

**LANCASTER COUNTY  
TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC)  
MINUTES**

**DATE:** January 9, 2017  
**TIME:** 12:00 p.m.  
**PLACE:** 150 North Queen Street, 1<sup>st</sup> Floor LCPC Meeting Rooms, Lancaster, PA 17603

**MEMBERS PRESENT:**

Ralph Hutchison ( <b>Vice-Chairperson</b> )	Lancaster County Planning Commission
Greg Paulson ( <b>Alternate</b> )	Rep. Mike Sturla's Office
Jeff Glisson ( <b>Alternate</b> )	South Central Transit Authority
Roni Ryan	Lancaster County Planning Commission
Alice Yoder	Lancaster County Planning Commission
Bill Swiernik	Bike/Ped. Advisory Committee
Cindy McCormick	City of Lancaster
Austin Beiler	Lancaster Airport Authority
Lisa Riggs	Business and Finance Community
Heather Valudes	Chamber of Commerce
Maureen Westcott	Persons with Disabilities
Ryan Eckert	Motorized Vehicle Interests
Cindy McCormick	City of Lancaster
Kate Gonick	Lancaster County Conservancy
Beth Raves	PennDOT Central Office
Tony Berger	PennDOT District 8-0

**GUESTS:**

Commissioner Stuckey	Board of County Commissioners
Matt Boyer	Commuter Services of PA
Charlotte Katzenmoyer	City of Lancaster
Mark Henise	ELA Group
Neil Ward	Commuter Assoc. of Lancaster

**STAFF:**

Lauri Ahlskog	Senior Transportation Planner
Harriet Parcels	Senior Transportation Planner
Christie Jolly	Office Manager

1. **Call to Order:** The meeting was called to order by Vice-Chairperson Hutchison at 12:03 p.m.
2. **Membership:** Mr. Bini presented the draft membership listings for MPO, TTAC, and BPAC. He noted that there are a couple membership nominations for 2017 that need to be confirmed. He anticipates having this resolved in time for the MPO to affirm the nominations at their February meeting. A copy of the draft membership is attached.
3. **Election of Officers:** In the absence of Chairperson Lutz, a brief discussion ensued regarding election of officers and the timing of MPO and TTAC membership appointments in the bylaws. After this discussion, **Ms. Yoder made a recommendation to postpone election of officers until the February TTAC meeting and to form a nomination committee consisting of three volunteers.** Ms. Riggs and Ms. Valudes asked for clarification and purpose of the nominating committee. Ms. Yoder said the purpose of the nominating committee is to collect nominations for Chairperson and Vice-Chairperson from TTAC, reach out to the nominees, and present the nominees for election at the next meeting. **Ms. Valudes seconded the motion.** Mr. Stuckey, in the interest of clarity, asked if the nominees need to be a members of the committee. Vice-Chairperson Hutchison affirmed this. Only a person currently serving on TTAC can be nominated. **The motion passed unanimously.** Ms. Yoder, Ms. Riggs, and Ms. McCormick volunteered to serve on the nomination committee. Vice-Chairperson Hutchison asked staff to send an email to TTAC soliciting nominations. Nominations should be sent to Ms. Yoder by January 23.
4. **Updates and Announcements**
  - a. **Major Projects:** Mr. Berger asked the committee to reference the handout for SR0722-010 State Road Interchange project. Mr. Berger said, at the beginning of this year, Amtrak is nearing 90% ET (electric traction) plan submission completion and the department anticipates a construction agreement will be in place by the end of October. Vice-Chairperson Hutchison thanked Mr. Berger for providing the design schedule and said the schedule is helpful in understanding the process. Vice-Chairperson Hutchison asked Mr. Berger to let TTAC know if there is anything the committee can do to assist in moving the project forward. Ms. Riggs asked when red flags should be raised regarding deadlines, and how far in advance of the deadlines should red flags be raised? Ms. Riggs again voiced concerns about the delays with this particular project. Mr. Berger said at this point, the issues that remain are between the attorneys and what Amtrak would like to see from PennDOT on indemnification. In this particular case, the attorneys cannot come to an agreement. Mr. Berger said the Department continues working on resolutions. Ms. Riggs indicated other projects in the area are also being impacted by project delays. Ms. Riggs asked if it would be helpful if TTAC weighs-in to support PennDOT's efforts. Mr. Bini said a letter from TTAC can be drafted to the parties involved to express the committee's concerns. Mr. Bini also asked if TTAC can receive monthly updates on the project from PennDOT. Mr. Berger said yes and also noted the Department is very aware of TTAC's interest to move the project forward. Vice-Chairperson Hutchison said it would be helpful to have an Amtrak representative appointed to TTAC. Ms. Yoder suggested a request letter be sent, and Mr. Bini agreed.

