

## **Planning and Stakeholder Relations Committee**

### **Minutes**

**July 18, 2019**

The meeting was called to order at 8:30 am in Port Authority's Neal H. Holmes Board Room at 345 Sixth Avenue, Fifth Floor, Pittsburgh, with the following in attendance:

#### Board Committee Members

John Tague, Jr., Chairman

#### Board Members and Solicitor

Joel Lennen

Jessica Walls-Lavelle

Stephanie Turman

Michelle Zmijanac

### **Opening Remarks**

Mr. Tague, Committee Chair, opened the meeting and welcomed those in attendance.

### **Approval of Minutes from the June 20, 2019 Planning and Stakeholder Relations Committee Meeting**

Mr. Tague asked committee members if there were any corrections to the minutes. There were none and members approved the minutes.

### **Bus Stop and Street Design Guidelines Overview Presentation (David Huffaker)**

Mr. Huffaker introduced the first edition of the Port Authority Bus Stop and Street Design guidelines. This document was a joint effort of many departments. The purpose of the guidelines is to provide a guide for both internal evaluation of stops and to evaluate the creation of new stops. It also will be used to work with municipalities, and in some cases, developers that are interested in providing transit amenities to their residents and employees. We expect that this guide will allow for anyone in the authority to answer questions about what is desired in a Port Authority bus stop as well as answering operational questions. Our overall goal is to provide a better customer experience through safety, security, accessibility and efficiency. This will be posted on the authority's website as well.

### **Authorization to Enter into a Cooperation Agreement with the Pittsburgh Downtown Partnership for the Downtown Pittsburgh Mobility Plan Development (David Huffaker)**

Mr. Huffaker would like to recognize that Chris Watts, of the Pittsburgh Downtown Partnership, is here today to answer questions. The PDP is the Transportation Management Association for Downtown Pittsburgh. A very high percentage of our customer trips either begin or end in downtown, or relate to trips that flow through downtown. The downtown mobility plan is a joint effort of the PDP, Pittsburgh's Department of Mobility Infrastructure, SPC and Port Authority, and it will identify existing

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conditions from outreach and develop guiding principles for the future of downtown mobility. A network plan and priority list will be developed. There is no financial commitment with this agreement but it does formalize our participation in this project. Starting in August, the work orders will go out and this project should take 12 months for the final report.

**Questions from the committee, board members and others:**

1. Ms. Lavelle asked, do you have any cost estimates to get everything up to par. What is your timeline?
  - a. Mr. Huffaker answered, we don't have a cost estimate yet. We are going to start the process today and our first step is to evaluate everything.
2. Mr. Tague said he hopes that this project also will identify what places and where ACCESS picks people up.
  - a. Mr. Huffaker answered yes.
3. Ms. Zmijanac asked do we have any stops that we have affiliations with other groups.
  - a. Ms. Cleaver answered we have over 7,000 stops but we don't always own the property at those stops. So, we work very hard with the municipalities in order to integrate improvements at various stops.