

**GENESEE TRANSPORTATION COUNCIL
QUARTERLY BOARD MEETING
Radisson Hotel
Henrietta, NY**

September 8, 2010

GTC BOARD MEMBERS PRESENT

Jeffrey Adair, Monroe County
Maggie Brooks, Monroe County Executive
Jerry Davis, Genesee/Finger Lakes Regional Planning Council
David Dunning, Monroe County Supervisors Association
Linda A. Faubel, Monroe County Planning Board
Mary Pat Hancock, Genesee County (Chairperson)
Paul E. Haney, Rochester – At Large
James Hoffman, Wayne County (Vice Chairperson)
Dan Hogan, Monroe County At-Large

ALTERNATE REPRESENTATIVES PRESENT

Mark Aesch, Roch. Gen. Regional Trans. Authority, representing John G. Doyle, Jr.
Angela Ellis, Livingston County, representing James Merrick
Alinda Drury, City of Rochester, representing Robert Duffy
E. Joseph Gozelski, Wyoming County, representing A. Douglas Berwanger
Andrea Guzzetta, Rochester City Council, representing Lovely Warren
Donald House, Yates County, representing H. Taylor Fitch
Kristen Mark Hughes, Ontario County, representing Theodore Fafinski
Scott Leathersich, Monroe County At-Large
Edward G. Muszynski, Empire State Development, representing Dennis Mullen
Douglas J. Tokarczyk, NYS Thruway Authority, representing Michael Fleischer
C. Mitchell Rowe, Seneca County, representing Chuck Lafler
Robert Traver, NYS Department of Transportation (NYSDOT), representing Stanley Gee

GTC BOARD MEMBERS ABSENT AND UNREPRESENTED

Philip Brito, Federal Aviation Administration
David B. Callard, Orleans County
Pete Grannis, NYS Department of Environmental Conservation
Brigid Hynes-Cherin, Federal Transit Administration
Jeff Kolb, Federal Highway Administration
David L. Watson, Rochester City Planning Commission

OTHERS IN ATTENDANCE

Daniel Hallowell, NYSDOT – Region 4
Richard Perrin, GTC staff
Terrence Rice, Monroe County
James Stack, GTC staff
John Thomas, Rochester – At Large
Chris Tortora, GTC staff
David Zorn, Genesee/Finger Lakes Regional Planning Council

1. Call to Order and Roll Call

Chairperson Hancock called the meeting to order at 8:32 a.m.

James Stack, GTC staff, called the roll; a quorum was present.

Chairperson Hancock turned the meeting over to Monroe County Executive Maggie Brooks who asked for a moment of silence for Ed Marianetti whom had recently passed away. Ed was a GTC Board member for over a decade. He was a lifelong resident of the Rochester area. After military service, Ed spent his career serving the public.

2. Public Forum

No one from the public spoke during the Public Forum.

3. Approval of Minutes

Dan Hogan moved for approval of the minutes from the June 17, 2010 Quarterly Meeting; Maggie Brooks seconded the motion. The minutes were approved as submitted.

4. Communications and Announcements

Richard Perrin announced that Rochester City Planning Commission Chairman David Watson has designated Chuck Thomas as his alternate to the GTC Board.

5. Reports and Action on Old Business

a. Planning Committee Report – Kristen Mark Hughes, Chairman

Kristen Mark Hughes provided the following report:

The Planning Committee met August 12 and recommends that the GTC Board:

- Amend the *Long Range Transportation Plan for the Genesee-Finger Lakes Region: 2007-2027 Update* and the *2011-2014 Transportation Improvement Program* to include the Southern Corridor Improvement (including Kendrick Road Interchange) Project as an illustrative project;
- Accept the submissions of reports as evidence of completion of three Unified Planning Work Program tasks;
- Adopt twenty one amendments to the *2007-2012 Transportation Improvement Program* and the *2011-2014 Transportation Improvement Program* as requested by the New York State Department of Transportation and the Rochester Genesee Regional Transportation Authority; and
- Adopt the revised *Transportation Improvement Program Procedures Manual*.

Additionally, the Planning Committee took the following actions:

- Modified the *FY 2010-2011 UPWP* to reflect the contribution of corrected FY 2009-2010 rollover amounts;
- Approved an administrative modification to the *2011-2014 Transportation Improvement Program* to change the name of the Downtown Transit Center project to Renaissance Square if it is determined by the Federal Transit Administration that it is necessary for the project to receive previously awarded discretionary funds;
- Approved Scopes of Work for four Unified Planning Work Program tasks; and
- Discussed the development of the next Long Range Transportation Plan (LRTP).

b. GTC Staff Report – Richard Perrin, Executive Director

Richard Perrin provided the following report:

GTC staff will begin forming the steering committee for the regional freight study by sending a letter to the lead elected official in the nine counties of the region and the City of Rochester asking them to designate a member and alternate to the committee. The study will have a stakeholder outreach plan to engage related interests such as economic development professionals. To-date, GTC staff have been working with NYSDOT and the consultant to identify and obtain the necessary data (including proprietary information) regarding freight movements into, out of, and through the region, as well as develop project management and stakeholder involvement plans. Data collection efforts are being coordinated with the Mohawk-Erie Multimodal Transportation Corridor Study to minimize any duplication of effort.

Last Friday, GTC staff mailed the advance notice of the call for projects for the next Unified Planning Work Program (UPWP). The call for projects for *the FY 2011-2012 UPWP* will be issued Friday, September 17 with proposals due Friday, October 22. A workshop for potential project sponsors will be held Wednesday, September 29 where GTC staff will provide a presentation on the UPWP and be available to discuss proposals with potential project sponsors. At this time, we expect that there will be approximately \$425,000 in Federal Highway Administration (FHWA) and \$200,000 in Federal Transit Administration (FTA) Metropolitan Planning funds available to GTC member agencies and communities throughout the region.

At its June 17 meeting, this Board adopted the *2011-2014 Transportation Improvement Program* (TIP) and the associated air quality conformity statement, demonstrating that the implementation of the *2011-2014 TIP* will not increase emissions of ground-level ozone precursors in the Rochester Nonattainment Area above 2002 levels. On July 23, FHWA and FTA issued a positive conformity determination for the *2011-2014 TIP*, allowing all projects included therein to be advanced.

c. Old Business

1. Southern Corridor Improvement (including Kendrick Road Interchange) Project Application to the Transportation Investments Generating Economic Recovery (TIGER II) Discretionary Grants Program Update

Richard Perrin reported:

At its June 17 meeting, this Board passed Resolution 10-50 endorsing the Southern Corridor Improvement (including Kendrick Road Interchange) Project as the region's highest priority for the TIGER II Discretionary Program and additional action to strengthen the application will be considered under agenda item 6.a.. NYSDOT prepared the application to the TIGER II program for this project. The vast majority of the effort to prepare a very thorough and extensive application by the August 23 deadline was borne by our regional NYSDOT office. It is certain that the competition for the \$600 million in funding through this program will be very intense - the first round of TIGER provided \$1.5 billion in funding and received 1,400 applications requesting \$57 billion. NYSDOT-Region 4 did an absolutely phenomenal job in coordinating the efforts of several parties, such as the City of Rochester, the University of Rochester, Rochester Institute of Technology, and GTC and their various consultants. The application that was submitted for this project is as solid an application as could be submitted thanks to their hard work.

Dan Hallowell commented that the partnership was key to making the application as strong as possible.

2. U.S. Department of Housing and Urban Development Sustainable Communities Planning Grant Program Update

Richard Perrin reported:

This program was discussed at the June 17 GTC Board meeting based on the advance Notice of Funding Availability (NOFA) that was issued on February 10. The final NOFA was released on June 23 with applications due August 23 and had significant additions to the advance NOFA issued in February. The most relevant of these additions to this region were 1.) that eligible applicants for the program were required to be consortiums that, at a minimum, included the MPO or regional planning council for the area, the principal city, the largest unit of local government outside of the principal city, and a not-for-profit institution; 2.) that there were eight mandatory outcomes for the regional plan for sustainable development that would be developed with funding from the program; and 3.) that other federal funds were able to be used towards the 20 percent cost-share.

GTC staff prepared a proposal outline and associated budget for the professional services needed to develop a regional plan for sustainable development, offered to provide 25 percent of the cost-share toward these services as well as provide all project management expenses (including hiring an experienced professional on a temporary basis to serve as project manager). GTC staff also developed a

resolution template that working group members and other potential consortium partners could bring before their respective governing bodies to get authorization to sign a partnership agreement, memorandum of understanding, or other instrument signifying their commitment.

The short timeframe for forming a consortium via adopted resolutions from the governing bodies and the fact that certain mandatory outcomes may not have been achievable or were not consistent with individual working group members' goals resulted in there not being unanimous agreement to submit an application for this initial round of the program.

There is interest in continuing discussions on regional opportunities and issues. GTC is proposing to do so via a regional planning working group that would meet regularly over the next nine months to one year. GTC is preparing a proposal outline for this initiative. The proposed approach will include a survey of working group members and others to prioritize opportunities and issues so that discussions among the group (both in-person and through e-mail) will be structured. GTC has discussed this with G/FLRPC and will be reaching out further to determine their level of interest and ability to partner. The likely deliverable from this initiative will be a white paper documenting the process and findings.

