

**GENESEE TRANSPORTATION COUNCIL
PLANNING COMMITTEE MEETING
New York State Department of Transportation
Henrietta, New York**

November 13, 2008

PLANNING COMMITTEE MEMBERS PRESENT

James Brady, Wayne County
Angela Ellis, Livingston County
James Fletcher, Monroe County – At Large
Todd Gadd, Wyoming County
Daniel Hallowell, NYS Department of Transportation (NYSDOT) – Region 4
Kristen Mark Hughes, Ontario County (Chairperson)
Paul Johnson, Monroe County Planning Board
Scott Leathersich, Monroe County – At Large (Vice Chairperson)
Chuck Thomas, Rochester City Planning Commission
Douglas Tokarczyk, New York State Thruway Authority
David Zorn, Genesee/Finger Lakes Regional Planning Council

ALTERNATE REPRESENTATIVES PRESENT

Richard Beers, Federal Highway Administration (FHWA), representing Robert Griffith
David Cook, Roch. Gen. Regional Trans. Authority (RGRTA), representing Mark Aesch
Tim Frelier, Monroe County Executive's Office, representing Terrence J. Rice

PLANNING COMMITTEE MEMBERS ABSENT AND UNREPRESENTED

Philip Brito, FAA
Robert Colby, Monroe County
Timothy Hens, Genesee County
Paul Holahan, City of Rochester
Gary Kent, Orleans County
Edward Muszynski, Empire State Development Corporation
William Sullivan, Rochester City Council
(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

Geoff Benway, Town of Penfield
Erik Frisch, City of Rochester
Julie Gotham, GTC Staff
Marvin Kleinberg, NYSDOT – Region 4
Emily Palumbus, Monroe County Legislature staff
Richard Perrin, GTC Staff
Mitch Rowe, Seneca County
Robert Slaver, NYSDOT – Region 4
James Stack, GTC Staff
Robert Torzynski, GTC Staff
Edwin Welsh, NYSDOT – Region 4
Lindsey Withrow, Ontario County

1. Call to Order & Introductions

The meeting was called to order at 10:03 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

James Fletcher moved for approval of the minutes from the October 16, 2008 Planning Committee meeting; Scott Leathersich 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. The initial web-based interface for the TIP database has been developed and is ready for testing by GTC staff.
- As part of Strategic Planning, the GTC Executive Committee will be meeting later this month and GTC staff will present the results of the Peer Review.
- LRTP Update/Implementation activities include development of a critical path schedule/Gantt chart for the *Long Range Transportation Plan for the Genesee-Finger Lakes Region: 2011-2031 (LRTP: 2011-2031)*, which is scheduled to be adopted in June 2011.
- With regard to the Air Quality Planning and Outreach task, an FHWA/FTA peer exchange on the Interagency Consultation Group (ICG) process was held October 24. A report will be published by the Volpe National Transportation Systems Center. The review included New York State MPOs and other ICG members as well as representatives from the MPOs in Raleigh, Knoxville, and Dallas. The two prime lessons learned were: there are benefits to codifying the ICG procedures and more active participation by the New York State MPOs in the ICG process.
- For the GTC Safe Routes to School (SRTS) Program and SRTS Site Assessments, a critical path schedule/Gantt chart has been developed for production of the guidebook. All site visits have been completed and draft Action Plans are being developed. Projects that were selected for funding through the New York State Safe Routes to School Program will be considered for inclusion in the *2007-2012 Transportation Improvement Program* later in the meeting.
- For the Intelligent Transportation System (ITS) Strategic Plan Update, a workshop has been scheduled for November 21. This will be the official kickoff of

the project.

- No progress to report for the Diversion Route Planning Initiative.
- 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 were recommended for GTC Board approval by the Planning Committee at its October 16 meeting. The final report for the Irondequoit Creek Stream Corridor Trail study is on the agenda for presentation later in the meeting.

The 2007-2008 Priority Trails Advancement Program consists of three projects. The first public meeting for the I-590 Bicycle Pedestrian Bypass is scheduled for December 15. For the Lehigh Valley (Honeoye Falls) project, Village officials continue to meet with landowners along the proposed trail corridor. For the Erie Canal Glenwood Lake Connector project, the first public meeting is scheduled for November 19.

