

**GENESEE TRANSPORTATION COUNCIL
PLANNING COMMITTEE MEETING
Rochester-Genesee Region Transportation Authority
Rochester, New York**

October 16, 2008

PLANNING COMMITTEE MEMBERS PRESENT

Angela Ellis, Livingston County
James Fletcher, Monroe County – At Large
Todd Gadd, Wyoming County
Daniel Hallowell, NYSDOT – Region 4
Paul Holahan, City of Rochester
Kristen Mark Hughes, Ontario County (Chairperson)
Scott Leathersich, Monroe County – At Large (Vice Chairperson)
William Sullivan, Rochester City Council
Douglas Tokarczyk, New York State Thruway Authority
David Zorn, Genesee/Finger Lakes Regional Planning Council

ALTERNATE REPRESENTATIVES PRESENT

David Cook, RGRTA, representing Mark Aesch
Tom Goodwin, representing Paul Johnson
Kevin Rooney, representing James Brady

PLANNING COMMITTEE MEMBERS ABSENT AND UNREPRESENTED

Philip Brito, FAA
Robert Colby, Monroe County
Robert Griffith, FHWA
Timothy Hens, Genesee County
Gary Kent, Orleans County
Edward Muszynski, Empire State Development Corporation
Terrence J. Rice, Monroe County
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 Ferranti, SRF & Associates
Julie Gotham, GTC Staff
Tom Hack, City of Rochester
Marvin Kleinberg, NYSDOT – Region 4
Charles Lattuca, citizen
Robert Ottley, Town of Riga
Richard Perrin, GTC Staff
Fran Reese, Lu Engineers
Mitch Rowe, Seneca County
James Stack, GTC Staff
Donald Suter, Village of Churchville
Chris Tortora, GTC Staff
Robert Torzynski, GTC Staff
Charles Walker, RGRTA
Warren Wallace, Mendon Foundation
Ed Welsh, NYSDOT – Region 4

1. Call to Order & Introductions

The meeting was called to order at 10:00 a.m. Kristen Mark Hughes welcomed everyone and Members, Alternates, and others present introduced themselves.

Mark Aesch, RGRTA CEO, welcomed those present and stated that it was an exciting time at RGRTA, highlighting significant increases in ridership over the past year.

2. Public Forum

No one from the public spoke during the Public Forum.

3. Approval of Minutes

Scott Leathersich moved for approval of the minutes from the August 14, 2008 Planning Committee meeting; Bill Sullivan 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 Supplemental Professional Services – Database Programming project is progressing. All staff interviews are complete, data work flows have been developed, and database interfaces are being developed.
- Strategic Planning activities include participating in the Association of Metropolitan Planning Organizations (AMPO) Policy Committee briefings and preparing MPO Peer Review materials for the GTC Executive Committee.
- LRTP Update/Implementation activities include working with the FHWA Federal Lands Division on their Northeast Parks Long Range Transportation Plan and continued review of relevant guidance including an FHWA report on integrating climate change and planning.
- With regard to the Air Quality Planning and Outreach task, staff has taken the lead for New York State MPOs in organizing a FHWA peer exchange on the Interagency Consultation Group process scheduled for October 24. The peer exchange is being sponsored by the Volpe National Transportation Systems Center and will include representatives from the MPOs in Raleigh, Knoxville, and Dallas.
- For the GTC Safe Routes to School (SRTS) Program and SRTS Site Assessments, a contract with Alta Planning + Design was executed on September 15. Site visits were conducted October 14 and 15 with another visit scheduled for October 21. Development of a Guidebook has already begun. Projects have been selected for funding under the Safe Routes to School Program and a TIP amendment request to add the projects is expected to be presented at the November meeting.

- For the Intelligent Transportation System (ITS) Strategic Plan Update, a contract with a team led by IBI Group was executed on September 25. The initial Steering Committee meeting, a workshop, and interviews are being scheduled for the first week in November.
- The RFP for the Diversion Route Planning Initiative has not been issued to-date, as originally planned. Chris Tortora recently joined GTC and has been assigned to manage this project. The RFP is expected to be issued within the next month, after Chris has had a chance to get more familiar with his GIS and travel demand modeling responsibilities.
- The 2006-2007 Priority Trails Advancement Program consists of four projects. The Caledonia Lehigh Valley Railroad feasibility study, the New York Central Westshore Branch feasibility study, and the Rochester Erie-Attica Railroad Bridge feasibility study are on the agenda for presentation later in the meeting. The final report for the Irondequoit Creek Stream Corridor Trail study is being reviewed and is expected to be presented at the November 13 Planning Committee meeting.

