

Capital District Transportation Committee
2016-18 Unified Planning Work Program

Progress Report
April 1, 2016 to September 30, 2016

Prepared by
Capital District Transportation Committee Staff

for
CDTC Planning Committee Review and Approval

September 2016

**SUMMARY OF KEY ACCOMPLISHMENTS DESCRIBED IN THE APRIL 1,
2016 – SEPTEMBER 30, 2016 PROGRESS REPORT PREPARED FOR CDTC’S
PLANNING COMMITTEE**

Some of the key accomplishments of CDTC’s 2014-16 UPWP for the period beginning April 1, 2016 and ending September 30, 2016 include:

- CDTC organized the Capital Region’s FHWA ADA Training for local municipalities on September 30th. The training focused on ADA Transition plans and pedestrian facility inventory requirements, and included an interactive outdoor component to experience traversing public sidewalks with a mobility impairment. The subject of liability and the need for municipal legal and executive staff to understand ADA transition plan was discussed.
- Staff solicited members for the new Environmental Justice/Title VI Task Force, and held the inaugural meeting in September.
- CDTC staff assumed the role of chair of the NYSAMPO Climate Change Working Group in July.
- CDTC held a workshop to assist potential safety project sponsors in developing applications for the 2016-2021 Transportation Improvement Program Highway Safety Improvement Program (HSIP) projects.
- Baseline data has been collected for most of the 50+ measures proposed in New Visions, including the Safety performance measures made official by the FHWA. This baseline contains information primarily from 2015, and will be used to compare with changes to this year’s data collected in 2017.
- CDTC’s Regional Transportation Coordination Committee assisted CDTC staff in planning and holding a full day workshop for human service agency transportation providers in April. Over 40 people attended to hear a wide range of presentations about currently available programs from travel training to driver training, to innovative approaches to mobility management and agency staff-based transportation services planning.
- Staff completed the pilot Complete Streets Educational & Technical Assistance Workshop Series to assist local governments. CDTC, on behalf of Troy, Malta, Niskayuna, and Albany County, administered the consultant the contract for the workshop series and served as project manager.
- “Traffic Safety Ambassador Program” grantees in Bethlehem, Saratoga Springs, Voorheesville, and the Troy Bike Rescue provided CDTC-supported bicycle and pedestrian safety education and training.
- The Regional Trails Perspective Update began, with Parks & Trails NY (PTNY)

performing automated and manual trail counts at 23 locations in the Capital Region during the month of September. CDTC distributed neighbor surveys and worked with volunteers to collect in-person user surveys.

- At a Planning Committee meeting, members were given a presentation on a potential federal aid project tracking initiative led by CDTC staff, and members agreed they would participate in this process which included, among other elements, briefs from sponsors at design milestones and access to project management documents. Staff had a meeting with Region 1 NYSDOT planning staff who agreed to share project management plans with CDTC in an effort to track local federal aid projects.
- CDTC launched a new website in July 2016 after two years of development. Staff training was held in September 2016 to learn more about the Joomla content management system.

CAPITAL DISTRICT TRANSPORTATION COMMITTEE PROGRESS REPORT

April 1, 2016 – September 30, 2016

FHWA Metropolitan Planning Funds (PL)

FTA Project NY 80-X025 (2015-16)

FTA Project NY 80-X026 (2016-17)

FHWA STP Project Development

FHWA SHRP2

FHWA TCSP

Introduction

This report is submitted in compliance with Chapter II, Section B7B (2) of the External Operating Manual, Federal Transit Administration (FTA), U.S. Department of Transportation, Washington, D.C., August 1972, and Volume 1, Chapter II, Paragraph 42 of the Highway Planning Programming Manual.

Work Performed

The work described in this report was performed solely by the Capital District Transportation Committee Staff (CDTC) or by its consultants. This is a progress report that includes all work completed in the six month period beginning April 1, 2016 and ending September 30, 2016.

TASK 1.51 Committee Activities

Four Planning Committee meetings were held during the reporting period. The Policy Board met twice and the Administrative & Financial Standing Subcommittee met once. Issues discussed included TIP corrections; the Senior and Disability Services Transportation Provider workshop; Bike to School Day and Bike to Work Day; NYSDOT's project delivery schedule; an upcoming I-87 Exit 4 airport connector TIP amendment request; Pave NY, Bridge NY, and HSIP; Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program Project Solicitation; Bicycle and Pedestrian Counts and Survey; the March 2016 Progress Report; proposed functional class changes on 1) NY 787 (Cohoes Boulevard), from Tibbets Avenue to NY 32, 2) Washington Avenue Extension (910D), from NY 155 to Fuller Road, and 3) NY 50, from North Broadway to I-87, all from Principal Arterial (Expressway) to Principal Arterial (Other); the local HSIP project solicitation; and cash flow, audit, and budget.

The Planning Committee approved fourteen TIP amendments and no UPWP amendments, as well as restoring \$0.891 M of new TIP funding to Project #86 (Barkersville Road over Caldman Creek), and reducing new TIP federal funding for the

Zim Smith Trail Southern Extension by the same amount; revised guidelines for TIP changes; “Proposed Changes to Draft Project Listings”, including the proposed bundling of projects A554, A555 and A556; NYSDOT Proposed Functional Class Changes for Cohoes Boulevard in Cohoes, Washington Avenue Extension in Albany, and Route 50 in Saratoga Springs; the Title VI and Other Civil Rights Regulations Plan; and 5310 solicitation awards.

The Policy Board approved the 2016-2021 TIP, four TIP amendments, and the Planning Committee’s recommendations for the Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program Project Solicitation.

Seven special presentations were made. Jennifer Ceponis of CDTC staff presented on 2015 Petroleum and Greenhouse Gas Emission Displacement in the Capital Region. Steve Iachetta of the Albany International Airport provided an Airport Development Update. Aaron Spies of CDTC staff presented the Progress Tracking Process for CDTC TIP Projects. Suzanna Randall of the Environmental Facilities Corporation presented on Green Infrastructure. NYSDOT provided two presentations on Phase II of the I-87 Exit 4 project. Sandy Misiewicz of CDTC staff presented CDTC’s new website. Richard Hendrick of the Albany Port District Commission provided a Port Development Update.