- The 2007 Circulation, Accessibility, and Parking (CAP) Program consists of four projects. The Village of Perry and Village of Hilton projects were recommended for GTC Board approval by the Planning Committee at its October 16 meeting. The draft final report for the Village of Macedon project was provided to Steering Committee members for review with comments due November 5. GTC staff have reviewed a draft of the Executive Summary. For the Brown's Square Neighborhood project, the first Steering Committee meeting was held October 23. The second Steering Committee meeting has been scheduled for November 18.

The 2008 Circulation, Accessibility, and Parking (CAP) Program consists of one project. An RFP for the Fairport CBD Traffic Study was advertised in the *New York State Contract Reporter* November 3 with responses due December 12. To date, GTC has received 27 requests for the RFP package.

- No progress to report for the Congestion Management Process (CMP). Additional work on the CMP will be undertaken as part of the development of the *L RTP: 2011-2031*.
- For the Travel Time Data Collection Program, the final report and a memorandum on lessons learned have been received. The project is on the agenda for presentation later in the meeting.
- NYSDOT – Main Office comments on the draft Scope of Work for the Regional Goods Movement Strategy were received on October 30 with a follow-up conference call on November 6. The RFP package will be finalized and provided to NYSDOT – Main Office for review prior to advertisement in the *New York State Contract Reporter*.

The budget for this project will need to be adjusted in the next UPWP since GTC staff were recently informed that the NYSDOT match to the State Planning and Research (SPR) funds for this project will be cash rather than in-kind services. The contribution of the cash match has been verified and NYSDOT – Main Office will also provide additional in-kind support for this project.

G/FLRPC

David Zorn reported:

- The Local Update of Census Addresses – Phases 1 and 2 projects are complete.
- No progress to report on the 2010 Census TAZ Analysis and Revisions. The Census Bureau has recently indicated they are considering changes to the TAZ update process. Once the process is finalized, G/FLRPC and GTC staff will need to evaluate the project schedule.
- Data collection for the 2008 Regional Land Use Monitoring project will begin in January.
- No progress to report on the Historic Transportation Gateway Inventory and Assessment task.
- The Preparing Village Main Streets for Planning project is complete.
- The Optimizing Transportation Infrastructure through Effective Land Use project is complete.

Monroe County

Paul Johnson reported:

- Data collection for the 2008 Monroe County Land Use Monitoring project has begun. Survey confirmations will be sent to municipalities in January.

Scott Leathersich reported:

- The RFP for the Monroe County Audible/Tactile Pedestrian Signal Device Study resulted in one proposal. Monroe County is evaluating the proposal to determine if it is responsive to the RFP.
- The Monroe County Overhead Traffic Sign Visibility Upgrade study is 71 percent complete.
- The RFP for the Monroe County Vertical Curve Safety Study resulted in one proposal. Monroe County is evaluating the proposal to determine if it is responsive to the RFP.
- Funding for the Traffic Sign Retroreflectivity Study was relinquished by Monroe County and used to satisfy a portion of the FFY 2008 FHWA funding rescission.
- There are fifty locations in the Monroe County High Accident Location Program this year. Fourteen locations have been initiated, three locations have been completed, and one location is being monitored after implementation of countermeasures.

Ontario County

Kris Hughes reported:

- Work for the State Routes 96/318 Rural Corridor Study is progressing. The Study is expected to be completed in January.
- A Scope of Work for the CATS Route Analysis and Service Improvement Plan is

on the agenda for presentation later in the meeting.

City of Rochester

Chuck Thomas reported:

- No progress to report for the Port of Rochester Transportation Evaluation and Support Study.
- The final draft of the Neighborhood Traffic Calming Concept Design and Implementation Study 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 soon.
- The Center City Parking Development & Management project is complete.
- The Susan B. Anthony Neighborhood Parking and Circulation Study is progressing.

RGRTA

David Cook reported:

- A Scope of Work for the Market Research for RGRTA Regional Services project was approved at the October 16 meeting. An RFP is expected to be released soon.
- The final report for the RGRTA Suburban Transportation Service Study is expected to be complete by the end of the year.
- Presentation and consideration of the RTS/Lift Line Operational Analysis & Facility Utilization Study is anticipated at the January 8, 2009 Planning Committee meeting.
- The Facility Asset Management Plan for RTS & Lift Line project is complete.
- The RTS Operational Process Study was recommended for GTC Board approval by the Planning Committee at its October 16 meeting.
- The RTS Signal Prioritization Study has been initiated. RGRTA has reached out to NYSDOT, Monroe County, and the City of Rochester to participate on the Steering Committee.
- 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. GTC staff will coordinate with Genesee County to have the project presented at the January 8, 2009 Planning Committee meeting.

