

**Meeting Minutes for October 13<sup>th</sup>, 2011**  
Transportation Technical Committee Meeting  
Regional Enterprise Tower - Pittsburgh, PA

Attendees:

- Lynn Heckman, Allegheny County Economic Development  
Bernie Rossman, Allegheny County Department of Public Works  
Steve Shanley, Allegheny County Department of Public Works
- Darin Alviano, Armstrong County Planning Commission
- Tammy Frank, Beaver County
- Joel McKay, Butler County
- Arthur Cappella, Fayette County Planning Department
- Kelly Shroads, Greene County Planning Department
- Amy McKinney Lawrence County Planning Department
- Pat Hassett, Pittsburgh Department of Public Works
- Jeff Leithauser, Washington County Planning Commission
- Chris Bova, Westmoreland County Planning Department
- Kevin McCullough, PennDOT Central Office  
Matt Smoker, FHWA  
Dave Cook, PennDOT District 10-0  
Kathy Reeger, PennDOT District 10-0  
Cheryl Moon-Sirianni, PennDOT District 11-0  
Victor Defazio, PennDOT District 11-0  
Rob Miskanic, PennDOT District 11-0  
Stephanie Spang, PennDOT District 11-0  
Joe Szczur, PennDOT District 12-0  
Angela Saunders, PennDOT District 12-0  
Lynn Manion, Airport Corridor Transportation Management Association  
Mavis Rainey, Oakland Transportation Management Association  
Lucinda Beattie, Pittsburgh Downtown Partnership  
Eric Boerer, Bike Pittsburgh  
Rich Feder, Jacobs Engineering  
Chuck DiPietro, SPC Staff  
Chuck Imbrogno, SPC Staff  
Sara Walfoort, SPC Staff  
Tom Klevan, SPC Staff  
David Totten, SPC Staff  
Karen Franks, SPC Staff  
Matt Pavlosky, SPC Staff  
Ryan Gordon, SPC Staff
- (Indicates Voting Member)

**1. September 15<sup>th</sup>, 2011 TTC Meeting Minutes (Attachment A)**

Chuck DiPietro called the meeting to order at 10:02 a.m. and reviewed the agenda for the meeting. The September 15<sup>th</sup> meeting minutes were approved with no revisions.

**2. Public Comment**

There was no public comment.

**3. FHWA/PennDOT Central Office Reports**

a.) Preview October 18-20 Planning Partners Meeting

Chuck DiPietro discussed the upcoming Annual PennDOT Planning Partners Meeting. Chuck noted that prior to the joint meeting, two concurrent, but separate sessions are held: one with only the MPO/RPO representatives; and one with the PennDOT District and Program Center representatives. Chuck listed a few of the topics that will be discussed at the MPO/RPO; session and the joint meetings: State & Federal funding picture, Linking Planning and NEPA, UPWP Development, Decade of Investment, TFAC, local road and bridge asset management, and performance measures. Kevin McCullough noted that the PennDOT session focuses on coordination between the Districts and the Program Center as well as a discussion on improving efficiency in various areas.

Kevin noted that one of the areas that are being stressed with the TIP update is the improvement of project narratives (scope of work, limits, and schedule detail) for use in providing information to the public. In the past, these narratives have had a tendency to be incomplete and inconsistent. Along with other visualization techniques such as MPMS Maps, improved project narratives will increase transparency of the STIP and TIP. Several members of the TTC discussed the improvement of project narratives. Kevin McCullough concluded that more guidance, potentially as a policy or strike-off letter and example narratives will soon be distributed.

b.) Federal Funding Update

Matt Smoker highlighted the latest administration and Congress continuing discussions and efforts to address new federal transportation legislation that's well past due. Matt noted that SAFETEA-LU was extended through March. A fiscal year 2012 appropriations was passed by Congress and it extends funding for transportation through mid November. Chuck DiPietro noted some of the provisions in the surface

transportation authorization that would trigger cuts related to deficit reduction. Chuck DiPietro stated that in his opinion the state of the federal funding situation is in crisis.

c.) State Funding Update

Kevin McCullough discussed the status of the Governor's Transportation Funding Advisory Commission recommendations. Kevin noted that a spending proposal scenario called the "Decade of Investment" is part of the TFAC proposal delivery strategy. Kevin explained that there has been no official statement coming out of the Governor's office on the TFAC recommendations. Other critical legislative priorities for the fall legislative session appear to have bumped the TFAC recommendations further into the future. Kevin noted that there is a lot of support for the recommendations within the transportation sector, the counties, and the municipalities, but without visible initiative/direction from the Governor, the legislature is unlikely to take action.

Chuck DiPietro stated that most advocates appear less optimistic on the outlook for TFAC recommendations quickly advancing than a month ago. Chuck noted that a contingent of Commission members will be in Harrisburg next week to meet with our region's legislators on this and other issues.

