

**GENESEE TRANSPORTATION COUNCIL
PLANNING COMMITTEE MEETING
Ebenezer Watts Conference Center
Rochester, New York**

August 17, 2006

PLANNING COMMITTEE MEMBERS PRESENT

James Fletcher, Monroe County – At Large
Daniel Hollowell, NYSDOT – Region 4
Timothy Hens, Genesee County
Paul Holahan, City of Rochester
Kristen Mark Hughes, Ontario County
Paul Johnson, Monroe County Planning Board
Scott Leathersich, Monroe County – At Large
Edward Muszynski, Empire State Development Corporation
Terrence J. Rice, Monroe County
Chris Wilson, Yates County
David Woods, Livingston County
David Zorn, Genesee/Finger Lakes Regional Planning Council

ALTERNATE REPRESENTATIVES PRESENT

Richard Beers, Jr., FHWA, representing Robert Griffith
David Cook, RGRTA, representing Mark Aesch

PLANNING COMMITTEE MEMBERS ABSENT AND UNREPRESENTED

Jeffrey Adair, Monroe County
James Brady, Wayne County
Philip Brito, FAA
Glenn Cooke, Seneca County
William Eick, Orleans County
Fred Humphrey, Wyoming County
Tracy Logel, Monroe County Supervisors' Association
William Sullivan, Rochester City Council
(Vacant), City of Rochester – At Large
(Vacant), FTA
(Vacant), NYS Department of Environmental Conservation
(Vacant), Rochester City Planning Commission

OTHERS IN ATTENDANCE

Leslie Bamann, Town of Victor
Steven Beauvais, NYSDOT Region – 4
James Clements, NYSDOT Region – 6
Deborah Elliott, GTC Staff
Brian Emelson, Town of Victor
Thomas Frey, Genesee Land Trust
Jeffrey Hennick, Victor Hiking Trails
Terry L. Lattimore, RG&E
Chris Nill, Village of Manchester
Richard Perrin, GTC Staff
Bruce Philpott, RGRTA
Amber Powers, GTC Staff Intern
Rob Slaver, Jr., NYSDOT – Region 4
Petra Staats, GTC Staff
James Stack, GTC Staff
John Thomas, City of Rochester
Debra Wegman, RG&E
David Wright, Town of Victor
Chauncy Young, Victor Hiking Trails

1. Call to Order & Introductions

David Woods, Chairman, called the meeting to order at 10:05 a.m. Members, Alternates, and others present introduced themselves.

2. Public Forum

Leslie Bamann, Town of Victor Supervisor, discussed the Auburn Trail Extension project submitted for the Transportation Enhancements Program. She noted the benefits of the alternate transportation route. She introduced Brian Emelson, Town of Victor Director of Parks & Recreation. Brian highlighted the trail proposal and noted the demonstration of support from the community. Brian introduced Dave Wright, Town of Victor Councilman and Chairperson of Victor Hiking Trails, who provided background on the group and highlights of the Auburn Trail and Lehigh Trail. He also noted the Town of Victor's approval of matching funding for the project.

Chris Nill from the Village of Manchester discussed the Manchester Gateway Pedestrian/Bicycle Pathway System project submitted for the Transportation Enhancements Program and acknowledged its current ranking. He noted that this was part of the Village's strategic plan and would benefit economic development and public safety in the area.

Tom Frey of the Genesee Land Trust discussed the Butterhole-Seneca Park Rail Trail project submitted for the Transportation Enhancements Program. He noted that he has been involved in the project for approximately five years. He spoke positively about the improvements to neighborhoods and connections to the schools and recreation center that the trail would provide.

3. Approval of Minutes

James Fletcher moved for approval of the minutes from the July 20, 2006 Planning Committee meeting; Chris Wilson seconded the motion. The minutes were approved as submitted.

4. Reports and Action on Old Business

a. Reports on UPWP Projects and Other Activities

GTC

Richard Perrin reported:

- GTC is working with the NYSMPOs Association to draft a statewide MPO response to the June 9 Notice of Proposed Rule Making (NPRM) on Metropolitan Planning requirements. Key elements include fiscal constraint, phase-in of SAFETEA-LU requirements, security, and major project analysis.
- No progress to report on the Rural County Resource Development Initiative.

