

**GENESEE TRANSPORTATION COUNCIL  
QUARTERLY BOARD MEETING**

**Rochester-Genesee Regional Transportation Authority  
1372 East Main Street, Rochester  
and via PublicInput.com**

**June 13, 2024**

GTC BOARD MEMBERS PRESENT

Todd Campbell, Ontario County  
David LeFeber, Livingston County  
Anthony Verno, Wayne County  
Erik Frisch, City of Rochester – At Large  
David Watson, Rochester City Planning Commission  
Rochelle Stein, Genesee County  
Daniel Hogan, Monroe County – At Large

ALTERNATE REPRESENTATIVES PRESENT

Sean Carrington, New York State Thruway Authority, representing Frank Hoare  
Thomas Frys, Monroe County, representing Adam Bello  
Stephen Golding, Empire State Development Corporation, representing Hope Knight  
Scott Leathersich, Monroe County – At Large, representing Jeffrey McCann  
Yixuan Lin, Monroe County Planning Board, representing William Santos  
Saúl Maneiro, Monroe County Legislature, representing Yversha Román  
John Papponetti, Orleans County, representing Lynne Johnson  
Richard Perrin, City of Rochester – Mayor, representing Malik Evans  
Christopher Reeve, NYS Department of Transportation, representing Marie Therese Dominguez  
Richard Sutherland, Genesee / Finger Lakes Regional Planning Council, representing Rochelle Stein  
Miguel Velázquez, Rochester-Genesee Regional Transportation Authority, representing Donald Jeffries  
Timothy Walsh, NYS Department of Environmental Conservation, representing Sean Mahar

GTC BOARD MEMBERS ABSENT AND UNREPRESENTED

Leslie Church, Yates County  
Michael Culotta, Federal Transit Administration  
Evelyn Martinez, Federal Aviation Administration  
Richard Marquis, Federal Highway Administration  
Rebecca Ryan, Wyoming County  
Stephen Schultz, Monroe County Supervisors' Association  
Michael Enslow, Seneca County  
Miguel Melendez, Rochester City Council

OTHERS IN ATTENDANCE

Angela Ellis, Livingston County, Alternate  
Chris Bollin, Monroe County – At Large Alternate  
Jim Brady (Vice-Chairperson), Wayne County,  
Alternate  
Peter Ingalsbe (Chairperson), Ontario County  
Alternate  
Joel Kleinberg, NYSDOT – Region 4, Alternate

James Stack, GTC staff  
Jody Binnix, GTC staff  
Lori Maher, GTC staff  
Chris Snyder, GTC staff  
Chris Tortora, GTC staff  
Al Bartolotta, GTC staff  
Anonymous viewers on Public Engagement Hub

## Call to Order and Roll Call

Chairperson Ingalsbe called the meeting to order at 8:43 a.m. Jody Binnix, GTC staff, called the roll; a quorum was present.

### 1. Public Forum

There were no comments.

### 2. Approval of Minutes

Chairperson Ingalsbe reported that draft minutes from the February 29, 2024 GTC Board meeting were included in the meeting package.

**Richard Perrin moved to approve the minutes from the February 29, 2024 Quarterly Meeting; Thomas Frys seconded the motion. The motion passed unopposed.**

Chairperson Ingalsbe noted that the minutes from the May 23, 2024 Planning Committee meeting were provided for informational purposes.

### 4. Communications and Announcements

- a. James Stack reported that on April 15, Chris Snyder joined the GTC staff. His primary focus is managing the TIP. He will also manage UPWP studies.
- b. James Stack reported that on May 17, Charlie Rieck resigned for personal reasons. Given that this position is focused on Active Transportation, and since we are entering peak season, we will try to fill this position ASAP.
- c. James Stack provided an update on the status of the Safe Streets and Roads for All (SS4A) Grant program. Staff have been working with FHWA-NY to fill in the grant agreement template. After the first review, there was an indication that we would need to follow the National Environmental Policy Acts (NEPA). Staff clarified that SS4A funds are only for planning, not for implementing on-road changes. FHWA-NY then determined that NEPA was not necessary for planning activities. The final grant agreement draft was submitted to FHWA Headquarters on May 16.

