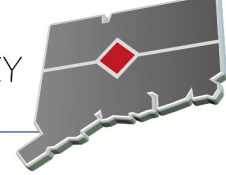


January 2010  
**CENTRAL CONNECTICUT REGIONAL PLANNING AGENCY**  
**FINANCIAL REPORT AND CASH FLOW STATEMENT**

<b>REVENUES</b>	<b>Budget</b>	<b>Current Month</b>	<b>Year To Date</b>	<b>Balance</b>	<b>% Received</b>
Paratransit Administration/Contractor	990,000	124,527	619,334	370,666	62.56%
Paratransit Advertising	1,000	0	0	1,000	0.00%
Transportation Planning Grant	600,923	25,475	121,580	479,343	20.23%
Municipal Contributions	91,500	0	91,500	0	100.00%
Miscellaneous Revenues	4,200	33	33,841	-29,641	805.74%
CEDS - USEDA	64,000	0	0	64,000	0.00%
CEDS - Municipality	40,000	0	40,000	0	100.00%
CERT	8,000	0	5,467	2,533	68.34%
SGIA	1,000	0	0	1,000	0.00%
Hazard Mitigation	1,000	0	0	1,000	0.00%
Berlin/NB Solid Waster - RPI	255,160	21,851	175,797	79,363	68.90%
Pequabuck River Dam	100,000	0	50,000	50,000	50.00%
R5EPT	2,000	0	970	1,030	48.50%
Budgeted Revenues	2,158,783	171,886	1,138,490	1,020,293	52.74%
58.00% completed					
<b>EXPENDITURES</b>	<b>Budget</b>	<b>Current Month</b>	<b>Year To Date</b>	<b>Balance</b>	<b>% Used</b>
Salaries/Payroll Taxes/Workers Comp.	409,425	26,297	225,924	183,502	55.18%
Retirement/Administration	16,159	473	6,645	9,514	41.12%
Health/Life & ST Disability Insurance	111,883	6,994	69,181	42,702	61.83%
Directors & Officers/Liability/Bonding Ins.	5,000	0	5,000	0	100.00%
Accounting/Legal	12,560	0	9,000	3,560	71.66%
Paratransit Contractor	910,000	88,384	548,166	361,834	60.24%
Equipment Service Contracts/Maintenance	5,500	57	1,230	4,270	22.36%
Equipment/Software Purchases	28,800	2,329	10,448	18,352	36.28%
Rent	30,016	2,515	17,441	12,575	58.11%
Office Cleaning	3,800	250	2,000	1,800	52.63%
Office Renovations	1,500	0	1,500	0	100.00%
Telephone/Postage	6,500	547	3,000	3,500	46.15%
Supplies	9,500	9	1,572	7,928	16.55%
Conferences	4,500	0	1,202	3,298	26.71%
Training/Workshops/Seminars	4,700	0	1,245	3,455	26.49%
Travel in State/Meetings/Forums	11,000	587	8,547	2,453	77.70%
Dues/Subscriptions	11,326	91	4,226	7,100	37.31%
Publications	300	0	0	300	0.00%
Advertising	4,000	0	531	3,469	13.28%
Pequabuck River Dam	90,000	2,360	2,360	87,640	2.62%
Berlin/NB Solid Waster - RPI	251,964	21,851	175,797	76,167	69.77%
Miscellaneous Expenditures	9,400	1,360	4,216	5,184	44.85%
Contingency	220,950	0	0	220,950	0.00%
Budgeted Expenses	2,158,783	154,104	1,099,231	1,059,552	50.92%
<b>CASH ON HAND</b>					
Checking Acct. Balance - BOA				131,528	
CT State Treas.Short-Term Investment Fund				34,124	
Money Market - BOA				20,610	
CD - Valley Bank				98,324	
CD - Thomaston Savings Bank				99,459	
CD - Webster Savings Bank				97,766	
CD - BOA				110,825	
<b>TOTAL CASH ON HAND</b>				<b>592,636</b>	



## MEMORANDUM

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TO: Program, Finance and Personnel Committee  
FROM: Carl J. Stephani, Executive Director  
DATE: February 23, 2010

FOR AGENDA: March 4, 2010

SUBJECT: Extension of Regional Planner and Transportation Assistant's temporary salary increases

At your regular meeting on December 3, 2009, you authorized temporary 10% salary increases thru March for the Agency's 3 Regional Planners and the Transportation Assistant in view of the additional responsibilities they were assuming in response to the departure of the Agency's Deputy Director. The Agency has continued to function with its current staff configuration, and should be able to do so until the end of this fiscal year. Nevertheless, after that we feel that a reorganization would be appropriate as noted on the attached organization chart. This new organizational structure could be achieved by re-classifying two of the current Regional Planners to Senior Planners, and the Transportation Assistant to a Transit Program Manager.

