

GTC PLANNING COMMITTEE MEETING
NYSDOT - Region 4
May 30, 2002

PLANNING COMMITTEE MEMBERS PRESENT

James Brady, Wayne County Highway Department
Joan Dupont, NYSDOT – Region 4
Stephen Ferranti, Member-At-Large, Monroe County
Richard Garrabrant, NYS Thruway Authority
Steve Hendershott, Monroe County Supervisors' Association
Kristen Mark Hughes (Committee Vice-Chairman), Ontario County Planning Department
Paul Howard, G/FLRPC
Charles Nesbitt, Jr., Empire State Development
Thomas Skoglund, Wyoming County Planning Department
George Stam, City of Rochester
David Woods (Committee Chairman), Livingston County Planning Department

ALTERNATE REPRESENTATIVES PRESENT

David Cook representing Don Riley, RGRTA
Paul Johnson representing Rocco DiGiovanni, Monroe County Planning
Scott Leathersich representing Terrence J. Rice, Monroe County DOT
Alicia Nolan representing Jonathan McDade, FHWA

OTHERS IN ATTENDANCE

Kristin Bennett, GTC
Doug Benson, City of Rochester
Margaret DelPlato, G/FLRPC
Deborah Elliott, GTC Staff
Angela Ellis, Ontario County Planning Department
Steve Gleason, GTC Staff
Marvin Kleinberg, NYSDOT – Region 4
Brian Lakeman, GTC Staff
Sharon Lilla, Wayne County Planning Department
Richard Perrin, GTC Staff
Ron Sassone, Town of Greece
Rob Slaver, NYSDOT – Region 4
Lisa Smith, GTC Staff
James Stack, GTC Staff
David Thielman, NYS Thruway Authority
John Thomas, City of Rochester
Valencia Thompson, FHWA
Robert Traver, NYSDOT – Region 4
David Zorn, G/FLRPC

PLANNING COMMITTEE MEMBERS ABSENT AND UNREPRESENTED

S. William Baker, US EPA
Philip Brito, FAA
Glenn Cooke, Seneca County
Donald Cooley, Orleans County
John Czamanske, Yates County Planning Department
Glenn Guarino, Member-At-Large, Monroe County
Timothy Hens, Genesee County
John T. Hicks, NYS Dept of Environmental Conservation
William Sullivan, City of Rochester
Larry Stid, City of Rochester
Clara Wallace-Douglas, FTA
(Vacant), Member-At-Large, City of Rochester

1. Call to Order

David Woods called the meeting to order at 10:05 a.m.

2. Public Forum

No public comment was offered.

3. Approval of Minutes

George Stam made a motion for approval of the minutes from the April 18, 2002 Planning Committee meeting. Steve Hendershott seconded the motion. The motion passed unopposed.

4. Reports and Action on Old Business

a. GTC Staff and Committee Reports

Steve Gleason reported on GTC Staff and Committee activities:

- Along with other New York State MPO Directors, he will be going to Washington, D.C. to meet with congressional representatives regarding reauthorization of TEA-21. He also handed out copies of a *TEA-21 Works! A Guide to the Metropolitan Planning Process and Future Challenges in Transportation Planning* (a brochure produced by the New York State Association of Metropolitan Planning Organizations)
- The GTC team for this year's Chase Corporate Challenge is made up of 31 people from 13 organizations (the event takes place the evening of May 30)
- The CMS Working Group met immediately before the Planning Committee meeting. The Group has agreed on a manageable set of performance measures to carry forward into the next stages of the development of GTC's Congestion Management System
- Seven project proposals were received for the Regional Corridors Program. The proposals were reviewed by members of the UPWP Development Committee (UDC) at a May 16 meeting. Four proposals remain in consideration for selection as the Program's first project. The UDC will meet again on June 6 to continue the project selection process

b. Participating Agency Reports on UPWP Projects and Other Activities

Monroe County

Scott Leathersich reported:

- Monroe County is seeking approval of the Scopes of Work for two UPWP projects at today's meeting: Task 4410 (GIS Database Integration for Monroe County DOT) and Task 7210 (Four Lane Conversion to Three or Two Lane Study)

Ontario County

Kristen Mark Hughes reported:

- The Routes 5 & 20 Access Management Plan study (UPWP Task 7430) should be completed within a few weeks
- The CATS Bus System Plan study has run into a few data analysis problems but is moving ahead. The County Administrator has authorized hiring an individual to address the data analysis problems
- Work continues on the Route 332 Corridor Management Study

Wyoming County

Steve Gleason reported:

- Approval of the Scope of Work for Transportation Elements of Scenic/Historic Resources in Wyoming County (UPWP Task 5330) is on the agenda for today's meeting

Yates County

Steve Gleason reported:

- A consultant has been selected for the Route 14A Corridor Study (UPWP Task 7530)

City of Rochester

George Stam reported:

- A Project Technical Amplification for the Street Condition Rating Update Study (UPWP Task 4340) was approved in April 2001. Therefore, a Project Scope of Work is not required for this study to move ahead. The Request for Proposals (RFP) for the study is ready to go
- The High Volume Bus Stop Pavement Management Study (UPWP Task 6640) is underway

G/FLRPC

David Zorn reported:

- The 2001 Rural County Land Use Monitoring Report has been finalized. A Scope of Work for next year's report will be submitted in a few months
- The Scope of Work for the Main Street Transportation Tools project (UPWP Task 5800) is on the agenda for today's meeting

- Technical assistance is being provided to GTC on an as needed basis
- The data acquisition phase of the Regional Atlas project (UPWP Task 5810) is underway

RGRTA

David Cook reported:

- The Strategic Plans for Public Transportation projects in Wayne and Wyoming Counties (UPWP Tasks 8250 and 8260) have been kicked off. The consultant (Stuart I. Brown Associates) is currently preparing a survey, collecting data, and meeting with stakeholders
- RGRTA is working on the Scopes of Work for their studies in this year's UPWP

Other Agencies

Steve Gleason reported:

- A Steering Committee meeting was held on May 7th in Geneva for the Route 14 Truck Study (UPWP Task 6610). The consultant on the project is Sear Brown Associates. The first public meeting will be held on June 18
- The Scope of Work for the Monroe Avenue / I-590 Interchange Study (UPWP Task 7610) is on the agenda for today's meeting
- The Scope of Work for the Lexington Avenue Extension Study (UPWP Task 6630) is on the agenda for today's meeting
- GTC Staff expects the Scope of Work for the Transportation Safety Information Analysis (UPWP Task 4600) and the Transportation and Industrial Access (UPWP Task 5320) studies to be ready for the July Planning Committee meeting
- GTC Staff is working on the Regional Rights-Of-Way Preservation Study (UPWP Task 5700)
- The Scope of Work for the Non-Emergency Medical Transportation Study (UPWP Task 6400) will be presented at the July Planning Committee meeting
- The Scope of Work for the Priority Trails Advancement project (UPWP Task 6510) is on hold pending the completion of the Regional Trails Initiative – Phase I and should be ready for the August Planning Committee meeting
- The Scope of Work for the Congestion Management System Implementation project (UPWP Task 7110) will be submitted following completion of the CMS Plan (UPWP Task 7100)
- A New York State MPOs Association statewide initiative to develop a workshop on context sensitive design will take longer than initially thought. Accordingly, GTC will move forward with a planned seminar as part of the Transportation Information Resources project
- Approval of the Regional Trails Initiative – Phase I Final Report and Action Plan (UPWP Task 8700) is on the agenda for today's meeting

- The Scope of Work for the Regional Trails Initiative – Phase 2 (UPWP Task 8740) will be presented at the July Planning Committee meeting
- As part of developing the GTC Strategic Plan, a survey will be developed and distributed to Planning Committee members
- GTC Staff will be out rating pavement condition in July (as part of the Pavement Condition Monitoring project – UPWP Task 4310)
- GTC must have a new Long Range Transportation Plan approved by December 2004. GTC Staff will present a “critical path” gantt chart at the July Planning Committee meeting
- Kristin Bennett provided technical assistance to Avon and Canandaigua regarding bicycle and pedestrian issues
- GTC is working with the City of Rochester on a case study of Intelligent Transportation Systems (ITS) Planning at the Port of Rochester. Canadian American Transportation Systems (CATS) wants to be fully engaged in the case study
- The TIP Development Committee met on May 16. They reviewed last year’s TIP project selection process and agreed on changes to it. A “heads up” letter for this year’s TIP will be mailed in July and the call-for-projects will kickoff in September

David Woods asked if the Scope of Work for the Transportation and Industrial Access study (UPWP Task 5320) has been conveyed to the Economic Development Advisory Committee. Steve Gleason replied that it has not. David Zorn noted that it would be.