It is anticipated that by undertaking this effort, we will have a better understanding of how our limited regional planning resources can be best used and possibly be better positioned for future federal funding opportunities, including another round of the program that HUD anticipates advancing next year.

3. Federal and State Transportation Funding Update

Richard Perrin reported:

On July 29 the House of Representatives passed its version of the 2011 Transportation and Housing and Urban Development Appropriations Bill. The Senate version has passed the Appropriations Committee. The amount of funding for highways and transit proposed for 2011 is similar to those in the current bill that was adopted on December 16, 2009. Accordingly, this region can expect that similar amounts of funding can be expected next year for capital, operational, and planning purposes. There has been little movement on a multi-year surface transportation authorization bill due to the fact that revenues to the Highway Trust Fund (which is primarily the gas tax) are not sufficient to adopt a \$500 billion to \$600 billion multi-year authorization. The Congressional Budget Office recently announced that the Highway Trust Fund can be sustained at existing levels through 2013. This potentially pushes out a decision on a multi-year authorization until the next Presidential term.

As recently as this past holiday weekend, the President announced an outline for a six-year initiative that would provide a \$50 billion up-front investment to rebuild 150,000 miles of roadway, construct and maintain 4,000 miles of rail, and rehabilitate or reconstruct 150 miles of airport runways as well as a

communication system to reduce air traveler delays. In addition, the initiative would create a national infrastructure bank. Like every other bank, this one wouldn't provide funds but instead loan them, requiring repayment with non-federal funds over time. It is unclear as to whether or not this initiative is in addition to or meant to replace the next surface transportation authorization legislation (the successor to SAFETEA-LU that expired on September 30th, 2009). The Administration has not yet announced its guiding principles for the next authorization, this could be the initial effort.

You may recall the legislation that passed on August 10 that provided \$16 billion to provide funding to states for teachers' salaries and extending increased Medicaid funding. It's worth noting that \$2.2 billion of this \$16 billion came from the Highway Account of the Highway Trust Fund. According to NYSDOT-Main Office, the New York State portion (which is approximately \$100 million) will come from unobligated balances. This Board will take action later in the meeting to ensure to the maximum extent possible that none of the \$100 million comes from this region.

6. Action Items

- a. Amending the *Long Range Transportation Plan for the Genesee-Finger Lakes Region: 2007-2027 Update* and the *2011-2014 Transportation Improvement Program* to include the Southern Corridor Improvement (including Kendrick Road Interchange) Project as an illustrative project with identified federal discretionary fund source, associated non-federal matching funds, and commitment to maintain and operate / Proposed Resolution 10-51

Richard Perrin stated that based on the conversation at the June 17 GTC Board meeting, GTC staff suggested adding the Southern Corridor Improvement (including Kendrick Road Interchange) Project to the LRTP and TIP as an illustrative project to make a stronger application for funding under the TIGER II program. The project is consistent with a specific recommendation of the *LRTP: 2007-2027 Update* and action could be taken to amend the *2011-2014 TIP* at a later date.

GTC does not typically include illustrative projects in either its LRTP or TIP. This is done to ensure that the LRTP and TIP are credible products that present strategies, projects, and programs that the public, businesses, and other stakeholders in the region can reasonably expect to be implemented. GTC staff saw an opportunity to address an immediate need (i.e., strengthening the TIGER II application) while setting a framework for the consideration of illustrative projects in the future.

By including the Southern Corridor Improvement (including Kendrick Road Interchange) Project as an illustrative project in this manner, GTC would set a standard for only including illustrative projects that have 1.) an identified federal funding program; 2.) the pledged non-federal matching funds; and 3.) the commitment of the project's owner to maintain and operate the facility(s) being constructed, reconstructed, and/or rehabilitated.

Terry Rice asked if parts of the project were still in the TIP. Richard responded that the parts of the project that were previously programmed in the TIP remain in the TIP. If TIGER II funds are awarded, they would allow for additional improvements consistent with the overall plan for the Southern Corridor, which is the most congested in the region.

John Thomas asked if a particular year needed to be identified. Richard responded that the funds would need to be obligated by September 30, 2012.

Dan Hogan moved to approve Resolution 10-51; Scott Leathersich seconded the motion. The motion passed unopposed.

- b. Accepting the submission of reports as evidence of completion of various UPWP tasks

Chairperson Hancock suggested that proposed Resolutions 10-53, 10-54, and 10-56 be considered as a single action; no Member or Alternate objected.

- (1) Accepting the *Land Use Report for Monroe County, New York – 2009* as evidence of completion of UPWP Task 4210 / Proposed Resolution 10-53
- (2) Accepting the *2009 Regional Land Use Monitoring Report* as evidence of completion of UPWP Task 4220 / Proposed Resolution 10-54
- (3) Accepting the *Route 31 Corridor Study* as evidence of completion of UPWP Task 7571 / Proposed Resolution 10-56

Paul Haney moved to approve Resolutions 10-53, 10-54 and 10-56; Jeffrey Adair seconded the motion. The motion passed unopposed.

- c. Adopting amendments to the *2007-2012 Transportation Improvement Program (TIP)* and *2011-2014 TIP* / Proposed Resolutions 10-57 through 10-77

- (1) Amending the *2007-2012 TIP* and the *2011-2014 TIP* by changing the FFY 2010 and FFY 2011 phase costs and schedules of select TIP Projects / Proposed Resolution 10-57

Richard Perrin stated that the proposed action protects the obligation authority to use federal transportation funds within the region for Federal Fiscal Year (FFY) 2010. NYSDOT – Region 4 worked with project sponsors to identify project phases that are unlikely to be obligated before the current FFY ends. The action defers phases on 38 projects from FFY 2010 to FFY 2011 and advances phases on six projects from FFY 2011, FFY 2012, and FFY 2013 to FFY 2010 in corresponding amounts.

Dan Hogan moved to approve Resolution 10-57; Paul Haney seconded the motion. The motion passed unopposed.

Chairperson Hancock suggested that proposed Resolutions 10-58 through 10-72 be considered as a single action; one Member objected to including Resolution 10-67.

Chairperson Hancock then suggested that proposed Resolutions 10-58 through 10-66 and Resolutions 10-68 through 10-72 be considered as a single action; no Member or Alternate objected.

- (2) Amending the *2011-2014 TIP* by adding the FFY 2012 Railroad Crossing Block Program project / Proposed Resolution 10-58
- (3) Amending the *2011-2014 TIP* by adding the FFY 2013 Railroad Crossing Block Program project / Proposed Resolution 10-59
- (4) Amending the *2011-2014 TIP* by adding the FFY 2014 Railroad Crossing Block Program project / Proposed Resolution 10-60
- (5) Amending the *2011-2014 TIP* by adding the High Risk Rural Road Improvements for 2011 project / Proposed Resolution 10-61
- (6) Amending the *2011-2014 TIP* by adding the NYS Route 20 at Genesee County Road 35 (East Rd.) project / Proposed Resolution 10-62
- (7) Amending the *2011-2014 TIP* by adding the High Risk Rural Road Improvements for 2012 project / Proposed Resolution 10-63
- (8) Amending the *2011-2014 TIP* by adding the High Risk Rural Road Improvements for 2013 project / Proposed Resolution 10-64
- (9) Amending the *2011-2014 TIP* by adding the High Risk Rural Road Improvements for 2014 project / Proposed Resolution 10-65
- (10) Amending the *2011-2014 TIP* by adding the Intelligent Transportation Systems project / Proposed Resolution 10-66
- (12) Amending the *2011-2014 TIP* by adding the Midtown Redevelopment Transportation Infrastructure Improvements project / Proposed Resolution 10-68
- (13) Amending the *2011-2014 TIP* by adding the Butterhole-Seneca Park Rail Trail Project / Proposed Resolution 10-69
- (14) Amending the *2011-2014 TIP* by adding the Rochester Safe Routes to School Program project / Proposed Resolution 10-70
- (15) Amending the *2011-2014 TIP* by adding the Jefferson Avenue Rehabilitation Project / Proposed Resolution 10-71
- (16) Amending the *2011-2014 TIP* by adding the Iroquois National Wildlife Refuge Road Improvements project / Proposed Resolution 10-72

Paul Haney asked if the Butterhole-Seneca Park Rail Trail Project is a good idea. He expressed concern that the project goes through a high crime area.

Richard Perrin responded that people are already using the corridor for non-motorized transportation. This project would turn the corridor into a formal multi-use trail. This project is not just a recreational facility as this area has a high incidence of zero vehicle households and the trail would likely be used for transportation. Trail projects alone will not make good neighborhoods bad or bad neighborhoods good. Richard referenced Jane Jacobs' concept of "eyes on

the street” leading to reduced criminal behavior, and that the same would apply to this trail to some degree.

Alinda Drury added that the neighborhood groups along the corridor are strongly supportive of the project.

Joe Gozelski asked whether local roads are eligible for the High Risk Rural Road projects.

Richard Perrin responded in the affirmative noting that these projects set aside blocks of funding for projects to be determined later. NYSDOT – Region 4 will work with the counties to identify eligible projects to be considered for funding.

Dan Hallowell added that NYSDOT has had trouble identifying roads eligible for these funds due to a lack of data. There are anecdotal reports of roads with safety issues but unreported crashes cannot be used to evaluate locations under this program.

