

**GENESEE TRANSPORTATION COUNCIL
PLANNING COMMITTEE MEETING
Livingston County Government Center
Geneseo, New York**

January 11, 2007

PLANNING COMMITTEE MEMBERS PRESENT

James Brady, Wayne County
James Fletcher, Monroe County – At Large
Daniel Hallowell, NYSDOT – Region 4
Fred Humphrey, Wyoming County
Scott Leathersich, Monroe County – At Large
Terrence J. Rice, Monroe County
Chris Wilson, Yates County
David Woods, Livingston County

ALTERNATE REPRESENTATIVES PRESENT

Richard Beers, Jr., FHWA, representing Robert Griffith
Angela Ellis, Ontario County, representing Kristen Mark Hughes
Tom Goodwin, Monroe County Planning Board, representing Paul Johnson
John Thomas, City of Rochester, representing Paul Holahan
Charles Walker, RGRTA, representing Mark Aesch

PLANNING COMMITTEE MEMBERS ABSENT AND UNREPRESENTED

Jeffrey Adair, Monroe County
Philip Brito, FAA
Glenn Cooke, Seneca County
William Eick, Orleans County
Timothy Hens, Genesee County
William Leslie, NYSTA
Tracy Logel, Monroe County Supervisors' Association
Edward Muszynski, Empire State Development Corporation
William Sullivan, Rochester City Council
Chuck Thomas, Rochester City Planning Commission
David Zorn, Genesee/Finger Lakes Regional Planning Council
(Vacant), City of Rochester – At Large
(Vacant), FTA
(Vacant), NYS Department of Environmental Conservation

OTHERS IN ATTENDANCE

Deborah Elliott, GTC Staff
Heather Ferrero, Livingston County
Erik Frisch, GTC Staff
Richard Perrin, GTC Staff
Petra Staats, GTC Staff
James Stack, GTC Staff

1. Call to Order & Introductions

David Woods, Chairman, called the meeting to order at 10:03 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

Terrence Rice requested an amendment to the minutes to reflect "pedestrian signals" not "countdown signals" as phrased in the minutes.

Scott Leathersich moved for approval of the minutes from the November 16, 2006 Planning Committee meeting; James Fletcher seconded the motion. The minutes were approved as amended.

4. Reports and Action on Old Business

a. Reports on UPWP Projects and Other Activities

GTC

Richard Perrin reported:

- GTC staff are working towards meeting SAFETEA-LU requirements based on the Gantt Chart that was developed as part of Strategic Planning activities. A major component is developing a SAFETEA-LU compliant LRTP Update which will be discussed as part of agenda item 5.b.
- No progress to report on the Rural County Resource Development Initiative.
- The work plan for the LRTP Update will be finalized based on Planning Committee input on agenda item 5.b.
- With respect to Air Quality Planning and Outreach, GTC has taken the lead in working with the other NYSMPOs to be more fully included in the development of the State Implementation Plan (SIP) for ground-level ozone. A meeting with NYSDEC (the agency responsible for developing the SIP) and other Interagency Consultation Group members is being held in New York City on January 12. GTC will participate via conference call. Staff are working to develop a Microsoft Excel-based application to evaluate the emission reduction benefits of projects that have requested CMAQ funds to allow for timely obligation. Staff are also working with the consultant to monitor the implementation of the September 2006 particulate matter standard. Recommendations from New York State to EPA are due in December 2007 with designations effective April 2010. Counties in the region do not currently violate the standard but are not in the clear from being designated as nonattainment areas for fine particulate matter.
- The consultant has been progressing the Transportation and Industrial Access – Phase 2 project. Meetings between the consultant and IDA representatives have

been held in Genesee, Livingston, Orleans, Wayne, Wyoming, and Yates counties. A meeting with Seneca County IDA staff is scheduled for January 11. Based on these meetings, reports for a high priority site in each county and the City of Rochester will be developed that provide concept level planning recommendations for improving transportation and access concerns at the sites.