- GTC staff are continuing development of the LRTP portion of the SAFETEA-LU compliance Gantt chart. Major components that are being discussed include consistency with planned development, coordination with the strategic highway safety plan, public participation plan, linking NEPA and the GTC planning process, and incorporation of ITS and the Congestion Management Process.
- Primary activities for Air Quality Planning and Outreach have been development of the final draft of the conformity statement and incorporation of CMAQ funds into the *2007-2012 TIP* development process, including identifying eligible activities, associated questions for the TIP application, and evaluation criteria for the various projects that can receive CMAQ funding.
- Dewberry has been selected as the preferred consultant for the Transportation and Industrial Access – Phase 2 project. The project will begin in earnest within the next month.
- Resource Systems Group has been selected as the preferred consultant for the GTC Travel Demand Model Enhancement project. Resource Systems Group migrated the GTC Travel Demand Model from TModel 2 to TransCAD in 2005.
- Research on existing code language used outside the region is nearly complete for the Bicycle & Pedestrian Supportive Code Language project. GTC staff will be contacting G/FLRPC staff to begin developing a template for summarizing the findings from within the region (G/FLRPC) and outside the region (GTC staff) for presentation to interested parties.
- Comments by Transportation Management Committee (TMC) members on the mission and vision statements have been summarized and will be provided to the committee for finalization. This was a recommendation of the Greater Rochester Transportation Operations and Management Organization Feasibility Study. Opportunities and issues will begin being discussed at the next TMC meeting in the context of the mission and vision statements.
- Environmental Design and Research has been selected as the preferred consultant for the Rochester and Penfield studies and Lu Engineers has been selected as the preferred consultant for the Caledonia and Byron-Bergen-Riga-Churchville studies for the FY 2006-07 round of the Priority Trails Advancement program.
- GTC staff met on August 11 to advance the On-Street Bicycle Facilities Opportunities Review project using existing data independent of NYSDOT's work on developing a Bicycle Level of Service. Work on the bike map incorporating Rochester Bicycling Club ratings and various graphics is continuing.
- The Pedestrian Facilities Inventory is continuing and the non-Monroe County portion of the Transportation Management Area is complete. Work has begun on the City of Rochester and all but a few towns in Monroe County are complete.
- A scope of work for the Circulation, Accessibility, and Parking Program will be presented for approval later in the meeting.
- Work is continuing on incorporating the Congestion Management Process into the Long Range Transportation Plan development process and coordinating the CMP with ITS and operations components.
- Regarding the Travel Time Data Collection Assessment project, revisions to the prioritization framework for data collection methodologies based on Steering Committee comments is being completed.
- Stuart I. Brown has been selected as the preferred consultant for the Strategic

Plan for Public Transportation in Yates County. GTC staff will contact the consultant to begin the project.

- Review of the draft on visualization in the planning process for the Transportation Information Resources project is continuing. The information is expected to be posted to the GTC website in September. GTC staff welcome any suggestions from committee members on future topics for this program.
- No progress to report for the Regional Goods Movement Strategy.

In addition, GTC staff have been working on the development of the *2007-2012 TIP* and *2007-2008 UPWP*. The TIP Development Committee met on August 3 to discuss the *2007-2012 TIP* development process. Questions remained on incorporating a preventive maintenance set-aside, which was a LRTP recommendation, and inclusion of CMAQ.

A meeting of County Highway Superintendents, NYSDOT, City of Rochester and GTC staff was held August 8 to discuss preventive maintenance considerations and finalize their incorporation in the *2007-2012 TIP* development process.

The advance notice of TIP funding was mailed August 11. The guidebook and application will be mailed August 25.

With respect to the *2007-2008 UPWP*, GTC Program Manager Petra Staats will be leading the development. The advance notice of funding availability will be mailed September 8 and the Call for Projects and application will be mailed September 22.