Dan Hogan moved to approve Resolutions 10-58 through 10-66 and Resolutions 10-68 through 10-72; James Hoffman seconded the motion. The motion passed unopposed.

- (11) Amending the *2011-2014 TIP* by adding the Inner Loop East project / Proposed Resolution 10-67

Paul Haney noted that the funds for this project are for design activities. He asked what the engineers will be asked to design.

Dan Hallowell responded that the City of Rochester has submitted a scoping report that is under review. The funds for engineering activities will not be obligated before the end of the current FFY. This action protects the funding for the project.

Paul Haney noted that he doesn't think raising the Inner Loop is the solution. He believes the problem was created when the project was designed, namely the lack of a direct connection from I-490 westbound to the southern portion of the Inner Loop. Drivers currently have to exit I-490 and proceed on City streets through multiple traffic signals before they can access the Inner Loop.

Alinda Drury moved to approve Resolution 10-67; Andrea Guzzetta seconded the motion. The motion passed with one Member opposed.

Chairperson Hancock suggested that proposed Resolutions 10-73 through 10-77 be considered as a single action; no Member or Alternate objected.

- (17) Amending the *2007-2012 TIP* by renaming and increasing the cost of the FFY 2008 & FFY 2009 Jobs Access/Reverse Commute project / Proposed Resolution 10-73

- (18) Amending the *2007-2012 TIP* by adding the Medical Motor Service Transportation ACCESS (TRAC) project / Proposed Resolution 10-74
- (19) Amending the *2007-2012 TIP* by adding the Automated Phone System Individual Bus Stop Coding project / Proposed Resolution 10-75
- (20) Amending the *2007-2012 TIP* and the *2011-2014 TIP* by adding the Purchase and Operation of an Accessible Bus project / Proposed Resolution 10-76
- (21) Amending the *2007-2012 TIP* by adding the RGRTA New Freedom Program Administration project / Proposed Resolution 10-77

Richard Perrin discussed the purpose of the Job Access and Reverse Commute and the New Freedom programs. RGRTA is the direct recipient of these funds in the Urbanized Area. The individual projects were selected via a competitive solicitation of projects.

Jerry Davis moved to approve Resolutions 10-73 through 10-77; Mark Aesch seconded the motion. The motion passed unopposed.

- d. Adopting the revised *Transportation Improvement Program Procedures Manual* / Proposed Resolution 10-78

Richard Perrin distributed copies of Exhibit 4 – Guidelines for TIP Project Change Requests, which was inadvertently omitted from the meeting package that was mailed out.

The results of the TIP Project Delivery Review were presented to the GTC Board at its June 19, 2008 meeting. The three primary actions that were identified as part of that review were:

- 1. Obtaining updated cost estimates for projects in the current TIP;
- 2. Reviewing and, if necessary, modifying our TIP management process to better account for activities that occur outside the purview of GTC; and
- 3. Using the next TIP update to “right the ship” and allow the region to move forward with reduced liabilities against future federal funds.

The first action was accomplished in late-Summer/early-Fall 2008 when GTC staff and NYSDOT – Region 4 staff solicited updated costs and schedules from project sponsors for existing TIP projects. The third action was accomplished when the GTC Board amended the *2007-2012 TIP* by changing the FFY 2010 phase costs and schedules of select TIP Projects and adopted the *2011-2014 TIP*.

The second action was to review and (if necessary) modify the current GTC TIP management process to better account for activities that occur outside of the federally-required metropolitan planning process but have the potential to compromise the ability to fund new projects in the TIP. The TIP Development Committee (TDC) and Planning Committee agreed that the review and associated revision of the current GTC TIP management process should also include consideration of measures that allow GTC to better monitor the progress of projects and make adjustments as necessary in a timely manner to ensure to the maximum extent practicable that projects are delivered on time and within budget.

Table 4 clarifies the guidelines for changes to the TIP. The changes provide the authority for GTC staff to make changes to projects where the change in total project cost is less the \$250,000 or 25 percent, whichever is less, and to add non-federal funds to projects.

Section 4.8 revises the monitoring and reporting of programmed schedules and costs to allow GTC, via the TDC, to discuss project progress with sponsors to improve adherence to programmed project scopes, schedules, and costs.

Dan Hogan moved to approve Resolution 10-78; Paul Haney seconded the motion. The motion passed unopposed.

7. New Business

- a. Federal Highway Administration "Staffing and Administrative Capacity of Metropolitan Planning Organizations" Report

Richard Perrin provided a presentation on the findings of the "Staffing and Administrative Capacity of Metropolitan Planning Organizations" report and how GTC compares.

The research report was commissioned by FHWA and conducted by the Center for Urban Transportation Research at the University of South Florida. The purpose is to assist MPOs in evaluating their governance systems, organizational structures, and budgeting/staffing needs. The findings are based on a survey of all MPOs nationwide with a 35.5 percent response rate.

This is the first comprehensive report on MPO governance, administrative, and staffing characteristics. Prior analyses have been limited to technical planning activities with administration and staffing addressed in case studies. This report provides new insights and validates the conclusions of the peer review conducted by GTC staff in 2007-2008.

With regard to MPO governance, MPOs have an average of 16.1 voting Board members overall with MPOs over 1 million population having an average of 25.4. GTC has 24 voting Board members. Approximately 54 percent of MPO Boards meet monthly. GTC meets quarterly, like 17.3 percent of all MPOs.

Since MPOs are funded on a reimbursement basis. Accordingly, MPOs usually have a host agency that provides "capital float". With regard to MPO administration, approximately 37 percent of MPOs are hosted by a Regional Council while approximately 58 percent are hosted by a County or Municipality. In the case of Ohio, MPOs are required by state law to be hosted by Regional Councils. GTC is hosted by a modal authority (RGRTA), which is not common (approximately two percent of MPOs responding were hosted by a modal authority). The relationship between GTC and RGRTA is governed by a Memorandum of Understanding with clear distinctions between responsibilities for administrative functions and policy matters.

Only 49 percent of MPOs indicated they are able to meet their federal requirements with the federal funds they receive to conduct metropolitan planning. GTC is able to meet its federal requirements, conduct value-added activities, and share federal funds for metropolitan planning with member agencies and communities throughout the region.

Many MPOs use local funds to supplement federal funds for metropolitan planning. GTC does not receive local funds except to supplement federal funds for projects conducted by or on behalf of local agencies. These funds are not used for GTC staff activities.

With regard to using local funds to support MPO activities, 87 percent of MPOs use local funds to advance federal requirements. Federal funds cannot be used to lobby federal officials. Therefore, GTC does not conduct lobbying activities while 27 percent of MPOs use local funds to conduct lobbying activities.

Sixty-eight percent of MPOs use local funds for employee training. GTC supports employee training with federal metropolitan planning funds and a small amount of federal Statewide Planning and Research as part of a shared cost initiative of all MPOs in New York State.

Forty-five percent of MPOs use local funds to meet state mandates and programs. GTC conducts a greenhouse gas emissions and energy consumption analysis of the LRTP and TIP in support of the New York State Energy Plan using federal metropolitan planning funds.

Monroe County provides an in-kind contribution of office space and utilities (excluding telecommunications) to GTC. The value of this contribution is used to satisfy a significant portion of the local match of federal metropolitan planning funds. In contrast, 68 percent of MPOs use local funds for office operation.

With regard to staffing, the national average for MPOs is one employee for every 47,963 residents. GTC has one employee for every 141,128 residents of the region. For MPOs with four to nine employees, the average number of employee departures is 0.76 employees per year. Over the last three years, GTC has averaged 1.33 departures per year. Of the four employees who left GTC, two went to work for member agencies while two left the region for personal reasons.

Richard concluded his presentation with four major findings for GTC:

- (1) Extensive technical committee engagement provides full participation by member agencies and allows the Board to be more efficient during its meetings;
- (2) While not common nationally, GTC staff is hosted by an authority (RGRTA) and accrues the benefits of being part of a larger employer without bureaucratic rigidity;

- (3) The GTC operating model results in highly-cost effective delivery of services, allowing member agencies and communities to utilize federal planning funds; and
- (4) The GTC operating model limits upward mobility within the MPO, which may be a factor in employee turnover.

Maggie Brooks stated that this report validates what the GTC Board feels about the operations of the organization. She added that Board meetings are efficient due to the staff support that is provided. Richard responded that way the GTC Board conducts itself by applying a truly regional approach makes this possible.

John Thomas noted that he came to Rochester from an MPO in Ohio. He found it unusual that GTC did not collect local funds and that it shares federal metropolitan planning funds with local agencies. He added that there may be a need to review the relationship between GTC and the Genesee/Finger Lakes Regional Planning Council (G/FLRPC) to avoid duplication of effort. Richard responded that GTC staff works closely G/FLRPC staff to eliminate any duplication of effort.

Paul Haney asked how many MPOs are in New York State. Richard responded that there are 13 MPOs in New York State and many of them serve smaller areas than GTC in terms of both population and area. Paul expressed surprise that there were so many and assumed that GTC was typical in size and composition.

Terry Rice noted that the way GTC works with NYSDOT – Region 4 is very unusual in New York State. Strictly speaking, the MPO only covers the Transportation Management Area and NYSDOT covers the rest of the region. GTC and NYSDOT – Region 4 have a unique relationship that benefits the region.

Kris Hughes noted that the structure of GTC allows for good dialogue on major issues.