- b. Transit:** Mr. Glisson presented TTAC with a copy of the RRTA Ride Guide effective January 9, 2017. Ms. Westcott asked if the Red Rose Access Guide was updated. Mr. Glisson said no but an updated guide can be provided when available.
- c. Federal Highway Administration:** Mr. Bini said Dan Walston was appointed the FHWA representative.
- d. Bike/Pedestrian Advisory Committee:** Mr. Swiernik said the consultant continues to work on the Active Transportation Plan. A public kick-off meeting is being planned for March. Ms. Ahlskog noted a time change for BPAC, and they will now meet at 5:00 p.m. in 2017.
- e. Transportation Authority:** Mr. Bini said the LCTA was sunset at the end of 2016 with close-out activities occurring in 2017. Mr. Bini said there are discussions underway for the LCTA to continue their work in a different capacity, such as a subcommittee of the MPO. The County will meet again with PennDOT on Thursday, January 12, to discuss a new process where PennDOT will manage the projects and handle administrative activities with some variation of the LCTA serving as the local liaison and technical body that would assist with projects. More information on this will be provided at future meetings.
- f. Commuter Services of PA:** Mr. Boyer, on behalf of the Susquehanna Regional Transportation Partnership (SRTP), wished everyone a Happy New Year. Mr. Boyer said the SRTP has been in existence for twelve-plus years and thanked TTAC for their support. The organization currently involves thirteen counties and has approximately 30,000 members in the rideshare database. Lancaster County currently has 80 employers and community partners that SRTP works with. Their most recent performance measuring results reflected over 200 million miles removed from the road within their 13 county service area and includes emissions standards that have remained the same or improved during the past year. Mr. Boyer thanked Harriet Parcels for her continued service on the SRTP board and asked, for record keeping purposes, for an alternate to be named. Ms. Yoder asked if Mr. Boyer was aware of grant program called “Rides to Wellness”. Ms. Yoder said York, Adams, and Franklin Counties received grants for coordinating transportation to medical appointments. Mr. Boyer said he was not aware of this program. After a lengthy discussion, Mr. Glisson offered to follow-up on this program and give a report to TTAC. Mr. Glisson said he also has not heard of the “Ride to Wellness” grant program but said it sounds like similar services provided by the Red Rose Access program. Mr. Berger said he believes “Ride to Wellness” is a Federal Transit Administration (FTA) grant and suggested coordination with Dan Walston.

**5. Minutes of December 12, 2016 Meeting:**

**Ms. Riggs made a motion to access the minutes as presented. The motion was seconded by Ms. Valudes. The motion passed unanimously.**

**6. TIP Modifications:** Ms. Raves presented the following administration FFY 2017-20120 TIP modifications:

- a. Mulberry Street Two-Way Conversion – Adding \$100,000 to the construction phase to match the agreement amount. These funds were not obligated from the 2015 agreement due to the supplement to the agreement not being executed;
- b. Leacock Road Bridge – Increasing the final design phase by \$30,000. This increase is for additional surveys;
- c. Maytown Road Resurface – Adding the utility phase to the TIP in the amount of \$45,000. This is to cover the cost for utility relocation;
- d. US 222/322 Interchange Improvement – Cash-flowing the construction phase to FFY 2019 & 2020 to align funding with the current anticipated let date of 1/10/2019; and
- e. PA 272 Intersection Imp. – Increasing the PE phase in 2017. This increase is to match the agreement amount. The project consists of intersection improvements at the intersections of PA 272 & Pennsy Road and PA 272 & Byerland Church Road in Providence Township. The current let date is 7/26/2018.