TASK 1.61 Certification Review

The last required in-person Certification Review was successfully completed in March, 2016. In September we received the “Final Draft Certification Report” from FHWA and FTA. We distributed copies to the staff, and began developing our comments and responses to the Report.

The next formal USDOT review is scheduled to take place during the Spring of 2020. Self-certification will take place during the development of the 2018-22 TIP.

TASK 1.64 Americans with Disabilities Act (ADA) Compliance

CDTC’s ADA Working Group held its fourth meeting in May 2016. NYSDOT and FHWA staff once again attended the meeting to provide more information and guidance to working group members regarding transition plan development and pedestrian facility inventory methods. NYSDOT Region 1 staff reported on the status of their ADA Transition Plan update. The main topic of discussion was FHWA ADA Trainings for local municipalities, organized through the MPOs. The one day training for the Capital District took place on September 30th. The training focused on ADA Transition plans. A training session on NYSDOT’s inventory methodology is also desired. CDTC staff reported on the ongoing intern sidewalk presence/absence effort and the Town of Bethlehem reported on progress of their ADA inventory. The subject of liability and the need for municipal legal staff to understand ADA transition plan and pedestrian facility inventory requirements was discussed. The potential to include this topic in upcoming training and to invite and incentivize participation of municipal corporation counsels was raised and will be pursued.

TASK 1.65 Unified Planning Work Program Development

The UPWP continues to reflect a considerable amount of contractual activity. Staff managed several contracts including 12 related to Linkage studies, the New York State AMPO, the I-787/Hudson Waterfront Corridor Study and Town of Colonie GEIS efforts.

Financial planning of CDTC activities is a major effort. Eight FHWA billings were prepared and submitted to NYSDOT for reimbursement. Closeout of the 2015-16 program year was completed. Minor adjustments to CDTC's line-item budget were approved.

Progress of the UPWP was monitored through weekly staff meetings.

Management staff reviewed UPWP task resource expenditures, and recommended minor adjustments. Some of the tasks which may need larger adjustments due to increased staff resources include:

- Americans with Disabilities Act Compliance
- Human Services Agency Transportation
- Complete Streets
- Public Participation

TASK 1.66 Environmental Justice Compliance and Title VI

CDTC remains in full compliance with Title VI and Environmental Justice (EJ) requirements, which continue to be a critical component of CDTC's activities. CDTC continues to collaborate with NYSDOT, CDTA and various federal agencies to meet the requirements and keep informed of recent and proposed federal requirements. Staff solicited members for the new Environmental Justice/Title VI Task Force, and held the inaugural meeting in September. The Task Force reiterated that CDTC should continue to explore improved participation of traditionally under-represented groups in the planning process as part of its public input strategy.

CDTC continued to demonstrate success in DBE contracting and purchasing. The semi-annual report for October 1 2015 through March 31 2016 was prepared and submitted to NYSDOT. About 11.6% of FTA applicable expenses and 21.2% of FHWA applicable expenses were paid to Women Business Enterprises and/or Disadvantaged Business Enterprises between April 1, 2016 and September 30, 2016.

TASK 1.67 CDTC's Prospectus: Continuing Operations Plan & Operating Procedures

Activity was limited to updating the *Guide to the Capital District Transportation Committee*.

The Prospectus document has been completed for some time now. Now that Congress has passed the FAST Act – the long-term federal transportation bill – work on updating the Prospectus, including a financial operating plan, will begin later this year.

TASK 1.68 NYSAMPO Administration

The CDTC continued to participate with the thirteen other New York MPOs in a Statewide Association. The Association facilitates dialogue among MPOs and State and federal agencies through regular meetings of MPO Directors, periodic technical meetings among MPO staff, and through conferences and training. The Association engages more formally with NYSDOT on certain issues such as the development of formulas for distribution of federal planning funds. The MPO Association is also the focal point for the Shared Cost Initiative program – collaborative statewide planning efforts that use pooled State and Federal funds to support planning activities of a mutually beneficial nature.

Staff attended 23 weekly Executive Committee teleconference meetings, 9 biweekly Directors/NYS DOT teleconference meetings, and 2 Directors/NYS DOT in-person meetings in Binghamton and Syracuse.

CDTC continues to manage the statewide contract, which is currently provided by Resource Systems Group.

TASK 1.69 AMPO/NYSAMPO/TRB Committees and Working Groups

CDTC's involvement in the Association involved the following:

- Staff participated in a peer review of papers submitted for the 2017 Annual TRB Conference as a member of the TRB Access Management Committee.
- Staff participated in several NYSAMPO Transit Working group calls during the reporting period. Information regarding NYSDOT's 5310 2016 solicitation and MPO evaluation process, among other items of importance to MPO staff working on public transit and human services transportation, was shared.
- CDTC staff, which chairs three NYSAMPO Association Working Groups, participated in several working group chair conference calls to coordinate planning activities.
- The Safety Working Group (SWG) continued to be a key forum for safety data and safety planning for the MPOs, NYSDOT, the Governor's Traffic Safety Committee and other federal, state and local safety partners. CDTC staff chairs the group which had four conference calls since April 1, 2016. CDTC staff represented the SWG on the technical advisory committee for the development of the NYS Pedestrian Safety Action Plan (issued in June 2016), the NYS Intersection Safety Action Plan and the NYS Strategic Highway Safety Plan

update. CDTC staff also represented the SWG in the development of the NYS Traffic Safety Information Systems Strategic Plan for FFY 2017, completed in June 2016, and participated in the 2016 NHTSA Traffic Records Assessment for New York State. Staff continues to represent the SWG on the NYS Association of Traffic Safety Boards' Engineering Committee and on the NYMTC Safety Advisory Working Group.