The Office Manager and I are in the process of developing complete classification descriptions and salary recommendations for those new positions, and will have them available for the April meeting when we will present a draft FY2010-2011 budget.

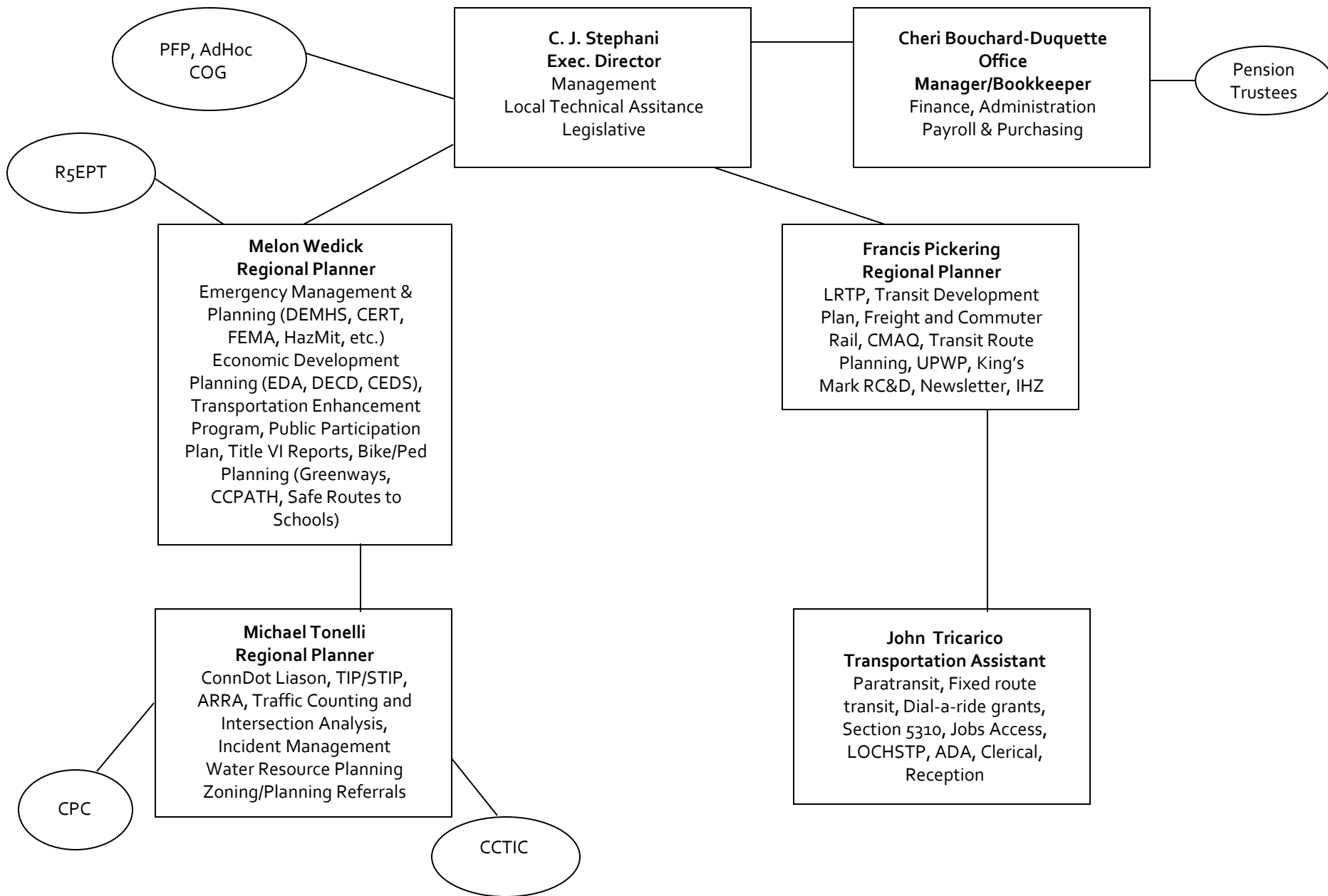
### RECOMMENDATION

that your Committee

Authorize the continuation of the salary increases granted for the Regional Planners and Transportation Assistant on December 3, 2009, thru the month of April.