- Traffic count tabulation for NYSDOT counts is completed and revision of employment projections by transportation analysis zone is underway for the GTC Travel Demand Model Enhancement project. The next step is to develop the public transportation network file and provide the necessary data to the consultant to develop the morning peak hour and mode choice components of the model.
- The Bicycle & Pedestrian Supportive Code Language project is a joint project with G/FLRPC. All three technical memos have been drafted and the presentation template will be developed. GTC staff expects to provide a draft for Planning Committee consideration for recommendation to the Board at the February 15 Planning Committee meeting.
- The Greater Rochester Transportation Operations and Management Organization Feasibility Study continues to be implemented. The ITS Strategic Plan Update is included in the UPWP Development Committee-recommended *FY 2007-2008 UPWP* and additional Statewide Planning and Research (SPR) funds for the update have been requested from NYSDOT.
- The three FY 04-05 Priority Trails Advancement studies are complete. The consultant has completed initial field work for the Lehigh Valley Railroad and New York Central Westshore branch projects and is arranging Steering Committee meetings. The Irondequoit Creek Stream Corridor and Erie Attica Railroad Bridge projects are on hold pending an executed letter of agreement from the City of Rochester.
- Drafts of the Bike Map and technical memo on recommendations have been developed for the On-Street Bicycle Facility Opportunities Review. GTC staff expect to provide a draft for Planning Committee review and consideration for recommendation to the GTC Board at either the February 15 or April 19 Planning Committee meetings.
- The Pedestrian Facilities Inventory project is on hold pending the hiring of an intern to complete the field work.
- The four communities to receive funding through the Circulation, Accessibility, and Parking Program were selected at the November Planning Committee meeting. A RFP for the Village of Perry was developed and has been advertised in the NYS Contract reporter. RFPs for the other three projects are being developed and reviewed by their respective communities.
- The Congestion Management Process (CMP) will be included in the Long Range Transportation Plan Update and discussed as part of agenda item 5.b.
- Comments on the draft report have been received and are being incorporated by the consultant for the Travel Time Data Collection Assessment project. GTC staff expects to provide a draft for Planning Committee consideration for recommendation to the Board at the February 15 Planning Committee meeting.
- The first public meeting for the Strategic Plan for Public Transportation in Yates County was held December 6 and approximately 90 people attended. The second Steering Committee meeting was held December 8 and the third is scheduled for

January 12 to review draft recommendations.

Chris Wilson added that the last Steering Committee meeting included presentations by RGRTA and First Transit on different service delivery models. The project is progressing well.

- No progress to report for the Transportation Information Resources project.
- An additional \$280,000 in SPR funds has been requested from NYSDOT for the Regional Goods Movement Strategy. The decision should be made in February; indications from NYSDOT are that the funds will be allocated to the study.

John Thomas asked about the projects proposed to receive CMAQ in the TIP. He is aware that Monroe County is anxious to move the Green Station project as is the City. The City also wants to progress the DES Automatic Vehicle Locator (AVL) project. He asked when and how the emissions analysis can be completed.

Richard Perrin suggested that the City submit a TIP amendment request for the AVL project for next week's mailing to the TIP Development Committee. He noted that the NYSDOT-Environmental Analysis Bureau will not consider the emissions analysis until the project is included in the TIP. Jim Stack reviewed the progress he has made to-date on the air quality analysis for the TIP.

David Woods asked if a notice to all CMAQ project sponsors should be issued because those sponsors may not have been aware of ability to submit an Amendment request prior to adoption of the new TIP. Richard noted that the TDC would need to consider advancing projects if there were special circumstances. He suggested the TDC focus on existing projects that are proposed to receive CMAQ to free up fund sources for other projects. Also, the Green Station project is a complex multi-jurisdictional effort that could use a three-month "head start".

G/FLRPC

Richard Perrin reported:

- Approval of the Scope of Work for the Local Update of Census Addresses - Phase 1 project is on the agenda for later in the meeting.
- Surveys for the 2005 Regional Land Use Monitoring report will be distributed.
- The LRTP Non-Air Environmental Scan project is progressing, GTC staff recently reviewed the Task 5 product on mitigation activities.
- Draft reports for Scottsville and Newark, the two pilot communities, are being reviewed and revised for the Preparing Village Main Streets for Planning project. The guidebook is under development. A Steering Committee meeting is scheduled for January 16.
- A Technical Advisory Committee meeting was held on October 17 for the Optimizing Transportation Infrastructure through Effective Land Use project. A report will be submitted to the committee for review.

Chris Wilson noted that G/FLRPC staff member Jason Haremza has accepted a position with the City of Rochester. Chris stated that he appreciated Jason's work on the Town of Barrington Comprehensive Plan.

Monroe County

Tom Goodwin reported:

- Surveys for the 2006 Monroe County Land Use Monitoring report will be sent out next week.
- Staff is working on the final format for the Monroe County Parking Study project and will be negotiating a contract for design and printing services.

Terrence Rice reported:

- Traffic volumes are being estimated where there is no count information for the Accident Rate Database project.
- The Monroe County Overhead Traffic Sign Visibility Upgrade study is progressing and is approximately 16 percent complete.
- No progress to report on the Traffic Sign Retroreflectivity Study. The project is on hold pending new guidelines from FHWA.
- A second round of field work has been completed for the Safe Passing Zone Survey and a draft report is being developed.
- Four studies are complete and others are being conducted as part of the Monroe County High Accident Location Program project.
- The Pedestrian Activity Safety Study is complete.