**7. Lancaster City Bike Share Project Update:** Ms. Katzenmoyer began by providing a brief history of the Bike Share Project. At one time, the TIP provided funding for intersection improvements and traffic signals at the intersection of Race and Columbia Avenues. Lancaster Township was not comfortable moving forward without a study. It was determined not all the funding was necessary for the study phase of this project. The MPO agreed to split the funding with some funding to provide capital for the City Bike Share Program and the remaining funding for a study at Race and Columbia Avenues. Ms. Katzenmoyer said the City has since looked at another funding model for the Bike Share Project. The model currently being explored is provided by a company called Zagster. This model requires no capital investment or capital purchases by the City and is managed through program sponsorship with partner organizations. This model is currently being used by several small cities. Zagster would own and operate the facilities using sponsorship funding. The City is currently in discussion with Zagster, and they have a letter from the Mayor requesting sponsor organizations to partner with the City and provide annual funds for the program. The City sees a bike share program having many benefits including narrowing travel lanes, slowing traffic, and adding room for bike lanes. Some implementation has already occurred and Ms. Katzenmoyer cited the Mulberry Two-Way Conversion Project as an example of implemented bike lanes including sharrows. Ms. Valudes asked the amount of the typical sponsorship needed. Ms. Katzenmoyer said each sponsorship requires a three-year sponsorship with \$10k-\$15k committed per year. The number of sponsors needed depends on the number of stations. The City would initially start with 5 stations. Ms. Parcels asked if this model will affect funding on the TIP. Ms. Katzenmoyer said yes, they would not need the capital funding on the TIP with this model. However, Ms. Katzenmoyer said the City is not yet ready to release the TIP funding since the City is still in the process of securing sponsorships. Ms. Riggs asked for the timeline for the project to be operational. Ms. Katzenmoyer said the City hopes to have the program operating by May to coincide with Bike-to-Work Week.

**8. PennDOT Connects Policy Letter:** Mr. Bini referred the committee to the copy of the PennDOT Connects letter included in the meeting packet. Mr. Bini highlighted some objectives of the program including broader collaboration with the local community, achieving a more holistic approach to planning, improving transparency of the process, and achieving efficiency and cost effectiveness.

This process provides an opportunity for details that are unique to the community to be identified and discussed. Specific areas of collaboration may include safety issues, bicycle/pedestrian accommodations, transit/multi-modal considerations, stormwater management, and many other topics. Mr. Bini noted this process is not one-sided with all expectations on PennDOT. He emphasized the role of the MPO and need for sound planning in the process. As needs are brought forward, the MPO and staff will be tasked with providing documentation of a rational process that identified the needs presented. The letter explains that cost is a factor. However, it's no longer a justification to not include a feature. Implementation of PennDOT Connects is effective immediately on projects started after July of 2016. Mr. Berger said the intent of the policy is for projects to benefit from collaboration early in the process. Mr. Berger said the District is still working on the specifics of implementing the process. Mr. Glisson asked if the municipalities will be involved in the process and how that will be communicated. Mr. Bini said more conversation is needed with the Department on training and rollout of the program. Mr. Berger said the District intends to offer training to municipalities. A better term for "training" may be "information meetings". There was a lengthy discussion on implementation of the new process and how communications are expected to occur. Mr. Bini said more information will be provided by PennDOT during training.