- The Bicycle and Pedestrian Working Group continues to be the lead on statewide coordination between the MPOs and NYSDOT. Staff continued to represent CDTC at Working Group meetings via conference call in June and an in-person meeting at the Walk-Bike NY symposium in September. The Working Group will work closely with NYSDOT to develop tasks and possible deliverables that will benefit individual MPOs, the NYSMPO Association and NYSDOT.
- CDTC staff chairs the NYSAMPO Modeling Working Group, which was tasked with assessing data needs for integrated planning. CDTC staff took the lead in facilitating discussions and research on this topic at working group meetings and several MPO staff director meetings. The Working Group held monthly advisory committee meetings for NYSDOT's contract with UAlbany's University Transportation Research Center, which will develop a robust tool for analyzing National Performance Management Research Data Set data. The tool will be available for use by NYSDOT and MPOs.
- Staff prepared comments on the Federal Highway Administration's (FHWA) "National Performance Management Measures; Assessing the Performance of the National Highway System, Freight Movement on the Interstate System, and Congestion Mitigation and Air Quality Improvement Program" proposed rule (Docket Number FHWA-2013-0054) published in the Federal Register on April 29, 2016. These comments were based on extensive review and analysis of the proposed measures and their potential impacts, and also on discussion and input from the Modeling Working Group. Comments were submitted to the NYSAMPO Directors for consideration.
- Staff attended a NYSAMPO GIS Working Group in-person Meeting.
- CDTC staff assumed the role of chair of the NYSAMPO Climate Change Working Group in July. The Working Group had a conference call in August and will meet again in November.
- Staff attended a meeting of the AMPO Performance Based Planning and Programming Work Group in St. Louis.

TASK 2.16 STEP Model Development and Maintenance

In cooperation with CDTA, CDTC completed upgrades to the STEP Model, including a transit model component. Initial work began on an update to incorporate the latest

Census based CDRPC forecasts of population, households, and employment; incorporate an assessment of declining rates of VMT growth; calibrate model speeds against the NPMRDS data; and incorporate the latest EPA MOVES Model.

TASK 2.25 Data Collection

This continuing project collects and processes travel data for the federal-aid street and highway system. Data collected provides input to Vehicle Miles Traveled forecasting, the maintenance of the Congestion Management System Plan, the STEP model calibration and validation, and individual project level analysis; and is vital to project development work that addresses highway deficiencies and proposed mitigation actions.

Data collection is typically a very intense effort, relying on the help of graduate school interns. Work completed during this reporting period included:

- Continued to collect sidewalk presence/absence data for the Capital Region. This will support analysis for ADA sidewalk and crossing compliance on the local highway system.
- Compiled useful life data for bridge preservation treatments, culverts, and other transportation facilities. This effort utilized research published by various State DOTs and universities and was used in CDTC's TIP update process to calculate life-cycle benefits. Follow-up discussion with consultant staff helped inform the effort.
- Collected photographs of completed transportation projects. The goal is to create a catalogue of photos that can be used to tell the story of development in the Capital District. Emphasis was given to improvements which had a pedestrian component.
- Inventoried land use and driveway data for use in the Albany Shaker Road Linkage Study and other corridor planning efforts.
- Confirmed trip generation of recently completed development projects, especially in the Airport area of the Town of Colonie. Interns collected peak hour and mid-day traffic data at six locations in the Towns of Colonie, Bethlehem, and East Greenbush.
- Collected intersection data on Linkage Study corridors. Interns assisted senior staff and linkage consultants compile data at five intersections.
- Speed limit compliance data was collected for the Route 9 corridor in the Town of Malta. Speed-delay data was also compiled.
- Researched the concept of "target" speed and its role in project planning and development.

- Tested a limited red light running assessment at the Wolf/Central intersection, and found more than 200 violations per day on two approaches. Red light running has become a serious problem in the region, especially in the Route 5 corridor.

TASK 2.28 Census/Household Travel Survey

Staff received Functional Classification change requests from NYSDOT Region 1 for three facilities currently classified as Principal Urban Arterial Expressways.

TASK 2.29 Geographic Information Systems (GIS)

GIS is an important planning tool that integrates hardware, software, and data to collect, store, analyze, and display spatially referenced information. Visualizing information is an integral part of nearly every project and GIS is highly utilized to create maps necessary for meetings and reports. In the Capital District, work under this task is a joint CDTC/CDRPC effort.

During the last six months, GIS tasks that were completed or are underway include:

- Performed GIS management activities, including data backups and database maintenance; internal technical support and training; and data sharing with staff, municipalities and consultants. Surveyed staff needs for GIS training.
- Participated in GIS webinars.
- Attended the NYSMPO GIS Working Group Meeting and GIS Metadata workshop.
- Downloaded/Received various updated databases and new databases/GIS files, including NYS Roads, CDTA August 2016 Transit Routes and Stops, 2016 Albany County Tax Parcel Data, NYSDEC Roads, Trails, Lands & POI, May 2016 NYSDOT Bridges & Large Culverts with Deficiency Ratings, NYSDOT 2015 Roadway Inventory System, NYS Thruway Route System, 2016 Albany City Zoning, City of Albany Neighborhoods and NYS GIS Program Office Civil Boundaries & Places and Address data.
- Responded to internal and external data and map requests.
- Continued expanding CDTC's ArcGIS Online data content, totaling 5 mapping applications to date.
- Performed corrections to existing GIS sidewalk and trail data and created new data for various locations within the four county planning area.

- Requested updated data layers from the NYS Public Service Commission, NYSDOT, Rensselaer County, Saratoga County, Schenectady County and the Town of Bethlehem.
- Completed sidewalk presence/absence Inventory for the Cities of Albany, Cohoes and Watervliet, and the Villages of Galway, Corinth and Delanson.

TASK 2.30 Routine Highway Condition Inventory

Staff continued to build, update and maintain master databases and maps for the Routine Highway Condition Inventory. New staff was trained on Field Scoring and GPS unit operation.