cc: Agency Board  
Attachment: Draft FY2010-2011 Organization Chart

# Agency Organization Chart



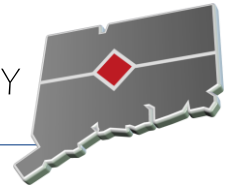
# CENTRAL CONNECTICUT REGIONAL PLANNING AGENCY

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## MEMORANDUM

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TO: Agency Board  
FROM: Michael Tonelli, Regional Planner  
FOR AGENDA: March 4, 2010  
DATE: February 22, 2010

SUBJECT: Acceptance of the 2009 Federal Certification Review of the Agency's  
Transportation Planning Program

On January 13, 2010 the Federal Highway Administration (FHWA) and the Federal Transportation Administration (FTA) completed their quadrennial (every four years) review of CCRPA's transportation planning process. The FHWA and FTA have determined that the transportation planning process conducted by CCRPA meets the requirements of Metropolitan Planning Rule, 23 CFR Part 450 Subpart C and 49 CFR Part 613. As a result of the review the FHWA and FTA are jointly certifying the transportation planning process conducted by the CCRPA. Below is a summary of recommendations made by the FHWA and FTA and the Agency's response to them:

1. The technical staff which has worked on the Google Transit data project are encouraged to prepare a grant proposal to fund continuing work in developing online public information on transit and other transportation services. This noteworthy effort can be expect to yield significant benefits in providing conveniently accessible, practical information to the public on the use of transit services.
  - *CCRPA staff was pursuing this recommendation, but was advised by ConnDot to desist, and is currently seeking an explanation from ConnDot's regarding their desire for CCRPA not to pursue this work.*
2. CCRPA should view the FHWA informational presentation on freight planning continue to pursue opportunities to work with providers, FHWA and other relevant Federal agencies, the State, and other MPOs to develop effective approaches to freight planning.
  - *CCRPA staff is continuing to actively work toward developing effective approaches to freight planning by attending workshops and webinars.*
3. Efforts in recent years to enhance technical capabilities at CCRPA have produced good results and should be continued in the future.
  - *CCRPA staff is investigating new telephone technology that facilitate the Agency's public involvement program, and continuing to seek other ways to improve the technical capabilities of the Agency by improving on the Agencies GIS system through the purchase of GIS extensions.*
4. CCRPA should investigate approaches to communicating project benefits to the public. Examples of effective practice by other MPOs may provide useful insights that can be adapted to circumstances in Central Connecticut.
  - *CCRPA staff is investigating new telephone software, and other technical methods to even more effectively communicate project benefits to the public, and has initiated communications with neighboring MPOs regarding their most effective ways of communicating to the public.*

5. CCRPA and partner agencies in the metropolitan planning process should continue to look for opportunities to strengthen coordination and resource sharing in the Hartford Urbanized Area.
  - *CCRPA staff has initiated coordination meetings with CRCOG and NVCOG to develop its \$1 million Congressional appropriation request to fund to an alternatives analysis and scoping study for transit services in the Waterbury-Hartford corridor, and will continue to seek additional opportunities to strengthen coordination and resource sharing in the Hartford Urbanized Area.*
  
6. CCRPA is encouraged in its efforts to provide a stronger connection between the expansive vision established through the metropolitan transportation plan and the projects included in the TIP.
  - *CCRPA staff has begun to involve its Transportation Improvement Committee (TIC) in its longer range project planning (e.g. Waterbury-Hartford transit corridor funding) and will utilize the TIC additionally in the preparation of the next Regional Long Range Transportation Plan.*

#### RECOMMENDATION

That your Board  
Accept the FHWA and FTA's Federal Certification 2009 Review of the Agency's Transportation Planning Program.

Attachments: Report of the 2009 FHWA/FTA Certification Review of the CCRPA Transportation Planning Process

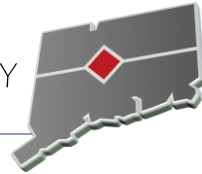
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## MEMORANDUM

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TO: Agency Board  
FROM: Michael Tonelli, Regional Planner  
FOR AGENDA: March 4, 2010  
DATE: February 22, 2010

SUBJECT: Approval of Resolution No. 20100304A – Amendments to the 2010 TIP and STIP

This amendment is for a new project involving project scoping activities under the Urban Program for the Greater Hartford area. The money for this project will come out of the STP Urban Fund. The total project would be for the amount of \$133,000.00 from the combined regions for CRCOG, CCRPA, and Midstate, which CCRPA will fund \$33,250.00 of this project for Fiscal Years 2010, 2011, and 2012.