Staff have been drafting RFPs and a Request for Letters of Interest to pre-identify firms that want the RFP package. This will allow moving to a contract shortly after the Grant Agreement is signed. The 10 Local Road Safety Plans will be developed under 3 separate contracts. One will be for Monroe County and City of Rochester, the second will be for Orleans, Genesee, Wyoming, and Livingston Counties, and the third will be for Wayne, Ontario, Seneca, and Yates Counties.

## 5. Reports and Action on Old Business

### a. Planning Committee Report

Scott Leathersich reported that the Planning Committee met on May 23 and recommended that the GTC Board:

- Accept one report as evidence of completion of Unified Planning Work Program tasks:
  - Canal Ponds Business Park Connectivity Study
- Amend the *FY 2024-2025 Unified Planning Work Program* to reflect the contribution of actual FY 2023-2024 rollover amounts
- Amend the *FFYs 2023-2027 Transportation Improvement Program* as requested by NYSDOT.

Additionally, the Planning Committee took the following actions:

- Approved scopes of work for three UPWP Tasks:
  - Task 5905 – Genesee-Finger Lakes Regional Thruway Detour Route Management Plan
  - Task 6612 – Wyoming County Route 20A Truck Freight Corridor Study
  - Task 7579 – Mount Read Boulevard Corridor Study Update
- Approved three administrative modifications to the *FFYs 2023-2027 Transportation Improvement Program* as requested by NYSDOT:
  - Deferring a phase of the I-490 over Railroad Bridge Replacement project / Proposed Planning Committee Resolution 24-03
  - Deferring a phase of the Rt 31 over I-490 Bridge Replacement project / Proposed Planning Committee Resolution 24-04
  - Deferring a phase of the Rt 18 over Oak Orchard Creek Bridge Replacement project / Proposed Planning Committee Resolution 24-05

### b. GTC Staff Report

James Stack provided the following report:

#### ➤ New Office Space

After the Executive Committee toured the office space staff recommended, authorization to enter into a lease was granted at the March 14 RGRTA Board of Commissioners meeting. Lease terms have been negotiated and signatures are imminent.

c. Old Business

1. Federal Legislative and Funding Update

James Stack reported that Congress passed, and the President signed, a full year Appropriation on March 9. This funds the federal government through September 30. Given the divided Congress and the upcoming elections, staff expects that there will be one or more Continuing Resolutions to fund the government from October 1 until at least Election Day.

2. TIP Staff Modifications Report

Chairperson Ingalsbe informed the Board that the TIP Staff Modifications report was included in the meeting package and is being provided for informational purposes. There were no questions.

**6. Action Items**

a. Accepting reports as evidence of completion of UPWP Tasks / Proposed Resolution 24-08

1. Accepting the *Canal Ponds Business Park Connectivity Study* as evidence of completion of UPWP Task 6632 / Proposed Resolution 24-08

James Stack reported on the scope and results of the Canal Ponds Business Park Connectivity Study. This project was conducted by the Town of Greece. The purpose of this project was to develop a connectivity plan for the Canal Ponds Business Park, with special consideration given to the Business Park's connection with Lexington Avenue to support economic growth.

The process included a needs assessment which identified four main needs:

- Improve the connectivity and traffic flow for origin/destination trips within Canal Ponds Business Park;
- Improve connectivity to the primary access points of the park: Lexington Avenue, NY Route 390, and Long Pond Road;
- Provide an alternative east-west route between Long Pond Road and Lexington Avenue; and
- Improve pedestrian and bicycle connectivity by addressing gaps in the trail network.

Additionally, two presentations were given to the Canal Ponds Business Park Association. Four alternative alignments were considered. The study also identified two potential connections between the Empire State Trail and the Route 390 Multi-Use Trail.

A preferred alignment was not selected as this was a concept level planning study. Further review is needed before a preferred alignment can be selected, especially in regard to modifying Route 390.

**Scott Leathersich moved to approve proposed Resolution 24-08; Christopher Reeve seconded the motion. The motion passed unopposed.**

- b. Amending the *FY 2024-2025 Unified Planning Work Program* to reflect the contribution of actual FY 2023-2024 rollover amounts / Proposed Resolution 24-09

James Stack reported the adopted *FY 2024-2025 Unified Planning Work Program* (UPWP) includes estimated rollover amounts for several projects that were not expected to be completed by March 31, 2024. These estimated rollover amounts were based on actual expenses through the second quarter of FY 2023-2024. Now that the accounting for FY 2023-2024 has been closed out, the budgets for these projects for FY 2024-2025 can be adjusted to reflect actual rollover amounts. Individual projects for which adjustments between estimated and actual rollover amounts are required are presented in Exhibit 1 of the meeting package.