Dan Hallowell noted that NYSDOT is shifting its investment focus to the overall transportation system and the GTC structure is well suited to this new focus.

Bob Traver noted that the relationships in this region are key and cannot be developed quickly or mandated.

Dan Hallowell announced that Marvin Kleinberg, a longtime NYSDOT – Region 4 employee who regularly interacted and worked with GTC Board Members has retired.

8. Next Meeting

The next GTC Board meeting will be held Thursday December 9, 2010 at 8:30 a.m. at the Radisson Hotel in Henrietta.

9. Adjournment

The meeting adjourned at 9:51 a.m.

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

October 14, 2010

PLANNING COMMITTEE MEMBERS PRESENT

Angela Ellis, Livingston County
James Fletcher, Monroe County – At Large
Erik Frisch, City of Rochester – At Large
Todd Gadd, Wyoming County
Tom Goodwin, Monroe County Planning Board
Andrea Guzzetta, Rochester City Council
Daniel Hallowell, New York State Department of Transportation (NYSDOT) – Region 4
Paul Holahan, City of Rochester
Kristen Mark Hughes, Ontario County (Chairperson)
Scott Leathersich, Monroe County – At Large (Vice Chairperson)
Terrence J. Rice, Monroe County
Kevin Rooney, Wayne County
C. Mitchell Rowe, Seneca County
Chuck Thomas, Rochester City Planning Commission
David Zorn, Genesee/Finger Lakes Regional Planning Council (G/FLRPC)

ALTERNATE REPRESENTATIVES PRESENT

David Cook, Rochester Genesee Regional Transportation Authority (RGRTA), representing Mark Aesch
Paul Zakrzewski, New York State Thruway Authority (NYSTA), representing Douglas Tokarczyk

PLANNING COMMITTEE MEMBERS ABSENT AND UNREPRESENTED

Robert Colby, Monroe County
Robert Griffith, Federal Highway Administration (FHWA)
Timothy Hens, Genesee County
Peter McCann, Monroe County Supervisors' Association
Edward Muszynski, Empire State Development Corporation
Henry Smith, Jr., Orleans County
Steven Urlass, Federal Aviation Administration (FAA)
(Vacant), Federal Transportation Administration (FTA)
(Vacant), NYS Department of Environmental Conservation (NYSDEC)
(Vacant), Yates County

OTHERS IN ATTENDANCE

Crystal Benjamin, Rochester Genesee Regional Transportation Authority (RGRTA)
Eric Farr, Rochester Genesee Regional Transportation Authority (RGRTA)
Tom Howe, Stantec
Dennis Judson, Fisher
Richard Perrin, GTC staff
Jeri Pickett, Stantec
John Polimeni, NYSDOT – Region 4
Jody Pollot, GTC staff
Tom Robinson, EDR
Ron Sassone, Town of Greece
James Stack, GTC staff
Chris Tortora, GTC staff
Patrick K. Waterman, T.Y. Lin International

1. Call to Order & Introductions

The meeting was called to order at 10:01 a.m. Kris 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

Erik Frisch noted a correction on page 6 of the August 12, 2010 minutes. The last sentence states a public meeting was held October 2, 2010 – this is incorrect. The sentence should read as follows: a second public meeting is tentatively scheduled for the second week in October.

Erik Frisch moved for approval of the minutes from the August 12, 2010 Planning Committee meeting; David Cook seconded the motion. The minutes were approved as amended.

Richard Perrin recommended a change to the order of the agenda by moving up action item 5.a.1. to allow Ron Sassone from the Town of Greece and Tom Robinson from EDR to present before Reports and Actions on Old Business. No Committee Member or Alternate objected.

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

1. Recommendation to the GTC Board concerning accepting the report, *Dewey Avenue Corridor Traffic Calming Study*, as evidence of completion of a component of UPWP Task 6804 / Proposed Council Resolution 10-55 (Town of Greece)

Ron Sassone expressed appreciation for the continued partnership with the City of Rochester and support for the project by GTC and the Monroe County Department of Transportation (MCDOT). Ron also commended EDR for a quality final product and introduced Tom Robinson of EDR to present the final report.

Tom Robinson provided background on the Dewey Avenue Corridor and the purpose of the study. Tom noted that the corridor includes portions of both the Town of Greece and City of Rochester. The study identified recommendations to achieve a balance between the needs of motorists, bicyclists, and pedestrians.

Tom discussed the recommendations in each of the three categories: on-street, off-street, and programs and policies.

Erik Frisch noted the study was comprehensive and EDR provided a quality product with many opportunities for future projects.

Crystal Benjamin asked what the original problem the study was trying to address was. Tom responded that there are existing and potential conflicts between pedestrian and bicycle movements and vehicular traffic.

Crystal then asked if the study has a transit component. Tom responded that there were transit recommendations throughout the corridor, particularly upgrades to the bus stops.

Crystal asked if the proposed Wal-Mart in the area was accounted for in the study. Tom responded in the affirmative.

Ron noted the complete study is available on the Town of Greece's website.

Kris Hughes suggested grouping 5.a.1 and 5.a.2, no Member or Alternate objected.

2. Recommendation to the GTC Board concerning accepting the report, *Energy Assessment Report*, as evidence of completion of a component of UPWP Task 8425 / Proposed Council Resolution 10-79 (RGRTA)

David Cook began by providing historical background on the RGRTA campus, which was built in the 1970s and is not as energy efficient as it would be if it were designed and built today.

David introduced Jeri Pickett from Stantec. Jeri presented the findings of the study, which included reviewing the existing facilities and focusing on improving efficiency before exploring altogether new alternatives.

Tim Howe, of Stantec, presented the summary of energy conservation measures. He noted certain improvements were not justified by energy savings alone but they may be implemented for other reasons.

David Cook added that select recommendations from the study are already being advanced.

Terry Rice asked why a 20-year payback threshold was used for the analysis. He noted private businesses usually use a three to five year timeline.

Jeri responded that they focused on equipment life cycles. Given the RGRTA expectation to stay at this site, the 20-year timeline was deemed appropriate.

Terry Rice moved to accept the *Dewey Avenue Corridor Traffic Calming study* and the *Energy Assessment Report* as evidence of completion of UPWP Task 6804 and 8425, respectively; James Fletcher seconded the motion. The motion passed unopposed.

4. Reports and Action on Old Business

a. Reports on UPWP Projects and Other Activities

GTC

Richard Perrin reported:

- There is no progress to report on the Supplemental Professional Services – Database Programming project.
- As part of GTC Strategic Planning, GTC staff are developing a proposal outline for the Regional Planning Working Group that has grown out of the U.S. Department of Housing and Urban Development (HUD) Sustainable Communities Regional Planning Grant Program. GTC staff revised the Association of MPOs position statement on the next Authorization that will be discussed by its Policy Committee at the annual conference next week. GTC staff completed the benchmarking of GTC against other MPOs based on the FHWA-sponsored report on the staffing and administrative capacities of MPOs nationwide that was released in July, and reported the results to the GTC Board at its September meeting. The Association of NYSMPOs and NYSDOT met on October 1 to begin discussing options for better coordinating planning resources.
- As part of Long Range Transportation Plan (LRTP) Update/Implementation GTC staff is continuing the development of the next LRTP. The memo that was originally intended for consideration by the LRTP Development Committee was provided to the Planning Committee and will be discussed later in the meeting.
- With regard to the Air Quality Planning and Outreach task, GTC staff drafted the Association of NYSMPOs comments on the NYS Department of Environmental Conservation (NYSDEC) proposed changes to the portion of state regulations that address conformity; these comments were submitted on August 31. GTC assisted in the development of the joint AASHTO/AMPO comments that were submitted to the EPA on September 8 regarding the Notice of Proposed Rulemaking to revise the federal conformity regulations.
- A scope of work for the GTC Household Travel Survey – Phases 1 and 2 will be presented later in the meeting.
- The update of the Regional ITS Architecture, which is the second phase of the project, is progressing.
- There is no progress to report on the Diversion Route Planning Initiative.
- The Priority Trails Advancement Program consists of two projects. With regard to the Pultneyville to Marion Trail, public meetings are scheduled for November 10 and 17; the steering committee met September 15. Identification of destinations that could be accessed by the Route 104 – Ontario to Sodus Trail is being developed and the consultant is assessing issues related to trails adjacent to limited access highways.
- The Circulation, Accessibility, and Parking (CAP) Program consists of two projects. The final report for the Brown's Square Neighborhood project has been finalized, the final report will be produced, and a presentation to the Planning Committee is expected in November. The Village of Fairport Central Business District project is complete and was adopted by the GTC Board at its June 17 meeting.

- With regard to the Congestion Management Process (CMP), the update of the CMP will be incorporated into the next LRTP and discussed later in the meeting.
- The contract with the preferred consultant for the Greater Rochester Regional Commuter Choice Program was executed on September 23. Steering Committee members are being identified.
- With regard to the Travel Time Data Collection Program, the draft of the final report for the first phase of data collection on select Minor Arterials and Collectors will be completed by the end of the month with presentation to the Planning Committee expected in November. The survey design for the second phase of data collection on Principal Arterials has been finalized and data collection has begun.
- The contract with the preferred consultant for the Coordinated Public Transit/Human Services Transportation Plan Update was executed on October 8 and the initial steering committee is tentatively scheduled for October 27.
- The project steering committee for the Regional Goods Movement Strategy is being formed; there are three counties that we are awaiting responses from. A stakeholder participation plan is being developed based on GTC and NYSDOT comments on the draft outline prepared by the consultant team. GTC is assembling data for transmittal to the consultant once the required non-disclosure and license agreements have been executed. The freight and economic profile will be developed based on this data and information collected via interviews, a survey, and focus groups.