The 2007-2008 Priority Trails Advancement Program consists of three projects. The I-590 Bicycle Pedestrian Bypass is progressing. The inventory is approximately 80 percent complete, alternatives are being developed, and a Steering Committee meeting has been scheduled for October 17. For the Lehigh Valley (Honeoye Falls) project, Village officials are working with landowners and the first public meeting is being scheduled. For the Erie Canal Glenwood Lake Connector project, the second Steering Committee meeting was held September 15 and the first public meeting is being scheduled.

- The 2007 Circulation, Accessibility, and Parking (CAP) Program consists of four projects. The Village of Perry and Village of Hilton projects are on the agenda for presentation later in the meeting. The final report for the Village of Macedon has incorporated GTC comments and is expected to be posted for Steering Committee review within two weeks. For the Brown's Square Neighborhood project, a contract with a team led by SRF & Associates was executed on August 21. The first Steering Committee meeting has been scheduled for October 23.

The 2008 Circulation, Accessibility, and Parking (CAP) Program consists of one project. A RFP for the Fairport CBD Traffic Study is being developed.

- Staff provided Congestion Management Process (CMP)-related performance measures and associated documentation to the Center for Governmental Research for the Rochester Area Community Foundation's community indicators project. Information was also provided to the Rochester Engineering Society for their legislative luncheon on October 10.
- The final Steering Committee meeting for the Travel Time Data Collection Program was held September 8. Final QA/QC of the data and final report is being conducted. The project was presented at the October 17 ITE Conference.
- The draft Scope of Work for the Regional Goods Movement Strategy was provided to NYSDOT – Main Office for a final review.

G/FLRPC

David Zorn reported:

- The submission of Master Address Files and the final report for the Local Update of Census Addresses – Phases 1 and 2 projects were accepted by the GTC Board at its September 11 meeting.
- Staff is conducting data collection, mapping, and analysis for the 2010 Census TAZ Analysis and Revisions. Staff is also updating the Traffic Analysis Zone (TAZ) boundary files.
- The final report for the 2007 Regional Land Use Monitoring project was accepted by the GTC Board at its September 11 meeting.
- Staff is reviewing surveys and document forms of identified sites for the Historic Transportation Gateway Inventory and Assessment task.
- The Preparing Village Main Streets for Planning final reports and associated Guidebook were accepted by the GTC Board at its September 11 meeting. The Guidebooks have been received from the printer and distribution will begin immediately.
- The final report for the Optimizing Transportation Infrastructure through Effective Land Use project was accepted by the GTC Board at its September 11 meeting.

Monroe County

Tom Goodwin reported:

- The final report for the 2007 Monroe County Land Use Monitoring project was accepted by the GTC Board at its September 11, 2008 meeting. Data collection for the 2008 report has begun.

Scott Leathersich:

- A RFP for the Monroe County Audible/Tactile Pedestrian Signal Device Study has been released with responses due October 27.
- The Monroe County Overhead Traffic Sign Visibility Upgrade study is 69 percent complete.
- A RFP for the Monroe County Vertical Curve Safety Study has been released with responses due October 27.
- Funding for the Traffic Sign Retroreflectivity Study was relinquished by Monroe County and used to satisfy a portion of the FHWA funding rescission.
- There are fifty locations on Monroe County High Accident Location Program this year, 28 percent have been initiated. Fourteen locations have been initiated, two locations have been completed, and three locations are being monitored after implementation of counter measures.

Ontario County

Kris Hughes reported:

- Work is progressing for the State Routes 96/318 Rural Corridor Study. Meetings were held with communities in the corridor in September.
- A Scope of Work for the CATS Route Analysis and Service Improvement Plan is expected to be presented at the November 13 Planning Committee meeting.

City of Rochester

John Thomas reported:

- No progress to report for the Port of Rochester Transportation Evaluation and Support Study.
- Changes to the report for the Neighborhood Traffic Calming Concept Design and Implementation Study have been completed based on comments from Monroe County and the City Engineering Bureau. The final draft has been provided to Monroe County for review.
- A Scope of Work for the Center City Tourist/Visitor Circulation and Pedestrian Wayfinding Study is being developed and should be completed in mid-November.
- The second Steering Committee meeting for the Susan B. Anthony Neighborhood Parking and Circulation Study was held on August 22. Parking counts have been completed. The City has met with Volunteers of America officials regarding the potential uses of a large building in the study area.

