

**GENESEE TRANSPORTATION COUNCIL
PLANNING COMMITTEE MEETING
NYSDOT – Region 4
Henrietta, New York**

April 20, 2006

PLANNING COMMITTEE MEMBERS PRESENT

James Brady, Wayne County
Kristen Mark Hughes, Ontario County
Paul Johnson, Monroe County Planning Board
Scott Leathersich, Monroe County – At Large
Terrence J. Rice, Monroe County
William Sullivan, Rochester City Council
Chris Wilson, Yates County

ALTERNATE REPRESENTATIVES PRESENT

Thomas Beck, Monroe County – At Large, representing James Fletcher
Charles Walker, RGRTA, representing Mark Aesch
Robert Slaver, NYSDOT – Region 4, representing Joan Dupont
John Thomas, City of Rochester, representing George Stam

PLANNING COMMITTEE MEMBERS ABSENT AND UNREPRESENTED

Jeffrey Adair, Monroe County
Philip Brito, FAA
Glenn Cooke, Seneca County
Robert Griffith, FHWA
Timothy Hens, Genesee County
Fred Humphrey, Wyoming County
Tracy Logel, Monroe County Supervisors' Association
Edward Muszynski, Empire State Development Corporation
Thomas E. Pericak, NYS Thruway Authority
William Eick, Orleans County
David Woods, Livingston County
David Zorn, Genesee/Finger Lakes Regional Planning Council
(Vacant), FTA
(Vacant), NYS Department of Environmental Conservation
(Vacant), City of Rochester – At Large

OTHERS IN ATTENDANCE

Leslie Bamann, Ontario County
Deborah Elliott, GTC Staff
Erik Frisch, GTC Staff
Robert Frye, RGRTA
Dan Hallowell, NYSDOT – Region 4
Jason Haremza, G/FLRPC
Paul Holahan, City of Rochester
Thomas Low, Town of Brighton
Richard Perrin, GTC Staff
Robert Scholl, NYSDOT – Region 4
James Stack, GTC Staff
Rochelle M. Stein, Town of LeRoy
David L. Watson, Rochester City Planning Commission

1. Call to Order & Introductions

Kristen Mark Hughes, Vice-Chairman, called the meeting to order at 10:00 a.m. Members, Alternates, and others present introduced themselves.

2. Public Forum

No one from the public spoke during the Public Forum.

3. Approval of Minutes

William Sullivan moved for approval of the minutes from the February 16, 2006 Planning Committee meeting; Terry Rice 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:

- The values and operating principles for the GTC Strategic Plan have been finalized. Work is continuing on the strengths, weaknesses, opportunities, and threats (SWOT) assessment. Second interviews are being held next week with the two candidates for the vacant Program Manager position. GTC staff and other member agency staff received a presentation by Fisher Associates on 3-D microsimulation traffic models, a possible means for meeting the SAFETEA-LU requirement for visualization to be incorporated into the MPO planning process.
- No progress to report on the Rural County Resource Development Initiative. This project is on hold until the vacant Planner position is filled.
- Professionally designed copies of the final version of the *Long Range Transportation Plan for the Genesee Finger Lakes Region: 2005-2025* document were distributed to the Board at the March 9, 2006 meeting and are available to Planning Committee members and alternates.
- With respect to the Air Quality Planning and Outreach project, GTC staff provided Travel Demand Model and project classification documentation to NYSDOT Environmental Analysis Bureau (EAB) and participated in a conference call with them last week regarding revisions prior to forwarding to the full Interagency Consultation Group (ICG). Revised versions of both will be provided for distribution to ICG. Revised CMAQ criteria were received from the consultant and additional comments were provided by GTC staff for further revision. GTC staff is participating on the air toxics and small grant committees for the USEPA-funded Community Action for a Renewed Environment initiative through the Center for Environmental Information.
- With respect to the Transportation and Industrial Access – Phase 1 project, a high-priority site for Orleans County was identified. The RFP for Phase 2 will be

advertised in the April 24 NYS Contract Reporter.