G/FLRPC

Dave Zorn reported:

- There is no progress to report on the 2010 Census TAZ Analysis and Revisions project as G/FLRPC is waiting for the release of the 2010 Census data.
- The 2009 Regional Land Use Monitoring Report is complete and was presented at the August 12 Planning Committee meeting.
- The Genesee-Finger Lakes Regional Inventory of Culturally Significant Areas is progressing. G/FLRPC staff met with the counties and the State Historic Preservation Office. Field work, photo documentation, narrative development, and research are being conducted. The list of sites from the GTC LRTP has been compiled.

Livingston County

Angela Ellis reported:

- There is no progress to report on the Livingston County Safe Passing Zone Survey.

Monroe County

Tom Goodwin reported:

- The 2009 Monroe County Land Use Monitoring Report is complete and was

accepted by the GTC Board at the September 8 meeting.

Terry Rice reported:

- The consultant for the Monroe County Audible/Tactile Pedestrian Signal Device Study provided a Draft Study Report on October 10. The report includes a prioritized list of crosswalks recommended for the installation of an audible or tactile pedestrian signal device. A public meeting to present the study findings and collect input and feedback is scheduled for Thursday, October 21 at the ABVI-Goodwill Facility.
- Regarding the Monroe County Vertical Curve Safety Study at a September 23 project meeting MCDOT presented the comments on the draft final report. The comments are in the process of being addressed by the consultant.
- The consultant contract for the Monroe County Sign Inventory Location Upgrade has been awarded and a work plan is being developed.
- The Monroe County High Accident Location Program is underway and five additional Priority Investigation Locations (PILs) have been analyzed, bringing the total completed to fourteen locations or 25 percent.

John Polimeni asked if any roadways eligible to receive federal High Risk Rural Roads Program funding had been identified through the High Accident Location Program. Terry responded that none have been identified through that program yet but that some locations may be identified through the Vertical Curve Safety Study.

City of Rochester

Chuck Thomas reported:

- The city has received proposals for the Center City Tourist/Visitor Circulation and Pedestrian Wayfinding Study. The consultant selection process has begun and a final consultant should be selected soon.

Erik Frisch reported:

- The draft routes for the Center City Circulator Study were completed by the consultant in August. Based on feedback from the Advisory Committee, work has been halted. The Advisory Committee met on October 4 and suggested the study also consider potential parking and shuttle services opportunities.
- Regarding the City of Rochester Urban Trail Linkages Feasibility Study the draft RFP is being developed.

Chuck Thomas reported:

- The Steering Committee for the Susan B. Anthony Neighborhood Parking and Circulation Study is reviewing the draft final report. The final report is expected later this fall.

Erik Frisch reported:

- The RFP for the St. Paul and North Clinton Two-Way Conversion Study was published on October 12 and proposals are due November 12.

Scott Leathersich noted that MCDOT has not yet received the Susan B. Anthony Neighborhood Parking and Circulation Study draft report. Chuck Thomas assured Scott that MCDOT would receive a copy of the report to review.

RGRTA

David Cook reported:

- The RGRTA Suburban Transit Station Study RFP has been advertised and proposals are due in December.
- There is no progress to report for the RTS Signal Prioritization.
- The RGRTA Energy Study is complete and was presented earlier in the meeting.
- Five proposals have been received for the RGRTA Transit-Supportive Development Guidelines project.
- The RGRTA Route Analysis project is ongoing.

Seneca County

Mitch Rowe reported:

- The NYS Routes 5 & 20/414 Corridor Study is complete and was accepted by the GTC Board at its June 17 meeting.

Wayne County

Kevin Rooney reported:

- The report for the Cluster Development Enhancement Project Feasibility Study is expected to be received this week.
- The field work for the Wayne County Safe Passing Zone Survey has begun.

Other Agencies

Richard Perrin reported:

- Through September 17, counts have been completed at 82 of the 117 locations of the Regional Traffic Count Collection.

Terry Rice noted there are 17 locations left, which are expected to be completed the first week of November.

- The scope of work was approved at the August 12 meeting for the Auburn Trail/Ontario Pathways Trail Connection Feasibility Study. The letter of agreement is being processed by the Town.
- The scope of work was approved at the August 12 meeting for the Irondequoit Seneca Multi-Use Trail Feasibility Study. The letter of agreement is being

- processed by the Town.
- The draft report for the Village of Arcade Main Street Study was provided for final review on October 6 with comments due on October 15.
 - The Dewey Avenue Corridor Traffic Calming Study is complete and was presented earlier in the meeting.
 - The Town of Macedon NYS Route 31 Corridor Study is complete and was adopted by the GTC Board at its September 8 meeting.
 - The final Steering Committee meeting for the Genesee County Central Corridor Plan will be held on October 19 and the project should be completed in the next four to six weeks.
 - The final report has been completed for the City of Geneva Lakefront/Downtown Connectivity Study. City of Geneva staff cannot attend either the October or November Planning Committee meetings; accordingly, presentation to the committee is expected at the January 2011 meeting.
 - Regarding the Victor Transportation Systems Plan, the UPWP-funded transportation section of the comprehensive plan update is nearly complete.

Dan Hallowell asked that any correspondence and reports that were being sent to Marvin Kleinberg now be sent to him.

b. Any Other Old Business or Announcements

1. Update and discussion on proposed federal legislation.

Richard Perrin reported FFY 2011 began October 1 but no annual appropriations bills have been enacted. There is a continuing resolution in place until December 3. On July 29, the House passed its version of the 2011 Transportation and Housing and Urban Development Appropriations Bill. The Senate version has passed the Appropriations Committee. The amount of funding for highways and transit proposed for 2011 is similar to those in the current bill that was adopted on December 16, 2009. Accordingly, this region can expect that similar amounts of funding can be expected next year for capital, operational, and planning purposes. There has been little movement on a multi-year surface transportation authorization bill due to the fact that revenues to the Highway Trust Fund (which is primarily the gas tax) are not sufficient to adopt a half-trillion dollar to \$600 billion multi-year authorization. Congress is in recess until after the elections and no transportation committee hearings are scheduled.

On Labor Day, the President announced an outline for a six-year initiative that would provide a \$50 billion up-front investment to rebuild 150,000 miles of roadway, construct and maintain 4,000 miles of rail, and rehabilitate or reconstruct 150 miles of airport runways as well as a communication system to reduce air traveler delays. In addition, the initiative would create a national infrastructure bank – like every other type of bank, this one likely wouldn't provide funds but instead loan them; requiring repayment with non-federal funds over time. It is unclear as to whether or not this initiative is in addition to or meant to replace the next surface transportation authorization legislation (the successor to SAFETEA-LU that expired on September 30, 2009).

Terry Rice noted that Congressman Oberstar announced a proposal to raise the federal gas tax to \$0.15 a gallon. President Obama indicated that he did not support the proposal.

Richard noted that the Automobile Association of American and the American Trucking Association have both come out in support for raising the gas tax.

Update on the FY 2011-2012 Unified Planning Work Program

The call for projects was issued to all GTC member agencies and municipalities in the region on September 17. A workshop was held on September 29 at the Henrietta Town Hall; there were 16 attendees. Proposals are due next Friday, October 22, by 4 p.m. at the GTC offices.

GTC staff anticipate approximately \$425,000 of Federal Highway Administration and \$200,000 of Federal Transit Administration Metropolitan Planning funds being available for planning projects proposed to be undertaken by GTC member agencies and other eligible jurisdictions, as well as professional services to be provided to GTC.

NYSDEC Commissioner Pete Grannis has designated Paul D'Amato, NYSDEC Region 8 Director, as his alternate to the GTC Board.

5. Action Items

b. Action concerning consideration of UPWP Project Scopes of Work.

1. Task 5420 – GTC Household Travel Survey – Phase 1 and 2

Richard Perrin noted that the proposed scope is consistent with the approach that the UDC supported last year. An update to the current household travel survey, completed in 1993, is needed before it impacts the region's ability to receive federal transportation funding.

Chris Tortora presented the scope to the committee and discussed the need to update the household travel survey. Other MPOs are working closer to a 10-year update cycle while the current GTC household travel survey is nearing 20 years old. Updating the household survey is necessary to validate the model for air quality conformity purposes and conduct the federally-required Congestion Management Process.

Phase 1 will commence before April 1 but GTC does not expect the budget for Phase 1 will be depleted before then.

David Cook asked how GTC derived the budget and how confident GTC is that it will be sufficient. Richard responded that the budget was developed based on other MPOs experiences and, because GTC staff are willing and have the ability to take on select tasks, the budget should be sufficient.

Chuck Thomas moved to approve the Scope of Work for the GTC Household Travel Survey – Phase 1 and 2 as presented; Dan Hallowell seconded the motion. The motion passed unopposed.

6. New Business

- a. Presentation and discussion on the development of the Long Range Transportation Plan (LRTP).

Richard Perrin gave a presentation on the LRTP update.