Lynn Heckman raised a concern that the proposed amounts of funding from the Marcellus Shale drilling tax that would go to local counties and municipalities is very inadequate to deal with the costs of roadway repair local entities could be facing. Kevin McCullough, Chuck DiPietro, and Cheryl Moon-Sirianni all fully concurred with Lynn, noting that the reported amount of funds would do little to help local entities deal with potential impacts to the local transportation network. Lynn requested that an analysis be conducted by SPC staff impact on the projected impact of Marcellus Shale funds for local transportation network repairs.

d.) Status of 2040 Air Quality Conformity Determination Approval

Matt Smoker stated that he has reviewed the conformity documentation associated with the 2040 plan and has forwarded it on to the EPA for review and approval. Chuck DiPietro thanked Matt for his help and FHWA's accelerated review and submittal of this documentation to EPA.

e.) 2013 Interstate Program

Kevin reported that work on the 2013 Interstate Program continues and that development is on the same schedule as the Draft TIP. Kevin noted that a draft Interstate Program is expected in December.

#### 4. Action on Amendments and Modifications to the 2011 to 2014 TIP

*The current administrative action and amendment procedures are attached following these meeting minutes.*

a.) PennDOT District 10-0 (Attachment B)

Dave Cook of PennDOT District 10-0 reviewed the administrative action requests. District 10-0 had no amendment requests to the current TIP. Dave highlighted two of the administrative actions.

- Cox's Corner Intersection – Adding the PE phase of the project to the current TIP. Dave noted that the location was mentioned as an unsafe intersection at the SPC Butler County PPP meetings for the plan update and at the August 25<sup>th</sup> STC hearing in Cranberry. Chuck DiPietro noted that the project location is the site of the upcoming November 1-3 SPC Road Safety Audit.
- U.S. 119 Homer City North – \$175,000 in PE funds being added to the current TIP.

The TTC motioned and unanimously approved the PennDOT District 10-0 administrative action requests to the TIP.

b.) PennDOT District 11-0 (Attachment C & Handout 1)

Rob Miskanic of PennDOT District 11-0 reviewed the requested amendments and administrative actions. District 11-0 had two amendment requests:

- All Weather Pavement Markings – Adding the project and \$340,000 to Construction phase.
- Carrie Furnace Connector – Adding the project and \$430,000 in PE to the current TIP.

Rob noted the prevalence of over 40 slides that occurred in District 11-0 so far this year and the fact that District 11-0 received additional funding for the slides on federal eligible roadways. Some of the slides were fixed with maintenance funds. Rob noted that they are searching for funding to fix six additional slides.

The TTC motioned and unanimously approved the PennDOT District 11-0 amendment requests and administrative action requests to the TIP.

c.) PennDOT District 12-0 (Attachment D)

Angela Saunders of PennDOT District 12-0 pointed to the amendments and administrative action requests to the 2011-2014 TIP. District 12-0 had two amendment requests this month.

- SR 201 over Randall's – adding the construction phase of the project.
- SR 3001 over Dutch Fork – adding the construction phase of the project.

The TTC motioned and unanimously approved the PennDOT District 12-0 amendment and administrative action requests to the TIP.

## 5. 2013-2016 TIP Update

a). Recap of 4<sup>th</sup> round of TIP Update sessions

Chuck DiPietro highlighted aspects of the previous round of TIP update sessions noting the local project delivery discussions, CMAQ discussions, and public involvement discussions.

b). CMAQ: Call for Projects and Evaluation Committee (Handout 2)

Chuck Imbrogno reported on the activities going on related to the CMAQ Program and summarized Handout 2, which was a summary of the CMAQ candidate applications for the TIP update. Chuck reviewed the amount of funds allocated to the regional CMAQ program and that over half of the funds have already been designated for carry over projects slotted for the first three years of the CMAQ program. Chuck noted that realistically there is a total of about \$30 million available for 2015 and 2016. Chuck summarized the CMAQ cost of each of the project priority categories and the distribution by project type of the applications by PennDOT District. Chuck noted that the first CMAQ evaluation committee meeting would be today, following the TTC meeting.

c). Public Outreach Update

Matt Pavlosky reviewed the preparations for the public involvement efforts on the TIP update. Matt thanked everyone for being supportive and accommodating of the recent changes in the PPP meetings schedule. Matt stated that work is ongoing to schedule a one-day regional TIP update PPP meeting and he will soon be coordinating the roles for the attendees. At this time, Matt is targeting early December for this meeting.

d). District LPN/TIP Update

Chuck reviewed the schedule and anticipated coverage for the upcoming District work sessions.

