

## **GTC Active Transportation Advisory Group Draft Terms**

*(Revised based on October 14 Planning Committee discussion)*

- I. **PURPOSE** - The purpose of the Active Transportation Advisory Group (ATAG) is to advise and support the GTC Planning Committee on technical development, public education, and awareness of active transportation user issues and other matters in the Genesee-Finger Lakes Region. The ATAG seeks to bring new voices to the table and enhance public input efforts, though it is not a replacement for key stakeholders on individual project advisory committees.
  
- II. **RESPONSIBILITIES** – Initially, responsibilities of the Advisory Group will include but are not limited to:
  - A. **Engagement - Participation in GTC Core Work Products:**
    - Long Range Transportation Plan (LRTP),
    - Transportation Improvement Program (TIP), and
    - Unified Planning Work Program (UPWP);

The ATAG may:

    - Offer perspective to appropriate entities on TIP program development
    - Act as a liaison to the public to promote the TIP public comment period
    - Suggest ideas for potential UPWP projects
    - Support GTC staff in developing recommendations related to active transportation in future LRTPs
  
  - B. **Community Coordination** – The ATAG will serve as a forum for the coordination of planning activities and of active transportation at the regional level. The ATAG will facilitate technical exchange between partner agencies, community organizations, and private sector professionals. As an example, GTC constituent municipalities may send an active transportation issue to the ATAG for discussion and recommended improvements. ATAG members will help identify other individuals that can participate such that there is sufficient diversity to be representative of the community.
  
  - C. As the role of the ATAG evolves, changes regarding its responsibilities will be made with concurrence of the Planning Committee.
  
- III. **MEMBERSHIP** - The membership of the ATAG shall not be limited but consist of members with full standing and agency partners. Attempts will be made to include broad perspectives. The size of the group must be manageable, but a specific number has not yet been identified.
  - A. **Eligibility and Qualifications** - Any member of the public in the Genesee-Finger Lakes Region shall be eligible for membership. Members should commit to regularly attend meetings. These members may include public sector officials or staff that are not designated as official Agency Partners.

- B. Residents – After an initial core of participants is identified, ATAG members will help identify other individuals that can participate such that there is sufficient diversity to be representative of the community.
- C. Agency Partners – Each of the member agencies of GTC, including the nine counties, the City of Rochester, RGRTA, NYSDOT, and G/FLRPC will have the option to add a representative and alternate to the Group.

IV. MEETINGS – Regular meetings will be held quarterly, at least two weeks before an upcoming scheduled Planning Committee meeting subject to rescheduling/cancellation.

- A. Agenda – Typical meetings may include the following items:
  1. GTC Project Updates
  2. Presentation and Review of upcoming GTC Planning Committee items
  3. Partner Updates
  4. Presentation of a recently completed local plan, issue, or safety initiative
  5. Public Forum

- B. Committee Action – The ATAG can submit a summary of comments, typically in memo form, to the Planning Committee on upcoming action items such as TIP project inclusion.

- C. Documentation – Meeting notes and materials will be compiled and distributed via the GTC website.

V. SUBCOMMITTEES - ATAG subcommittees may be established to more closely examine a project or issue or accomplish a technical task and report findings back to the full ATAG and Planning Committee.