Scott Leathersich asked with the upcoming 2010 Census data if there was an opportunity to modify the Urban Area boundaries and update the functional classification system. Richard responded that this would be a separate effort, and that the 2010 Census data will not be available in time for incorporation into the LRTP.

Terry Rice noted that the approach appears to consider proposed legislation at the federal level. Richard responded in the affirmative noting that current discussions about the next authorization include significant emphasis on performance measures and greater funding flexibility.

Dan Hallowell asked if there were any opportunities to include private funding.

Richard responded that the concept may be mentioned but that only revenues that have been previously realized or are being strongly considered can be included in the financial plan, per federal fiscal constraint requirements.

Kris Hughes commended and thanked Richard and GTC staff for successfully simplifying a complicated process, and that the presentation was an effective means to communicate such message.

7. Public Forum

No one from the public spoke during the public forum.

8. Next Meeting

November 18, 2010 at the New York State Department of Transportation -Region 4 offices.

9. Adjournment

The meeting adjourned at 11:49 a.m.

**GENESEE TRANSPORTATION COUNCIL
PLANNING COMMITTEE MEETING
New York State Department of Transportation – Region 4
Henrietta, New York**

November 18, 2010

PLANNING COMMITTEE MEMBERS PRESENT

Angela Ellis, Livingston County
James Fletcher, Monroe County – At Large
Erik Frisch, City of Rochester – At Large
Todd Gadd, Wyoming County
Tom Goodwin, Monroe County Planning Board
Andrea Guzzetta, Rochester City Council
Daniel Hallowell, New York State Department of Transportation (NYSDOT) – Region 4
Kristen Mark Hughes, Ontario County (Chairperson)
Scott Leathersich, Monroe County – At Large (Vice Chairperson)
Terrence J. Rice, Monroe County
Kevin Rooney, Wayne County
David Zorn, Genesee/Finger Lakes Regional Planning Council (G/FLRPC)

ALTERNATE REPRESENTATIVES PRESENT

Richard Beers, Jr., Federal Highway Administration (FHWA), representing Robert Griffith
Doug Benson, Rochester City Planning Commission, representing Chuck Thomas
David Cook, Rochester Genesee Regional Transportation Authority (RGRTA), representing Mark Aesch
James McIntosh, City of Rochester, representing Paul Holahan
Paul Zakrzewski, New York State Thruway Authority (NYSTA), representing Douglas Tokarczyk

PLANNING COMMITTEE MEMBERS ABSENT AND UNREPRESENTED

Robert Colby, Monroe County
Timothy Hens, Genesee County
Peter McCann, Monroe County Supervisors' Association
Edward Muszynski, Empire State Development Corporation
C. Mitchell Rowe, Seneca County
Henry Smith, Jr., Orleans County
Steven Urlass, Federal Aviation Administration (FAA)
(Vacant), Federal Transportation Administration (FTA)
(Vacant), NYS Department of Environmental Conservation (NYSDEC)
(Vacant), Yates County

OTHERS IN ATTENDANCE

Josh Artuso, City of Rochester
Paula Benway, Stantec Consulting
Amy Dake, SRF & Associates
Eric Farr, Rochester Genesee Regional Transportation Authority (RGRTA)
Tony Favro, GTC staff
Don Higgins, Livingston County
Larry Kilburn, Village of Arcade
Tom Lichtenthal, Town of Batavia
Richard Perrin, GTC staff
John Polimeni, NYSDOT – Region 4
Roseann Schmid, Fisher Associates
James Stack, GTC staff

1. Call to Order & Introductions

The meeting was called to order at 10:00 a.m. Kris 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

Paul Zakrzewski moved for approval of the minutes from the October 14, 2010 Planning Committee meeting; Jim Fletcher seconded the motion. The minutes were approved as presented.

Kris Hughes recommended a change to the order of the agenda by moving up action items 5.b.1. through 5.b.3 to allow project sponsors and/or their consultants to present before Reports and Actions on Old Business. No Committee Member or Alternate objected.

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

Kris Hughes suggested grouping items 5.b.1 through 5.b.3 under a single motion, no Member or Alternate objected.

1. Accepting the *Brown's Square Circulation, Access and Parking Study* as evidence of completion of a component of UPWP Task 6800 / Proposed Council Resolution 10-81 (City of Rochester)

Amy Dake of SRF & Associates discussed the project. She provided background information on the study area and the study process. She summarized the recommendations.

2. Accepting the *Village of Arcade Main Street Corridor Study* as evidence of completion of UPWP Task 6802 / Proposed Council Resolution 10-82 (Village of Arcade)

Larry Kilburn discussed the impetus for the study and the study process. He highlighted the study area and noted that the Village is already using the study to influence Village policies. Larry introduced Paula Benway of Stantec Consulting to provide more detail. She discussed the study process, including public involvement efforts, and summarized the recommendations.

Kris Hughes asked Larry if there is a process by which the Village is implementing the plan. Larry responded that the Village Board is looking at opportunities to fund some of the recommendations through the Village budget. The Village was recently awarded a Main Street grant to create development/design guidelines and is using this plan as a foundation document.

Terry Rice asked how the Village will work with NYSDOT on implementing the recommendations. Paula responded that the Village is working with NYSDOT on signal adjustments during school dismissal and the afternoon shift change at a nearby factory to minimize congestion. Larry noted that the Village is working with businesses on implementing some of the access management recommendations.

Terry Rice asked Dan Hallowell for clarification of jurisdiction of state routes in villages. Dan responded that the state is responsible for curb-to-curb unless it is a touring route, which falls under the jurisdiction of the village.

3. Accepting the *Accepting the Travel Time Data Collection Program: Minor Arterials and Collectors Phase 1 – Spring 2010* report as evidence of completion of a component of UPWP Task 7121 / Proposed Council Resolution 10-83 (GTC staff)

Richard Perrin discussed the project. He noted that the Regional Travel Demand Model was used to screen for candidate road segments to be analyzed. The study Steering Committee then confirmed which road segments would be studied.

One key finding of the study is that the methodology developed for Principal Arterials is suitable for analysis of mobility along Minor Arterials and Collectors but an analysis of accessibility for specific locations is limited. The Consultant was able to conduct additional analysis at select locations.

Richard noted that the lessons learned during this first phase of the program for Minor Arterials and Collectors may result in an adjustment to the methodology for the next round of analysis.

Terry Rice asked what the data will be used for. Richard responded that it will be major component of the Congestion Management Process (CMP), used in project selection for the TIP, and integrated into the GTC Travel Demand Model.

Terry observed that the segments seem primarily in Monroe County. Richard responded that the CMP covers the entire Transportation Management Area (TMA) and noted the segments outside Monroe County. He also discussed efforts to look at areas outside the TMA for traffic generators such as special events and large employers to determine the need to analyze additional road segments as part of the CMP.

Terry noted that there may be opportunities to use the signal network to relieve some congestion, noting the flexibility provided by the ability to control and adjust signals from the Regional Traffic Operations Center.

Terry Rice moved to recommend accepting the *Brown's Square Circulation, Access and Parking Study*, the *Village of Arcade Main Street Corridor Study*, and the *Travel Time Data Collection Program: Minor Arterials and Collectors Phase 1 – Spring 2010* report as evidence of completion of a component of UPWP Task 6800, UPWP Task 6802, and

UPWP Task 7121, respectively; James Fletcher seconded the motion. The motion passed unopposed.

4. Reports and Action on Old Business

a. Reports on UPWP Projects and Other Activities

GTC

Richard Perrin reported:

- There is no progress to report on the Supplemental Professional Services – Database Programming project.
- As part of GTC Strategic Planning, GTC staff are continuing the development of the proposal outline for the Regional Planning Working Group and work is underway on potential topics and a survey of group members. GTC staff provided comments to the Association of MPOs on topics to be discussed at the USDOT Secretary's forums on the next authorization. GTC staff reviewed the Census Bureau's proposed revisions to Urban Area Criteria for impacts to GTC and determined there would be none.
- As part of Long Range Transportation Plan (LRTP) Update/Implementation, GTC staff is continuing the development of the next LRTP. Based on comments received at the October 2010 Planning Committee meeting, GTC staff developed the presentation that is being used at the four public meetings as part of the first round of public involvement, which began on November 5 and runs through December 17. Oral comments can be provided at the public meetings and written comments can be mailed, faxed, or e-mailed to GTC.
- With regard to the Air Quality Planning and Outreach task, GTC staff presented the TIP amendments and administrative modifications to be considered later in the meeting to the Interagency Consultation Group on November 17, 2010. The proposed TIP amendments and administrative modifications will not require a new conformity determination.
- A scope of work for the GTC Household Travel Survey – Phases 1 and 2 was approved at October 14 Planning Committee. The Request for Proposals (RFP) was advertised November 5 with proposals due December 17. Eleven requests for the RFP package have been received as of November 18.
- With regard to the Intelligent Transportation Systems (ITS) Strategic Plan Update, the update of the Regional ITS Architecture (which is the second phase of the project) continues to progress.
- There is no progress to report on the Diversion Route Planning Initiative.
- The Priority Trails Advancement Program consists of two projects. With regard to the Pultneyville to Marion Trail, public meetings were held November 10 and 17. With regard to the Route 104 – Ontario to Sodus Trail, the consultant has completed the inventory of existing conditions (including a survey of intersections and character zones) and a public meeting is being scheduled for early-December.
- The Circulation, Accessibility, and Parking (CAP) Program consists of two projects. The final report for the Brown's Square Neighborhood project was presented earlier in the meeting. The Village of Fairport Central Business District

- project is complete and was adopted by the GTC Board at its June 17 meeting.
- With regard to the Congestion Management Process (CMP), the update of the CMP is advancing as part of the development of the LRTP. Congested links are being prioritized.
- With regard to the Greater Rochester Regional Commuter Choice Program, the initial steering committee meeting was held November 9. The consultant is beginning the development of the program website based on feedback from that meeting.
- With regard to the Travel Time Data Collection Program, the draft of the final report for the first phase of data collection on select Minor Arterials and Collectors was presented earlier in the meeting. Data collection is continuing on Principal Arterials.
- The initial steering committee meeting for the Coordinated Public Transit/Human Services Transportation Plan Update was held on October 27. The consultant is continuing the inventory of existing and planned conditions.
- With regard to the Regional Goods Movement Strategy, the stakeholder participation plan and project management plan have been drafted. The first steering committee meeting will be scheduled for January 2011. The freight and economic profile is being developed based on the NYSDOT and GTC data provided and additional information will be collected via interviews that will be conducted beginning later this month and a survey that will issued in early-2011.