Reports for the City of Albany and Albany County Department of Public Works were completed and forwarded to the responsible agencies. Data analysis and mapping for the regional non-state federal-aid inventory was completed and shared with CDTC's Planning Committee; a formal report is being written and should be available for review later this year. The 2016 Albany County Inventory data was collected. The results of the regional inventory is being used in the Highway Condition Projection Model analysis under Task 3.05 Infrastructure Planning.

TASK 2.31 Traffic Volume Report

CDTC continued to maintain a web-based traffic volume report using traffic counts compiled by CDTC staff, NYSDOT, counties, municipalities, and consultants. The paper based report will be replaced with NYSDOT's traffic data viewer and with an ArcGIS Online traffic count database by spring 2017.

TASK 3.02 Safety Planning

Accomplishments during the reporting period are listed below.

- CDTC held a workshop to assist potential safety project sponsors in developing applications for the 2016-2021 Transportation Improvement Program Highway Safety Improvement Program (HSIP) projects. Applications were due in September 2016.
- Staff represented New York State MPOs at the FHWA Northeast Regional Road Diet Peer Exchange held in Worcester, Massachusetts.
- Staff represented New York State at the FHWA Safety Analysis in Project Development Peer Exchange held in Sterling, Virginia.
- Staff represented planning and the MPO community at the NHTSA Speed Management Workshop held in Albany, New York.

- Staff participated in several webinars on topics including the NACTO Street Design Guide, Speed Management, Safety Performance Measures and Target Setting.
- Staff continued to utilize safety data from the Accident Location Information System in CDTC Linkage Program planning studies.
- Staff developed a profile of Capital Region Fatal and Serious Injury Crash data to share with the Regional Operations and Safety Advisory Committee in October 2016.
- CDTC began coordinating with NYSDOT on the likely approach to identifying the New York State safety performance targets per federal legislation and updating the state Strategic Highway Safety Plan.

TASK 3.03 Energy, Climate Change Initiative, Air Quality and Environment

The CDTC and A/GFTC are not required to make a transportation conformity determination under the new 2008 8-Hour Ozone NAAQS.

Staff participated in monthly phone conference meetings of the Inter-Agency Coordination Group for air quality.

Staff continues to participate in a NYSERDA funded study being undertaken by the RPI Lighting Center and NYSDOT to explore LED lighting options on Central Avenue in the Village of Colonie. The project seeks to evaluate the degree to which LED streetlights can reduce crashes. The team has reviewed the National Grid tariff, identified potential lighting fixtures to be tested, and assessed the current lighting conditions in the Central Avenue corridor.

TASK 3.05 Infrastructure Planning

Based on recommendations set forth in New Visions 2040, a significant effort is planned for this task. As a first step, a comprehensive report documenting regional highway and bridge condition trends is currently being prepared using data collected in 2015. As CDTC sorted through the available data, it became clear that additional local pavement and bridge condition data was needed to help validate CDTC's highway condition projection and bridge models – additional information was solicited and obtained from NYSDOT and local public works departments. As part of this effort, long-term funding needs for the region's streets, highways, and bridges will be developed using CDTC's validated Highway Condition Projection Model and NYSDOT's Bridge Model. Staff is also working with NYSDOT and the Infrastructure Task Force and others to develop performance targets. Work under this task will help inform the financial analysis of New Visions.

TASK 3.07 Regional Operations and Congestion Management

The committee will develop performance measures consistent with MAP-21 requirements in the coming months, and will begin work to develop the safety evaluation program recommended in the New Visions 2040 Plan.

TASK 3.11 I-787 Livable Corridor Study

Staff from CDTC, NYSDOT and the consultant team continued to refine short and long term strategies as well as the purpose and need statement for the study. A new project schedule is being developed, with the goal of completing the study by the first quarter of 2017.

TASK 3.77 New Visions

The New Visions 2040 Plan was completed in September 2015. Since then, Executive Summary brochures were developed and printed. Additional follow-up work for the Plan was completed. The Plan was amended to incorporate the CDTC Freight Plan, which received final approval on March 29, 2016. Initial work began on development of performance measures called for in the New Visions Plan. This will be a major task in the coming year.

TASK 3.90 Transition to Performance-based Planning & Programming

Baseline data has been collected for most of the 50+ measures proposed in New Visions, including the Safety performance measures made official by the FHWA. This baseline contains information primarily from 2015, and will be used to compare with changes to this year's data collected in 2017. The new website has been updated with an explanation of the performance based planning initiative, along with several graphics and explanations of category specific measures related to infrastructure, transit, freight, etc. Ongoing staff training on official measures proposed by FHWA is being conducted on topics including the calculation of measures and the use of baseline data in establishing appropriate targets.

TASK 4.07 Human Service Agency Transportation/ADA

CDTC's Regional Transportation Coordination Committee assisted CDTC staff in planning and holding a full day workshop for human service agency transportation providers in April. Over 40 people attended to hear a wide range of presentations about currently available programs from travel training to driver training, to innovative approaches to mobility management and agency staff-based transportation services planning. Successful collaborative inter-agency projects and information technology were also highlighted. Participants broke into county-based groups to discuss transportation services and goals, the populations they serve and to potentially identify

common needs and issues. Each group provided a summary of their discussions and some potential future cooperative activities and next steps.

Staff assisted NYSDOT with the 5310 program grant solicitation and formed an evaluation committee comprised of representatives from the NYS Department of Health and Office of Aging, as well as CDTC. Proposals were reviewed and rated based on statewide criteria and consistency with CDTC's adopted Public Transit Human Service Transportation Coordinated Plan. The evaluation committee's recommendations for funding were submitted to the Planning Committee for consideration.

During the 5310 application period, CDTC staff received a number of questions from interested municipalities. It became clear that there is a lack of knowledge about what services already exist for seniors. Therefore, staff is working with the County Planning and Senior or Social Services Departments to plan a County-based meeting in each of the four Counties, focusing on municipalities and senior service organizations and transportation providers.