- A Scope of Work for the GTC Travel Demand Model Enhancement project will be presented later in the meeting.
- G/FLRPC provided Planning Coordination Committee responses to the survey for the Bicycle & Pedestrian Supportive Code Language project. GTC staff assessed the results and prepared a memo on topics and means to support bicycle and pedestrian usage based on the results. The memo was provided to G/FLRPC on April 12 and a meeting will be scheduled. Parking (for bicycles and automobiles) and sidewalks are the primary topics to be addressed.
- The consultant has finalized the report for the Greater Rochester Transportation Operations and Management Organization Feasibility Study which will be presented for consideration and recommendation later in the meeting.
- All three studies that comprise the 2004-05 Priority Trails Advancement program have been finalized and will be presented for consideration and recommendation later in the meeting. Applications for the 2006-07 round are due April 21 and the selection committee (RTI Steering Committee) is meeting at the GTC offices on Monday, May 1 to review the proposals. GTC staff have discussed potential proposals with interested communities.
- Road ratings for the On-Street Bicycle Facilities Opportunities Review have been converted into GIS format and distributed to TMA county planning departments and the City of Rochester along with associated metadata.
- A Scope of Work for the Pedestrian Facilities Inventory will be presented later in the meeting.
- The Circulation, Accessibility, and Parking Program will be the primary activity for the new Program Manager including developing project selection criteria for UDC consideration, creating a call for projects, drafting a RFP for professional services, and advancing the projects.
- GTC staff is continuing work on the Congestion Management Process (CMP) to make it relevant to the Rochester TMA. A presentation will be developed for the CMP Working Group. The NYSMPO Shared Cost Initiative (SCI) has been completed and was very well received.
- Two proposals for the Travel Time Data Collection Assessment project were received and reviewed by MCDOT, NYSDOT, and GTC staff. The IBI Group was selected.
- GTC staff met with the Yates County Health Planning Council on March 21 regarding the Strategic Plan for Public Transportation in Yates County. A RFP has been finalized and will be advertised in the April 24 NYS Contract Reporter.
- The Transportation Information Resources project will restart in the summer. Potential topics are being reviewed.
- GTC staff discussed the Regional Goods Movement Strategy with the Rochester-Finger Lakes Regional Development Corporation. This project will encompass all nine counties and agriculture will be a significant component.

G/FLRPC

Jason Haremza reported:

- A Scope of Work for the Local Update of Census Addresses – Phase 1 project will

- be developed.
- Data collection for the 2005 Regional Land Use Monitoring report is ongoing with 75% of responses received and data analysis underway. A 90% response rate is the goal.
 - A Scope of Work for the LRTP Non-Air Environmental Scan will be developed.
 - Draft recommendations are being developed for the Preparing Village Main Streets for Planning project; draft final reports for Newark and Scottsville will be developed for technical committee review.
 - The Technical Advisory Committee for the Optimizing Transportation Infrastructure through Effective Land Use project selected five candidate transit corridors to be studied; three corridors will ultimately be selected. Staff is working with RGRTA and relevant municipalities to gauge interest.

Monroe County

Paul Johnson reported:

- Data collection for the 2005 Monroe County Land Use Monitoring report is almost complete with two municipalities still outstanding. Staff hopes to have this project complete next week and publish the reports thereafter.
- The Steering Committee for the Monroe County Parking Study met in March to finalize and approve the data collected. Staff will secure design and printing services to produce the document. The target completion date remains June 30.

Terrence Rice reported:

- MCDOT are awaiting a proposal from the consultant for the Accident Rate Database project and will present a Scope of Work to the Planning Committee in May.
- No progress to report for the Traffic Sign Retroreflectivity Study because FHWA has not finalized their standards.
- A consultant has been selected for the Safe Passing Zone Survey and their proposal is being reviewed.
- A Scope of Work for the Monroe County High Accident Location Program project will be presented to the Planning Committee in May; the work will be conducted in-house by MCDOT staff.
- A meeting was held to review the draft report for the Pedestrian Activity Safety Study and comments have been provided to the consultant; completion is expected in June.

Ontario County

Kris Hughes reported:

- There is no progress to report on the State Route 96/State Route 318 Rural Corridor Study – Phase 2; Ontario County staff hopes to begin the project this summer and is considering conducting Phase 2 concurrently with Phase 1.

- The final product for the Canandaigua Regional Transportation Study was well-received; completion is expected in the near future.

City of Rochester

John Thomas reported:

- The Port of Rochester Transportation Evaluation and Support Study is still on hold; City staff are coordinating with Sasaki Associates to see if additional transportation work is needed for the Port of Rochester Master Plan.
- A survey of neighborhood traffic issues for the Neighborhood Traffic Calming Concept Design and Implementation Study has been completed. A draft manual and related GIS coverage are being developed.
- A Scope of Work will be developed for the Center City Parking Development & Management project in coordination with the Rochester Downtown Development Corporation.
- A Scope of Work will be developed for the City of Rochester Vehicle Fleet Alternative Fuels Systems Study.