G/FLRPC

Dave Zorn reported:

- There is no progress to report on the 2010 Census TAZ Analysis and Revisions project as G/FLRPC is waiting for the release of the 2010 Census data.
- The 2009 Regional Land Use Monitoring Report is complete and was accepted by the GTC Board at the September 8 meeting.
- The Genesee-Finger Lakes Regional Inventory of Culturally Significant Areas is progressing. G/FLRPC staff have completed a draft document and are preparing an associated map.

Terry Rice asked David Zorn when he expects the 2010 Census data to be available; specifically, if the 2010 Census TAZ Analysis and Revisions project was started too soon. David responded that the data is expected to be released in the Spring of 2011. Richard Perrin noted that the project included significant efforts that are independent of Census Bureau population data and has established a framework to utilize the Census 2010 data in when it becomes available.

Livingston County

Don Higgins reported:

- The RFP for the Livingston County Safe Passing Zone Survey is expected to be released this Winter with data collection in the Spring of 2011.

Monroe County

Tom Goodwin reported:

- Data collection for the 2010 Monroe County Land Use Monitoring Report will begin in January 2011.

Terry Rice reported:

- A public meeting for the Monroe County Audible/Tactile Pedestrian Signal Device Study was held October 21. The draft report is nearly complete and is expected to be distributed to the Steering Committee in December for review and comment. Project close-out is expected in early-2011.
- The consultant for the Monroe County Vertical Curve Safety Study is addressing comments on the draft report.
- The consultant for the Monroe County Sign Inventory Location Upgrade has completed between 20 and 25 percent of the work and is currently in the data collection phase.
- The Monroe County High Accident Location Program is underway and one additional Priority Investigation Location (PIL) has been analyzed, bringing the project to 27 percent complete.
- The RFP for the Monroe County Accident Rate Database GIS Conversion project will be advertised in the near future.

City of Rochester

Doug Benson reported:

- The City received 13 proposals for the Center City Tourist/Visitor Circulation and Pedestrian Wayfinding Study. Bergmann Associates has been selected as the preferred consultant and contract negotiations are underway with contract execution expected in December.
- With regard to the Susan B. Anthony Neighborhood Parking and Circulation Study, the City and the consultant met with representatives of the Susan B. Anthony House to discuss planned changes to visitor parking and bus queuing, constructing a new visitor orientation center, and how these would impact study recommendations. The consultant is waiting on decisions regarding parking and bus queuing before finalizing the recommendations. The next Steering Committee meeting is scheduled for December 14 and will include a presentation from Susan B. Anthony House representatives. A final draft is anticipated by December 31.

Erik Frisch reported:

- The draft routes for the Center City Circulator Study will be finalized this month. The next Steering Committee meeting is expected in early-January with a public meeting in late-January.
- Regarding the City of Rochester Urban Trail Linkages Feasibility Study, the draft RFP is being developed.
- Six proposals for the St. Paul and North Clinton Two-Way Conversion Study were

received by the November 12 deadline. A contract is expected to be awarded in January. A project kick-off meeting is expected in February.

RGRTA

David Cook reported:

- Over 70 RFP packages for the RGRTA Suburban Transit Station Study have been issued with proposals due in December. A contract is expected to be awarded in February. RGRTA is identifying additional funds that will likely be needed to supplement the UPWP funds currently programmed to this study.
- There is no progress to report for the RTS Signal Prioritization.
- The RGRTA Energy Study is complete and was presented at the October 14 meeting.
- Five proposals for the RGRTA Transit-Supportive Development Guidelines project have been received and are being evaluated.
- The RGRTA Route Analysis project is ongoing.

Seneca County

Richard Perrin reported:

- The NYS Routes 5 & 20/414 Corridor Study is complete and was accepted by the GTC Board at its June 17 meeting.

Wayne County

Kevin Rooney reported:

- The consultant for the Cluster Development Enhancement Project Feasibility Study has submitted a draft report which is under review.
- The field work for the Wayne County Safe Passing Zone Survey is complete and a draft report is under development.

Other Agencies

Terry Rice reported:

- Data collection for the Regional Traffic Count Collection project is complete.

Richard Perrin reported:

- A signed letter of agreement for the Auburn Trail/Ontario Pathways Trail Connection Feasibility Study has been received from the Town and is being executed by GTC.
- The letter of agreement for the Irondequoit Seneca Multi-Use Trail Feasibility Study is being processed by the Town and is expected to be received by the end of November.
- The Village of Arcade Main Street Study was presented earlier in the meeting.

- The Dewey Avenue Corridor Traffic Calming Study was presented at the October 14 meeting and recommended for Board approval.
- The Town of Macedon NYS Route 31 Corridor Study is complete and was adopted by the GTC Board at its September 8 meeting.
- The final report has been completed for the City of Geneva Lakefront/Downtown Connectivity Study. City of Geneva staff cannot attend either the October or November Planning Committee meetings; accordingly, presentation to the committee is expected at the January 2011 meeting.
- Regarding the Victor Transportation Systems Plan, the UPWP-funded transportation section of the comprehensive plan update is being finalized.

Tom Lichtenthal reported:

- The final Steering Committee meeting for the Genesee County Central Corridor Plan was held on October 19 and the draft report is being finalized. A public meeting is expected in December. Project completion is expected in January.

b. Any Other Old Business or Announcements

Richard Perrin announced that Deputy County Executive Daniel M. DeLaus, Jr. has been appointed to the GTC Board as a Monroe County At-Large Member.

1. Update and discussion on proposed federal legislation.

Richard Perrin noted that the recent election has shifted control of the House of Representatives. The current extension of SAFETEA-LU expires December 31, 2010. There is consideration of extending SAFETEA-LU another nine months to the end of Federal Fiscal Year (FFY) 2011.

It is expected that Representative John Mica of Florida will be the new Chairman of the House Transportation & Infrastructure Committee. It is expected that Senator Barbara Boxer will remain as Chairperson of the Environment and Public Works Committee. It is expected that Senator Tim Johnson will be the new Chairman of the Banking, Housing, & Urban Affairs Committee. These three committees have primary oversight in the development of federal transportation legislation.

Congress has yet to pass a FFY 2011 appropriation for surface transportation programs. There are three leading scenarios being considered. The first is to pass an omnibus FFY 2011 appropriations bill that is negotiated by both chambers of Congress and would increase spending. The second is a Continuing Resolution funding the entire Federal government at FFY 2010 levels through the end of FFY 2011. The third is a Continuing Resolution funding the entire Federal government at FFY 2008 levels through the end of FFY 2011. No significant increase in funding for the UPWP or the TIP is expected under any of these scenarios.

5. Action Items

- a. Recommendation to the GTC Board concerning adopting the Genesee Transportation Council *Environmental Justice, Title VI, and Americans with Disabilities Act Involvement Plan* / Proposed Council Resolution 10-80

Richard Perrin discussed the plan and noted that it is not a federal requirement. The Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), and the Unified Planning Work Program (UPWP) meet their respective Environmental Justice, Title VI, and Americans with Disabilities Act requirements. This plan looks for opportunities to go above and beyond the requirements for the LRPT, TIP, and UPWP. It takes a common sense approach to engage groups that are not traditionally well-represented in the transportation planning process.

Terry Rice commented that the black and white maps included in the meeting package were difficult to read. Richard responded that GTC staff will email electronic copies of the maps to Planning Committee members and alternates.

Dan Hallowell moved to recommend adopting the Genesee Transportation Council *Environmental Justice, Title VI, and Americans with Disabilities Act Involvement Plan*; Erik Frisch seconded the motion. The motion passed unopposed.

- c. Action and Recommendations to the GTC Board concerning amendments to the *2011-2014 TIP*

Kris Hughes suggested that proposed Resolutions 10-84 and 10-85 be considered as a single action; no Member or Alternate objected.

- 1. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by decreasing the cost of the Mill Road II project / Proposed Council Resolution 10-84
- 2. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by increasing the cost of the East Ridge Road Rehabilitation project / Proposed Council Resolution 10-85

Terry Rice noted that Monroe County had bid savings on the Mill Road II project and is looking to utilize a portion of those savings to increase the Detailed Design phase of the East Ridge Road project.

