-61
- (6) Amending the *2014-2017 TIP* by decreasing the cost of the I-490 ITS Improvements project / Proposed Resolution 15-62
- (7) Amending the *2014-2017 TIP* by deferring a phase of the NYSDOT Bridge Joint Repair at 11 locations in Monroe County project / Proposed Resolution 15-63
- (8) Amending the *2014-2017 TIP* by decreasing the cost of the NHPP Block Program project / Proposed Resolution 15-64
- (9) Amending the *2014-2017 TIP* by decreasing the cost of the Regional Traffic Operations Center Operations Staffing project / Proposed Resolution 15-65
- (10) Amending the *2014-2017 TIP* by increasing the cost of the Route 104 Preventive Maintenance (Rt. 390 to Kodak Park Bridge) project / Proposed Resolution 15-66

The original intent was to obligate FFYs 2015 and 2016 funds this year for Monroe County operations at the Rochester/Monroe County Traffic Control Center (proposed Resolution 15-58). FHWA informed NYSDOT that they would not allow that and so a FFY 2016 phase needs to be reinstated. There are no available funds in the same program in FFY 2016 so NYSDOT is changing the fund source for the Lift Bridge Rehabilitation of Rt. 250 & Rt. 259 over the Erie Canal project (proposed Resolution 15-59) to provide revenues to the Rochester/Monroe County Traffic Control Center project in 2016 via funds from the Lake Ontario State Parkway Preventive Maintenance (Rt. 390 to O'Rorke Bridge) project (proposed Resolution 15-60). The FFY 2015 funds from the Rochester/ Monroe County Traffic Control Center project along with the remainder of FFY 2015 funds in the STP-Urban Block Program and STP-Flex Block Program projects (proposed Resolutions 15-79 and 15-80) will provide offsets for increased costs on the Downtown Two-Way Conversion Phase II, North Greece Road Bridge over Larkin Creek Minor Rehabilitation, and Driving Park Avenue Bridge Preventive Maintenance projects (proposed Resolutions 15-77, 15-78, and 15-81).

The obligation of funds for the Construction and Construction Inspection phases of the Lake Ontario State Parkway Preventive Maintenance (Rt. 390 to O'Rorke Bridge) project would be advanced from FFY 2016 to this year with FFY 2015 offsets coming from the Route 390 @ I-490 Interchange Improvements Stage 1 (Lyell Bridge), I-490 ITS Improvements, NYSDOT Bridge Joint Repair at 11 locations in Monroe County, and Regional Traffic Operations Center Operations Staffing projects (proposed Resolutions 15-61, 15-62, 15-63, and 15-65). The Regional Traffic Operations Center Operations Staffing project also provides an offset for additional construction costs on the Route 104 Preventive Maintenance (Rt. 390 to Kodak Park Bridge) project (proposed Resolution 15-67).

The remaining FFY 2016 funds from the Lake Ontario State Parkway Preventive Maintenance (Rt. 390 to O'Rorke Bridge) project along with additional FFY 2016 funding from the National Highway Performance Program Block project (proposed Resolution 15-64) would be programmed to the Right-of-Way Acquisition phase of the Route 390 @ I-490 Interchange Improvements Stage 1

(Lyell Bridge) and the Detailed Design phase of the NYSDOT Bridge Joint Repair project at 11 locations in Monroe County project (both of which would be deferred from FFY 2015 to FFY 2016).

- (11) Amending the *2014-2017 TIP* by deferring a phase of the Route 531 Interchange at Rt. 31 and Rt. 36 - Reconstruction project / Proposed Resolution 15-67

Christopher Reeve withdrew NYSDOT-Region 4's request for Proposed Resolution 15-67. He explained that this project requires a relocation plan and his office wasn't sure it would be approved by the end of the current FFY, therefore they submitted an Amendment request to defer the Right-of-Way Acquisition and Detailed Design phases to the next FFY. Since that time, the relocation plan has been approved so the Right-of-Way Acquisition and Detailed Design phases can proceed as programmed and no phase deferral is required.

- (12) Amending the *2014-2017 TIP* by adding the Systemic Sign Improvements - Wrong Way Driver Countermeasures project / Proposed Resolution 15-68

Proposed Resolution 15-68 would add the Systemic Sign Improvements - Wrong Way Driver Countermeasures project, which was originally intended to be part of a larger sign contract and was selected by NYSDOT-Main Office to receive Highway Safety Improvement Program funds.

- (13) Amending the *2014-2017 TIP* by adding the Route 153 Preventive Maintenance (Rt. 441 to Commercial St.) project / Proposed Resolution 15-69

- (14) Amending the *2014-2017 TIP* by adding the Route 98 Preventive Maintenance (Rt. 31A to Rt. 104) project / Proposed Resolution 15-70

Proposed Resolutions 15-69 and 15-70 were selected to receive Surface Transportation Program funds that were retained for programming by NYSDOT-Main Office based on a statewide solicitation rather than being distributed for programming by the regions and MPOs.

