

**GENESEE TRANSPORTATION COUNCIL
QUARTERLY BOARD MEETING
Radisson Hotel
Henrietta, NY**

December 8, 2005

GTC BOARD MEMBERS PRESENT

Maggie Brooks, Monroe County (GTC Vice Chair)
Marvin Decker, Wayne County (GTC Chair)
Paul E. Haney, Rochester At-Large
Daniel Hogan, Monroe County At-Large
Esther Leadley, Genesee/Finger Lakes Regional Planning Council
Edward Marianetti, Monroe County At-Large
Wayne Zyra, Monroe County

ALTERNATE REPRESENTATIVES PRESENT

Samuel Casella, Ontario County, representing Carmen Orlando
Edward Doherty, City of Rochester, representing William Johnson
Joan Dupont, NYSDOT – Region 4, representing Thomas Madison
E. Joseph Gozelski, Wyoming County, representing A. Douglas Berwanger
Paul Johnson, Monroe County Planning Board, representing Bonnie Pedrick-Coles
Edward G. Muszynski, Empire State Development Corporation, representing Charles Gargano
Thomas Pericak, NYS Thruway Authority, representing Michael Fleischer
Richard Rudolph, Genesee County, representing Mary Pat Hancock
David Woods, Livingston County, representing James Merrick

GTC BOARD MEMBERS ABSENT AND UNREPRESENTED

Robert Arnold, Federal Highway Administration
Philip Brito, Federal Aviation Administration
John G. Doyle, Jr., RGRTA
Lois Giess, Rochester City Council
Dana K. Miller, Rochester City Planning Commission
Robert Multer, Yates County
David W. Schantz, Monroe County Supervisors' Association
Denise M. Sheehan, NYS Department of Environmental Conservation
Robert Shipley, Seneca County
Letitia Thompson, Federal Transit Administration
Marcia Tuohey, Orleans County

OTHERS IN ATTENDANCE

Kevin Beers, GTC Staff
Deborah Elliott, GTC Staff
Ron Hayes, NYSDOT
Kristen Mark Hughes, Ontario County
Richard Perrin, GTC Staff
Terrence J. Rice, Monroe County
Robert Slaver, NYSDOT – Region 4
James Stack, GTC Staff
John Thomas, City of Rochester
David Zorn, G/FLRPC

1. Call to Order

Chairman Decker called the meeting to order at 8:35 a.m.

2. Roll Call

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

3. Public Forum

No one from the public spoke during the Public Forum.

4. Approval of Minutes

Daniel Hogan moved for approval of the minutes from the September 8, 2005 GTC Quarterly Board meeting; Samuel Casella seconded the motion. The minutes were approved as submitted.

5. Communications and Announcements

- Richard Perrin announced the following appointments to the GTC Board:
 - Yates County – Chris Wilson designated as an Alternate to the Board
 - New York State Thruway Authority – Thomas Pericak designated as an Alternate to the Board
- Richard Perrin announced the following appointment to the Planning Committee:
 - Yates County – Chris Wilson appointed as Member

6. Reports and Action on Old Business

a. Planning Committee Chairman's Report – David Woods

David Woods provided the following report:

At its November 17, 2005 meeting, the Planning Committee:

- Recommended that the GTC Board amend the FY 2005-06 UPWP budget to incorporate FTA planning grant balances
- Recommended that the GTC Board amend the *FY 2005-06 UPWP* to reprogram FTA planning funds
- Recommended that the GTC Board accept Final Project Reports as evidence of completion of UPWP Tasks 5610 and 6100:
 - *City of Rochester Automated Vehicle Locator Study*
 - *GTC TIP Management Enhancement Study*

- Recommended that the GTC Board amend the *2005-2010 TIP* by:
 - Increasing the total cost of the Preventive Maintenance project
 - Increasing the total cost of the Transit Enhancements project
 - Increasing the number of vehicles for the Lift Line Vehicle Purchase project
 - Decreasing the total cost of the Lift Line Bus Replacement project
 - Increasing the number of vehicles purchased through the RTS Bus Replacement project
 - Increasing the total cost of the RTS Fare Collection System Replacement project
 - Adding the FFY 2006 Jobs Access Reverse Commute Program project
 - Adding a Right-of-Way Acquisition phase to the Route 15A (Jarley Road – Crittenden Road) Rehabilitation/Reconstruction project
 - Adding a Right-of-Way Acquisition phase to the I-590 Interchange at Winton Road project
- Approved the classification of *FY 2005-06 UPWP Update* tasks in accordance with the *GTC Public Participation Policy*
- Approved scopes of work for the following UPWP projects:
 - Task 6521 – Erie-Attica Railroad Bridge and Trail
 - Task 6611 – Palmyra Route 21 Truck Traffic Study
 - Task 7570 – Route 250 Corridor Study

b. GTC Executive Director's Report – Richard Perrin

Richard Perrin provided the following report:

- As reported at the September 8 Board meeting, the GTC staff is working with the UPWP Development Committee to identify a program of projects to be included in the *FY 2006-2007 UPWP*. Proposals from member agencies and municipalities were due October 28. Thirty-three proposals were received and GTC staff submitted eight proposals for professional services

Typically after allocating the necessary funds to the GTC core budget for staff activities, \$250,000 to \$300,000 is available for member agencies and municipalities. Because SAFETEA-LU provides additional planning monies to Metropolitan Planning Organizations, GTC has just over \$1 million available to member agencies and municipalities in the region in FY 2006-07.

The UDC met on Monday, December 5 to begin reviewing and discussing the proposals. The committee will meet next Tuesday, December 13 and Thursday, December 15 to develop a program of projects for the Planning Committee to consider and recommend for a 30-day public review period at its January 12, 2006 meeting.

- GTC staff has also been progressing the Greater Rochester Transportation Operations and Management Organization Feasibility Study. The purpose of the project is to determine a preferred organizational structure to utilize intelligent transportation system technologies to optimize the operations, safety, and security of the transportation network

The consultant, IBI Group, has interviewed the Steering Committee members including NYSDOT, Monroe County, City of Rochester, RGRTA, NYS Thruway Authority, and law enforcement staff regarding their current and projected needs.

A roundtable of these agencies was held November 30 that also included a presentation and discussion by John Mason, a consultant to FHWA for transportation system management and operations. Mr. Mason is a former six term mayor of Fairfax, Virginia and a retired U.S. Army colonel. A final report is forthcoming and we expect to bring it before the Board for consideration at the March 9, 2006 meeting

- Staff is also progressing its air quality planning activities to ensure uninterrupted advancement of federally-funded transportation projects in the region. These activities include working with the interagency consultation group that includes the NYSDOT EAB, DEC, FHWA, FTA and EPA to obtain validation of GTC's new Travel Demand Model, and concurrence on the status of earmarked projects in SAFETEA-LU and the 2006 USDOT appropriations bill. GTC and other NYSMPOs met with the ICG in Albany on December 1 to discuss improvements to the air quality conformity process
- GTC staff is also working on a TIP procedures manual that will be discussed further in agenda item 7.c.2. *GTC TIP Management Enhancement Study*
- Other projects and programs are being advanced as well

c. Old Business

Richard responded to Ed Doherty's inquiry at the September 8 Board meeting regarding changes in the ability to switch project development funds across sources in SAFETEA-LU. Based on inquiries by GTC staff to FHWA, the same requirements of TEA-21 apply to SAFETEA-LU. It is the state's discretion to move funds and penalties may be leveled if bridge money is moved to roads (i.e., the bridge money may not be available in the future).

Ed stated that he was asking about flexing highway funds to transit projects.

Joan Dupont explained that STP-Flex is a specific funding source that can be shifted to any other fund source.

Richard Perrin responded to Maggie Brooks' inquiry at the September 8 Board meeting regarding the impacts of Hurricane Katrina on transportation funds to the

region based on the 2006 appropriations bill passed last week. Richard stated that it does not appear the region will not be impacted by relief efforts.

Ed Doherty asked about the Stutson Street project losing its earmark and Rich said he would look into this.

7. New Business

- a. Amending the *FY 2005-06 UPWP* budget to incorporate balances of previous FTA MPP grants – action on proposed Resolution 05-35

Richard Perrin discussed the FTA planning funds left over from FY 1999-2000 and FY 2001-02 that will be rescinded if they are not spent by the end of the current fiscal year ending March 31, 2006. FTA has instructed NYSDOT to inform MPOs that if these funds are not expended they will be taken away.

GTC staff has determined that the best way to spend this money is to incorporate it into the GTC core budget which funds staff activities. The GTC core budget must be maintained at the level approved by the Board regardless of the amount.

For GTC to maintain the balance of the core budget, an equal amount of FTA planning funds from a more recent grant must be removed from the GTC core budget. The funds from the more recent grant will be reprogrammed in the *FY 2006-2007 UPWP*; situations such as this are one reason Task 1600 – Program Reserve is included in the UPWP. Essentially, GTC is swapping funds from a newer grant for an equal amount from older grants so we don't lose any funds.

Richard noted that the proposed Resolution was reviewed and recommended for approval at the November 17, 2005 Planning Committee meeting.