NYS DOT

Joan Dupont had nothing to report

NYS Thruway Authority

Richard Garrabrant had nothing to report

Monroe County Association of Town Supervisors

Steve Hendershott had nothing to report

Wayne County

Jim Brady reported:

- The Maple Street Bridge is open
- Bids for the Lake Road Bridge project are to be opened on June 17

Sharon Lilla reported:

- A contract has been signed with a consultant for the Lyons Amtrak Station design project

Federal Highway Administration

Alicia Nolan had nothing to report

Livingston County

David Woods reported:

- Livingston County is working with RGRTA on implementation of the LATS Strategic Plan and a medical shuttle
- Steve Gleason and Kristin Bennett gave a presentation on the Livingston County Access Management Case Studies to the Board of Supervisors

c. Any Other Old Business or Announcements

Steve Gleason noted that Resolution 02-9 (Amending the 2001-2006 TIP by Adding the City of Rochester Harbor & Ferry Terminal Improvement Projects to the current Port of Rochester Access Improvements project) was tabled at the March 7, 2002 Board meeting. GTC Staff worked with the involved parties to reach a compromise solution. The TIP Development Committee concurred with this solution at their May 16 meeting. Jim Stack distributed the revised Resolution 02-9. All of the involved parties have agreed to the language changes noted in the revised Resolution (the shaded text on the handout) and have agreed to have a letter from FHWA read into the record of the next Board meeting.

Joan Dupont noted that the FHWA letter states that the project is eligible for funding, but that the application will not be forwarded to DOT Headquarters until a service agreement between the selected service provider and the City of Rochester is fully executed.

Steve Gleason noted that the new language will become standard in Resolutions for future earmarked projects.

Richard Garrabrant motioned to recommend approval of the revised Council Resolution 02-9. Stephen Ferranti seconded. The motion passed unopposed.

5. Planning Committee Action items

- a. Recommendation to GTC Board concerning **Accepting the reports, Avon/Routes**

5 & 20 Land Use and Access Management Plan, Geneseo/Route 20A Land Use and Access Management Plan, Mount Morris/Route 408 Land Use and Access Management Plan, and NYS Route 31/Hamlet of Egypt Transportation Study Final Report, as evidence of completion of UPWP Task 7400/ Proposed Council Resolution 02-15

Kristin Bennett gave a presentation on the studies.

George Stam asked if provisions were included for transit stops. Kristin Bennett replied that transit stops were considered in the case Egypt (Route 31) study but that since Livingston County does not have fixed route bus service there is no provision for transit stops in the Avon, Geneseo, and Mount Morris studies.

David Woods noted that the Village of Avon has taken the study's recommendations to heart and is working on implementing them.

Scott Leathersich motioned to recommend approval of Proposed Council Resolution 02-15. Jim Brady seconded. The motion passed unopposed.

Stephen Ferranti commented that GTC and NYSDOT are doing an excellent job of getting the word out on access management. He noted that the national committee on access management he is involved with recognizes this effort.

- b. Recommendation to GTC Board concerning **Accepting the report, Regional Trails Initiative – Phase I Final Report and Action Plan, as evidence of completion of UPWP Task 8700/ Proposed Council Resolution 02-16.**

Kristin Bennett gave a presentation on the study.

Tom Low inquired about the status of technical corrections the Town of Brighton provided. Kristin Bennett replied that the corrections were made.

Scott Leathersich asked about the status of an update to GTC's *Greater Rochester Area Bike Map* to reflect improvements made on some roads. Kristin Bennett replied that the Regional Trails Initiative – Phase I tried to note where improvements have been made to the on-street bike routes and that GTC is looking into the production of an updated Bike Map.

David Cook motioned to recommend approval of Proposed Council Resolution 02-16. Kristen Mark Hughes seconded. The motion passed unopposed.

- c. Recommendation to GTC Board concerning **Accepting the report, Regional Development Analysis Report, as evidence of completion of UPWP Task 8520/ Proposed Council Resolution 02-17**

David Zorn gave a presentation on the study and noted that an Executive Summary of the results was included in the agenda package. He noted that the complete report is available on G/FLRPC's web site and that he is open to giving more in-depth presentations as needed.