District 10-0 – November 2nd, 1PM at 10-0

District 11-0 – November 3rd, 1PM at 11-0

District 12-0 – November 1st, 12:30PM at 12-0

e.) Air Quality Primer

Chuck DiPietro noted that SPC is planning to hold a Webex event on the air quality conformity checks associated with the TIP update. The target audience will be the Districts and individual project sponsors like county and city public works departments. The webex will focus on the project information required to conduct air quality conformity on the draft TIP. Chuck Imbrogno noted that it is being planned December.

f.) Proposed New Projects

Karen Franks pointed to Handout 3, which was a listing of the new projects being considered for the TIP update, as reported at the most recent round of District work sessions. Karen noted there still may be some more additions for the local projects in District 10 and District 12. Chuck noted that there are no new capacity projects and that the new projects make up less than 5% of the overall funds in the TIP. Karen noted that all of these projects are line item type projects (3Rs, bridge repair, and safety improvements).

Lynn Heckman asked if there were going to be any projects added from the regional smart transportation initiative. Chuck DiPietro stated that the first projects from the regional smart transportation are not anticipated to be programmed until years three and four of the TIP under development and will likely initially show up in the new 2013-2016 TIP as a line item.

## 6. Other Business

a). Regional Park & Ride Initiative (Handout 4)

Chuck reviewed the recent regional meeting on park & ride planning. He briefly highlighted areas of the meeting summary: PNR needs, data needs, issues, opportunities, and a range of potential action items. Tom Klevan added that the meeting provided an opportunity to increase the communication between our PennDOT Districts and our transit authorities pertaining to park & ride planning. Tom noted we are likely looking for some pilot projects or corridors that would benefit from a collaborative project, citing

the recent Rochester Roundabout as an example of a collaborative project. Kevin McCullough stated that park & ride projects are a good use of CMAQ, STP urban, or future regional smart transportation initiative funds.

b.) October 4<sup>th</sup> Freight Forum

Sara Walfoort reviewed the proceedings of the recent Freight Forum. Sara covered the following in summary of the meeting:

- CMAQ Program as it relates to freight interests, including a priority focus on diesel retrofits;
- SPC goods movement modeling efforts;
- Allegheny Riverfront Vision Plan;
- Intermodal connectors;

c.) October 12<sup>th</sup> Ped/Bike Committee Meeting

Sara Walfoort reviewed the proceedings of the recent Ped/Bike forum. Sara covered the following in summary of the meeting:

- CMAQ Program as it relates to bicycle and pedestrian projects. Sara noted the committee's inquiries into the lack of significant CMAQ funded bike projects in the region, citing the fact that the region is below the national average in funding bike projects with CMAQ funds;
- New data on bicycle commuting rates in the City of Pittsburgh;
- Bus Rapid Transit presentation by Port Authority;
- Winter maintenance on bike transportation facilities;
- The SPC work program related to pedestrian and bicycle planning activities;

d.) October 12th TOC

Tom Klevan reviewed the proceedings of the recent Transit Operators Committee. The meeting included:

- Current TIP Amendments
- Updates on the Draft TIP
- New projects added to the New Freedoms Program
- Review of the Annual Transit Report Card
- Bus Rapid Transit presentation by Port Authority

e.) CMAQ Evaluation Committee (12:30 PM after TTC meeting & October 27th at 10AM)

f.) Commission – October 24th & December 12th

g.) TTC – November 17th (Smart Transportation WG to follow at 12:30 PM)

## **TTC administrative action and amendment procedures**

For general information purposes, SPC is using the following administrative action and amendment procedures:

### **Administrative Actions**

To be considered as an administrative action a proposed change must meet the following criteria:

- Exempt from air quality testing
- Does not add a new project or delete an existing project (except for emergency situations and 100% state or local funded projects as stated below)
- No significant change in project scope or design concept
- Maintains overall and year-to-year fiscal balance

Administrative actions may include any of the following types of changes:

- Adds a project for emergency relief purposes except those involving substantial, functional, location, or capacity changes
- Adds a project from a funding initiative or line item that utilizes 100% state or local funding
- Correction of a misprint or data entry error
- Addition of local match funds
- Schedule change, for projects or phases in any of the first four years of the TIP
- Change in the funding source
- Exempt projects

### **New or Deleted Phase**

The Transportation Technical Committee or Transit Operators Committee can approve an administrative action if the cost is \$5 million or less for a highway and/or transit project.

### **Line Items**

The programming on the TIP of specific projects within an approved line item (i.e., betterments, rail-highway crossings, Transit Section 5310 Program, transportation enhancements, bridge preservation and local bridges, etc.) is an administrative action as long as the line item is reduced



by the same amount as the eligible project. Line item-based actions require Transportation Technical Committee or Transit Operators Committee approval.