RGRTA

David Cook reported:

- A Scope of Work for the Market Research for RGRTA Regional Services task will be presented later in the meeting.
- The Consultant for the RGRTA Suburban Transportation Service Study is developing cost estimates for transfer stations at four locations. The final report is expected to be completed by the end of November.
- Presentation and consideration of the RTS/Lift Line Operational Analysis & Facility Utilization Study is anticipated at the November 13 Planning Committee meeting.
- The RTS Operational Process Study will be presented later in the meeting.
- No progress to report for the RTS Signal Prioritization Study.
- The Information Technology Assessment Study is approximately 75 percent complete. A draft report is expected in 60 to 90 days.
- The RGRTA Route Analysis project is on-going. A presentation on recent activities and findings is expected later in the fiscal year.

Genesee County

Richard Perrin reported:

- The Genesee County Safe Passing Zone Survey has been completed. Presentation and consideration of the report is anticipated at the November 13 Planning Committee meeting.

Seneca County

Mitch Rowe reported:

- Seneca County revised the draft RFP for the NYS Routes 5&20/414 Corridor Study based on comments from NYSDOT – Region 3 and GTC staff. Seneca County expects to advertise the RFP soon.

Wayne County

Kevin Rooney reported:

- No progress to report for the Cluster Development Enhancement Project Feasibility Study.
- The Palmyra Route 21 Truck Study is complete.

Wyoming County

Richard Perrin reported:

- Funding for the Transportation Elements of Scenic/Historic Resources in Wyoming County project was relinquished by Wyoming County and used to satisfy a portion of the FHWA funding rescission.

Other Agencies

Richard Perrin reported:

- The Regional Traffic Count Collection Program consists of three contracts to conduct traffic counts in eight counties. The consultant has conducted 100 percent of the counts in Seneca, Wyoming, and Yates counties and is nearly complete in Livingston and Wayne counties. The consultant has conducted approximately 75 percent of the counts in Genesee County. The consultant has begun conducting counts in Monroe and Orleans counties. The consultant is continuing to work with Monroe County to prioritize count locations.
- A RFP for the Village of Arcade Main Street Study was issued in a manner that does not meet GTC procurement requirements for professional services. GTC staff is working with the Village of Arcade to re-advertise the RFP in a manner that does meet these requirements.

- A preferred consultant for the Village of Geneseo Circulation and Parking Study was approved by the Village Board. A project kick-off meeting was held October 14.
- A consultant contract for the Dewey Avenue Corridor Traffic Calming Study is being finalized.
- The first Steering Committee meeting for the Spencerport Eastern Village Corridor Concept Study was held September 8, prior to engaging a consultant. The Village received six proposals by the October 3 deadline and interviews with three firms are scheduled for October 20.
- The final Steering Committee meeting for the Route 250 Corridor Study was held September 26. The final report is nearing completion. A presentation on the Study is anticipated for the November 13 Planning Committee meeting.
- The consultant selection committee for the Town of Macedon NYS Route 31 Corridor Study met September 9 and interviews with shortlisted firms were conducted on September 23. The Town approved a preferred consultant on October 9.
- A RFP for the Genesee County Central Corridor Plan is being developed.
- Additional analysis of Summer parking needs for the Williamson Route 104 & Route 21 Gateway Concepts project has been completed. A final public meeting is expected in November.
- A kickoff meeting for the Victor Transportation Systems Plan was held August 19 and the second Steering Committee meeting was held in September.
- The second Steering Committee meeting for the Town of Penfield Bicycle Facilities Plan was held on September 30. GTC staff is reviewing the first draft of the plan and will provide comments within a week.

b. Any Other Old Business or Announcements

1. Update on the development of the *FY 2009-2010 Unified Planning Work Program*

Richard Perrin provided an overview of the Unified Planning Work Program (UPWP) development process. He then detailed the UPWP development schedule.

An advanced Notice of Funding was issued September 5. The Call for Projects and application package were issued September 19. A Workshop for potential applicants was held October 8. Applications are due October 24. UPWP Development Committee meetings are being scheduled through late-November. A draft list of UPWP projects will be provided for Planning Committee consideration at the January 8, 2009 meeting. A 30-day public review is scheduled for January 9 through February 9. Planning Committee recommendation of a *FY 2009-2010 UPWP* is anticipated at the February 12 meeting. The draft *FY 2009-2010 UPWP* will be presented to the GTC Board for consideration at its March 13, 2009 meeting.