You will notice an exceptional increase in Task 1600 – Program Reserve as noted in Column B. This is a function of the actual GTC staff Salary, Fringe, & Overhead coming in significantly under budget. When the FY 2023-24 budget was developed, GTC was fully staffed and new positions were anticipated. The GTC Executive Committee approved creating new positions and a staff reorganization in mid-October, or a little more than halfway through the fiscal year. Of the new positions, only one was filled before the end of the fiscal year and that happened in the fourth quarter. GTC also experienced turnover with a Program Manager position staying vacant for about five months. After the departure of the Assistant Director in the second quarter, the position was altered as part of the mid-October reorganization. A position focused on managing the TIP remained unfilled for eight months through the end of the fiscal year. Of the \$473,132 identified in Column B, the staff savings account for \$452,696 with the remaining \$20,436 coming from savings on completed projects.

Given the significant savings, staff recommends working with member agencies to identify potential projects for consideration and recommendation by the UPWP Development Committee such that new projects may be considered for adding to the UPWP in August (i.e., off-cycle) rather than waiting until the FY 2025-26 UPWP to program the funds. Board members and Alternates were supportive of this approach.

**Rochelle Stein moved to approve proposed Resolution 24-09; Erik Frisch seconded the motion. The motion passed unopposed.**

- c. Amending the *FFYs 2023-2027 Transportation Improvement Program* / Proposed Resolutions 24-10 through 24-24

Chairperson Ingalsbe suggested grouping proposed Resolutions 24-10 through 24-24 into a single action; no Member or Alternate objected.

1. Deleting the NYSDOT Structures Job Order Contract (FFY 2024) project / Proposed Resolution 24-10

2. Deleting the NYSDOT Overhead Sign Structures Job Order Contract (FFY 2024) project / Proposed Resolution 24-11
3. Deleting the NYSDOT Highway Job Order Contract (FFY 2024) project / Proposed Resolution 24-12
4. Combining the Replace 40-ft buses (FFY 23) and the Replace 40-ft buses (FFY 24) projects / Proposed Resolution 24-13
5. Increasing the Total Cost of the Rt 332 Corridor High Visibility Signal Enhancements project / Proposed Resolution 24-14
6. Increasing the Total Cost of the Replace Paratransit Buses – (FFY 2024) project / Proposed Resolution 24-15
7. Increasing the Total Cost of the Preventive Maintenance – RTS & RTS Access (FFY 2024) project / Proposed Resolution 24-16
8. Increasing the Total Cost of the Operations Building Improvements project / Proposed Resolution 24-17
9. Reinstating the Connection Hubs – Phase II project / Proposed Resolution 24-18
10. Adding the Replace 10 On Demand Vehicles (FY 24) project / Proposed Resolution 24-19
11. Adding the Sprinkler Water Main Replacement project / Proposed Resolution 24-20
12. Increasing the Total Cost of the I-590 Bridges over Rt. 31 and Allens Creek Rd project / Proposed Resolution 24-21
13. Increasing the Total Cost of the NYSDOT Pavement Markings (FFY 2025) Eastside project / Proposed Resolution 24-22
14. Adding the 2024 FTA Section 5310 projects / Proposed Resolution 24-23
15. Adding the Rochester Genesee Regional Transportation Authority: ADA Compliant Bus Stops project / Proposed Resolution 24-24

**Christopher Reeve moved to approve Proposed Resolutions 24-10 through 24-24; Tom Frys seconded the motion. The motion passed unopposed.**

## **7. New Business**

### **a. UPWP overview and discussion of future direction**

Jody Binnix presented an overview of GTC's UPWP development process. As an MPO, GTC is responsible for three major work products, one being the Unified Planning Work Program (UPWP). The UPWP is updated annually and serves as GTC's operating plan

and budget. The UPWP lists the federally funded transportation planning activities that GTC, its member agencies, and other municipalities in the nine-county region will conduct during the next fiscal year. The UPWP primarily supports concept-level planning, analysis, data collection, and design activities. The LRTP sets the broad policies, the UPWP supports these policies through concept level planning, and the goal is that the TIP or another funding source can implement the recommendations coming from UPWP funded-planning studies.