Seneca County

Mitch Rowe reported:

- The RFP for the NYS Routes 5&20/414 Corridor Study was advertised November 3 and proposals are due December 3.

Wayne County

James Brady reported:

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

James Fletcher asked if the Palmyra Route 21 Truck Study is available on the internet. Richard Perrin responded that he did not know if it is available on the Wayne County site. If it is not, GTC staff will work to get it posted to the GTC website.

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 FFY 2008 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 will have conducted 100 percent of the counts in all but Monroe County by the end of this week. The consultant is continuing to work with Monroe County to prioritize count locations. Counts are progressing in Monroe County but are weather dependent; some counts may be delayed until spring.
- The RFP for the Village of Arcade Main Street Study was re-advertised November 3 with proposals due December 5.
- GTC staff provided traffic count data for the Village of Geneseo Circulation and Parking Study on November 17. The project is progressing.
- A consultant contract for the Dewey Avenue Corridor Traffic Calming Study is being executed.
- A preferred consultant for the Spencerport Eastern Village Corridor Concept Study was selected October 27 and approved by the Village Board on November 5. A contract is being finalized.
- The final report for the Route 250 Corridor Study is on the agenda for presentation later in the meeting.

- A consultant contract for the Town of Macedon NYS Route 31 Corridor Study is being finalized.
- An RFP for the Genesee County Central Corridor Plan is being developed.
- The final public meeting for the Williamson Route 104 & Route 21 Gateway Concepts project has been scheduled for November 17.
- The Victor Transportation Systems Plan is progressing as part of the Town Comprehensive Plan update process. Two Steering Committee meetings have been held to date. The transportation component will be developed later in the process.
- The second public meeting for the Town of Penfield Bicycle Facilities Plan was held on October 29. The draft final report is being developed. A presentation is anticipated at the January 8, 2009 Planning Committee meeting.

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 to date. Proposals were due October 24.

GTC received 17 proposals for \$930,000 of federal funds. As of right now, there is approximately \$315,000 of FHWA Metropolitan Planning (PL) funds and \$232,000 of FTA Metropolitan Planning Program (MPP) funds available for programming to non-GTC staff activities. There is the potential for additional funding to become available after April 1. The UPWP Development Committee (UDC) is meeting immediately following this meeting to consider the project proposals.

Richard indicated that we need to add two items to the agenda that impact the development of the UPWP. The first is to add State Planning and Research (SPR) funds to the UPWP. NYSDOT – Main Office informed GTC staff on November 10 of its decision to provide “rescission relief.” Richard discussed the previous notice of a rescission of FHWA PL funds for FFY 2008 and the actions taken by GTC to accommodate the reduction in funding. He then described NYSDOT’s offer of SPR funds to MPOs to make up for one-half (50 percent) of the FFY 2008 rescission of FHWA PL funds.

The second addition to the agenda is to add a small balance of FTA MPP funds that were left after RGRTA completed one its projects.

GTC staff has developed a strategy to try to minimize the impact of the anticipated rescission of FFY 2009 FHWA funding, which is to request NYSDOT – Main Office obligate the FHWA PL funds before a rescission notice is issued. The request will be discussed in more detail under agenda item 5.c.

Given the uncertainty of how much additional funding will be available for programming to UPWP projects, GTC staff is asking the UDC to take an approach that is similar to the way the TIP is developed. This approach requires the UDC

to prioritize the project proposals. We would first program to the most conservative estimate of available FHWA PL funds and, if more funding becomes available, we can add projects to the UPWP in priority order.

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, 2009 through February 9, 2009. Planning Committee recommendation of a *FY 2009-2010 UPWP* is anticipated at the February 12, 2009 meeting. The draft *FY 2009-2010 UPWP* will be presented to the GTC Board for consideration at its March 13, 2009 meeting.

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

Richard Perrin noted that the TIP Development Committee (TDC) has met five times since the last Planning Committee meeting. Previously, GTC staff solicited costs in year of expenditure (YOE) dollars and looked to program the last two years of the new TIP. The request for updated project costs and schedules issued in August requested information in 2008 dollars. The intent is to inflate the costs to YOE dollars based on the project schedule. The TDC deliberated on various inflation factors to use in the *2010-2014 TIP*. Ultimately, the TDC decided it was best to use the same inflation factors that NYSDOT is using across the state.