G/FLRPC

David Zorn reported:

- No progress reported on the Local Update of Census Addresses - Phase I.
- The 2005 Regional Land Use Monitoring report has been completed.
- Issues for the LRTP Non-Air Environmental Scan have been identified and presented to GTC staff. G/FLRPC staff are reviewing mitigation strategies.
- A meeting for the Preparing Village Main Streets for Planning project will be held in late August. The anticipated completion date is the end of August.
- No progress to report on the Optimizing Transportation Infrastructure through Effective Land Use project.

Monroe County

Paul Johnson reported:

- The 2005 Monroe County Land Use Monitoring report has been completed.
- Due to a recent staff change, the Monroe County Parking Study project close out is now expected in November.

Scott Leathersich reported:

- After negotiations with the consultant for the Accident Rate Database project, the recommendation to accept the grant will be presented to the Legislature for acceptance in September.
- The Scope of Work for the Monroe County Overhead Traffic Sign Visibility Upgrade study was approved at the July Planning Committee meeting. The recommendation to accept the grant will be presented to the Legislature for acceptance in September.
- A project meeting will be held next week for the Safe Passing Zone Survey.
- No progress to report on the Traffic Sign Retroreflectivity Study.
- The Monroe County High Accident Location Program project is commencing as an in-house effort.
- The final report for the Pedestrian Activity Safety Study will be distributed next week and will be provided to the Planning Committee at a future meeting.

Ontario County

Kris Hughes reported:

- A Scope of Work has been developed for the combined State Route 96/State Route 318 Rural Corridor Study. The revised Scope of Work will be presented later in the meeting.
- Final arrangements are being made for public dissemination of the results of the Canandaigua Regional Transportation Study. There will be a presentation to the Committee in the near future.

City of Rochester

Paul Holahan reported:

- Changes to the Scope of Work for the Port of Rochester Transportation Evaluation and Support Study will be discussed later in the meeting.
- The City of Rochester Vehicle Fleet Alternative Fuels Systems Study contract will be presented to City Council for approval on August 22. The project is expected to begin in early-Fall 2006.

John Thomas reported:

- Final revisions are being made to the Neighborhood Traffic Calming Concept Design citizens' manual.
- A Scope of Work for the Center City Parking Development & Management project was approved at the July 20 Planning Committee meeting. A consultant agreement and RFP are being developed.

RGRTA

David Cook reported:

- A Scope of Work for the Market Research for Regional Transit Service project was approved at the July 20 Planning Committee meeting. A RFP is being developed.
- The Scope of Work for the Coordinated Public Transit-Human Services Transportation Plan will be presented later in the meeting.
- A presentation of the Security and Safety Plan for Public Transportation project is on the agenda for later in the meeting.
- The RTS/Lift Line Operational Analysis & Facility Utilization Study is underway and results are expected in the fall.
- The RTS Fare Modification Study is complete.
- The RGRTA Route Analysis is an on-going project for the Scheduling Department.
- There is no progress to report on the Alternative Fuels Technology/RTS Hybrid Bus Study.

Genesee County

Tim Hens reported:

- The Scope of Work for the Genesee County Safe Passing Zone Survey will be presented later in the meeting.

Seneca County

Richard Perrin reported:

- As noted by Kris Hughes, a Scope of Work has been developed for the combined State Route 96/State Route 318 Rural Corridor Study. The revised Scope of Work will be presented later in the meeting.

Wayne County

Richard Perrin reported:

- A new consultant has been selected for the Cluster Development Enhancement Project Feasibility Study.
- The Scope of Work for the Palmyra Route 21 Truck Traffic Study is being revised and is nearly complete.

Wyoming County

Richard Perrin reported:

- There is no progress to report on the Transportation & Scenic/Historic Resources in Wyoming County project.

Yates County

Chris Wilson reported:

- The final project report for the Route 14A Corridor Study was recommended for acceptance at the July 20 Planning Committee meeting. The county provided support for the study. In addition, the Yates County Legislature has approved the purchase of Pictometry software and associated data.