To allow continued progress on this work, and all state TIP projects, it is our

### RECOMMENDATION

That your Board  
Approve attached Resolution No. 20100304A amending the Region's TIP and STIP.

### Discussion

Amendments to the TIP are normally reviewed first by the TIC. However, if this amendment were delayed until the Board's April meeting a month of design work time would be lost. Therefore this TIP amendment is being brought directly to the Board and will be reviewed at the TIC for informational purposes at the March 25<sup>th</sup> TIC meeting.

Attachments: Resolution No. 20100304A

cc: TIC

March 4, 2010

Resolution No. 20100304A  
Amendment to the 2010 State Transportation Improvement Program

RESOLUTION

Whereas:  
the Central Connecticut Regional Planning Agency is the acting Metropolitan Planning Organization in the Central Connecticut area; and

Whereas:  
the Central Connecticut Regional Planning Agency is responsible for amending the Transportation Improvement Program for the Central Connecticut area; and

Whereas:  
the amendments as described on the attached sheets, are found to be in accordance with the Air Quality Conformity Report of June 2009; and

Whereas:  
amendments to the Transportation Improvement Program are adopted by the Central Connecticut Regional Planning Agency at regular meetings of such agency, which are noticed to municipal clerks one week prior to such meeting; and

Whereas:  
this notification serves as the public involvement process for all amendments to the Transportation Improvement Program for both the State and the Region.

Now, Therefore, Be It Resolved By The Central Connecticut Regional Planning Agency, that:

The Fiscal Year 2010-2013 Transportation Improvement Program be amended as outlined on the attached sheets.

\_\_\_\_\_  
The undersigned duly qualified and acting Secretary of the Central Connecticut Regional Planning Agency certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Central Connecticut Regional Planning Agency on March 4, 2010.

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

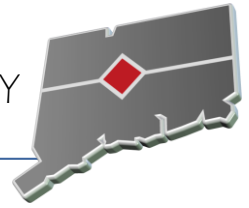
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## **MEMORANDUM**

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**TO:** Agency Board  
**FROM:** Francis R. Pickering  
**DATE:** February 22, 2010  
**FOR AGENDA:** March 4, 2010  
**SUBJECT:** Appropriations request for transit study

On February 19th, CCRPA submitted an appropriations request to Senators Dodd and Lieberman as well as Representatives DeLauro, Larson, and Murphy. The request seeks \$1 million in federal funds to match \$250,000 the State has set aside for the project “Waterbury-Bristol-New Britain-Hartford Transit Alternatives Analysis and Scoping Study”. The project will evaluate the potential for transit between the central Connecticut and the New York metro area (including Waterbury) to the south/west and Hartford/Springfield to east/north. This is a critical need: the lack of usable transit connections to and through the region creates significant barriers to travel between Waterbury, central Connecticut, and Hartford, isolating the region socially and economically, and putting it at a competitive disadvantage.

The project comprises an alternatives analysis and scoping study that will prepare the Waterbury-Bristol-New Britain-Hartford corridor (including Berlin, Farmington, Newington, Plainville, Plymouth, Southington, Thomaston, West Hartford, and Wolcott) for application to the Project Development phase (engineering/design) of FTA's Very Small Starts process or equivalent program. The project will consider a variety of transit options and study leveraging existing and planned services, including local/express bus routes, the Busway, Metro-North's Waterbury branch, New Haven-Hartford-Springfield commuter rail, and Amtrak's regional rail including the Vermonter. The project is designed to lay the groundwork for FTA approval and federal funding for engineering, design, and construction of a transit connection linking central Connecticut, Hartford, and the New York metro area.

If successful, CCRPA would contract with a consultant selected by an open, competitive process to undertake the project. CCRPA expects that the project will be complete within two years of the beginning of work and will accordingly expend the funds over a two-year period.

The project does not supersede the \$24 million request CCRPA submitted last year for upgrades to the rail line to support enhanced freight and potential future passenger service; nor does it foreclose CCRPA from pursuing additional opportunities for funding (e.g. through additional stimulus rounds or FRA's High-Speed/Intercity Passenger Rail program).