

**GENESEE TRANSPORTATION COUNCIL
PLANNING COMMITTEE MEETING
Wayne County Courthouse
Lyons, New York**

August 14, 2008

PLANNING COMMITTEE MEMBERS PRESENT

James Brady, Wayne County
Angela Ellis, Livingston County
Daniel Hallowell, NYSDOT – Region 4
Kristen Mark Hughes, Ontario County (Chairperson)
Paul Johnson, Monroe County Planning Board
Scott Leathersich, Monroe County – At Large (Vice Chairperson)
Terrence J. Rice, Monroe County
Douglas Tokarczyk, New York State Thruway Authority
David Zorn, Genesee/Finger Lakes Regional Planning Council

ALTERNATE REPRESENTATIVES PRESENT

David Cook, RGRTA, representing Mark Aesch

PLANNING COMMITTEE MEMBERS ABSENT AND UNREPRESENTED

Philip Brito, FAA
Robert Colby, Monroe County
James Fletcher, Monroe County – At Large
Todd Gadd, Wyoming County
Robert Griffith, FHWA
Timothy Hens, Genesee County
Paul Holahan, City of Rochester
Gary Kent, Orleans County
Edward Muszynski, Empire State Development Corporation
William Sullivan, Rochester City Council
Chuck Thomas, Rochester City Planning Commission
(Vacant), Monroe County Supervisors' Association
(Vacant), City of Rochester – At Large
(Vacant), FTA
(Vacant), NYS Department of Environmental Conservation
(Vacant), Seneca County
(Vacant), Yates County

OTHERS IN ATTENDANCE

Steve Beauvais, NYSDOT – Region 4
Erik Frisch, City of Rochester
Julie Gotham, GTC Staff
Larry Kilburn, Village of Arcade
Marvin Kleinberg, NYSDOT – Region 4
Richard Perrin, GTC Staff
Kevin Rooney, Wayne County
Mitch Rowe, Seneca County
James Stack, GTC Staff

1. Call to Order & Introductions

The meeting was called to order at 10:01 a.m. Kristen Mark Hughes welcomed everyone and 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 that a correction be made to the recorded attendance of the April, May, and July Planning Committee meetings.

Scott Leathersich moved for approval of the minutes from the July 10, 2008 Planning Committee meeting as amended; Dan Hallowell 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:

- The Notice to Proceed for the Supplemental Professional Services – Database Programming project was sent to Bergmann Associates on July 16. The kick-off meeting was held on July 23 and staff interviews were conducted on August 13.
- Future Strategic Planning activities include reviewing administrative requirements and associated staffing needs with staff and completing a post-ISTEA assessment for a NYSMPO Shared Cost Initiative.
- FHWA management and operations and Congestion Management Process (CMP) guidelines are under review for the LRTP Update/Implementation. Conversion tables for expressway Levels of Service have been updated. A Delaware Valley Regional Planning Commission Smart Growth transportation guidebook and a Mineta Institute land use and transportation report have been reviewed.
- With regard to the Air Quality Planning and Outreach task, staff is continuing work on Completeness Determinations for CMAQ-funded projects. A FHWA peer exchange on the Interagency Consultation Group process is scheduled for October 24.
- For the GTC Safe Routes to School (SRTS) Program and SRTS Site Assessments, the Planning Committee approved five site assessments at the July 10 Planning Committee meeting. A consultant, Alta Planning + Design, was selected on August 5 and the contract is being developed.