Richard added that the biggest issue we face is an anticipated rescission of FHWA Planning funds in April. GTC is likely to have a minimum of \$300,000 available for other agencies and contractual services to GTC, which is

approximately \$500,000 less than original estimate of FHWA Planning funds that would be available for the *FY 2009-2010 UPWP*.

GTC has suggested that NYSDOT obligate the FHWA Planning funds as soon as possible so they are not subject to the rescission. Richard discussed how Texas and California handled the rescission of FHWA Planning funds.

In order to accommodate this range of funding, projects will be evaluated and ranked by tiers similar to the TIP. This will allow the projects to be added to the UPWP as funding permits.

Richard highlighted notable changes to the next UPWP, including:

- The addition of a Work Plan which provides a more detailed discussion of GTC's mission, vision, operating principles, and work activities
- The addition of a mandatory workshop for projects sponsors regarding conducting the procurement process and consultant selection process

Richard stated that participants in the workshop for potential applicants were informed that there will be a mandatory workshop for recipients of UPWP funding. GTC staff want to ensure reimbursement of federal funds to recipients is not jeopardized

2. Update on the development of the *2010-2014 Transportation Improvement Program*

Richard Perrin discussed the updated project costs and schedule information on existing project that was received in response to the August 8 solicitation from NYSDOT and GTC. Project sponsors were informed that this is very likely their last opportunity to request additional federal funds for their projects.

Information was received for 209 out of 213 projects, some projects had no changes. The updated project costs total approximately \$75 million more than is programmed in the current TIP. The updated costs were provided in 2008 dollars while the current TIP shows the cost in Year of Expenditure dollars. This means inflation is not accounted for in the updated project costs, increasing the amount needed to meet these requests.

GTC staff has entered all of the project information into a spreadsheet for analysis. Inflation rates from various sources have been provided to the TIP Development Committee (TDC) for their consideration and concurrence on the inflation rate to use to program the *2010-2014 TIP*.

Five TDC meetings have been scheduled to develop the program by November 13. Once the funding is allocated to existing projects, there is likely to be limited funding available for new projects. This may result in a targeted solicitation of projects eligible for selected fund sources.

Richard asked Dan Hallowell how NYSDOT-Region 4 is comparing to other NYSDOT Regions with respect to updating their capital program in light of the November 14 deadline for submitting projects for the Statewide Program Update. Dan responded that he believed we are ahead of most and added that some are considering removing projects from their capital program.

Richard emphasized the importance of project sponsors meeting the schedules as programmed. If a project misses a construction season, it will cost more in the next season and additional federal funding may not be available for the project.

John Thomas asked if the TDC meeting schedule includes consideration of new projects. Richard Perrin responded that it does not. He added that after considering existing projects, we can determine whether there is sufficient funding available to issue a targeted Call for Projects.

3. FHWA/FTA Quadrennial Certification Review

Richard Perrin discussed the upcoming FHWA/FTA Quadrennial Certification Review. The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are required to conduct a Certification Review of Metropolitan Planning Organizations (MPOs) that have a Transportation Management Area every four years. The last GTC Certification Review was conducted in 2004.

FTA will take the lead this time. Victor Waldron of FTA and Dick Beers of FHWA will be conducting the review. The Certification Review has two major components a desk audit and a site visit. The desk audit includes a review of major products and associated materials as well as formal agreements. The Final Metropolitan Planning regulations that were issued February 14, 2007 require a formal agreement between the GTC, NYSDOT, and RGRTA to cooperatively develop revenue estimates for the TIP and LRTP. This cooperative revenue estimating does occur but GTC does not have such an agreement. To our knowledge, no MPO in New York State has one. Richard said he expected GTC will be cited on this issue but this is happening across the country.

The site visit has been scheduled for December 2,3, and 4 with a public meeting on December 3. No one from the public attended the 2004 public meeting. Richard suggested that it would be beneficial if Planning Committee members and others who have worked with GTC provide feedback to FHWA and FTA this time around.

Dan Hallowell announced that the Safe Routes to School awards have been made. He noted that there has been some confusion about using consultants to conduct design efforts but NYSDOT is working to clarify the issue.