Paul Haney moved to approve Resolution 05-35; Esther Leadley seconded. The motion passed unopposed.

- b. Amending the *FY 2005-06 UPWP* to reflect the reprogramming of FTA MPP funds – action on proposed Resolution 05-36

Richard Perrin explained that SAFETEA-LU includes a requirement that a locally developed, coordinated public transit and human services transportation plan be in place by October 1, 2006 to receive FTA Jobs Access Reverse Commute, Elderly and Disabled, and New Freedom Initiative funds.

RGRTA is requesting an amendment at this time, per GTC counsel, because the other option would be to reprogram the funds in the *FY 2006-2007 UPWP* which does not take effect until April 1, 2006 – six months before the SAFETEA-LU deadline for having the locally developed, coordinated public transit and human services transportation plan.

The projects from which the funds are being reprogrammed, the Jobs Access Reverse Commute and Lift Line Strategic Plans, are major elements of the mandated locally developed, coordinated public transit and human services transportation plan. Consolidating these two previously approved tasks is more prudent than conducting them separately and then having to integrate their recommendations into another project.

Richard noted that the proposed Resolution was reviewed and recommended for approval at the November 17, 2005 Planning Committee meeting.

Daniel Hogan moved to approve Resolution 05-36; Wayne Zyra seconded. The motion passed unopposed.

c. Accepting the final project reports as evidence of completion of various UPWP tasks

(1) Accepting the report, *City of Rochester Automated Vehicle Locator (AVL) Study*, as evidence of the completion of UPWP Task 5610 – action on proposed Resolution 05-37

This study was conducted by the City of Rochester Department of Environmental Services. The purpose was to assess, and if cost effective, implement a system for tracking the locations of vehicles operated by or contracted to the Department of Environmental Services. The benefits of implementing an AVL system include improved worker safety and security, customer satisfaction, asset management, and more efficient vehicle deployment.

The study included an analysis of the existing systems of five comparable agencies regarding the size and purpose, components and configurations, features, costs, and benefits of automated vehicle location.

A needs assessment was conducted within the department to determine how AVL could most effectively be used. The recommendation was that a radio-based AVL system be implemented for DES in phases. In this case a radio-based system provides lower costs; \$500,000 to \$800,000 in capital expenditures for all phases with \$5,000 monthly operating costs.

Richard noted that the proposed Resolution was reviewed and recommended for approval at the November 17, 2005 Planning Committee meeting.

Edward Doherty moved to approve Resolution 05-37; Maggie Brooks seconded. The motion passed unopposed.

(2) Accepting the *GTC TIP Management Enhancement Study* as evidence of the completion of a component of UPWP Task 6100 – action on proposed Resolution 05-38

Richard Perrin explained that the purpose of the study was to identify ways for GTC to improve its TIP Development and Management processes. The TIP Development

Committee (TDC) was the Steering Committee for this project. The study included an examination and assessment of GTC's existing process; an identification of the most common and/or significant reasons for cost, scope and schedule changes; how other MPOs deal with these issues; and recommendations and an associated implementation plan for implementing the recommendations.

Some of the more relevant findings include that the current process is seen as fair and equitable and that the people around the table are able to adjust singular agency priorities and work for the betterment of the region. Other recommendations focus on scope and cost estimating consistency, dealing with cost overruns, identifying full project costs, codifying components of the existing process that work well, and accessing and utilizing timely information.

A good portion of the recommendations are currently being implemented through the TIP Procedures Manual that GTC staff is working with the TDC to produce for Planning Committee review and Board approval. The greatest challenge is to incorporate the shift in transportation investment from capacity expansion projects (building new roads) to increased management and operations activities. We've done this informally, but need to accommodate it in a more structured format.

Richard noted that the proposed Resolution was reviewed and recommended for approval at the November 17, 2005 Planning Committee meeting.

Wayne Zyra moved to approve Resolution 05-38; Edward Doherty seconded. The motion passed unopposed.

Ed Doherty asked about the status of implementing the recommendations. Richard stated that the TDC had guided the study and the intention is to implement all the recommendations through process changes and codify the revised process in a TIP procedures manual.

d. Adopting amendments to the *2005-2010 Transportation Improvement Program*

Chairman Decker suggested that the following seven proposed Resolutions be considered under one motion. The Board concurred.

Richard Perrin reviewed seven amendments to the *2005-2010 TIP* :

- (1) Amending the *2005-2010 TIP* by increasing the total cost of the Preventive Maintenance project – Action on Proposed Resolution 05-39

Richard Perrin noted that proposed amendment would increase the total cost of the preventive maintenance project by \$169,000 (\$135,000 federal).