Ontario County

Angela Ellis reported:

- Maria Rudzinski of Ontario County Planning is leading the State Route 96/State Route 318 Rural Corridor Study and is working with Harriet Haynes of Seneca County on developing the RFP. A consultant should be under contract by mid- to late-Spring.
- A public meeting has been scheduled for January 18 at 7:00 p.m. at the Canandaigua Primary School for the Canandaigua Regional Transportation Study.

City of Rochester

John Thomas reported:

- The draft final report for the Port of Rochester Transportation Evaluation and Support Study is going through internal review. The Port Master Plan is complete and the supplemental EIS is beginning.
- A draft of the manual for the Neighborhood Traffic Calming Concept Design and Implementation project is under internal review and will be shared once that review is complete.
- Two project advisory committee meetings have been held for the City of Rochester Vehicle Fleet Alternative Fuels Systems Study. The consultant has completed a peer city review. A representative from Keene, NH will discuss

biofuels use in a cold weather climate.

- Eight proposals were received and four interviews were conducted for the Center City Parking Development & Management project. City Council will consider the consultant selection at its February meeting.

John Thomas noted that five proposals were received for the Inner Loop traffic study and they are being evaluated. Consultant selection will be considered by City Council at its March meeting.

RGRTA

Charles Walker reported:

- A contractor has been chosen for the Market Research for Regional Transit Service project.
- A RFP was issued for the Coordinated Public Transit-Human Services Transportation Plan on December 18 with proposals due January 19. Chip clarified that a RFP for this project was not released previously. A call for projects for JARC funds was advertised and received no responses.
- The Security and Safety Plan for Public Transportation project is complete.
- The draft final report for the RTS/Lift Line Operational Analysis & Facility Utilization Study is under internal review.
- The RTS Fare Modification Study is complete.
- RGRTA Route Analysis is an on-going project for the Scheduling Department.
- A request to reallocate funds from the Alternative Fuels Technology/RTS Hybrid Bus Study to new tasks has been made as part of the FY 2007-2008 UPWP.

Genesee County

Richard Perrin reported:

- No progress to report on the Genesee County Safe Passing Zone Survey.

Seneca County

Richard Perrin reported:

- The State Route 96/State Route 318 Rural Corridor Study – Phase 1 has been consolidated with Phase 2 and will be led by Ontario County.

Wayne County

James Brady reported:

- The Cluster Development Enhancement Project Feasibility Study is progressing. The Steering Committee met on November 17 and the consultant presented three concepts for review.
- A consultant was selected for the Palmyra Route 21 Truck Traffic Study.

Wyoming County

Richard Perrin reported:

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

Yates County

Chris Wilson reported:

- The Contract Reporter has been very helpful to the county and expressed appreciation to GTC staff for informing them of the publication.

Other Agencies

Richard Perrin reported:

- A draft RFQ for the Regional Traffic Count Collection project has been reviewed by all of the participating counties and is now complete. Monroe County has completed their portion using a consultant.
- The New York Route 96 Traffic Signal Coordination Study is progressing. The Existing Conditions report is complete and the Level of Service tables have been revised per Steering Committee input.
- The draft final report for the Erie-Attica Railroad Bridge and Trail Feasibility Study is under review.
- Travel demand modeling work for the Meridian Centre Boulevard Extension Study is complete and the project is progressing.
- The consultant is still collecting data for the Route 250 Corridor Study.

James Fletcher noted that the Town of Penfield is developing its own land use report for use in this study.

- The RFP for the Williamson Route 104 & Route 21 Gateway Concepts project was advertised in the NYS Contract Reporter with only one proposal received. The Steering Committee decided to re-advertise the project; the new RFP was issued November 20 and GTC received five proposals by the December 20 deadline. The Steering Committee is currently evaluating and rating the proposals.

b. Any Other Old Business or Announcements

There was no old business or announcements.

5. Action Items

a. Approval of the *Draft FY 2007-2008 Unified Planning Work Program Public Review Document*

The UPWP Development Committee (UDC) met on November 16 and November 28

to develop the suggested program of projects that is included in the Public Review document. The FY 2007-2008 UPWP Public Review document does not include the rollover projects which will be included in next fiscal year's UPWP. The amount proposed for GTC staff to carry out its federally mandated activities is increasing \$2,111 or 0.3% over last year when one time expenses including rent and retirees' expenses are considered. The proposed program of projects allows for approximately \$92,000 to be allocated to Program Reserve to allow for a contingency and to be programmed in FY 2008-2009. FHWA Statewide Planning and Research (SPR) funds are being requested from NYSDOT to supplement the proposed ITS Strategic Plan Update and Diversion Route Planning Initiative.

The next steps are to provide the Draft Public Review document to County planning department offices, NYSDOT, and central repository libraries in the Rochester Transportation Management Area. During the public review period lasting from January 12 to February 12, GTC staff will accept public comments via mail, fax, and email, and provide them to the UDC for their consideration. GTC staff will then develop a draft UPWP document for Planning Committee recommendation to the GTC Board at its February 15 meeting.