Jim Fletcher noted that the Diesel Emission Reduction Act (DERA) guidance includes some exemptions from the requirements. Public meetings are being held across the state including one in Avon on November 25. David Cook added that RGRTA is analyzing

the financial impact of meeting DERA requirements. He noted that the regulations are not final. Doug Tokarczyk noted that the Thruway Authority is analyzing its fleet needs and is about to purchase retrofits for about one-third of its fleet.

Richard Perrin announced that Ontario County Board of Supervisors Chairman Theodore Fafinski has designated Town of East Bloomfield Supervisor Dorothy Huber to fill the vacancy left by Leslie Bamann's resignation as Town of Victor Supervisor.

5. Action Items

- a. Recommendations to the GTC Board concerning accepting the submission of reports as evidence of completion of various UPWP Tasks.

Chairman Kris Hughes moved agenda item 5.a.6. before agenda item 5.a.1., as requested by RGRTA.

6. Accepting the report, *Operational Process Study*, and associated master plan as evidence of completion UPWP Task 8422 / Proposed Council Resolution 08-59

Hal Carter of RGRTA discussed the Operational Process Study. The first phase of the study was an on-site review of the processes and procedures currently used. One of the early recommendations was the rapid implementation of fleet maintenance software which RTS has already begun. Another recommendation is to reconfigure site circulation to better accommodate various maintenance and repair functions.

The second phase of the study was a design charrette to look at the site layout. A primary conclusion was that RTS needs another garage.

Dan Hallowell noted that the TIDE project should address many of the recommendations. Hal responded that the acquisition of Maximus software will go much further to address the recommendations. He added that the RFP specifications were specific to the recommendations of this study.

Bill Sullivan moved to recommend approval of Proposed Council Resolution 08-59; Dan Hallowell seconded the motion. The motion passed unopposed.

At this point in the meeting Chairman Kris Hughes had to leave for another commitment and turned the meeting over to Vice-Chairman Scott Leathersich. Also, Paul Holahan had to leave for another commitment and his Alternate, John Thomas, assumed his responsibilities.

1. Accepting the report, *Erie-Lackawanna Railroad Bridge Rails-to-Trails Conversion Feasibility Study*, as evidence of completion of a component of UPWP Task 6510 / Proposed Council Resolution 08-54

Tom Hack from the City of Rochester discussed the Erie-Lackawanna Railroad Bridge Rails-to-Trails Conversion Feasibility Study. Tom provided context for the project. He noted the level of investment in the corridor including \$40 million in private funds and \$100 million in public funds between 2000 and 2007 with another \$100 million in private funds and \$30 million in public funds planned between 2007 and 2013.

Tom provided a history of the bridge and discussed the recommendations and goals for the project.

Richard Perrin asked about the interest from light rail advocates. Tom responded that the City had extensive discussions with these individuals. He noted that the primary concern is to preserve the corridor and the structure for potential light rail use in the future. Tom added that the concept design can be adapted if light rail comes to fruition. Richard added that this is an excellent example of adaptive planning that meets a current need while not precluding a potential future use. John Thomas noted that investing in the bridge will be a catalyst for brownfield remediation at the Vacuum Oil site nearby, which will have significant redevelopment opportunities.

John Thomas moved to recommend approval of Proposed Council Resolution 08-54; Bill Sullivan seconded the motion. The motion passed unopposed.

2. Accepting the report, *Feasibility Study for the Former Lehigh Valley Railroad Multi-Use Trail*, as evidence of completion of a component of UPWP Task 6510 / Proposed Council Resolution 08-55

Warren Wallace of the Mendon Foundation discussed the Feasibility Study for the Former Lehigh Valley Railroad Multi-Use Trail. He discussed the early difficulties working with private landowners in the corridor. The Study looked at four alternatives and none of them were found to be feasible. Warren noted that there is the potential to extend the existing trail on land that the Mendon Foundation already owns.

The Mendon Foundation applied for Transportation Enhancements Program (TEP) funds for the trail extension. This Study proved very valuable to supporting the TEP application even though the other alternatives were not feasible. The Study also helped the Mendon Foundation secure a \$50,000 grant.

Scott Leathersich asked if the TEP application includes consideration of expanded roadway shoulder to create on-street connections to the trail. Warren responded that it did not since they have observed in public meetings there is a preference for off-road trails. He added that there was quite a bit of negative feeling towards on-street connections.

Angela Ellis moved to recommend approval of Proposed Council Resolution 08-55; John Thomas seconded the motion. The motion passed unopposed.