Other Agencies

- GTC is continuing internal review of the draft RFQ for the Regional Traffic Count Collection project. The draft RFQ will be distributed to all the counties for review and comment. Terry Rice added that Monroe County is continuing their portion with the existing consultant.
- Proposals for the New York Route 96 Traffic Signal Coordination Study are due August 21.
- No progress to report on the Erie-Attica Railroad Bridge and Trail Feasibility Study.
- Stantec has been selected as the preferred consultant for the Meridian Centre Boulevard Extension Study.
- The consultant for the Route 250 Corridor Study is continuing to collect data on existing and planned conditions.
- A RFP for the Williamson Route 104 & Route 21 Gateway Concepts project is being finalized by the Town of Williamson and GTC staff. Richard Perrin and Sharon Lilla met with the Williamson Charette Steering Committee on August 3.

b. Any Other Old Business or Announcements

1. Proposed revisions to the Port of Rochester Transportation Evaluation and Support Study Scope of Work

Paul Holahan, City of Rochester, reviewed the changes and distributed the revised scope of work noting the removal of the fast ferry service between Rochester and Toronto. He noted that traffic issues remain a concern as a result of special events, the implementation of the Port Master Plan, and the potential for ferry service in the future.

Paul Holahan moved for approval of the revised Port of Rochester Transportation Evaluation and Support Study Scope of Work; Kris Hughes seconded the motion. The motion passed unopposed.

5. Action Items

- a. Recommendation to the GTC Board concerning adopting the *Transportation Conformity Determination for the 2005-2010 Transportation Improvement Program* / Proposed Council Resolution 06-57

Richard Perrin discussed the conformity statement. GTC staff have spent a significant amount of time on the statement since the last Planning Committee meeting. The Planning Committee approved the draft conformity statement for public review at the July 20 meeting and instructed staff to hold an Executive Committee meeting to discuss the preferred regional emissions analysis test. The Executive Committee decided to use the "less than 2002" test. NYSDOT-Environmental Analysis Bureau (EAB) and NYSDOT Region 4 conducted the required analysis for the non-TMA.

Richard Perrin highlighted the changes to the statement and noted that the Interagency Consultation Group concurred with the statement. He noted that this is a compliance document and does not affect policy and investments. Richard thanked NYSDOT staff for their efforts on the non-TMA area analysis and timely completion of the required analysis.

Terry Rice asked about the analysis for the non-TMA area and the impact. Richard Perrin discussed the methodology used by NYSDOT. Richard noted that the analysis showed a larger reduction in ozone precursors when the non-TMA area analysis was included.

Terrence Rice moved to recommend approval of Proposed Council Resolution 06-57; Daniel Hallowell seconded the motion. The motion passed unopposed.

- b. Recommendation to the GTC Board concerning certifying that all Federal planning requirements are met / Proposed Council Resolution 06-58

Richard Perrin discussed the self certification document and gave the background on the federal review process. He noted that in the interim GTC must self-certify. Richard gave highlights of the document.

Kristen Mark Hughes moved to recommend approval of Proposed Council Resolution 06-58; James Fletcher seconded the motion. The motion passed unopposed.

Richard Beers noted that FHWA is developing a request for MPOs to document, in a one-page description, the way in which they will be SAFETEA-LU compliant by July 1, 2007.

- c. Recommendation to the GTC Board concerning amending the FY 2006-2007 UPWP Budget to reflect a decreased allocation of FHWA Planning and FTA Section 5303 Metropolitan Planning Program grants / Proposed Council Resolution 06-59

Richard Perrin discussed the funding rescission. He noted that the UPWP fully programmed funds when it was adopted in March 2006. On June 2, NYSDOT notified GTC staff of the rescission. GTC staff has identified a way to cover the rescission without impacting the remainder of the program.

Scott Leathersich moved to recommend approval of Proposed Council Resolution 06-59; Paul Holahan seconded the motion. The motion passed unopposed.

- d. Recommendation to the GTC Board concerning amending the 2006-2007 UPWP by consolidating the State Route 96/State Route 318 Rural Corridor Study – Phase 1 [Task 7550] and the State Route 96/State Route 318 Rural Corridor Study – Phase 2 [Task 7551] / Proposed Planning Committee Resolution 06-4

Richard Perrin noted that this can be accomplished by a Planning Committee Resolution as provided for in Resolution 78-4. Richard discussed the desire of Ontario County and Seneca County to consolidate the project.

Chris Wilson moved to recommend approval of Planning Committee Resolution 06-4; David Cook seconded the motion. The motion passed unopposed.