TASK 4.17 Complete Streets/Arterial Management

Staff completed the pilot Complete Streets Educational & Technical Assistance Workshop Series. The primary goal of the Workshop Series was to assist local governments in developing and implementing Complete Streets policies. The consultant team selected to facilitate the workshops was Planning 4 Places, with sub-consultant Sam Schwartz Engineering. CDTC, on behalf of local governments, administered the consultant the contract for the workshop series and served as project manager.

Staff developed materials to assist each of the selected municipalities with securing participation of key officials, staff and appropriate stakeholders. CDTC staff met with each of the awardees on several occasions to coordinate workshop logistics and content. Workshops held during the reporting period include:

- Town of Niskayuna, Workshop Type A (Basics) – May 17, 2016
- City of Troy, Workshop Type C (Implementation) – June 17, 2016
- Town of Malta, Workshop Type C (Implementation) – September 9, 2016
- Albany County, in a partnership with Albany Co. Dept. of Health, – September 22, 2016

A summary was developed for each workshop for distribution to the sponsor and workshop participants. The summaries include the workshop format, a list of attendees, and an overview of information and materials presented during the workshop. The summary makes note of issues raised and comments made during the workshop, and documents suggested next steps to be utilized by the local jurisdiction, NYSDOT, etc.

TASK 4.21 Freight Planning

CDTC has continued its efforts to increase the number of active members on the Freight Advisory Committee (FAC), and to increase attendance at FAC quarterly meetings. The

FAC held two meetings during the reporting period – one on May 18, 2016 and one on August 17, 2016. The August 17th meeting was held in conjunction with the NYSAMPO Freight Working Group, and included a boat tour of the Erie Canal, conducted by the NYS Canal Corporation. Staff organized and coordinated the tour to highlight the canal's commercial shipping capabilities. CDTC continues to encourage participation on the FAC, particularly from private sector freight interests.

Staff continues to promote the projects in the recently adopted Regional Freight & Goods Movement Plan, including disseminating information at the 2016 Port Industry Day, held at the Port of Albany–Rensselaer on May 12, 2016. Staff responds to freight-related data and planning information requests on an as-needed basis.

Staff continued to participate in development of the New York State Freight Plan, including providing information to the project team, and reviewing/commenting on Freight Plan documents. Likewise, staff has provided comments to the federal government on the designation of the National Multi-modal Freight Network, and freight-related Notices of Proposed Rulemakings (NPRMs). Staff continues to participate in all available FHWA Talking Freight Seminars.

TASK 4.22 Security Planning

The role of CDTC in security planning will continue through involvement with Local Emergency Planning Committees (LEPC) at the county level.

TASK 4.23 Every Day Counts Initiative

CDTC staff continues to receive, review, and distribute the “EDC News” sent by the Federal Highway Administration (FHWA) Center for Accelerating Innovation and relevant correspondence and emails to staff and NYSAMPO Directors.

Staff attended the webinar for the Every Day Counts initiative on Community Connections on September 8, 2016, and registered for the EDC IV Summit scheduled in Albany on November 1 & 2, 2016.

TASK 4.60 Capital Coexist

Staff continues to maintain the Capital Coexist website. CDTC honors requests for printed materials such as the activity and comic books as well as posters, palm cards, reflective zipper pulls and clip-on blinking lights.

As part of Capital Coexist's education efforts, CDTC purchased a series of webinars from APBP for the “Capital Coexist 2016 Education Series.” CDTC served as a host site for 12 APBP webinars and invited members of the various advisory committees to attend at no cost. CDTC will also host and/or provide registration information to members on related PBIC, ITE, and FHWA webinars.

In December 2015 CDTC launched the “Traffic Safety Ambassador Program,” providing \$20,000 in Federal funding toward bicycle and pedestrian safety education and training in 2016. The objective of the program is to achieve the following New Visions 2040 goals:

- Improve bicycle and pedestrian safety by reducing the number of vehicle crashes involving bicyclists and pedestrians, and
- Increase the number of bicycle and pedestrian trips (especially commuting trips) in the Capital Region

As part of this program and Capital Coexist promotion activities, CDTC staff attended, promoted, and distributed materials for the following:

- Bike to School Day, May 4th
- Bethlehem Bike Expo, May 14th
- Voorheesville Parkway Sunday, May 17th
- Saratoga Springs Henry Street Bike Fair, June 12th
- Various Traffic Skills 101 courses hosted by the Troy Bike Rescue.

TASK 4.67 Bike/Pedestrian Planning

Bicycle and pedestrian planning continued to receive substantial attention consistent with Policy Board direction. The CDTC Bicycle and Pedestrian Advisory Committee (BPAC) met 5 times during the reporting period to discuss all aspects of bicycle and pedestrian projects, programs, and policies. Meetings featured presentations on various topics from the feasibility of electric bike share in NY, the NYS Pedestrian Safety Action Plan, and the Schenectady Bike Demonstration projects. Work completed by the staff includes the following:

- Continued to manage Trail Map requests and the Map Distribution database.
- Participated in the Hudson Valley Greenway Trail Gap Analysis Study. Staff attended meetings on April 11th and June 9th.
- Released a request for quotes for trail counts. On June 7th CDTC received 1 proposal from Parks & Trails New York (PTNY). CDTC entered contract with PTNY to perform both automated and manual trail counts. The counts will be used in conjunction with trail user and property owner surveys, to update the CDTC Regional Trail Perspectives report completed in 2006.
- Continued to manage Trail Map requests and the Map Distribution database.
- Collected new trail data and continued to update and enhance existing trail data.
- Updated Mileage inventories for Paved Multi-Use trails, on-road bike routes and the Bike/Ped Linear Priority Network.

- Participated in the Albany County Health Initiative and the Albany-Rensselaer Prevention Agenda Prioritization Workgroup. Created ArcGIS Online Mapping Application for Sidewalks in Albany's South End neighborhood as part of Albany County Impact Grant.