GTC staff have reviewed other MPO UPWPs to identify potential improvements to the GTC UPWP. GTC will add sections on revenues, description of FHWA and FTA planning funds, and public participation requirements. GTC staff will also revise Task 5400 from Regional Model Maintenance to Travel Demand Modeling, add a task for a Safe Routes to School program to develop materials and resources (possibly a guidebook) for communities throughout the region, and rename Section 4000 from "Surveillance" to "Data Development and Analysis".

James Fletcher asked what the Diversion Route Planning Initiative will consist of. Richard Perrin responded that the study will look at traffic diversion routes and associated protocol for all principal arterials in the region.

Scott Leathersich asked for clarification on whether the proposed SPR funds will be in addition to the funds proposed in the UPWP. Richard Perrin confirmed that the SPR funds would supplement the UPWP funds in order to expand the scope and depth of these projects. Dan Hallowell added that, although there is not widespread support for sharing SPR funds with MPOs, he is in full support of using these funds to supplement these GTC projects.

Terrence Rice inquired about the organization of the GTC staff budget. Richard Perrin responded that the funds recommended for GTC Staff Activities includes all of the funding for GTC staff. All other projects listed are for contractual services only with no funds allocated for GTC staff expenses.

John Thomas inquired about the scope of the Safe Routes to School Site Assessment Study. Richard Perrin responded that the goal is to assess three to five school sites in urban, suburban, and rural areas. James Fletcher asked if this would look at on-site issues, noting that school districts often allow architects to design traffic circulation which then can lead to problems on the surrounding roadways. Richard confirmed

that the consultant would examine on-site issues.

James Fletcher asked if the Circulation, Accessibility, and Parking (CAP) Program would look at specific sites. Richard Perrin noted that it is a separate call for projects from individual communities and that four communities have already been selected for the first round of CAP.

John Thomas moved to approve the *DRAFT 2007-2008 Unified Planning Work Program Public Review Document* for a 30-Day Public Review period; Terrence Rice seconded the motion. The motion passed unopposed.

b. Presentation on and discussion of the Long Range Transportation Plan (LRTP) Update

Richard Perrin gave a presentation on the proposed GTC staff approach to developing the LRTP Update.

Terrence Rice asked if GTC is proposing to re-organize the TIP or the LRTP with respect to preservation, operations, and expansion. Richard Perrin responded that the LRTP would be reorganized into those three areas, rather than by mode. Richard also noted that the current LRTP shows a breakdown of TIP costs by preservation, operations, and expansion. Highway rehabilitation and reconstruction projects are considered to be preservation.

Terrence Rice requested that GTC coordinate the scheduling of the TIP and LRTP public review meetings with Monroe County's CIP public meetings which are March 6, 7, and 8. Richard Perrin responded that GTC staff will take those dates into consideration when scheduling their public meetings so that there would be no conflicts.

Richard Beers concurred with GTC summary of SAFETEA-LU LRTP requirements. Richard Perrin thanked Richard Beers for his quick responses to questions from GTC staff during the preparation of the LRTP Update presentation.

c. Approval of a UPWP Project Scope of Work

1. Task 4100 – Local Update of Census Addresses – Phase 1

Richard Perrin discussed the Scope of Work for Task 4100.

Chris Wilson noted that David Zorn is drafting letters to each of the County Legislatures to notify them of this process. He expressed concern with getting every Town Clerk to participate. Chris asked if other regions are also doing this type of work. Richard Perrin responded that he does not know of other MPOs that are funding this work, but that there are other areas doing it.

David Woods stated that he feels this work is very important and that it is proper to do it at the regional level. He suggested that G/FLRPC put more emphasis on

the use of non-digital data sources and noted that face-to-face contact will be needed in the rural areas. David asked what the Phase 1 municipalities referred to and asked what the qualitative review is and if there would be a quantitative review. Richard Perrin responded that he did not know and would pass along these comments and questions to David Zorn and the G/FLRPC Planning Coordination Committee (PCC).

David Woods suggested that the Planning Committee grant conditional approval of this Scope of Work pending feedback and approval at the February 2, 2007 PCC meeting.

Terrence Rice moved to recommend approval of UPWP Project Scope of Work for Task 4100; Chris Wilson seconded the motion. The motion passed unopposed.

6. Information Items

a. *2007-2012 Transportation Improvement Program* development

NYS DOT and GTC staffs completed evaluations and preliminary rankings. The TDC met on December 4, December 18, and January 9 to review the preliminary rankings. The draft program of projects for Planning Committee review is nearing completion.

7. New Business

There was no new business.

8. Public Forum

No one from the public spoke during the Public Forum.

9. Next Meeting: February 15, 2007 – Ebenezer Watts Conference Center

10. Adjournment

The meeting adjourned at 11:57 a.m.