- (15) Amending the *2014-2017 TIP* by increasing the cost and deferring phases of the Quarry Road Railroad Crossing project / Proposed Resolution 15-71

- (16) Amending the *2014-2017 TIP* by increasing the cost and deferring phases of the Pratt Road Railroad Crossing project / Proposed Resolution 15-72

- (17) Amending the *2014-2017 TIP* by deleting the Centenary Road Railroad Crossing project / Proposed Resolution 15-73

- (18) Amending the *2014-2017 TIP* by deleting the Henkel Road Railroad Crossing project / Proposed Resolution 15-74

- (19) Amending the *2014-2017 TIP* by adding the Rochester & Southern Railroad Crossing Safety Project - Mon. & Liv. project / Proposed Resolution 15-75

- (20) Amending the *2014-2017 TIP* by adding the Lehigh Station Road (Rt. 253) Railroad Crossing Safety Project / Proposed Resolution 15-76

NYSDOT has evaluated and reprioritized highway rail crossings in the region and is seeking to adjust projects to receive federal funds from the Railway-Highways Crossing Program, which are administered by NYSDOT-Main Office. This includes

increasing the cost of two projects on the Ontario Midland Railroad in Wayne County and deferring another two along this line outside of the period covered by the current TIP (FFY 2017 to FFY 2018), as well as adding two new projects along the Rochester & Southern and Livonia, Avon, and Lakeville lines.

Chairman Hoffman expressed concern that two rail crossing projects are being deleted. Richard Perrin noted that they are being deleted from the TIP because they NYSDOT-Main Office has deferred them beyond the TIP horizon but they will remain on NYSDOT's capital program in future years.

- (21) Amending the *2014-2017 TIP* by increasing the cost of the Downtown Two-Way Conversion Phase II project / Proposed Resolution 15-77
- (22) Amending the *2014-2017 TIP* by increasing the cost of the North Greece Road Bridge over Larkin Creek Minor Rehabilitation project / Proposed Resolution 15-78
- (23) Amending the *2014-2017 TIP* by decreasing the cost of the STP-Urban Block Program project / Proposed Resolution 15-79
- (24) Amending the *2014-2017 TIP* by decreasing the cost of the STP-Flex Block Program project / Proposed Resolution 15-80
- (25) Amending the *2014-2017 TIP* by increasing the cost of the Driving Park Avenue Bridge Preventive Maintenance project / Proposed Resolution 15-81

James Hoffman clarified that the motion to approve proposed Resolutions 15-52 and 15-58 through 15-81 would be revised to exclude proposed Resolution 15-67 per NYSDOT-Region 4's request. Mr. Marren and Mr. Rice agreed with this amendment to the motion.

The motion passed unopposed.

John Marren asked if there was a need to permanently reschedule the Board's September meeting to facilitate the processing of TIP amendments by NYSDOT at the end of each Federal Fiscal Year. Richard Perrin responded that this was possible and that the Board can coordinate its future meetings with the Genesee-Finger Lakes Regional Planning Council to maximize the time and convenience of individuals who are members of both boards.

7. New Business

Amending the *FY 2015-2016 UPWP* by decreasing the amount of FTA Section 5303 Metropolitan Planning Funds pursuant to the Highway and Transportation Funding Act of 2015/ Proposed Resolution 15-82

Richard Perrin distributed copies of Proposed Resolution 15-82. He stated that as discussed under agenda item 5.c.(1), Old Business-Federal Legislative and Funding Update, full appropriations for the current FFY were not made until July 31. On August 27, the Federal Transit Administration (FTA) published the final apportionments for their programs. This includes FTA Section 5303 Metropolitan Planning Program (MPP) funds. The current UPWP was adopted by the GTC Board on March 12 using an estimate of the

FTA Section 5303 MPP funds expected to be available to GTC that was provided by NYSDOT on November 3, 2014. NYSDOT-Main Office provided the actual amount available late yesterday afternoon. The actual amount of \$358,970 is \$1,854 (0.5 percent) less than estimated amount of \$360,824. FTA requires that the UPWP be amended to account for this decrease. GTC staff is proposing that Task 1600-Program Reserve be reduced by \$1,854. The purpose of Task 1600-Program Reserve is, in part, to address funding reductions and rescissions.

William Moehle moved to approve Proposed Resolution 15-82; Norman Jones seconded the motion.

The motion passed unopposed.

Chairman Hoffman requested that the GTC Board meet in Executive Session to discuss the employment history of a particular person. No Member or Alternate objected. Chairman Hoffman requested that anyone who was not a Member or Alternate leave the room with the exception of Daniel DeLaus, RGRTA General Counsel. The Board entered Executive Session at 11:25.

The Board returned from Executive Session at 11:42.

8. Next Meeting

Chairman Hoffman stated that the next GTC Board meeting is scheduled for December 10, 2015 at the Penfield Town Hall, 3100 Atlantic Avenue in Penfield.

9. Adjournment

The meeting adjourned at 11:43 a.m.