- A consultant for the Intelligent Transportation System (ITS) Strategic Plan Update was selected August 6. GTCS, Inc. authorized the contract with the IBI Group team on August 7.
- A RFP for the Diversion Route Planning Initiative was approved by the Transportation Management Committee and will be issued this month.
- The 2006-2007 Priority Trails Advancement Program consists of four projects. Reports have been finalized for the Caledonia Lehigh Valley Railroad and New York Central Westshore Branch feasibility studies. A report is being developed for the Rochester Erie-Attica Railroad Bridge project. Work on the preferred alternatives with associated layouts continues for the Irondequoit Creek Stream Corridor Trail study based on a July 22 public meeting. All these projects will be presented at the October 16 Planning Committee meeting.
The 2007-2008 Priority Trails Advancement Program consists of three projects. The Steering Committee for the I-590 Bicycle Pedestrian Bypass met on July 15 and a site walkthrough was conducted August 13. A site walkthrough for the Lehigh Valley (Honeoye Falls) project was conducted on July 16. A site walkthrough for the Erie Canal Glenwood Lake Connector project was conducted on July 14 with a second Steering Committee meeting scheduled for September 15.
- The Circulation, Accessibility, and Parking (CAP) Program consists of four projects. The Village of Perry is conducting follow-up on the final report. The Village of Hilton report is being finalized based on Steering Committee comments which were due July 25. The draft final report for the Village of Macedon is being developed for Steering Committee review by the end of August based on the July 14 public meeting. GTC, the City of Rochester, and the preferred consultant are still negotiating the contract for the Brown's Square Neighborhood project based on a July 23 response from the City of Rochester and a joint meeting on August 11.
- Staff is still finalizing performance measure documentation for the Congestion Management Process (CMP). A methodology to collect Vehicle Miles Traveled (VMT) data is being developed.
- The draft final report for the Travel Time Data Collection Program was received on August 11. A Steering Committee meeting is being scheduled for the first week of September.
- The draft Scope of Work for the Regional Goods Movement Strategy project will be provided to NYSDOT – Main Office for an additional review.

G/FLRPC

David Zorn reported:

- The final report for the Local Update of Census Addresses – Phases 1 and 2 projects was recommended for approval at the July 10 Planning Committee meeting.
- Staff is conducting a historic comparison between 1990 and 2000 for the 2010 Census TAZ Analysis and Revisions.
- The final report for the 2007 Regional Land Use Monitoring report was recommended for approval at the July 10 Planning Committee meeting.

- Staff has verified buildings and structures with photographs and recorded information in databases for the Historic Transportation Gateway Inventory and Assessment task.
- The final reports for the Preparing Village Main Streets for Planning and related Guidebook were recommended for approval at the July 10 Planning Committee meeting. The Guidebook is being printed and will be presented at the Local Government Workshop in November.
- The final report for the Optimizing Transportation Infrastructure through Effective Land Use project was recommended for approval at the July 10 Planning Committee meeting.

Monroe County

Paul Johnson reported:

- The Planning Committee recommended the 2007 Monroe County Land Use Monitoring report for approval at its July 10 meeting.

Terry Rice reported:

- A Scope of Work for the Monroe County Audible/Tactile Pedestrian Signal Device Study was approved at the July 10 Planning Committee meeting. The RFP advertisement is being developed.
- The Monroe County Overhead Traffic Sign Visibility Upgrade study is 68 percent complete.
- A Scope of Work for the Monroe County Vertical Curve Safety Study was approved at the July 10 Planning Committee meeting. The RFP advertisement is being developed.
- Twenty four percent of the Monroe County High Accident Location Program has been initiated. There are fifty locations this year none of which have been completed to-date.

Ontario County

Kris Hughes reported:

- Work is still progressing for the State Routes 96/318 Rural Corridor Study. Ontario County met with the consultant on August 15 to finalize the contract scope modifications.
- No progress to report for the CATS Route Analysis and Service Improvement Plan.

City of Rochester

Erik Frisch reported:

- No progress to report for the Port of Rochester Transportation Evaluation and Support Study.

- Final changes to the report for the Neighborhood Traffic Calming Concept Design and Implementation Study have been completed based on comments from the Traffic Control Board. It is anticipated that the report will be finalized by the end of August and it will be presented at the October 16 Planning Committee meeting.
- A Scope of Work for the Center City Tourist/Visitor Circulation and Pedestrian Wayfinding Study is being developed for the October 16 Planning Committee meeting.
- The first Steering Committee meeting for the Susan B. Anthony Neighborhood Parking and Circulation Study was held on June 23. Parking supply and land uses have been analyzed, and associated maps are under development. The next Steering Committee meeting is scheduled for the end of August.