TASK 4.68 Regional Trails Perspective Update

The Capital Region has over 100 miles of multi-use trails. Some of these trails were measured for use and conditions in 2006 in the Regional Trails Perspective. CDTC is updating this report, which will include data for 9 multi-use trails – the Mohawk-Hudson Bike-Hike Trail, Zim Smith Trail, Uncle Sam Bikeway, Railroad Run, Spring Run Trail, Ballston Veterans Trail, Albany County Helderberg Rail Trail, Albany Shaker Trail, and the Delaware Avenue Trail/ Black Bridge. CDTC created a project website with an online map, located at <http://regionaltrailperspectives.weebly.com>. The following data will be collected to measure trends (comparison to 2006 data) and develop baseline data:

- Trail user survey (online and on-trail)
- Residential property owner survey
- Trail maintenance survey
- Realtor and business owner survey
- Manual trail counts
- Automated trail counts

CDTC contracted with Parks & Trails NY (PTNY) to perform trail counts. PTNY installed EcoCounters, a device that uses passive-infrared sensors to detect trail users, at 23 locations in the Capital Region during the month of September. Each counter was installed for 7 consecutive days. Additionally, PTNY trained volunteers to perform manual counts during the weeks of September 12th and 19th to verify the automated count data. The data will be analyzed using the National Bicycle and Pedestrian Documentation Project's (NBPDP) methodology. CDTC will provide the final data to the NBPDP, which collects national walking and biking data.

The Regional Trails Perspective will be complete by January 2017. The data collected for this study will be used to update the region's greenway concept, which was originally released in 2006 and titled *Tech Valley Trails*. This report will revisit the 2006 study to prioritize trail projects and identify new opportunities and connections. The Regional Trails Perspective website, developed by CDTC staff, is www.cdtcmpo.org/trails.

TASK 4.90 Project Delivery & Tracking

At a Planning Committee meeting, members were given a presentation on a potential federal aid project tracking initiative led by CDTC staff, and members agreed they would participate in this process which included, among other elements, briefs from sponsors at design milestones and access to project management documents. Staff had a meeting with Region 1 NYSDOT planning staff who agreed to share project management plans with CDTC in an effort to track local federal aid projects. The first of these reports

became available in the middle of the summer and was incorporated into a database, which is currently being used to create periodic reports for planning committee handouts. Sponsor briefs will begin at the November 2016 planning committee meeting.

TASK 497 Transportation Improvement Program Development & Maintenance

Development and maintenance of CDTC's TIP requires a high level of staff time. Just before the end of the previous reporting period, CDTC released the Draft 2016-21 TIP for public review. Therefore, much of the effort in this period focused on the completion of the 2016-21 TIP.

- The updating of the narrative section of the Draft 2016-21 TIP document began during the previous period. Most of the writing and updating of the document occurred early in this period.
- After the public review period, the 2016-21 TIP (document, project listings, summary tables and executive summary) was adopted.
- Staff created the 2016-2021 TIP ArcGIS Online Mapping Application, and updated it with TIP Amendments.

CDTC staff also put significant time into maintaining the newly adopted 2016-21 TIP:

- Several amendments to the 2016-21 TIP were prepared and approved.
- E-STIP Maintenance: CDTC staff worked with NYSDOT Region One and CDTA on a regular basis to make changes to the current STIP. The current STIP was changed as necessary and appropriate to match the newly adopted 2016-21 TIP.
- Just before the end of the period, CDTC staff and Region One staff determined which projects did not meet their deadline for obligation of preliminary engineering funds in the 2015-16 FFY. CDTC staff began the process of notifying the sponsors of those projects.
- CDTC staff prepared a project solicitation for Highway Safety Improvement Program funds available in the 2016-2021 TIP. The solicitation was mailed/emailed to all municipalities, counties, CDTA, NYSDOT, the Airport, and Port. An applicant workshop was held in September 2016. The Merit Score rating system will be used in evaluating HSIP project applications.

In addition, CDTC staff participated in an evaluation of an SMTC effort to produce a MS Access database to manage TIP project funding data.

TASK 5.05 Town of Guilderland: Westmere Corridor Study

The study looks into land development and redevelopment (use, density, form, etc.), access management, streetscape improvement, and pedestrian and bike facilities in the Route 20 corridor between Route 155 and Church Road. The final draft report was completed in September 2016 and is waiting for final approval by the Town of Guilderland Town Board, expected in November 2016.

TASK 5.19 Albany Shaker Road Corridor Study

Initial meetings were held with Albany County and the Town of Colonie to develop a scope of services and REI (Request for Expressions of Interest) for this study. A consultant team will be selected in the next quarter.

TASK 5.20 Freemans Bridge Road Complete Streets Feasibility Study & Policy

The Freemans Bridge Road Complete Streets Feasibility Study will analyze the existing conditions and research alternatives for future roadway design that will enable safe, attractive, and comfortable access and travel for all users of Freemans Bridge Road. The Study will be developed with guidance from local residents and business owners, as well as other key stakeholders in the corridor to ensure understanding, and achieve “buy-in” on the Complete Streets concepts.

During the reporting period the Memorandum of Understanding (MOU) between the Town and CDTC was executed. Staff met with Town of Glenville staff in July 2016 to discuss the project objectives and scope of work, which is currently being developed.

TASK 5.51 Provision of Technical Services

The CDTC staff routinely provides ‘on-call’ technical assistance to various public agencies and communities in the Region. The CDTC response to requests for technical assistance during the last six months was fairly extensive, as follows:

- Continued to assist Town of Malta officials in sorting out issues concerning modifying the town’s mitigation fee protocol. At the request of town staff, CDTC conducted an example analysis of several recently approved development projects to determine differences with the current mitigation cost process.
- Continued GEIS contractual work for the Town of Colonie by completing traffic and mitigation cost reviews for 10 new development projects in the Airport, Boght, and Lisha Kill GEIS areas of the Town. Each review takes between three and five days to complete. At the request of the Town, staff drafted preliminary analyses for four other speculative projects near the airport.