All MPOs have a UPWP, but how the UPWP is developed varies across MPOs. GTC uses UPWP funds to support local transportation planning projects throughout the region. GTC sets aside 40-50% of our annual metropolitan planning fund allocation for stand-alone planning projects funded through the UPWP. Staff believes we do this at a much higher rate than any MPO in the country.

In the past three fiscal years, GTC has programmed over \$3.1 million of federal metropolitan planning funds to local transportation planning projects. There is a 10% match requirement for funding. The UPWP has leveraged over \$250,000 in cash match and over \$350,000 in-kind match. Based on the calendar year, the GTC Board has accepted 42 planning projects over the past three years. GTC has averaged 13 planning projects per year since 2013. This is over and above routine staff activities.

Federal transportation legislation guides all policies and processes at the MPO. The UPWP must address federal requirements, the first being requirements from the transportation authorization legislation. The current authorization is the Infrastructure Investment and Jobs Act (IIJA), also referred to as the Bipartisan Infrastructure Law (BIL), but the ten planning factors on the slide were first put forth in the FAST Act (Fixing America's Surface Transportation System). The Planning Emphasis Areas are developed jointly by FTA and FHWA each year and must be incorporated into the UPWP.

In addition to the federal considerations, the UPWP is intended to advance regional and local priorities. GTC solicits projects through an application process. The application asks questions related to the LRTP's recommendations. We ask applicants to tell us how their proposed project advances the LRTP recommendations. Additionally, we ask if their project is linked to local plans, such as a comprehensive plan. Often, the idea for a specific project such as a townwide active transportation plan comes out of the public involvement during a community's comprehensive planning process. We ask if there is existing support within the community for their project idea.

The process starts by releasing a Call for Project Partnerships in September. All the municipalities and eligible agencies in the region receive an email and/or postcard alerting them that the Call is open. We also utilize our PublicInput.com site as an information portal for all things UPWP. GTC staff guide the overall process. The UPWP Development Committee (UDC) is made up of agency representatives from our regional core who work together throughout late fall and early winter to select the projects. The UDC operates by consensus and considers what projects are best for the region. It is the job of GTC staff to make sure we are meeting the federal requirements as we work through the project selection process. The members of the UDC bring the local knowledge to the table. Our process is unique in that we share a large percentage of

our planning allocation with local communities. This process allows us to support local transportation planning activities that might not otherwise get done due to limited local budgets.

James Stack asks the board members if they have any questions or comments about the UPWP process. He noted that the Call will be issued in the fall and any comments can be incorporated by staff ahead of the Call being released.

Angela Ellis praised the process and the program. She shared an example of the recently completed Lakeville Corridor Study that has helped successfully pursue a federal grant for an adjacent environmental project.

Miguel Velázquez asked if there was a cap on how much funding a sponsor could request. Jody Binnix replied that there is not a cap, but there is a 10% match which naturally limits the maximum request for funding.

Richard Perrin praised the process and the UPWP Program as one that has helped the City of Rochester, and other smaller municipalities advance planning studies.

Miguel Velázquez asked if the program was oversubscribed each year. Jody replied in the affirmative.

Richard Perrin reported that the City of Rochester is applying for the Active Transportation Infrastructure Investment Program (ATIIP) to repair and rehabilitate the Rochester Running Track Bridge over the Genesee River.

Richard Perrin further reported on the recent announcement of the City's Commitment to Vision Zero. Funding will be sought to implement a Safe Systems Approach. Further information about the program is available on the City's website.

David LeFeber announced Angela Ellis's pending retirement in July and thanked her for her contributions to the GTC Board and overall transportation planning in our region. The Board concurred and thanked Angela for her service and contributions to GTC.

## **8. Next Meeting**

Chairperson Ingalsbe stated that the next GTC Board meeting is scheduled for August 22, 2024 at RGRTA.

## **9. Adjournment**

The meeting was adjourned at 9:47 a.m.