Scott Leathersich asked if Monroe County DOT will have a chance to review revisions to the Neighborhood Traffic Calming Concept Design and Implementation Study. Erik Frisch said that the City of Rochester can provide a copy of the latest draft to Monroe County DOT for review.

Terry Rice noted that Monroe County DOT needs an opportunity to review the traffic analysis and any revisions to parking that are recommended.

RGRTA

David Cook reported:

- No progress to report for the Market Research for RGRTA Regional Services task.
- Concept plans are being finalized and the final report is being prepared for the RGRTA Suburban Transportation Service Study.
- Presentation and consideration of the RTS/Lift Line Operational Analysis & Facility Utilization Study is anticipated at the October 16 Planning Committee meeting.
- Presentation and consideration of the RTS Operational Process Study is anticipated at the October 16 Planning Committee meeting.
- No progress to report for the RTS Signal Prioritization Study.
- A consultant was selected for the Information Technology Assessment Study and work is underway.
- The RGRTA Route Analysis project is on-going.

Genesee County

Richard Perrin reported:

- The RFP was issued for the Genesee County Safe Passing Zone Survey. One response was received from Mastermind Systems. A contract is being developed.

Seneca County

Mitch Rowe reported:

- Seneca County prepared a draft RFP for the NYS Routes 5&20/414 Corridor Study using the RFP for the State Routes 96/318 Rural Corridor Study as a model. The draft RFP was provided to GTC staff for review. Seneca County is reviewing comments and expects to advertise the RFP soon.

Wayne County

James Brady reported:

- No progress to report for the Cluster Development Enhancement Project Feasibility Study.

Wyoming County

Richard Perrin reported:

- Wyoming County relinquished the funds for the Transportation Elements of Scenic/Historic Resources in Wyoming County project. They are proposed to be used to meet the FFY 2008 rescission.

Other Agencies

Richard Perrin reported:

- GTCS, Inc. authorized entering into a contract for the Monroe and Orleans portion of the Regional Traffic Count Collection Program on August 7. Traffic count collection is either completed or underway in Livingston, Wyoming, and Seneca counties.
- A Scope of Work for the Village of Arcade Main Street Study will be presented later in the meeting.
- The Steering Committee for the Village of Geneseo Circulation and Parking Study met on July 16 to discuss consultant proposals. Consultant interviews were conducted on August 6. A preferred consultant will be recommended for approval by the Village Board.
- Proposals for the Dewey Avenue Corridor Traffic Calming Study were reviewed on July 11. A preferred consultant was selected and a contract is being developed.
- The RFP for the Spencerport Eastern Village Corridor Concept Study is being advertised. The first Steering Committee meeting is scheduled for September 8.
- No progress to report on the Route 250 Corridor Study.
- Consultant evaluations for the Town of Macedon NYS Route 31 Corridor Study were completed on August 8. GTC staff tabulated the results and provided them to the Steering Committee.

- A Scope of Work for the Genesee County Central Corridor Plan was approved at the July 10 Planning Committee meeting.
- The Town Board provided a favorable review of the draft report for the Williamson Route 104 & Route 21 Gateway Concepts project on August 12. A final public meeting will be scheduled.
- A consultant Scope of Services for the Victor Transportation Systems Plan was finalized on July 21 based on Victor Comprehensive Plan Committee meeting and consultant discussions. A kickoff meeting is scheduled for August 19.
- A public meeting for the Town of Penfield Bicycle Facilities Plan was held on July 17.

b. Any Other Old Business or Announcements

Richard Perrin reviewed the anticipated schedule for the *FY 2009-2010 UPWP*. The Notice of Available Funding will be distributed on September 5, the Call for Projects will be mailed on September 19, and proposals will be due on October 24. GTC adoption is anticipated on March 12, 2009.

Richard stated that a draft report for the NYSMPO SCI Safety Assessment Guidelines is available for review through August 27. The draft report has been sent to the TIP Development Committee (TDC) and can be provided to others if interested.

