

**Planning and Stakeholder Relations Committee
Minutes
April 21, 2022**

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:

Via WebEx Board Committee Members

John Tague, Jr., Chairman
Jessica Walls-Lavelle
Ann Ogoreuc
Stephanie Turman

Board Members and Solicitor

Representative Austin Davis
Gerald Delon
Jeffrey Letwin
Jen Liptak
Representative Lori Mizgorski
Michelle Zmijanac

Opening Remarks

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

Approval of Minutes from the March 17, 2022, Planning and Stakeholder Relations Committee Meeting

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

Downtown-Uptown Oakland Bus Rapid Transit Project Update (D. Huffaker)

Mr. Huffaker will give a brief update on the status of the project. If you recall last year we were in an FTA review with our project management oversight consultant and as a result of that have been addressing some of the risks items that they identified. We are working on finalizing those and just this month we got together with our project management oversight team once again with FTA's staff and have reviewed those strategies with them. These two agreements that you are going to see today are actually key risk mitigation factors and actually milestones in the advancement of the BRT project. Two of the items that have been a concern to the FTA and the project management oversight team were the utility management and our coordination with project partners.

BRT Project Update 2022

- **Current Status**
 - Ongoing FTA Risk Review
 - Reviewing scope and phasing
 - Finalizing risk mitigation strategies
 - Today: Milestone Agreements
 - City/County/URA/PAAC Cooperation Agreement
 - PWSA Utility Agreement for downtown loop

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BRT Project Update 2022

- **Next Steps**
 - Execute agreements
 - Complete FTA review
 - Port Authority FY23 funding contribution
 - Public outreach
 - Complete design
 - Execute Small Starts Grant
 - FY23 construction begins

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Resolutions

1. Authorization to Enter into an Amended and Restated Cooperation Agreement with the City of Pittsburgh and County of Allegheny for the Downtown-Uptown-Oakland Bus Rapid Transit Project (M. Cetra)
 - Approved and moved to full board approval
2. Authorization to Enter into a Cooperation Agreement with the Pittsburgh Water and Sewer Authority for the Downtown-Uptown-Oakland Bus Rapid Transit Project (M. Cetra)
 - Approved and moved to full board approval
3. Authorization to Adopt Port Authority of Allegheny County's 2022 to 2024 Title VI Program (E. Newman)
 - Approved and moved to full board approval

Questions from Board Members and Others

1. Mr. Tague asked during the public comment period was there a lot of comments were their changes made to the project because of the public comments, do you know?
 - a) Mr. Huffaker answered public comments and business partners, City/County/PWSA/URA are a major player in this.
2. Ms. Turman made a comment that PAAC does such a good job with public engagement on all levels but what I find some of our partners are not as robust as PAAC in getting out the message. Ms. Turman asked are we encouraging the city, URA and some of the other partners and stakeholders downtown to notify us of when things are going on.
 - a) Mr. Huffaker replied to those project partners such as the city, county and URA do participate in our weekly regular project management meetings to coordinate some of those communication aspects and actually frankly the agreements that we have also help to define some of those roles. It is very complex project throughout many parts of the city and there is development happening as we speak that impacts the project and the project impacts that development. It is an on-going process for managing that communication, but we do coordinate with the PDP as far as downtown activities.
3. Mr. Tague asked are the dates different from what was discussed, and was the new fare structure part of the review?
 - a) Ms. Newman explained the review is from FY2019-FY2021 period and the policies will be in effect for FY2022-FY2024 period.

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- b) Ms. Newman replied regarding fare structure, yes we did our analysis of our public engagement during our current fare period, we did include that in this report. It didn't actually become active until one day after the reporting period ended.
4. Ms. Walls-Lavelle saw that on the Title VI report that Chinese was one of the largest languages spoken besides English, and you said that materials were translated into Spanish but not Chinese, is there any plan to translate materials into Chinese?
- a) Ms. Newman answered maybe Mr. Ritchie can reply to that.
 - b) Mr. Ritchie answered right now we don't have any specific plans to do that, but we worked with this group in this process quite a bit over time to try and identify opportunities when we can translate something in a meaningful way. The last time I remember we did something specific was in Spanish, we printed materials in Spanish and had direct mailings to the Beechview community during our rail project in Beechview and this is a very specific example. We weren't at the level yet statistically that we had to do it, but we felt it was meaningful and something that we could do. We will continue to look for those opportunities with those communities. There are other smaller communities' populations that are not English speaking throughout the City and County that we are aware of. We work quite a bit with the city on monitoring some of those groups. We are looking for opportunities to work with them and educate those communities in those languages about public transit and how to ride the system.