RGRTA

Charles Walker reported:

- There is no progress to report on the Market Research for Regional Transit Service project.
- The Scope of Work for the Coordinated Public Transit-Human Services Transportation Plan was approved at the February Planning Committee meeting.
- The consultant is correcting software issues regarding the Security and Safety Plan for Public Transportation.
- The Scope of Work for the RTS/Lift Line Operational Analysis & Facility Utilization Study was approved at the February Planning Committee meeting. A RFP was issued and a consultant contract was awarded on April 6.
- The RTS Fare Modification Study will be presented for closeout later in the meeting.
- A Scope of Work for the RGRTA Route Analysis project will be presented to the Planning Committee in May.
- There is no progress to report on the Alternative Fuels Technology Study/RTS Hybrid Bus Study.

Seneca County

Richard Perrin reported:

- There is no progress to report on the State Route 96/State Route 318 Rural Corridor Study – Phase 1.

Wayne County

Richard Perrin reported:

- Given the lack of progress made on the project, the contract with the consultant for the Cluster Development Enhancement Project Feasibility Study will be terminated. A RFP will be re-issued for the project within the coming month.
- A RFP will be released next week for the Palmyra Route 21 Truck Traffic Study.

Wyoming County

Richard Perrin reported:

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

Yates County

Chris Wilson reported:

- The final public meeting for the Route 14A Corridor Study will be held on April 26 and the report will be finalized for Planning Committee consideration.

Other Agencies

- GTC will coordinate with the five involved counties on developing a RFP/RFQ for the Regional Traffic Count Collection project.
- A Scope of Work will be developed for the NY Route 96 Traffic Signal Coordination Study.
- A RFP for the Erie-Attica Railroad Bridge and Trail was issued and proposals have been received; a consultant contract should be awarded within the next 60 days.
- A Scope of Work for the Meridian Centre Boulevard Extension Study will be presented later in the meeting.
- A RFP was issued and proposals received for the Route 250 Corridor Study; the Steering Committee will meet next week to select a consultant.

b. Any Other Old Business or Announcements

Richard Perrin announced the following new members to the Planning Committee; Thomas E. Pericak and Matthew M. Latko, Jr. representing the New York State Thruway Authority, David L. Watson, representing the Rochester City Planning Commission, and William Eick, representing Orleans County.

Emory Moore of the NYSDOT Civil Rights Bureau conducted a site visit with GTC staff to evaluate environmental justice and Title VI activities. Mr. Moore noted that a desk review will be conducted as well, and that the GTC Environmental Justice database and public participation requirements are noteworthy.

Richard Perrin was appointed to the Transportation Research Board (TRB) Committee on Metropolitan Planning, Policies, and Processes for a three-year term.

5. Planning Committee Action Items

- a. Concurrence concerning the classification of *FY 2006-2007 UPWP* Tasks in accordance with the *GTC Public Participation Policy*

Richard Perrin described the different UPWP project classification categories.

Terrence Rice questioned the recommended classification for Task 6230 – Monroe County High Accident Location Program. Richard Perrin responded that, as proposed, the recommendations of the project could have a material impact on the public and warranted a Planning/Policy classification. Richard stated that the classification could be discussed in light of further clarification of the project's product(s).

Terry stated that he felt the project was a Technical/Data Collection project since any significant recommendations would have their own project development process with appropriate public involvement. Richard agreed and responded that the project's classification could be amended to reflect that change.

The Planning Committee concurred with the classification of *FY 2006-2007 Unified Planning Work Program* Tasks in accordance with the *GTC Public Participation Policy* as amended.

- b. Recommendations to the GTC Board concerning accepting Final Project Reports as evidence of completion of various UPWP Tasks
 1. Accepting the report, *Greater Rochester Transportation Operations & Management Organization Feasibility Study*, as evidence of completion of UPWP Task 5620 / Proposed Council Resolution 06-18

Erik Frisch discussed the background and findings of the study. Richard Perrin noted that GTC will pursue FHWA Peer-to-Peer assistance to help advance the findings of this study. Erik Frisch added that, due in part to this study, GTC has been invited to be a member of the Association of Metropolitan Planning Organizations' Management and Operations Work Group.

Terrence Rice moved to recommend approval of Proposed Council Resolution 06-18; William Sullivan seconded the motion. The motion passed unopposed.

2. Accepting the reports, *Genesee Riverway Trail (Downtown to Lower Falls Park) Feasibility Study*, *Lakeville-Livonia Trail Feasibility Study*, and *Oatka Creek Trail Feasibility Study*, as evidence of completion of UPWP Task 6510 / Proposed Council Resolution 06-19

John Thomas discussed the Genesee Riverway Trail (Downtown to Lower Falls Park) Feasibility Study.

Erik Frisch discussed the Lakeville-Livonia Trail Feasibility Study.

Erik Frisch discussed the Oatka Creek Trail Feasibility Study. Town of LeRoy Supervisor Rochelle Stein noted that the good working relationship with GTC helped make the project a success.