- (2) Amending the *2005-2010 TIP* by increasing the total cost of the Transit Enhancement project – Action on Proposed Resolution 05-40

Richard Perrin explained that this proposed amendment would increase the total cost of the transit enhancements project by \$193,000 (\$152,000 federal) over the next five years. This is a FTA-mandated program.

- (3) Amending the *2005-2010 TIP* by increasing the number of vehicles for the Lift Line Vehicle Purchase project – Action on Proposed Resolution 05-41

Richard Perrin explained that the proposed amendment increases the number of vehicles purchased for the Lift Line paratransit service from eleven to seventeen vehicles by purchasing different vehicles that can provide the same service at a lower unit cost. No budget change is requested.

- (4) Amending the *2005-2010 TIP* by decreasing the total cost of the Lift Line Bus Replacement project – Action on Proposed Resolution 05-42

Richard Perrin explained that the proposed amendment decreases the cost of the purchase of Lift Line vehicles by \$392,000 (\$314,000 federal) to purchase the same number of vehicles at a lower unit cost.

- (5) Amending the *2005-2010 TIP* by increasing the number of vehicles purchased through the RTS Bus Replacement project – Action on Proposed Resolution 05-43

Richard Perrin explained that this proposed amendment is a result of an assessment of fleet requirements by RTS that has determined the need for thirteen smaller 29-foot buses as opposed to ten 40-foot buses.

- (6) Amending the *2005-2010 TIP* by increasing the total cost of the RTS Fare Collection System Replacement project – Action on Proposed Resolution 05-44

Richard Perrin explained that the amendment increases the cost of the project by \$2,500,000 (\$2,000,000 federal) to allow RTS to update its 15-year old fare collection systems and obtain data that can be used in planning and investment decisions.

- (7) Amending the *2005-2010 TIP* by adding the FFY 2006 Jobs Access Reverse Commute Program project – Action on Proposed Resolution 05-45

Richard Perrin explained that this proposed amendment would add approximately \$305,000 of federal funds plus a one hundred percent match of non-federal funds to continue assistance for transporting city residents to employment opportunities in the suburbs.

Richard noted that the proposed Resolutions were reviewed and recommended for approval at the November 17, 2005 Planning Committee meeting.

Samuel Casella moved to approve Resolutions 05-39 through 05-45; Maggie Brooks seconded. The motion passed unopposed.

Paul Haney asked if the increase and decrease in Proposed Resolutions 05-41 and 05-42 were separate items.

Richard explained that they were different projects. The first increases the number of vehicles purchased at a lower unit cost and does not change the cost of the project. The second reduces the project cost by purchasing the same number of vehicles at a lower unit cost.

Chairman Decker suggested that the following two proposed Resolutions be considered under one motion. The Board concurred.

(8) Amending the *2005-2010 TIP* by adding a Right-of-Way Acquisition phase to the Route 15A (Jarley Road – Crittenden Road) Rehabilitation project – Action on Proposed Resolution 05-46

(9) Amending the *2005-2010 TIP* by adding a Right-of-Way Acquisition phase to the I-590 Interchange at Winton Road project – Action on Proposed Resolution 05-47

Richard Perrin noted that the proposed amendments add Right-of-Way Acquisition phases to the Route 15A (Jarley Road to Crittenden Road) and I-590 Interchange at Winton Road projects. The funds for these phases were expected to be obligated prior to the *2005-2010 TIP* taking effect October 1. Since they were not obligated as anticipated, the funds for these phases must be included in the *2005-2010 TIP*. The cost increases will be covered with state funds and will not affect the federal fiscal constraint requirement for the *2005-2010 TIP*.

Richard noted that the proposed Resolutions were reviewed and recommended for approval at the November 17, 2005 Planning Committee meeting.

Daniel Hogan moved to approve Resolution 05-46 and 05-47; Joan Dupont seconded. The motion passed unopposed.

Paul Haney asked for clarification on the project limits of the Route 15A project. Joan Dupont explained where the project was located.

f. Any Other New Business

Richard Perrin reminded members about the Holiday Open House to be held at the GTC offices on Friday, December 16.

Richard recognized Marvin Decker, Sam Casella, Ed Doherty, and Richard Rudolph for their service to the Genesee Transportation Council.

Maggie Brooks, on behalf of Monroe County, presented GTC Chair Marvin Decker with a commendation for his leadership of the Genesee Transportation Council over the past 20-plus years.

Marvin expressed his appreciation for the effort and contribution of the GTC Board members he has worked with.

8. Next Meeting

The next Board meeting will be held Thursday, March 9, 2006 at 8:30 a.m. at the Radisson Hotel in Henrietta.

9. Adjournment

The meeting adjourned at 9:17 a.m.