**9. TIP Project Prioritization Process Review Update:** Ms. Ahlskog presented the latest draft of the "How Does a Project Get on the Highway & Bridge TIP?" document. This chart provides a visual representation of the TIP Update process and details the process involving PennDOT, the MPO, and staff. This chart focuses on the highway portion of the TIP and does not currently include the Transit TIP. Ms. Ahlskog said we anticipate receiving the draft TIP from PennDOT in April of this year. The list of projects on the draft TIP will be evaluated using an analysis tool to be developed by GIS. Ms. Ahlskog noted, due to recent staff turnover in the County GIS department, we will be using Michael Baker to assist with developing the model. Ms. Ahlskog said staff remains hopeful we'll be able to meet the current process schedule. TTAC had a lengthy discussion on where to incorporate PennDOT connects in the process and format of the chart.

**10. Other Business & Public Participation:** No activity.

**11. Next Meeting: February 13, 2017, 12:00 p.m.**

**12. Adjournment:** Vice-Chairperson Hutchison adjourned the meeting at 1:40 p.m.

# DRAFT

## Lancaster County TTAC Membership

1/6/17

Transportation Technical Advisory Committee - TTAC		Quorum = 10				
Organization	# Rep	Member	Alternate	Nomination	Appointed Date	Term Expires <sup>3</sup>
Lanc. County Planning Commission (LCPC) *	3	Leo Lutz	James Cowhey	LCPC Chair	1/1/2016	12/31/2017
		Roni Ryan	Bob Bini	LCPC Chair	1/1/2014	12/31/2017
		Alice Yoder		LCPC Chair	2/23/2015	12/31/2017
Business and Finance Community	1	Lisa Riggs		LCPC/LCPC Chair	1/1/2017	12/31/2018
Chamber of Commerce	1	Heather Valudes	Tom Baldrige	LCPC/LCPC Chair	1/1/2016	12/31/2017
Operating Railroad (TBD)	1	(pending nomination)		LCPC/LCPC Chair	1/1/2015	12/31/2016
Bike/Ped. Advisory Committee (BPAC)	1	Bill Swiernik	Bill Hoffman	LCPC/LCPC Chair	1/1/2016	12/31/2017
Environmental Community	1	Kate Gonick		LCPC/LCPC Chair	1/1/2017	12/31/2018
Motorized Vehicle Interests	1	Ryan Eckert	Shawn Hentz	LCPC/LCPC Chair	1/1/2016	12/31/2017
South Central Transit Authority (SCTA)	1	Dave Kilmer	Jeff Glisson	LCPC/LCPC Chair	1/1/2017	12/31/2018
Lancaster Airport Authority (LAA)	1	Austin Beiler	David Eberly	LCPC/LCPC Chair	1/1/2016	12/31/2017
Lancaster County Transportation Authority (LCTA)	1	Chris Metzler		LCPC/LCPC Chair	1/1/2017	12/31/2018
City of Lancaster	1	Cindy McCormick	Karl Graybill	Mayor	1/1/2016	12/31/2017
Inter-Municipal Committee (LIMC)	1	Ralph Hutchison		LIMC Chair	1/1/2017	12/31/2018
Outer Municipalities	1	Justin Evans		LCPC/LCPC Chair	3/14/2016	12/31/2017
PennDOT District 8-0	1	Tony Berger	Nate Walker	PennDOT	1/1/2016	12/31/2017
PennDOT Central Office	1	Beth Raves	Adam Grimes	PennDOT	1/1/2017	12/31/2018
Advocate for Persons with Disabilities	1	Maureen Westcott		LCPC/LCPC Chair	1/1/2016	12/31/2017
Legislative Delegation	1	Rep. Mike Sturla	Greg Paulson	Leg. Delegation	2/1/2017	12/31/2018
<b>Total Members</b>	<b>19</b>					

\*Two year appointments by LCPC Chair  
 (3) Terms shall not exceed two (2) years

Note: TTAC voting members are appointed by LCTCC Chair

Federal Highway Administration (FHWA) - <b>Non Voting</b>	1	Dan Walston
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