GTC staff sought clarification on fiscal constraint from both NYSDOT and FHWA. Richard described the "spectrum" of fiscal constraint.

Richard described the guiding principles that GTC staff used to develop an initial scenario for scheduling project phases in a way that meets the most stringent definition of fiscal constraint, which is limiting programmed amounts by fund source and by federal fiscal year (FFY).

Richard added that, in addition to programming the *2010-2014 TIP*, GTC is also reprogramming projects in FFY 2009 (i.e., the current year). He expects that a revised program for FFY 2009 will be presented to the Planning Committee in January or February. Once the TDC has developed a fiscally constrained program of existing projects, the intent is to conduct a targeted solicitation for projects that are eligible for the fund sources with significant balances through 2014.

Dan Hallowell noted that NYSDOT is developing its capital program on a parallel path to the TIP. The program for NYSDOT – Region 4 is due November 14.

James Fletcher asked how much funding is expected to be available for new projects. Richard Perrin reviewed the available amounts by funding source for new projects after accounting for the increases on existing projects.

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 suggested that after all reports have been presented, the Planning Committee consider Proposed Council Resolutions 08-60 through 08-62 under one motion. No members objected.

1. Accepting the report, *Irondequoit Creek Valley Multi-Use Trail Feasibility Assessment and Design Recommendations*, as evidence of completion of a component of UPWP Task 6510 / Proposed Council Resolution 08-60

Geoff Benway from the Town of Penfield discussed the Irondequoit Creek Valley Multi-Use Trail Feasibility study. Geoff provided context for the project.

2. Accepting the report, *Travel Time Data Collection Program*, as evidence of completion of UPWP Task 7121 / Proposed Council Resolution 08-61

Richard Perrin discussed the Travel Time Data Collection Program. He noted that the Congestion Management Process (CMP) has been primarily based on the outputs of the GTC Regional Travel Demand Model. There was a desire to incorporate real-world data into the CMP. This project used a "floating car" technique whereby Global Positioning System (GPS) units were placed in vehicles that were driven on Principal Arterials to determine travel times. Richard described the travel time index that was used and the concept of excess delay, the primary measure of congestion that FHWA prefers. He discussed the lessons learned and indicated the intent to keep this program as an on-going process for Principal Arterials and expand it to cover important Minor Arterials and Urban Collectors.

3. Accepting the report, *Route 250 Corridor Study*, as evidence of completion of UPWP Task 7570 / Proposed Council Resolution 08-62

Geoff Benway from the Town of Penfield discussed the Route 250 Corridor Study. Geoff provided background on the project and discussed the recommendations. He noted that the Town of Penfield is already using the results of the study to look at land use in the corridor and consider regulatory changes.

Kris Hughes asked if there was consideration of extending Route 250 to I-490. Dan Hallowell responded that consideration of such an extension was removed at the request of NYSDOT since it was considered in a prior study and the feasibility was questioned given FHWA break-in access requirements.

James Fletcher moved to recommend approval of Proposed Council Resolutions 08-60 through 08-62; Chuck Thomas seconded the motion. The motion passed unopposed.

b. Action and Recommendations to the GTC Board concerning amendments to the *2007-2012 TIP*

1. Action concerning **amending the *2007-2012 TIP* by modifying the costs of phases of the Jefferson Avenue, Ayrault to Route 31F project** / Proposed Planning Committee Resolution 08-7

Scott Leathersich discussed the need for the proposed amendment.

Richard Perrin noted that this is a Planning Committee Resolution that will take effect ten days after notification to the GTC Chairperson unless she decides it should be considered by the GTC Board.

Dan Hallowell moved to recommend approval of Proposed Planning Committee Resolution 08-7; James Fletcher seconded the motion. The motion passed unopposed.

Chairman Kris Hughes suggested that the Planning Committee consider Proposed Council Resolutions 08-63 through 08-71 under one motion. No members objected.

Dan Hallowell noted that Proposed Council Resolutions 08-63 through 08-68 propose to add those NYSDOT Safe Routes to Schools projects that were selected by the statewide committee to the TIP. Dan discussed the proposed amendments.

