

**DELAWARE RIVER AND BAY AUTHORITY
BUDGET & FINANCE COMMITTEE MEETING**

Wednesday, February 22, 2023
Delaware Memorial Bridge Complex
New Castle, Delaware

A public meeting of The Delaware River and Bay Authority's Budget & Finance Committee Meeting was conducted on Wednesday, February 22, 2023, from the Delaware Memorial Bridge Complex, New Castle, Delaware.

Commissioners of Delaware

Committee Chair Decker
Commissioner Becker, Comm. Member
Commissioner Ratchford, Comm. Member
Commissioner Carey
Commissioner Faust

Chairperson Lathem

Phillip Norcross – NJ

Governors' Representatives

Robert Davidow – New Jersey

Staff

Tom Cook
Steve Williams
Victor Ferzetti
Charlotte Crowell
Gerry Owens
Michelle Warner
TJ Murray
James Salmon
Tara Donofrio
Michelle Pyle

Commissioners of New Jersey

Committee Vice-Chair Baldini
Commissioner Smith, Comm. Member
Commissioner Wilson Comm. Member
Commissioner McCann
Commissioner Ransome

Vice-Chairperson Hogan

Michael Houghton – DE

Governor's Representatives

Guests

1. Committee Chair Decker opened the Budget & Finance Committee meeting at approximately 12:10 p.m. The Deputy Executive Director (DED) reported that the public meeting of the Budget & Finance Committee had been duly noticed in accordance with the Authority's Freedom Information Regulations, read the Statement of Notice, and called the roll.
2. Committee Chair Decker called for a voice vote to accept the Budget & Finance Committee Minutes from January 18, 2023. Commissioner Ratchford made a motion, Commissioner Smith seconded, and the Committee Minutes were accepted.

3. Action Items:

RESOLUTION 23-08 - AUTHORIZING AUTHORITY EXPENDITURES PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2023, THROUGH DECEMBER 31, 2023

Committee Chair Decker presented and reviewed the Resolution. With no questions, Commissioner Becker made a motion, Commissioner Ratchford seconded, and the Budget & Finance Committee recommended forwarding Resolution 23-08 to the full Board. The Resolution will be presented to the full Board for consideration at the February meeting later today.

RESOLUTION 23-09 - LEASE AMENDMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND OMG ON THE ROCKS, LLC T/A GRAIN CRAFT BAR + KITCHEN ON THE ROCKS, A WHOLLY OWNED SUBSIDIARY OF OMG DINING LLC, AT THE LEWES FERRY TERMINAL

The CFO and COO presented the Resolution and highlighted the rationale for the modifications to the utility and CAM provisions of the existing lease. With no questions, Commissioner Ratchford made a motion, Commissioner Becker seconded, and the Budget & Finance Committee recommended forwarding Resolution 23-09 to the full Board. The Resolution will be presented to the full Board for consideration at the February meeting later today.

With no further business to discuss, Committee Chair Decker adjourned the Budget and Finance Committee 12:15 p.m.

DELAWARE RIVER AND BAY AUTHORITY

PERSONNEL COMMITTEE MEETING

Wednesday, February 22, 2023

Delaware Memorial Bridge Complex
New Castle, Delaware

A public meeting of The Delaware River and Bay Authority's Personnel Committee Meeting was conducted in person and via Zoom on Wednesday, February 23, 2023, from the Delaware Memorial Bridge Complex, New Castle, Delaware.

Delaware Commissioners

Committee Chair Carey via zoom
Commissioner Decker, Committee Member
Commissioner Faust, Committee Member
Commissioner Becker
Commissioner Ratchford

New Jersey Commissioners

Committee Vice-Chair Smith
Commissioner Ransome, Committee Member
Commissioner McCann, Committee Member
Commissioner Wilson
Commissioner Baldini

Chairman Lathem

Vice Chairman Hogan

Legal Counsel

Mike Houghton – DE via zoom

Phil Norcross– NJ

Governors' Representatives

Jon Sheehan –DE absent

Robert Davidow – NJ – via zoom

Staff

Tom Cook
Steve Williams
Victor Ferzetti
Vince Meconi
Charlotte Crowell
Gerry Owens
Jim Salmon
Michelle Warner
Michele Pyle
Tara Donofrio via Zoom
TJ Murray
Andy Houghton
Kyle Bickhart

Guests

Kate Betterly
Morris, Nichols, Arsht & Tunnell, LLP

1. Committee Vice-Chair Smith opened the Personnel Committee meeting at 12:15 p.m.
2. Committee Vice-Chair Smith called for a motion to accept the Personnel Committee Minutes from November 15, 2022. Commissioner McCann made a motion, Commissioner Faust seconded, and the Committee Minutes were accepted.

