

NYSAMPO Transit Working Group Teleconference

May 12, 2014

MEETING NOTES

1. Introductions

- A/GFTC – Kate Mance
- BMTS – Scott Reigle, Jennifer Yonkoski
- CDTC – Anne Benware
- ECTC – Jim Arey, Tina Hager
- GTC – Bob Torzynski
- HOCTS – Dana Crisino
- ITCTC (Tompkins County)– Dwight Mengel
- NYMTC – Angelina Foster
- NYMTC/MHSTCC – Kathy Monroe
- OCTC – Rob Parrington
- PDCTC – Mark Debald
- SMTC – Mario Colone
- UCTC – Brian Slack
- NYSDOT – Tom Vaughan, Bill Telovsky, Michele Bager

1. FTA §5310 Program Solicitation Schedule and Platform

- Vaughan reports: Met with NYMTC regarding the Sharepoint software and timing of the solicitation. The timeline for the solicitation will be two months. Do we want to wait until after the summer for the solicitation based on staff time constraints in the summer?
 - It was agreed that the solicitation should not be delayed because of needs expressed by agencies for replacement vehicles.
- Final call for comments on the applications/spreadsheet:
 - Working group members to send comments to Torzynski, Gayle, and Sherman for consolidation and incorporation no later than Monday, May 19. RSG will consolidate and forward to Vaughan.
 - Small items on the spreadsheet require adjustment. If members have specific comments on the spreadsheet or the specific scoring matrix, these should also be submitted.
 - Suggested that a conference call be held if necessary in two weeks to go through the application page by page as a final session for comments.
 - Written comments will be synthesized and incorporated to the application prior to this meeting for final commentary.
- Discussion of caveats for applications (I.E. – urban versus rural projects)
 - There has to be an area in the application process that specifies the type of service provided by the project.
- Mengel: Is the intent to obligate two years funding (FFY 2013 and 2014) with one application or can a small urban area or nonprofit apply for Phase 1 of a project and hold the rest of the balance for a future application?
 - It is not required that all funds are obligated at once. MPOs score the projects and come up with a ranked list. It is possible that if not all funds are obligated, there will be leftover for later phases.
- It was noted that there are some typos in the application.
- Unclear what is meant by FTA requirement for projects who have not progressed as quickly as anticipated with a particular grant. For example, if NYC doesn't progress on a project that already has a grant, can they reprogram that money the same way they could with any other type of grant.

- Foster reports that NYMTC is writing a procedure for reprogramming funds that is specific to transit because it is a different set of rules than for highway. The procedure must illustrate that the benefits are equal or greater than those for which the funds were originally allocated. NYMTC will share this procedure once they develop it.
- Question on Tab 2: If someone checks a rural area as well as an urban area, would they have to submit two applications?
 - The MPO must identify which amount applies to rural areas and which do not.
 - The applicant will need to describe the area's geographic coverage, explaining what percentage of their service is rural as part of the description of the project.
 - Applicants outside of the MPO area would only apply for rural.
- Colone: How is urban and rural defined for this program? The Census Urban area, the MPO-adjusted urban area, or the MPO's metropolitan planning area?
 - Vaughan: It is referring to the Census Urban area because that is the way that the funding is structured. For example, you would be able to identify that you are using FTA funds for specific Census Blocks that are urban.
 - We are using three areas for FTA programs:
 1. Census Urbanized Areas will be used for the §5307 area. The question at the MPO-level is how to score projects different if they do not predominately serve the core urbanized area.
 2. For mobility management outside of §5307 areas, it will depend on the MPO and their capability to fund that through the program if the area outside of the §5307 area is understood to be consistent with the core area.
 3. How do transit providers applying for §5311 funds get into it if they haven't been involved with this kind of funding before?
- Vaughan: Workshops will occur in the second to third weeks following the solicitation. We will try to facilitate as many workshops as possible, and participants will be required to preregister through NYMTC. The hope is that agencies will begin to work on the application as soon as it is made available, so they can bring questions and request specific guidance if necessary.

ACTION ITEMS:

- Working Group members will review the spreadsheets and associated documents and provide comments to Gayle, Sherman, Torzynski by Monday May 19.
- RSG will synthesize comments and send to Vaughan.
- Schedule a conference call in the next two weeks if comments are significant or diverse.
- Vaughan will work with Foster to revise, test the application, and determine the release date. The timetable target is in August/early September.
- When the application is finalized it will be rolled out to the Transit Working Group for demonstration.
- Requested that MPOs that choose to apply exclusions on project types provide information regarding their structure so logic can be developed while awaiting final comment.
- MPOs will need to start creating Sharepoint accounts and designate a manager for project types. This person will have to approve items in the process and use the site for reporting.