- Continued work on a scope of services for the transportation element of updated GEIS plans in the Airport, Boght, and Lisha Kill areas in the Town of Colonie to help the Town prepare for planned updates.
- Continued discussions with East Greenbush planners about the possibility of using the Town of Colonie's mitigation cost process for the Town of East Greenbush. Spoke with town officials about "testing" CDTC's process for the proposed Regeneron project.
- CDTC assisted in the application for the U.S. DOT Smart Cities Challenge. The application was unsuccessful. Staff prepared an evaluation of the seven finalists to help inform the region's process as to why the Capital District proposal was not successful. The evaluation included a table describing project goals and approach, common strategies, unique ideas, and partnerships.
- Sponsored a series of transportation webinars related to bike/ped applications, engineering ethics, design and target speed, complete streets, etc.
- Provided crash data to several municipalities including Bethlehem, Clifton Park, Schenectady, Niskayuna, Colonie and Saratoga County.
- Provided the Town of Stillwater with a first-cut analysis of traffic counts on Route 4 to help the Town and Village determine the timeliness of hiring a consultant to conduct a signal warrant analysis.

TASK 5.52 Provision of Community Services

The CDTC staff continues to provide traffic data and other limited technical assistance to businesses, developers, consultants, students, and community groups to support economic development in the region as follows.

- Responded to a request from the Capital District Business Review for traffic data and land use information in the towns of Colonie and Bethlehem. Also provided information and direction on traffic management projects, specifically for the I-87/Route 9 corridor.
- Met with a group of RPI civil engineering students to discuss transportation planning as a viable future career.
- Spoke at length to an out-of-state development consultant about the mitigation process in the Town of Colonie. Provided an estimate of mitigation for a potential development at the former Lazare Lincoln dealership site.
- Responded to seven requests by developers, real estate brokers, and consultants for traffic count information and growth forecasts for development sites in Saratoga and Albany counties.

- Responded to a resident inquiry on the New York State Scenic Byways Program.
- Spoke with a Bethlehem resident at some length about Route 9W in the town, specifically about recent growth in traffic.
- Provided a State University at Albany student with commuting patterns in the region, and about transit planning in general.
- Provided traffic counts, driveway spacing, and other traffic related information to a business owner for a possible Fuller Road development.
- Participated in an on-line survey and phone interview conducted by Purdue University on the subject of developing MPO capacity for bike/ped modeling and project evaluation.
- Provided a Minnesota-based developer with an informal assessment of several Capital District sites selected for possible senior living apartments. Calculated a preliminary mitigation cost for a site in the Airport Area of Colonie.
- Provided a Hudson Valley Community College student with information on pavement and bridge infrastructure condition.
- Participated in a statewide working group organized by the Tri-State Transportation Campaign regarding highway teardown approaches.
- Staff met with a representative from the Town of Duanesburg to discuss opportunities for CDTC assistance with planning in the Town and the potential for a CDTC Linkage Study in the Town.
- Staff provided a STEP Model analysis of through trips for Tempel Lane in East Greenbush. Tempel Lane will be extended to Third Avenue as part of private development expected in the corridor.
- Staff provided assistance to NYSDOT and local sponsors developing CMAQ project applications for the NYSDOT CMAQ solicitation.

TASK 5.60 Transit Planning Support

CDTC continues to support transit planning in partnership with CDTA by supporting the implementation of the Transit Development Plan as well as transportation demand management project management. Specific tasks in support of transit planning include:

- Quarterly CDTC / CDTA meetings were held to review the status of regional transit initiatives including BRT implementation, Transit Center planning, and TDM projects.

- CDTC and CDTA staff presented at an FTA Roundtable workshop in Albany on Transit Performance Based Planning.
- Staff attended several planning related webinars on topics including Exploring Local Transit Ballot Initiatives, the Transit Asset Management Final Rule, and Measuring Sustainability Outcomes

TASK 5.61 Project Development Support

CDTC continues to provide on-going assistance to NYSDOT Region 1 and other capital project sponsors in developing traffic forecasts and compiling other information for project development and design. Specific support ranges from analysis of Maintenance and Protection of Traffic plans related to bridge or lane closures to sketch planning analysis of traffic diversions from alternative roadway routings.

Technical and modeling support was provided to the Town of Colonie for the Maxwell Road Extension. Staff attended a meeting to plan for construction diversions during the construction of the Michigan Avenue Bridge Replacement project in the City of Schenectady. Preliminary assessments of traffic counts and refinement of the STEP Model were prepared.

TASK 5.62 New Scotland Zoning Refinements and Site Design Guidelines

The Consultant, AECOM (f/k/a URS Inc.), drafted zoning recommendations, which were distributed to the Study Advisory Committee for review. The Town has assembled a Committee to usher the proposed new zoning to adoption, which includes members of the Town Board, Zoning Board, and Planning Board. The consultant met with the committee in August to review the zoning recommendations and answer questions. The committee has requested a month to review and provide feedback to the consultant. After the committee sends its feedback to the consultant, final zoning language will be developed and the Town will begin the SEQRA review process. At the conclusion of this process a final Study Advisory Committee meeting will be scheduled. This project is anticipated to conclude in December 2016.

TASK 5.63 Regional Travel Demand Management Initiative

Bike to Work Day is an annual event held each spring throughout the country that promotes bicycling as a fun way to commute to work. This year, over 500 people registered for the challenge, amounting to about 5,700 bicycle miles, replacing about 230 gallons of fuel, 4,500 lbs of CO₂, and burning about 245,000 calories. We saw record numbers this year: in 2015, just over 400 people registered, and in 2014 that number was almost 350. A survey was distributed, which 111 registrants completed. About 86% of survey respondents did bike to work, and the average number of miles was 13 round-trip.