3. Discussion Items

- **Extension of the New Jersey and Delaware Labor Counsel Contracts**

The CHRO stated the DRBA's professional services three (3) year contracts, with both the Delaware and the New Jersey Labor Counsels, are due to expire July 2023. Both contracts offer two (2), one-(1) year extension options. The CHRO asked the Personnel Committee for a consensus to exercise the first one-(1) year option, extending both the Delaware and New Jersey contracts. The Personnel Committee concurred.

- **Summary of the Organization**

The HR Demographics are available for the Board's individual review.

4. Resolution

- **RESOLUTION 23-04** – Authorizing the approval of Amendment to the Delaware River and Bay Authority 's 401(A) Defined Contribution Plan
- **Resolution 23-05** Authorizing the approval of Amendment to the Delaware River and Bay Authority Employee's section of the 457(b) Deferred Compensation Plan.

After discussions, Committee Vice-Chair Smith called for a motion, Commissioner McCann made a motion, Committee Vice Chair Ransome seconded, and the Personnel Committee recommended forwarding Resolutions 23-04 and 23-05 to the full Board for approval. The Resolutions will be presented to the full Board for consideration at the February meeting later today.

- **RESOLUTION 23-06**– Authorizing the restatement of the Delaware River and Bay Authority Employees' Retirement Plan

After discussions, Committee Vice-Chair Smith called for a motion, Commissioner Faust made a motion, Commissioner McCann seconded, and the Personnel Committee recommended forwarding Resolution 23-06 to the full Board for approval. The Resolution will be presented to the full Board for consideration at the February meeting later today.

5. With no further business to discuss, Committee Vice-Chair Smith called for a motion to adjourn; Commissioner Faust made a motion, Commissioner McCann seconded, and the Personnel Committee adjourned at 12:21 p.m.

DELAWARE RIVER AND BAY AUTHORITY
ECONOMIC DEVELOPMENT COMMITTEE MEETING
Wednesday, February 22, 2023
Delaware Memorial Bridge Complex
New Castle, Delaware

A public meeting of The Delaware River and Bay Authority's Economic Development Committee Meeting was conducted on Wednesday, February 22, 2023, from the Delaware Memorial Bridge Complex, New Castle, Delaware.

Commissioners of New Jersey

Committee Chair Baldini
Commissioner Wilson, Comm. Member
Commissioner Ransome, Comm. Member
Commissioner McCann
Commissioner Smith

Vice-Chairperson Hogan

Phillip Norcross – Counsel NJ

Governors' Representatives

Robert Davidow, New Jersey

Staff

Tom Cook
Steve Williams
Victor Ferzetti
Vince Meconi
Charlotte Crowell
Gerry Owens
Michelle Warner
Jim Salmon
TJ Murray
Tara Donofrio
Michele Pyle

Commissioners of Delaware

Committee Vice-Chair Becker
Commissioner Carey, Comm. Member
Commissioner Ratchford, Comm. Member
Commissioner Decker
Commissioner Faust

Chairperson Lathem

Kate Betterly – Counsel – DE

**Michael Houghton – Counsel DE

Governors' Representatives

Guests

6. Committee Chair Baldini opened the Economic Development Committee meeting at approximately 12:21 p.m. The Deputy Executive Director (DED) 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. Committee Chair Baldini called for a motion to accept the Economic Development Committee Minutes from December 22, 2022. Commissioner Ransome made a motion, Commissioner Ratchford seconded, and the Committee Minutes were accepted.

3. Resolutions:

RESOLUTION 23-10 - LEASE AGREEMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND RENAIR 650 LLC.

The Deputy Executive Director presented and reviewed the Resolution. With no questions, Commissioner Ratchford made a motion, Commissioner Becker seconded, and the Economic Development Committee recommended forwarding Resolution 23-10 to the full Board. The Resolution will be presented to the full Board for consideration at the February meeting later today.

Committee Chair Baldini adjourned Economic Development Committee at 12:24 p.m.