3. Accepting the report, *New York Central West Shore Branch Multi-Use Trail Feasibility Study*, as evidence of completion of a component of UPWP Task 6510 / Proposed Council Resolution 08-56

Fran Reese of Lu Engineers discussed the New York Central West Shore Branch Multi-Use Trail Feasibility Study. She introduced Robert Ottley from the Town of Riga and Donald Suter from the Village of Churchville.

Fran provided context for the project corridor. She noted that the study could not reach consensus among Genesee County and Monroe County with regard to appropriate uses for the trail. The right-of-way is currently used and maintained by snowmobile clubs in Genesee County, and they strongly oppose any change that would eliminate or limit their use of the trail.

The Town of Bergen indicated they would not support development of a trail that is not open to all terrain vehicles. The most likely source of funding to develop a primarily bicycle and pedestrian trail would be TEP, but TEP precludes the use of motorized vehicles. There is great interest in a primarily bicycle and pedestrian trail in Riga and Churchville.

Dan Hallowell asked how much of the trail is in Monroe County. Fran responded that 2.6 miles of the trail is in Monroe County and it is about another .6 miles to Route 19 in Genesee County.

David Cook asked if the West Shore Branch is an active rail line. Fran responded that it is not but there is an active line that ends at Attridge Road that is also called West Shore.

David Cook moved to recommend approval of Proposed Council Resolution 08-56; Dan Hallowell seconded the motion. The motion passed unopposed.

4. Accepting the report, *Village of Perry's Main Street District Circulation, Accessibility, & Parking Study: A Declaration of Transportation Interdependence*, as evidence of completion of a component of UPWP Task 6800 / Proposed Council Resolution 08-57

Steve Ferranti of SRF & Associates discussed the Village of Perry's Main Street District Circulation, Accessibility, & Parking Study. He provide context for the study area. He noted that the community was dynamic and engaged in the process. He added that the Village has already begun implementing some of the recommendations of the Study.

The Study looked at four alternatives that use the existing right-of-way. Steve

acknowledged the efforts of Rick Hauser who championed this project at the local level.

David Cook asked if there was any sensitivity to transit needs. Steve responded that they raised the issue at the public meeting but there wasn't much interest in the issue. He added that the long-term recommendations for the curblines take transit needs into consideration.

Dan Hallowell moved to recommend approval of Proposed Council Resolution 08-57; John Thomas seconded the motion. The motion passed unopposed.

5. Accepting the report, *Accepting the report, Village of Hilton Circulation, Accessibility, & Parking Study: Enhancing an American Village*, as evidence of completion of a component of UPWP Task 6800 / Proposed Council Resolution 08-58

Steve Ferranti of SRF & Associates discussed the Village of Hilton Circulation, Accessibility, & Parking Study. The public sense is that Main Street is not inviting, especially in the pedestrian realm.

The study team was sensitive to the relatively recent efforts to reconstruct Main Street. They conducted a survey of Village residents and found the primary concerns were safety of pedestrians and bicyclists.

The Study recommendations were intended to provide balance for all users, focusing on the pedestrian realm. Traffic calming was an important consideration and a roundabout is recommended at the southern entrance to the Village.

Steve noted that the Village is already pursuing some of the recommendations.

Scott Leathersich commented that it is encouraging that the recommendations of the CAP studies are being pursued and the studies won't "sit on a shelf."

John Thomas moved to recommend approval of Proposed Council Resolution 08-58; David Cook seconded the motion. The motion passed unopposed.

- b. Action concerning a UPWP Project Scope of Work.
 1. Task 4731 – Market Research for RGRTA Regional Services

David Cook discussed the proposed scope of work for Task 4731. He noted that this is a similar effort to what was recently done for RTS. He discussed the methodology to conduct the research. He added that, at Angela Ellis' suggestion, RGRTA wants to incorporate an Advisory Committee of representatives from each County to help guide the study.

Angela Ellis noted that they are seeing an increased interest in public transportation in Livingston County.

Angela Ellis moved to recommend approval of Proposed Council Resolution 08-58; John Thomas seconded the motion. The motion passed unopposed.

6. New Business

David Cook offered a tour of the RTS campus to anyone who was interested.

7. Public Forum

No one from the public spoke during the Public Forum.

8. Next Meeting

November 13, 2008 at NYSDOT – Region 4 in Henrietta.

9. Adjournment

The meeting adjourned at 11:55 a.m.