2. Recommendation to the GTC Board concerning **amending the *2007-2012 TIP* by adding the Rochester Safe Routes to School Program project** / Proposed Council Resolution 08-63
3. Recommendation to the GTC Board concerning **amending the *2007-2012 TIP* by adding the Irondequoit Safe Sidewalks Program project** / Proposed Council Resolution 08-64
4. Recommendation to the GTC Board concerning **amending the *2007-2012 TIP* by adding the Palmyra Elementary Walking Route to Education and Wellness project** / Proposed Council Resolution 08-65
5. Recommendation to the GTC Board concerning **amending the *2007-2012 TIP* by adding the Calkins/Mendon Center Road Corridor Improvements project** / Proposed Council Resolution 08-66
6. Recommendation to the GTC Board concerning **amending the *2007-2012 TIP* by adding the Village of Arcade Safety Route: North Street Sidewalks and Cattaraugus Trail project** / Proposed Council Resolution 08-67
7. Recommendation to the GTC Board concerning **amending the *2007-2012 TIP* by adding the Monroe County School Zone Traffic Control Upgrades and Education project** / Proposed Council Resolution 08-68

8. Recommendation to the GTC Board concerning **amending the 2007-2012 TIP by increasing the total cost of the I-390 Bridge over Canaseraga Creek Preventive Maintenance project** / Proposed Council Resolution 08-69

Dan Hallowell discussed the need for the proposed amendment. He noted that there is a partial failure to a culvert beneath I-390. NYSDOT wants to take advantage of the detour planned for the bridge preventive maintenance project so that an additional detour is not needed at a later date to fix the culvert.

9. Recommendation to the GTC Board concerning **amending the 2007-2012 TIP by decreasing the total cost of the High Risk Rural Road Improvements for 2009 project** / Proposed Council Resolution 08-70

Dan Hallowell discussed the need for the proposed amendment. He noted that the amendment would provide funding to the County Road 10 & County Road 46 Intersection Improvement project which is already on the TIP for a location that is on the High Risk Rural Roads list.

10. Recommendation to the GTC Board concerning **amending the 2007-2012 TIP by changing the Federal fund source and modifying the notes section of the County Road 10 & County Road 46 Intersection Improvement** / Proposed Council Resolution 08-71

Dan Hallowell discussed the need for the proposed amendment. He noted that the project is currently programmed with CMAQ funds but they cannot be used until there is a determination of an air quality benefit. An air quality analysis cannot be conducted until there is some engineering analysis to identify a preferred alternative and assess the expected change in traffic and associated speeds and delay. This amendment would provide funding to conduct engineering activities.

Richard Perrin noted a typo in Proposed Council Resolution 08-67. The TIP # should read "N07-13-WY2", not "N07-135-WY2". The Resolution will be corrected before it is provided to the GTC Board for their consideration.

Chuck Thomas moved to recommend approval of Proposed Council Resolutions 08-63 through 08-71; Scott Leathersich seconded the motion. The motion passed unopposed.

- c. Recommendation to the GTC Board concerning requesting that NYSDOT obligate FFY 2009 FHWA Metropolitan Planning (PL) funds at the earliest possible date / Proposed Council Resolution 08-72

Richard Perrin discussed how the annual rescission of FHWA funding is conducted as a result of the Energy Independence and Security Act of 2007 (EISA). The intent of a provision in EISA was to prevent states from meeting their rescission amount solely with Congestion Mitigation and Air Quality (CMAQ) funds. A consequence of EISA

was to require states to consider identifying a portion of the unobligated FHWA Metropolitan Planning (PL) funds to meet their annual rescission amount.

EISA required this be done for both FFY 2008 and FFY 2009. It is expected that FHWA will issue its FFY 2009 rescission notice in March 2009 with states required to identify how they will meet the rescission amount in April 2009.

Like all MPOs in New York State, FHWA PL funds are the primary source of funding for federally-required Metropolitan Planning activities programmed in the UPWP. The Proposed Resolution requests that NYSDOT obligate the FFY 2009 FHWA PL funds as soon as possible so they are not available for rescission. Richard added that he did not know if it is possible to obligate the funds before the rescission notice but the amendment respectfully requests that NYSDOT consider doing so or shortly after the adoption of FY 2009-2010 UPWPs by MPOs in New York State.

Dan Hallowell noted that NYSDOT's position is to obligate funds only for projects that are ready to proceed.

Richard responded that the UPWP is a federally-required product of the Metropolitan Planning process and it is highly unlikely that any MPO in New York State would not adopt a UPWP that takes effect April 1, 2009.