Richard discussed the *2009-2014 TIP* update process. Sponsors of existing TIP projects were sent a Call for Updated Project Costs and Schedules on August 8. Responses are due by September 5. There is still uncertainty as to the amount of federal funding available. Richard noted that it is important to use existing and future federal funds to ensure that revenues are available to address the most pressing needs in the region. The results of the update will determine the level of solicitation for new projects.

Richard informed the Committee that GTC has been given an extension to provide comments on the draft NYS Rail Plan. GTC comments will be developed and provided to NYSDOT, as well as the economic development agencies in the region.

Richard stated that we received follow-up written comments from a citizen who spoke during the public forum at the July 10 Planning Committee meeting. The comments will be considered as part of the LRTP Update and will be shared with Monroe County, the City of Rochester, and NYSDOT.

Richard informed the Committee that Deborah Elliott, GTC Secretary, retired from GTC effective August 8. He acknowledged her contributions to the organization and stated that she would be missed by staff.

Richard stated that GTC staff has received a significant number of requests for travel demand modeling activities from consultants retained by project sponsors. He noted that one recent request required over 100 model outputs (maps of existing and future volumes and select link analyses). He wanted to make members aware that there is a current backlog of requests and there may be delays on new requests.

Kris Hughes asked about the lag time. Richard Perrin responded that it will take at least a month to initiate a new request.

David Cook informed the Committee that between 2006-07 and 2007-08, there has been a seven percent increase in transit ridership. There has been a six percent increase in the first six months of 2007-08 as compared to last year. He reported that RTS fares will be reduced to one dollar on September 1.

David reported that RGRTA has been evicted from Midtown Plaza and worked with the City of Rochester to identify a new location for operations currently undertaken at that site. RGRTA is working with the City of Rochester to create the new facility, with shelters and enhancements, on Broad Street and James Street which will be known as "Broad Street Station".

Terry Rice asked about the NYSMPO SCI Safety Assessment Guidelines. He asked about the need to review it, given its length. Richard Perrin noted that the report will become a resource and the thought was to provide an opportunity to comment on it before it was finalized.

Terry noted that recent communication with a New York State County Highway Superintendent Association lobbyist indicated that proposed transportation cuts may be limited to transit.

Dan Hallowell stated that municipal snow and ice removal contracts will not be subject to the Diesel Emissions Reduction Act of 2006.

Steve Beauvais stated that NYSDOT expects to announce the award of Safe Routes to School (SRTS) funding to projects in September. Dan Hallowell noted that there is a statewide struggle to meet the 10 percent non-infrastructure requirement but that NYSDOT – Region 4 exceeded the requirement at 14 percent.

5. Action Items

- a. Recommendation to the GTC Board concerning amending the FY 2008-2009 UPWP budget to reflect the rescission of FFY 2008 FHWA PL funds / Proposed Council Resolution 08-48.

Richard Perrin provided background on UPWP fund sources. In March, FHWA announced a FFY 2008 rescission. The Energy Independence and Security Act of 2007 (EISA) required that FFY 2008 and 2009 rescissions be distributed across programs selected by FHWA.

NYSDOT identified the maximum amount of FHWA PL funds to be rescinded. At present, NYSDOT is not requiring MPOs to make adjustments to their current UPWPs to meet their share of rescission with the reasoning being that most have sufficient unprogrammed "backlogs." This is not the case with GTC who share a significant amount of FHWA PL funds with member agencies and communities throughout the

region.

Given the potential for the FFY 2009 rescission to be approximately three times the amount of that for the current year, Richard stated that it would be best to meet our share at this time before additional funds are committed for non-GTC staff activities.

Richard discussed Exhibit 1 regarding proposed revisions to the FY 2008-2009 and FY 2009-2010 UPWP budgets. The UPWP Development Committee (UDC) discussed the proposed budget adjustments on July 28 and recommends them to the Planning Committee.

Richard Perrin noted that the Association of Metropolitan Planning Organizations (AMPO) has sent a letter to FHWA challenging their interpretation of EISA and whether the FHWA PL funds should have been allowed to be identified by state DOTs to meet the FFY 2008 rescission.