- e. Recommendation to the GTC Board concerning endorsing the Regional Project Priorities List for the 2006 Transportation Enhancements Program / Proposed Council Resolution 06-60

Richard Perrin noted that the Transportation Enhancements Program is a state-administered program. GTC works with NYSDOT in an advisory role but the selection of projects to be funded is made by the NYSDOT Transportation Enhancements Advisory Committee (TEAC). Seventeen proposals were received and NYSDOT consulted with FHWA on eligibility. Richard thanked Steve Beauvais and Robert Torzynski for their efforts. Richard noted that NYSDOT Main Office requested the prioritized list by September 1. The list will be forwarded to the TEAC noting that it has not yet been considered by the GTC Board and has the potential to change.

Steve Beauvais reviewed the TEP process. He explained how NYSDOT worked with the applicants to get stronger applications and noted the competitiveness of the program. Steve mentioned that the number of applications are down and that these projects are eligible for other fund sources.

Chris Wilson asked if the application process is the same in other regions. Steve responded that there is consistency on evaluation criteria, but each region interacts differently with the respective Metropolitan Planning Organization (if one is present).

Chris asked why applications are down. Steve responded there is a significant burden on applicants with no guarantee of funding.

James Fletcher asked if we know the allocation for the region. Steve responded that there are not specific allocations but he estimates \$4.1 million in federal funds is available to the NYSDOT-Region 4 area.

Paul Holahan moved to recommend approval of Proposed Council Resolution 06-60; Kristen Mark Hughes seconded the motion. The motion passed unopposed.

- f. Recommendation to the GTC Board concerning accepting the *RGRTA Emergency Management Plan – Project Summary*, as evidence of completion of UPWP Task 8270 / Proposed Council Resolution 06-61

David Cook introduced Bruce Philpott, Director of Operations at RTS. Bruce discussed the project findings and recommendations.

James Fletcher asked about interaction with the Monroe County Emergency Operations Center. Bruce responded that RGRTA is a member of the county's emergency response team and has a close relationship with other agencies. He explained that the staff has continuous training and is compliant with the National Incident Management System standards.

David Woods asked how the information is conveyed if there is not internet access. Bruce responded that they have alternate servers and hard copies.

Ed Muszynski asked about software capabilities. Bruce explained that the consultant, through this project, has developed an internet-based software application to respond to and manage emergencies. The software gives a framework for addressing actual emergencies, but it does not simulate emergencies.

Paul Holahan moved to recommend approval of Proposed Council Resolution 06-61; David Cook seconded the motion. The motion passed unopposed.

- g. Recommendations to the GTC Board concerning various amendments to the *2005-2010 TIP*

1. Recommendation to GTC Board concerning amending the *2005-2010 TIP* by adding the Law Street Bridge over Tonawanda Creek project and deleting the Pike Road Bridge project / Proposed Council Resolution 06-62

Tim Hens discussed the Law Street Bridge project. Tim distributed a revised cost estimate and proposed schedule. He noted that the project schedule is aggressive to meet the detour needs of the NYS Route 98 reconstruction project.

Terrence Rice moved to recommend approval of Proposed Council Resolution 06-62; Kristen Mark Hughes seconded the motion. The motion passed unopposed.

David Woods suggested grouping the next five amendment requests. The Committee concurred.

2. Recommendation to GTC Board concerning amending the *2005-2010 TIP* by increasing the total cost of the Preventive Maintenance project / Proposed Council Resolution 06-63

3. Recommendation to GTC Board concerning amending the *2005-2010 TIP* by adding the Lift Line Bus Replacement project / Proposed Council Resolution 06-64
4. Recommendation to GTC Board concerning amending the *2005-2010 TIP* by adding the RTS Site & Facility Upgrades project / Proposed Council Resolution 06-65
5. Recommendation to GTC Board concerning amending the *2005-2010 TIP* by combining two RTS Bus Replacement projects, increasing the total number of vehicles purchased, and increasing the total cost of the two projects / Proposed Council Resolution 06-66

David Cook discussed the RGRTA TIP amendments. He noted that the projects are being conducted with currently programmed funds and unprogrammed 5307 funds.