Chris Wilson moved to recommend approval of Proposed Council Resolution 06-19; Scott Leathersich seconded the motion. The motion passed unopposed.

3. Accepting the report, *RGRTA Fare Study – Phase I Report*, as evidence of completion of UPWP Task 8531 / Proposed Council Resolution 06-20

Robert Frye of RGRTA discussed the Fare Study.

Kris Hughes asked if RGRTA examined the elasticity of demand in relation to a fare reduction. Robert Frye responded that the consultant looked at that but RGRTA could not consider it due to the revenue loss.

Paul Holahan asked if RGRTA is projecting an increase in park-and-ride or discretionary ridership due to the fare simplification. Robert Frye responded that RGRTA expects a small increase in those riders but that this change was meant to benefit the existing riders, the vast majority of whom reside in the City of Rochester.

Terrence Rice asked if ridership increased last fall due to higher gas prices and whether RGRTA expects a similar increase this year as gas prices continue to rise. Robert Frye responded that there was an increase in ridership last fall due to the high gas prices and there likely will be a similar increase in ridership this year.

Paul Holahan stated that, as a former RTS operations manager, he thinks the fare simplification benefits both riders and bus drivers.

William Sullivan noted that he has heard complaints with regard to confusion with the zone system but that the modification appears logical. Robert Frye responded that there has been some initial confusion, but marketing of the changes should address those issues.

John Thomas moved to recommend approval of Proposed Council Resolution 06-20; Rob Slaver seconded the motion. The motion passed unopposed.

Richard Perrin noted that it is not the Metropolitan Planning Organization (MPO)'s role to dictate to member agencies how they should operate their facilities

and/or services. Rather, the MPO's role is to ensure that the planning process that results in recommendations for consideration by member agencies is consistent with not only federal requirements, and the associated GTC goals and objectives, but also accepted planning principles. He added that this issue may arise during the June GTC Board meeting.

Terrence Rice asked if it would have been better for RGRTA to complete the planning study prior to implementing its recommendations. Richard Perrin reiterated that the MPO should approve that the planning process followed was consistent with federal requirements and good practice. If the planning project is not approved, it could affect the reimbursement of UPWP funds. Kris Hughes added that while it may have been logical for RGRTA to complete the planning project prior to implementation, it is not required.

c. Approval of UPWP Project Scopes of Work

1. Task 5410 – GTC Travel Demand Model Enhancement

Richard Perrin discussed the Scope of Work for Task 5410.

Jason Haremza asked if the enhancement would be to the Transportation Analysis Zone (TAZ) level. Richard Perrin responded in the affirmative, explaining that data is inputted into the model at the TAZ-level with trips assigned to the links based on that data.

2. Task 6531 – Pedestrian Facilities Inventory

Richard Perrin discussed the Scope of Work for Task 6531.

Kris Hughes suggested that the methodology be shared outside the TMA in order for counties to supplement the data. Richard Perrin agreed to share the methodology with non-TMA counties. Jason Haremza added that the methodology could be provided to students in the region looking for real-world GIS projects.

Terrence Rice noted that there is existing data available, such as the location of crosswalks and pedestrian signals, and that GTC should utilize this first so as not to duplicate existing information.

Robert Scholl asked if there was any new guidance on the SAFETEA-LU Safe Routes to School (SR2S) program. Richard Perrin responded that GTC staff are not aware of any updates on that program and that SR2S could be addressed through a future UPWP project.

3. Task 6631 – Meridian Centre Boulevard Extension Study

Tom Low, Town of Brighton, discussed the Scope of Work for Task 6631.

William Sullivan moved to approve the Scopes of Work for Tasks 5410, 6531, and 6631; Terrence Rice seconded the motion. The motion passed unopposed.

6. Information Items

a. Guidelines for Using UPWP Funds

Richard Perrin discussed the Guidelines for Using UPWP Funds document that was prepared by GTC staff. The guidelines are intended to ensure that federal requirements are followed and reimbursement is not jeopardized. The guidelines were distributed to UPWP project sponsors. He noted that, if necessary, GTC staff will revise the guidelines for the next UPWP cycle.

7. New Business

Terrence Rice asked if NYSDOT would be looking at only state roads as part of the SAFETEA-LU required Highway Safety Improvement Program. Rob Slaver responded that NYSDOT Main Office is still developing their plan based on guidance from Federal Highway Administration.

Dan Hallowell reminded Planning Committee members about the upcoming Transportation Enhancements Program (TEP) workshops.

8. Next Meeting

The next Planning Committee meeting will be held May 18, 2006 at 10:00 a.m. in Rochester City Council Chambers.

9. Adjournment

The meeting adjourned at 12:05 p.m.