Scott Leathersich asked if the AMPO challenge will restore funds or protect future funding. Richard Perrin responded that he is almost certain that funds for FFY 2008 will not be restored but hopeful that the provision in EISA that allows for PL funds to be rescinded will be removed prior to the beginning of FFY 2009.

Terry expressed concern that if there is a larger rescission next year then projects would need to be reduced or removed after they are programmed in the UPWP. He suggested that the UDC consider prioritizing projects submitted for the *FY 2009-2010 UPWP* in tiers – similar to the way projects are prioritized during TIP development – in case a larger rescission occurs in FFY 2009.

Dan Hallowell noted that NYSDOT identified the maximum amount available for rescission for several funding sources, and that PL funds were not unique in this respect.

Terry Rice moved to recommend approval of Proposed Council Resolution 08-48; Dan Hallowell seconded the motion. The motion passed unopposed.

- b. Recommendation to the GTC Board concerning endorsing the Regional Project Priorities List for the 2008 Transportation Enhancements Program / Proposed Council Resolution 08-49.

Dan Hallowell discussed the TDC-recommended Regional Project Priorities List for the 2008 Transportation Enhancements Program.

Steve Beauvais discussed the Transportation Enhancements Program (TEP) project selection process and the minor adjustments to funding requests since the original applications were received. In all cases, the ratio of federal funds to non-federal match was held constant.

Steve noted that the Village of Rushville submitted an application to NYSDOT – Region 6. He noted that the proportion of the project that falls into NYSDOT –

Region 4 will come from the NYSDOT – Region 4 allocation if a project is awarded.

Kris Hughes asked about the timeline that NYSDOT – Region 6 is following. Steve noted that all lists are due to NYSDOT – Main Office by September 30.

Richard Perrin noted the proposed Resolution covers the NYSDOT – Region 4 list only and that the Rushville proposal has not competed against other proposals from communities in NYSDOT – Region 4.

Kris asked when we can expect to know the regional allocation. Steve noted that we do not traditionally receive a formal notice of the amount allocated to the region but that it would likely be in the \$4 million range. The NYSDOT Transportation Enhancements Advisory Committee (TEAC) selects projects and is expected to announce funded projects in December.

Paul Johnson asked how the Jackson Road project addresses TEP priorities. Steve noted it meets the eligibility of the program and competed fairly well. Scott Leathersich responded that shoulder and sidewalk improvements would benefit bicyclists and pedestrians.

Dan Hallowell moved to recommend approval of Proposed Council Resolution 08-49; David Cook seconded the motion. The motion passed unopposed.

- c. Action concerning project recommendation for 2008 Circulation, Accessibility, and Parking Program Funding.

Richard Perrin discussed the CAP program.

A Notice of Funding was issued on June 9. Two applications were submitted by the July 18 deadline. The UDC met on July 28 to review the applications and recommends funding the Fairport CBD Traffic Study.

Richard Perrin noted that the UDC recommendation totals \$50,000 and that \$100,000 is available in the *FY 2008-2009 UPWP*. The balance of \$50,000 will be made available for the *2009-2010 UPWP*. He added that GTC staff does not intend to request funds for the CAP Program in the *2009-2010 UPWP* because the purpose of the program (to increase transportation planning for urban centers throughout the region) has been met.

Richard Perrin noted UDC concerns that the City of Canandaigua proposal has merit but is not consistent with the objective of the CAP Program. GTC staff agreed to work with the City of Canandaigua on an alternative proposal in future UPWP solicitations.

Richard discussed outreach to the Village of Fairport regarding UDC considerations for the project. He noted that the Village of Fairport is receptive to addressing all of the UDC considerations.

Terry Rice moved to recommend approval of project recommendations for 2008 Circulation, Accessibility, and Parking Program Funding; David Cook seconded the motion. The motion passed unopposed.

- d. Planning Committee recommendation and action concerning amending the *2007-2012 TIP*.

Richard Perrin informed the Committee that a clarification is being made to the project name and BIN reference of the Monroe County Kirk Road Bridge over Round Pond Creek Tributary project and that the clarification does not require Planning Committee action.