James Fletcher moved to recommend approval of Proposed Council Resolution 08-72; Angela Ellis seconded the motion. The motion passed with Dan Hallowell abstaining.

- d. Action concerning a UPWP Project Scope of Work.
 - 1. Task 8536 – CATS Route Analysis and Service Improvement Plan

Kris Hughes discussed the proposed scope of work for Task 8536. He noted that this is similar to the efforts undertaken by RGRTA. He discussed the methodology to conduct the analysis.

David Cook moved to approve the Scope of Work for Task 8536; Angela Ellis seconded the motion. The motion passed unopposed.

Chairman Kris Hughes added two items to the agenda.

- e. Recommendation to the GTC Board concerning accepting FHWA State Planning and Research (SPR) funds from NYSDOT for programming in the *FY 2009-2010 Unified Planning Work Program (UPWP)* / Proposed Council Resolution 08-73

Richard Perrin distributed and discussed Proposed Council Resolution 08-73. GTC staff was notified on November 10 that NYSDOT has offered to provide FHWA State Planning and Research (SPR) funds in an amount of one-half (50 percent) of the rescission of FFY 2008 FHWA Metropolitan Planning (PL) funds to relieve any hardships incurred by MPOs in New York State as a result of the rescission.

FHWA SPR funds are similar to FHWA PL funds but are primarily used by state DOTs and not MPOs. NYSDOT requires that MPOs indicate their intent to use SPR funds by December 31, 2008 and commit to expending the funds expeditiously.

The intent is to program the SPR funds to GTC staff activities in the *FY 2009-2010 UPWP* and make more FHWA PL funds available in the *FY 2009-2010 UPWP* for planning projects to be undertaken by GTC member agencies and other eligible jurisdictions, as well as professional services to be provided to GTC. The Resolution also commits GTC to return any unspent FHWA SPR funds at the end of the period covered by the *FY 2009-2010 UPWP* (April 1, 2010).

Chuck Thomas moved to recommend approval of Proposed Council Resolution 08-73; James Fletcher seconded the motion. The motion passed unopposed.

- f. Recommendation to the GTC Board concerning amending the FY 2008-09 UPWP Budget to incorporate a FTA Section 5303 Metropolitan Planning Program (MPP) grant balance / Proposed Council Resolution 08-74

Richard Perrin distributed and discussed Proposed Council Resolution 08-74. GTC staff was notified on November 12 that there is a balance of \$1,642 of FTA Metropolitan Planning Program (MPP) funds available from FTA Technical Study Grant 80-X011. NYSDOT – Main Office has begun the closeout procedures for this grant. If the funds are not reprogrammed and spent in a timely manner, they will be lost to the region. These funds can be reprogrammed to GTC staff salary, fringe, and overhead to ensure they will be spent in a timely manner. In order to maintain the GTC staff budget at the approved level, a corresponding amount of funds from FTA Technical Study Grant 80-X017 (X017) would be reprogrammed from GTC staff salary, fringe, and overhead to Task 1600 – Program Reserve. Since the funds from X017 are not expected to be used prior to March 31, 2009 they can be programmed as part of the *FY 2009-2010 UPWP*.

Dan Hallowell moved to recommend approval of Proposed Council Resolution 08-74; Scott Leathersich seconded the motion. The motion passed unopposed.

- g. 2009 GTC Planning Committee Meeting Calendar

Richard Perrin discussed the 2009 GTC Planning Committee meeting calendar. All meetings are the second Thursday of the month with the exception of April, which conflicts with the Passover holiday.

6. **New Business**

Paul Johnson announced that he is retiring from Monroe County and this will be his last GTC Planning Committee meeting. He expressed his pleasure in working with GTC committee members and staff over the years. The Committee thanked Paul for all of his efforts over the years and wished him well in his future endeavors.

Dick Beers announced that FHWA and FTA will be conducting the field visit portion of the Joint Certification Review during the first week of December. He encouraged anyone who wants to comment on the planning process conducted by GTC to do so.

James Fletcher asked Dick Beers if FHWA has any insights into the new administration with respect to increased infrastructure investment. Dick responded that with the election only occurring last week, it is too early for specifics. He noted that, as with any change in administration, change will be coming to FHWA but they have little insight as to what those specific changes will be.

7. Public Forum

No one from the public spoke during the Public Forum.

8. Next Meeting

January 8, 2009 at the Ebenezer Watts Conference Center.

9. Adjournment

The meeting adjourned at 11:19 a.m.