Richard Garrabrant asked how the results of this study might impact new development projects (such as the construction of a new Thruway interchange). David Zorn replied that the study produced a tool that provides "one-stop shopping" for information on land use regulations in the region.

Stephen Ferranti asked how the region is doing regarding the inclusion of language supportive of better transportation in land use regulations. David Zorn replied that there are some good examples of connecting land use and transportation in the region, but that more education of local government officials is needed to promote this. He noted G/FLRPC's Local Government Workshops might be a forum for such education.

Richard Garrabrant motioned to recommend approval of Proposed Council Resolution 02-17. Stephen Ferranti seconded. The motion passed unopposed.

- d. Recommendation to GTC Board concerning **Accepting the report, *Strategic Plan for Public Transportation in Genesee County, as evidence of completion of UPWP Task 8220***/ Proposed Council Resolution 02-18

David Cook gave an overview of RGRTA's four rural transit systems. He then handed out copies of a presentation on the results of the Genesee County study and noted the highlights.

Kristen Mark Hughes asked about the fare structure in use in Genesee County. David Cook responded that it is a flat fare.

Kristen Mark Hughes asked how the surveys done for this study were carried out. David Cook replied that oversized postcards were handed out on the buses and riders were asked to either fill them out while on the bus or mail them back in.

Kristen Mark Hughes asked how the rural systems are dealt with internally at RGRTA. David Cook replied that RGRTA has a Director of Regional Operations who is also responsible for operations of the Lift Line system and each regional operation has an on-site manager as well.

Kristen Mark Hughes noted that he is looking for opportunities for cooperation between Ontario County and RGRTA.

David Woods noted that Livingston County now has a county-level position of transportation broker (as is called for in the Genesee County study). He noted that this should decrease the County's cost for transporting TANF (Temporary Assistance for Needy Families) clients and that the results to date are promising.

Steve Hendershott motioned to recommend approval of Proposed Council Resolution 02-18. Joan Dupont seconded. The motion passed unopposed.

- e. Recommendation to GTC Board concerning **Amending the 2001-2006 TIP by adding the Seaway Trail National Scenic Byway: Comprehensive Byways Bicycle Map and Development Plan project/Proposed Council Resolution 02-19**

Rob Slaver noted that the region was awarded money from the National Scenic Byway program. Products of the project will include maps of the Seaway Trail, databases, plans for enhancing riders' experiences along the Trail, and a guidebook.

Steve Gleason noted that NYSDOT has requested the resolution be modified to include the TIP project number and NYSDOT Project Identification Number (PIN).

George Stam motioned to recommend approval of Proposed Council Resolution 02-19 with the addition of project numbers. Richard Garrabrant seconded. The motion passed unopposed.

- f. Planning Committee Action concerning **Amending the 2001-2006 TIP by reducing the Total Cost, Federal Share, and Local Share of the Historic Erie Canal Aqueduct Development project (TIP # B02-01-MNI), and by identifying costs by phase/Proposed Planning Committee Resolution 02-1**

John Thomas noted that the amount appropriated for this project was slightly reduced, and local match was reduced accordingly. He also noted that this project is funded through earmarked money. Steve Gleason noted that this is an administrative change, so it does not have to go to the GTC Board.

Jim Stack asked if the City is anticipating the same obligation date. John Thomas stated that they were, adding that the City is required to abide by this date.

Steve Gleason noted that NYSDOT has requested the resolution be modified to include the NYSDOT PIN.

George Stam motioned for approval of Proposed Planning Committee Resolution 02-1. Richard Garrabrant seconded. The motion passed unopposed.

- g. Recommendation to GTC Board concerning **Amending the FY 2002-2003 UPWP Budget to Reflect Contribution of Audited FY 2001-2002 Rollover Amounts/Proposed Council Resolution 02-20**

Jim Stack noted that this amendment reconciles estimated and actual rollover amounts. He also noted that the affected agencies have concurred with this reconciliation.

John Thomas asked whether the City not being on the list of affected agencies means that no changes were made related to their projects. Jim Stack replied that yes, that is the case.