Kris Hughes suggested the first, third, fourth, and fifth amendments as listed on the agenda be considered under one motion as all require Board action, and that the second amendment be considered separately since it requires Planning Committee action. The Committee concurred.

2. Action concerning amending the *2007-2012 TIP* by modifying the Notes portion of the Project Detail Sheet for the At-grade Railroad Crossing Improvements Block Program project / Proposed Planning Committee Resolution 08-6.

Dan Hallowell discussed the proposed amendment.

Jim Brady moved to recommend approval of Proposed Planning Committee Resolution 08-6; Scott Leathersich seconded the motion. The motion passed unopposed.

1. Recommendation to the GTC Board concerning amending the *2007-2012 TIP* by changing the schedule of and increasing the total cost of the Highland Avenue Reconstruction project / Proposed Council Resolution 08-50.

Richard Perrin discussed the proposed amendment, noting that the Town of Brighton does not have an offset. NYSDOT – Region 4 has confirmed that additional STP-Urban funds are available to the project. This is a case where a project's schedule and costs have increased but not advancing the project earlier would cost even more given inflation in materials costs.

Richard noted that the Town understands that this is their only opportunity to update the project cost and schedule, and cannot request additional funds as part of the *2009-2014 TIP* update.

Terry Rice asked what would happen if Highland Avenue bids come in high. Dan Hallowell noted that it would be handled like all other projects that go to bid with the difference between the final cost estimate and bid price (if any) covered in the actual obligation of federal funds for the project.

3. Recommendation to the GTC Board concerning amending the 2007-2012 TIP by modifying the costs of phases and changing the limits of the Ridgeway Avenue Improvements project / Proposed Council Resolution 08-51.

Erik Frisch discussed the propose amendment.

4. Recommendation to the GTC Board concerning amending the *2007-2012 TIP* by adding the FFY 2008 & FFY 2009 Jobs Access/Reverse Commute project / Proposed Council Resolution 08-52.

David Cook discussed the proposed amendment.

Angela Ellis asked if the JARC project supports existing services or provides opportunities to expand. David Cook noted that it continues the existing services.

Angela requested that there be consideration to establish links from RTS to regional subsidiaries.

5. Recommendation to the GTC Board concerning amending the *2007-2012 TIP* by adding the FFY 2007 New Freedom Program project / Proposed Council Resolution 08-53.

David Cook discussed the proposed amendment.

David Cook moved to recommend approval of Proposed Council Resolutions 08-50, 08-51, 08-52, and 08-53; Dan Hallowell seconded the motion. The motion passed unopposed.

- e. Action concerning a UPWP Project Scope of Work.

1. Task 6802 – Village of Arcade Main Street Study.

Larry Kilburn discussed the Village of Arcade UPWP project.

Terry Rice asked if the individual developments are conducting traffic impact studies. Larry noted that the 12-acre development did not due to its size. The 200-acre project is in Erie County and did have an impact study but excluded the Village. He noted that comments on the Draft Environmental Impact Statement (DEIS) expressed the need to assess the impacts to the Village of Arcade.

Terry asked about safety issues that were identified during the design of the NYSDOT mill and fill and restriping project. Larry responded that they are looking to improve the pedestrian environment and access management techniques in the longer term beyond what has been identified as part of the NYSDOT project. Terry suggested that paint be used to restripe rather than epoxy since it would be easier to change in the future, if necessary.

Angela Ellis stated that some of the issues appear to be related to traffic from

areas outside the region.

Dan Hallowell asked if the project would consider these impacts of projects in Erie and Cattaraugus counties. Larry responded that the project will assess impacts outside of the Village.

David Zorn moved to approve the Scope of Work for Task 6802; Angela Ellis seconded the motion. The motion passed unopposed.

6. New Business

There was no new business.

7. Public Forum

No one from the public spoke during the Public Forum.

8. Next Meeting

October 16, 2008 at RGRTA in Rochester.

9. Adjournment

The meeting adjourned at 11:37 a.m.