6. Recommendation to GTC Board concerning amending the *2005-2010 TIP* by adding the RGRTA Intelligent Transportation Systems project and reducing the cost of the Renaissance Square project / Proposed Council Resolution 06-67

David Cook discussed the ITS elements being considered for the funds that would be shifted away from Renaissance Square. David informed the Committee that the amendment request is being made with the concurrence of Congressman Reynolds (the sponsor of the funding) and the Main & Clinton Local Development Corporation.

Paul Johnson asked if there are ITS elements at Renaissance Square that would no longer be implemented. David noted that ITS would still be a part of Renaissance Square but other fund source would be used.

David Cook moved to recommend approval of Proposed Council Resolutions 06-63, 06-64, 06-65, 06-66, and 06-67; Scott Leathersich seconded the motion. The motion passed unopposed.

7. Recommendation to GTC Board concerning amending the *2005-2010 TIP* by changing the schedule of the Port of Rochester Security/ITS Project / Proposed Council Resolution 06-68

John Thomas discussed the Port of Rochester Security/ITS Project amendment. He noted that this changes the schedule and does not affect the budget or other projects.

Paul Holahan moved to recommend approval of Proposed Council Resolution 06-68; Chris Wilson seconded the motion. The motion passed unopposed.

Richard Perrin discussed the NYSDOT TIP amendments that were recommended for GTC Board adoption in August 2005 pending the development of a conformity

statement. Richard asked that the Committee reaffirm their recommendation as nothing in the requested amendments had changed.

Kris Hughes questioned why there was nothing in the meeting mailing regarding the August 2005 amendments. Richard responded that GTC staff did not include additional materials for the amendments since they had already been recommended for GTC Board adoption contingent on the development of an associated conformity statement and that no aspects of the requests had changed. Kris stated that there could have been some mention of the reaffirmation somewhere in the meeting package. Richard responded that in similar situations in the future, GTC staff would include the information in the meeting package.

The Planning Committee reaffirmed their August 2005 recommendation to approve the amendments.

h. Approval of UPWP Project Scopes of Work

1. Task 6221 – Genesee County Safe Passing Zone Survey

Tim Hens discussed the proposed Scope of Work for Task 6221.

2. Task 6800 – Circulation, Accessibility, and Parking Program

Richard Perrin discussed the proposed Scope of Work for Task 6800.

3. Task 7550 – State Route 96/State Route 318 Rural Corridor Study

Kris Hughes discussed the proposed Scope of Work for Task 7550.

4. Task 8150 – Coordinated Public Transit/Human Services Plan

David Cook discussed the proposed Scope of Work for Task 8150.

Chris Wilson moved to recommend approval of UPWP Project Scopes of Work for Tasks 6221, 6800, 7550, and 8150; Terrence Rice seconded the motion. The motion passed unopposed.

6. Public Forum

No one from the public spoke during the Public Forum.

7. New Business

Richard Perrin discussed the *2007-2012 TIP* Development process. He noted that the August 3 TDC meeting focused on CMAQ funding and Preventive Maintenance projects. A follow up meeting was held on August 8 with Highway Superintendents to discuss Preventive Maintenance projects.

Richard Perrin noted that the advance notice of funding for the *2007-2008 UPWP* will be mailed on September 8 and the Call for Projects and application will be mailed on September 22.

John Thomas stated that he thought there would be a two-year UPWP to reduce administrative burdens. Richard responded that last year's UPWP was a one-year UPWP because GTC staff did not experience any less administrative burdens and, more importantly, because the two-year cycle is less responsive to changing planning needs. Terry Rice noted that even during the only two-year UPWP cycle there was a need to do an update.

Richard noted the potential to have GTC staff do the invoicing of all UPWP reimbursements to minimize administrative burdens to Monroe County, the City of Rochester, and RGRTA as well as improve grant tracking. This would be discussed with each agency to determine their interest.

Terry Rice asked how to handle a minor TIP amendment (less than \$250,000 or 25%). The Committee referred the issue back to TIP Development Committee to consider projects that fall into this range.

8. Next Meeting: October 19, 2006 – RGRTA

9. Adjournment

The meeting adjourned at 12:10 p.m.