Scott Leathersich motioned to recommend approval of Proposed Council Resolution 02-20. Richard Garrabrant seconded. The motion passed unopposed.

h. Approval of UPWP Project Scope(s) of Work

Steve Gleason reminded the meeting attendees that work cannot begin on a UPWP project until the Planning Committee has approved a Scope of Work for the project. David Woods suggested that all of the Scopes be presented before motions are made to accept them (or possibly one motion to accept all of the Scopes).

- **Task # 4410 – GIS Database Integration for Monroe County DOT**

Scott Leathersich reviewed the Scope of Work for this project.

David Woods asked about whether Monroe County looked at using State Archives and Records Administration (SARA) funds for this project. Scott Leathersich replied that yes, they did look into this, but that this project was not eligible.

Steve Gleason suggested the number of executive summaries be reduced.

Stephen Ferranti asked how this information will be distributed (will traffic counts, for example, be distributed annually). Scott Leathersich replied the resulting GIS layers may include some historic data, but that the County needs to do some thinking on how the information will be distributed.

- **Task # 5330 – Transportation Elements of Scenic/Historic Resources in Wyoming County**

Tom Skoglund reviewed the Scope of Work for this project. He noted that Wyoming County will be working with GTC Staff on this project. He asked when he will be able to start on the project. Steve Gleason replied that the project can start once the scope is accepted (i.e., after today's meeting).

- **Task # 5800 – G/FLRPC Land Use and Technical Support/Main Street**

Transportation Tools

Margaret DelPlato reviewed the Scope of Work for this project. She noted the need for community support for this project and that the Villages of Spencerport and Warsaw are the tentative choices for case studies for this project.

Stephen Ferranti asked how this project would interface with the State's Village Initiative. Joan Dupont replied that the Village Initiative has been a NYSDOT-Region 4 initiative focused on road reconstruction in villages.

David Zorn noted that this will be an "umbrella project", bringing in NYSDOT, access management concepts, and so on. Joan Dupont noted that NYSDOT is looking for tools to help villages plan for improvements.

- **Task # 6630 – Lexington Avenue Extension Study**

Ron Sassone reviewed the Scope of Work for this project. There were no comments or questions about the project.

- **Task # 7210 – Four Lane to Three or Two Lane Study**

Scott Leathersich reviewed the Scope of Work for this project.

Kristen Hughes asked if Monroe County was proposing to identify underused lanes for alternative uses. Scott Leathersich answered yes.

John Thomas asked for FHWA reaction regarding this project. Alicia Nolan replied that this is an important study and that other areas are looking for similar information. She also noted that FHWA would like a before and after analysis if any changes are implemented based on the results of this project. Scott Leathersich hopes that the criteria developed will be transferable to other areas.

Richard Garrabrant asked why a consultant will be retained to develop the revised criteria. Scott Leathersich replied that it is a question of manpower resources, and that the County will decide on the final criteria.

Stephen Ferranti commented that projects such as this help expedite the design process and that this project is well suited for funding through the UPWP. George Stam asked if City streets will be included in the study. Scott Leathersich replied that yes, they would be.

Stephen Ferranti noted the need to recognize that the transportation system is more than moving cars safely and efficiently and that land not needed for traffic can be put to better use. Joan Dupont noted that there is not a lot of data available on this subject.

David Woods asked whether a reference to including the City's streets was needed in the Scope. John Thomas replied that this reference is not needed.

- Task # 7610 - **Monroe Avenue/I-590 Interchange Study**

Steve Gleason reviewed the Scope of Work for this project. He noted that NYSDOT is looking at the Monroe Avenue eastbound to I-590 northbound interchange and that this study will look at non-motorized issues to complement the NYSDOT study.

Scott Leathersich noted that this study might provide some input on the planning and design of the Elmwood Avenue project. Steve Gleason asked whether this should be explicitly mentioned in the Scope. Scott Leathersich replied that it is sufficiently referenced in the Scope.

David Woods suggested that all of the Scopes of Work be moved as a group. There were no objections.

Kristen Mark Hughes motioned to approve UPWP Project Scopes of Work. Joan Dupont seconded. The motion passed unopposed.

6. Planning Committee Information Items

John Thomas shared information on the annual GIS/SIG conference to be held on June 11 at the Four Points Sheraton Hotel in Rochester

7. New Business

There was no new business

8. Next Meeting

The next Planning Committee meeting will be held on July 18, 2002 at the Livingston County Highway Department Facility at 10:00 a.m.

9. Adjournment

The meeting was adjourned at 12:05 p.m.