

Planning and Stakeholder Relations Committee

Minutes

September 19, 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

Jessica Walls-Lavelle – via Conference Call

Ann Ogoreuc

Stephanie Turman

Board Members and Solicitor

Joel Lennen

Jeffrey Letwin

Michelle Zmijanac

Opening Remarks

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

Approval of Minutes from the July 18, 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.

Planning updates (David Huffaker, Amy Silbermann & Phillip St. Pierre)

Mr. Huffaker offered updates from the Planning group. First, the Long Range Plan RFP is being reviewed by the vendor community. Proposals are due next month, this gives us time to review and select the final firms. We anticipate we will have something for the board early next year. We are advancing our bus stop balancing program. We picked a couple of highlighted routes where we are working on identifying some bus stops that would be removed from our service. The two routes that we are looking at are 16 (Brighton) and 51 (Carrick). One of the primary improvements that we will see is on-time performance and removing some of the bus stops that are too close together or not properly situated for having the buses go to the side. We will see some operational improvements too. Expect to see some safety and customer experience improvements as well. The Brighton route has 127 stops currently and we identified 33 stops to be proposed for elimination. We put notifications out on the bus stops as of last week and are going through the process of accepting public comments, we have a website PortAuthority.org/BusStop where people can see the entire route and which stops have been identified for closure. We have about 30 days for public comments and we will respond to those. The route 16 has an on-time performance currently of 70%, which is below our target for a key corridor route. The current bus stop spacing is 614 feet, which is below our 900-foot standard. The route 51 currently has 180 bus stops and we identified 39 proposed for elimination. This route has a 61% on-time performance and current bus stop spacing of 800 feet would get us up to about 1000 feet per route.

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These changes will be effective with the November 24 service change. We are going through stakeholder engagement. We are also working with our internal groups, instructors and customer service staff to make sure everyone is informed. There are also take-one cards on the buses so riders can be informed and provide comments.

Mr. Huffaker discussed the Bus Rapid Transit Project (BRT). We have submitted our next phase of our grant application to the FTA - that was done on August 23, 2019. The project cost that was in that application was just under \$250 million (\$249.9MM), of which \$100 million would come from a FTA Small Starts grant. We continue to work with project partners on the scope and actually, we have a slimmed down project from what was in the application. The stakeholders consist of URA, state, county and city.

First and Last Mile Presentation (Breen Masciotra & Andrea Elcock)

Mr. Huffaker introduced Ms. Masciotra and Ms. Elcock. Ms. Masciotra explained we have created a tool that communities and the Authority can use.

Ms. Elcock discussed that the First and Last Mile Program Plan consists of a few different sections in the hand out. The introduction goes over the program goals and principles. There is an evaluation of our fixed guideway stations that can help direct where we need to put our planning effort. The implementation section describes how Port Authority will be involved in this as well as a tool box that gets the best practices. The goals are to increase transit ridership and increase access to high frequency rapid transit for those most likely to depend on it. Most of these adapt to the TOD Guidelines that were adopted in 2016.

Proposed Resolutions:

Authorization to Amend FY2020 Operating and Capital Budgets (Pete Schenk)

Mr. Schenk explained we are taking revised Operating and Capital budgets to the board for consideration. For the most part the dramatic change from what was passed in June will appear on the capital budget. There were some small changes in the Operating budget.

Mr. Schenk introduced Mr. Typanski to discuss the Capital Programs. Mr. Typanski explained that we went from \$58 million to amended amount of \$230 million because of State Act 89 funds.

Mr. Schenk is requesting for the board committee members approve for this resolution to be brought to the board for consideration.

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Questions from the committee, board members and others:

1. Mr. Tague asked if ACTC has been contacted about this.
 - a. Mr. Huffaker responded yes they have about the bus stop guidelines and we have had conversations with both ACTC and CAT about this. We are scheduled to have a conversation with them next week as well.

2. Ms. Walls-Lavelle asked if we know about how many riders on a daily basis this will effect.
 - a. Mr. Huffaker said he would have to get back to you with the numbers. We have identified stops that are under-used. Ridership is one of the factors we have looked at.

3. Ms. Walls-Lavelle asked if we have received any comments so far and can they be shared with the board.
 - a. Mr. St. Pierre answered we have received 45 comments so far and yes we can share all of them with the board.