### **Cost Changes**

Changes in the cost of a project or project phase can be handled as an administrative action if the cost change is \$5 million or less. A project sponsor is permitted to make an administrative cost change of \$1 million or less by reporting the change to the committee for informational purposes only. The Transportation Technical Committee or Transit Operators Committee must approve a cost change greater than \$1 million but \$5 million or less for a highway and/or transit project. The action becomes effective when it is forwarded by the committee to PennDOT and FHWA or FTA.

Administrative actions do not require Federal approval but FHWA and FTA reserve the right to reject an administrative action if it is not consistent with federal regulations and the current STIP/TIP Modifications Memorandum of Understanding between PennDOT, FHWA, and FTA. SPC and PennDOT will work cooperatively to address and respond to any such administrative actions rejected and returned by FHWA and/or FTA.

### **TIP Amendments**

Any project change that cannot be processed within the rules governing administrative actions must be handled as a TIP amendment request. A proposed change must be considered as a TIP amendment if it meets any of the following criteria:

- Affects air quality conformity (regardless of funding source)
- Adds or deletes a project (regardless of project cost, except for existing approved line item changes and any emergency projects that are considered administrative actions)
- Adds a new project phase or deletes a phase that exceeds \$5 million for a highway and/or transit project
- Creates a new line item
- Adds or deletes a project or a project phase that transfers Federal funds between a TIP and a Statewide line item
- Involves a major change in the project scope of work or design concept

### **New or Deleted Project**

The Transportation Technical Committee or Transit Operators Committee can approve an amendment to add a new project or delete an existing project if the total cost change is \$10 million or less. Total cost changes that exceed \$10 million for a highway and/or transit project

require approval by the Commission.

### **Cost Changes**

For changes in the cost of an already approved project or project phase, the dollar level of the change will determine the procedures that are required for approval. Changes of \$5 million or less are administrative actions. Changes that exceed \$5 million are amendments. Cost changes of \$10 million or less can be approved by the Transportation Technical Committee or Transit Operators Committee. Changes that exceed \$10 million require approval by the Commission.

### **Major TIP Amendments**

A proposed change must be considered as a Major TIP amendment if it meets any of the following criteria:

- Turnpike projects advancing under the 1987 Turnpike Expansion Act
- Amendment requests with an air quality impact that requires air quality testing and conformity determination and a 30-day public comment period including a public meeting before they can be presented to the Commission.
- Highway funds flexed to Transit projects
- A major significant change in the scope and/or schedule of an existing project
- A major deferral/delay to a lower priority project
- High visibility projects deemed potentially controversial. The Transportation Technical Committee or Transit Operators Committee will interpret if any such proposed TIP change should follow the Major TIP Amendment procedures.
- A Major fiscal impact to the region

An opportunity for public review and comment will be provided for all major TIP Amendment requests. Amendment requests with an impact that has been deemed Major, are subject to a 30-day public comment period and a public meeting before they can be presented to the Commission.

Transportation Technical Committee or Transit Operators Committee Authorization to handle TIP modifications as Administrative Actions and/or Amendments is an option intended to streamline the procedures and the effectiveness of the review process. Transportation Technical Committee or Transit Operators Committee members may request that Major TIP Amendment requirements be applied regardless of whether the change would otherwise qualify.

**Special Expedited Approval Option**

A proposed change requiring Transportation Technical Committee, Transit Operators Committee, or Commission action, may be expedited via e-mail, fax, and/or telephone ballot if it meets any of the following criteria:

- The safety of the public would be jeopardized by waiting until the TTC/TOC/Commission meets formally
- A project or projects would be significantly delayed by waiting until the TTC/TOC/Commission meets formally
- A delay would significantly and adversely affect, the scheduling, cost and/or funding of the project or projects
- The project is not considered a Major TIP Amendment
- When special funding uniquely made available through federal or state channels may be jeopardized by delays in project delivery or funding obligation

**Expedited Procedures**

A project narrative will be prepared by the project sponsor requesting expedited action including the project name and contact person, project description (including map), requested action, the justification for the ballot, the project funding, impacts to other projects, and any other discussion needed to supply the best information to the voting members.

The project request and narrative, will be e-mailed, faxed, and/or mailed to all voting members of the appropriate Committee and/or Commission within an appropriate time for a decision to be made. (A minimum of one week will be allowed for review and questions prior to the request for a vote. If less than one week is needed for the vote, justification shall be given.)

A deadline will be established for the tallying of votes. If a vote is not received by the deadline, SPC staff will attempt to contact the voting members to receive their votes. If approved, the action will then be forwarded by SPC staff to PennDOT and FHWA or FTA in accordance with established procedures. TIP amendments only become effective when federal approvals are received by SPC. As with administrative actions, SPC and PennDOT will work cooperatively to address and respond to any FHWA and/or FTA comments on TIP amendment actions.

Results of the vote will be presented at the next regularly scheduled meeting of the Committee/Commission. Any remaining discussion of the issue will be allowed.