Tom Goodwin moved to recommend approval of Proposed Council Resolutions 10-84 and 10-85, Scott Leathersich seconded the motion. The motion passed unopposed.

Kris Hughes suggested that proposed Resolutions 10-86 through 10-95 be considered as a single action and that proposed Planning Committee Resolutions 10-10 and 10-11 be considered as a single action; no Member or Alternate objected.

3. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by adding the Rt. 98 at Genesee Rd. in Wyoming County project / Proposed Council Resolution 10-86
4. Action concerning modifying the *2011-2014 TIP* by modifying the notes portion of the Route 31 Reconstruction, Stage 3 project / Proposed Planning Committee Resolution 10-10
5. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by decreasing the cost and modifying the notes portion of the Rt. 947A (LOSP) Bridge over Salmon Creek project / Proposed Council Resolution 10-87
6. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by replacing the federal funds on the Rt. 5 Bridges over Honeoye Creek project / Proposed Council Resolution 10-88
7. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by increasing the cost of the Highway Bridge Block Program project / Proposed Council Resolution 10-89
8. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by renaming and changing the description of the Route 531 Extension Project (Rt 36 to Brockport) project / Proposed Council Resolution 10-90
9. Action concerning modifying the *2011-2014 TIP* by changing the PIN, decreasing the cost, and modifying the notes portion of the NYSDOT Bridge Bearing and Pedestal Repair project / Proposed Planning Committee Resolution 10-11
10. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by decreasing the cost of the Interstate Overhead Sign Structure Improvement (2010) MbC project / Proposed Council Resolution 10-91
11. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by increasing the cost of the I-590 Interchange at Winton Road project / Proposed Council Resolution 10-92
12. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by splitting, renaming, changing the description, and decreasing the total cost of the Rt. 33 (Buffalo Rd) and Howard Rd (Rt. 940L) Improvements project / Proposed Council Resolution 10-93
13. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by adding the Rt. 33 from Marway Circle to the Canal MbC project / Proposed Council Resolution 10-94
14. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by adding the Rt. 940L (Howard Rd.) from Rt. 33A to Rt. 31 MbC project / Proposed Council Resolution 10-95

Dan Hallowell discussed the proposed amendments. He noted that NYSDOT – Main Office has expressed concerns about the ability of local agencies to deliver their scheduled projects in FFY 2011. Proposed Planning Committee Resolutions 10-10 and 10-11 identify projects that can be advanced to utilize available Obligation Authority in the event local projects are not obligated as programmed.

Erik Frisch moved to recommend approval of Proposed Council Resolutions 10-86 through 10-95, Andrea Guzzetta seconded the motion. The motion passed unopposed.

Kevin Rooney moved to approve Proposed Planning Committee Resolutions 10-10 and 10-11, Dan Hallowell seconded the motion. The motion passed unopposed.

15. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by combining the County Road 10 & County Road 46 Intersection Improvement project and the County Road 10 Preventive Maintenance project and changing the project description / Proposed Council Resolution 10-96

James Stack discussed the proposed amendment. He noted that Ontario County is proposing to consolidate two projects to advance together and to expand the project scope to address safety concerns at the north end of the project.

Terry Rice moved to recommend approval of Proposed Council Resolution 10-96, Jim Fletcher seconded the motion. The motion passed unopposed.

Kris Hughes suggested that proposed Resolutions 10-97 through 10-101 be considered as a single action and that proposed Planning Committee Resolutions 10-12 and 10-13 be considered as a single action; no Member or Alternate objected.

16. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by renaming and decreasing the cost of the Replace 15 RTS Transit Buses (FFY 2010) project / Proposed Council Resolution 10-97
17. Action concerning modifying the *2011-2014 TIP* by increasing the cost of the Replace 6 Lift Line Buses project / Proposed Planning Committee Resolution 10-12
18. Action concerning modifying the *2011-2014 TIP* by changing the name of the Downtown Transit Center project / Proposed Planning Committee Resolution 10-13
19. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by increasing the cost of the RGRTA Site and Facility Improvements project / Proposed Council Resolution 10-98
20. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by adding the RGRTA Site and Facility Improvements Phase II project / Proposed Council Resolution 10-99
21. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by decreasing the cost of the Replace 33 Transit Buses (FFY 2012) project / Proposed Council Resolution 10-100
22. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by renaming and decreasing the cost of the Replace 20 RTS Buses (2013) project / Proposed Council Resolution 10-101

David Cook discussed the proposed amendments.

Erik Frisch asked what is prompting RGRTA to reduce the RTS fleet size. David responded that the spare ratio now exceeds 20 percent and retiring vehicles without replacing them will bring the fleet size back in line with FTA requirements.

23. Action concerning modifying the *2011-2014 TIP* by changing the source of federal funds for the Mt. Hope Station project / Proposed Planning Committee Resolution 10-14
24. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by splitting the Technology Initiatives for Driving Excellence (TIDE) project into two separate projects / Proposed Council Resolution 10-102

Richard Perrin discussed the proposed amendments. He noted that the changes are being made to satisfy requests from FTA.

Angela Ellis moved to recommend approval of Proposed Council Resolutions 10-97 through 10-102, Terry Rice seconded the motion. The motion passed unopposed.

David Cook moved to approve Proposed Planning Committee Resolutions 10-12 through 10-14, Erik Frisch seconded the motion. The motion passed unopposed.

Kris Hughes suggested that proposed Resolutions 10-103 through 10-105 be considered as a single action; no Member or Alternate objected.

25. Recommendation to the GTC Board concerning amending the 2011-2014 TIP by increasing the cost of the Long Pond Road Bridge over Round Pond Creek project / Proposed Council Resolution 10-103
26. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by increasing the cost of the Wildcat Road Bridge over Wildcat Gully project / Proposed Council Resolution 10-104
27. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by increasing the cost of the Swanson Road Bridge over Buck Run Creek project / Proposed Council Resolution 10-105

Dan Hallowell discussed the proposed amendments.

Erik Frisch moved to recommend approval of Proposed Council Resolutions 10-86 through 10-95, Andrea Guzzetta seconded the motion. The motion passed unopposed.

6. New Business

Jim Fletcher moved to consider additional TIP amendments, Tom Goodwin seconded the motion. The motion passed unopposed.

Richard Perrin distributed two additional TIP amendment requests. He noted the Proposed Council Resolutions 10-106 and 10-107 were considered by the TIP Development Committee (TDC) via email and the TDC concurred on recommending approval.

1. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by increasing the cost of the Midtown Redevelopment Transportation Infrastructure Improvements project / Proposed Council Resolution 10-106

Erik Frisch discussed the proposed amendment. He noted that earmark funds were not obligated in FFY 2010 as anticipated and are proposed to be moved to FFY 2011.

Kevin Rooney moved to recommend approval of Proposed Council Resolution 10-106, Terry Rice seconded the motion. The motion passed unopposed.

2. Recommendation to the GTC Board concerning amending the *2011-2014 TIP* by increasing the funding to the FTA Section 5310 Blocked Program project / Proposed Council Resolution 10-107

Richard Perrin discussed the proposed amendment. He noted that NYSDOT – Main Office administers the FTA Section 5310 program. This region fared well, receiving 19 percent of the funding and 21 percent of the vehicles awarded statewide. This action will allow the funds to be utilized by local agencies that provide transportation for the elderly and persons with disabilities.

Erik Frisch moved to recommend approval of Proposed Council Resolution 10-107, Andrea Guzzetta seconded the motion. The motion passed unopposed.

On behalf of the City of Rochester, Dan Hallowell requested consideration of an additional TIP amendment. He distributed a letter requesting a modification to the project description and phase of the Rochester Amtrak Station Improvements project. He described the proposed changes. He noted that this action would bring the description in line with the Statement of Work in the Grant/ Cooperative Agreement for the project with the Federal Railroad Administration. Richard Perrin noted that this would be Proposed Council Resolution 10-108.

Erik Frisch moved to recommend approval of Proposed Council Resolution 10-108, Andrea Guzzetta seconded the motion. The motion passed unopposed.

On behalf of Monroe County, Dan Hallowell requested consideration of an additional TIP amendment. He stated that a portion of the earmark for the Paul Road-Fisher Road Corridor Improvements project was not obligated in FFY 2010 as requested by Monroe County. The proposed action would move \$30,000 for the Detailed Design phase from FFY 2010 to FFY 2011. There is urgency to this request to keep the project on schedule to be bid in December. Richard Perrin noted that this would be Proposed Council Resolution 10-109.

Dan Hallowell moved to recommend approval of Proposed Council Resolution 10-109, Todd Gadd seconded the motion. The motion passed unopposed.

Richard Perrin stated that GTC staff will prepare the Proposed Council Resolutions 10-108 and 10-109 for inclusion in the meeting package for the December 9 GTC Board meeting.

a. 2011 GTC Meeting Calendar

Richard Perrin noted that the 2011 GTC meeting calendar was included in the meeting package.

7. Public Forum

No one from the public spoke during the public forum.

8. Next Meeting

January 6, 2011 at the Rochester Genesee Regional Transportation Authority

9. Adjournment

The meeting adjourned at 11:41 a.m.