Staff meets with area businesses on an as-requested basis to provide information about travel options. NYSDOT Main Office's new rideshare contract began during the

reporting period, which opened up a new opportunity for significant outreach. CDTC staff provided images and language for use in local outreach materials, both printed and electronic. NYSDOT's contractor began setting up meetings with area employers, and scheduled two formal outreach events at the Albany Medical Center as well as events at the University at Albany. CDTC staff provided iPool2 promotional materials for use at these and other employer events. All iPool2 rideshare outreach will be coordinated with the regional vanpool provider as appropriate, as that provider is also embarking on a renewed outreach campaign.

Staff maintained and updated the Capital Moves website and iPool2 database with the current vanpool groups to remain in compliance with Federal Transit Administration regulations for transit formula funding. Staff coordinated transit trip requests from iPool2, performed Guaranteed Ride Home registrations, and responded to numerous transit and park-and-ride information requests via phone and website contact forms.

TASK 5.64 Stillwater Route 4 Zoning and Site Design Standards

This project aims to promote walkable mixed-use development where there is existing development and preserve rural and historical areas, including north of the Village and near the Saratoga Historic Battlefield. The kick-off meeting for this project was held in April. Three Study Advisory Committee Meetings and one of the two public workshops was held. The consultant drafted the two zoning codes, including viewshed protection for the National Park, and design standards for Advisory Committee review and the Committee provided initial comments. The second public workshop is scheduled for December 6th, which will open the 45-day public comment period.

TASK 5.66 Saratoga Springs Bicycle, Pedestrian & Public Transit Master Plan

CDTC is assisting the City of Saratoga Springs with the development of a bicycle, pedestrian and public transit master plan (aka Complete Streets Plan) intended to implement the City's Complete Streets policy and various local plans.

During the reporting period a Study Advisory Committee meeting and the final Public Workshop were held to solicit input on the Draft Complete Streets Plan. CDTC staff coordinated comments received from NYSDOT which were reviewed at a meeting between staffs from NYSDOT Region 1, CDTC, the consultant and City of Saratoga Springs.

TASK 5.67 Linkage Program Administrative and Technical Support

Linkage Study progress was monitored through monthly updates of the "Status of Linkage Program Studies." The table includes an estimate of the number of months needed to complete the study. Staff updated the static Linkage Program map and planned for the creation of an ArcGIS Online Mapping Application for the Linkage Program.

Staff provided Environmental Justice and Environmental Mitigation mapping for Stillwater, Albany Complete Streets, and Saratoga Springs Complete Streets Linkage Studies, and provided sidewalk and pavement data for the Albany MUP Linkage Study.

Two Linkage Forum meetings were held, in June and September, with presentations on the Westmere Corridor Study, CDRPC's web based Census data mapping tool and the Capital District Electric Vehicle Charging Station Plan.

TASK 5.68 Carshare

CDTC provided technical assistance and support to Capital CarShare by funding marketing efforts and has facilitated a collaboration between Capital CarShare and CDTA to improve operational efficiencies. CDTC processed monthly reimbursements for Capital CarShare, which currently has a fleet of 8 vehicles and over 200 members. The organization is exploring expansion to the City of Troy.

TASK 5.69 Bikeshare

CDTC continued to coordinate the Capital Region Bikeshare Task Force, bringing together public and private sector parties interested in providing significant support to start a program in the region, with anticipated locations in the Cities of Albany, Saratoga Springs, Schenectady, and Troy. The Task Force reached out to potential sponsors assigned them in the previous reporting period, and then met twice during the reporting period. Staff drafted and edited the draft Request for Proposals for use by CDTA in advertising and selecting a regional bikeshare vendor in coordination with CDTC, the four Cities, and any sponsors. CDTA released this RFP and received three proposals. At this juncture, CDTA should begin to coordinate the regional bikeshare effort. CDTC staff will serve a coordination role with the involved municipalities.

TASK 5.71 Albany Complete Streets Policy and Design Manual

CDTC is assisting the City of Albany to implement the City's Complete Streets ordinance, which went into effect in October 2013 and called for the development of guidelines, including street typologies, design guidance, and implementation. The second public meeting took place in June and was attended by a number of local elected representatives, members of the media, and about 40 others. The open public comment period ended in July, and the consultant compiled the comments and made subsequent changes for Advisory Committee review. This project should be complete by the end of 2016.

TASK 5.72 Malta Route 9 Reconfiguration Feasibility Study

Most of the effort in this period has been directed at analyzing the geometric fit of the preferred Form Base Code complete street option. The study's consultant – MJ Engineering -- has completed an engineering assessment of the horizontal and vertical space needed to fit the desirable complete street treatments. In addition, the study team

met in a working session to identify and evaluate access management opportunities in the core area – limiting access is a key component to ensuring that the reconfiguration is operationally workable. MJ has completed the appropriate mapping, and has pulled together a draft narrative that describes the evaluative process and results. In the next step, CDTC staff will assemble a technical memorandum that will be shared with NYSDOT to determine “completeness”. Discussion with the study advisory committee will follow. The schedule for the study slipped a bit because of additional technical meetings needed to address questions related to the geometric evaluation process.

On a related matter, most members of the SAC attended CDTC’s complete streets workshop. The workshop helped inform members on best complete street design practices. The Route 9 reconfiguration was used as a local example.

TASK 5.73 Schodack Zoning Code Amendments and Site Design Guidelines

The Laberge Group with Dover, Kohl & Partners is leading this study on behalf of CDTC and the Town of Schodack. The study advisory committee has met several times to develop draft zoning language for the Town Center area along Routes 9 & 20. As part of the process, stakeholder meetings were held along with a public meeting in May 2016. The study team used these forums to explain why a form based code is being considered and to get feedback on the proposed districts, streets plan and general site standards including building types. The town has worked over the summer to refine the zoning code based on public and town staff feedback and to maintain consistency with the draft town wide zoning update being undertaken under separate contract. The town center zoning should be completed by the end of 2016.

TASK 5.80 City of Albany Waterfront Multi-use Path Connection Feasibility Study

The primary purpose of the City of Albany Waterfront Multi-use Path Connection Feasibility Study project is to examine alternatives and methods for connecting to the Mohawk-Hudson Bike-Hike Trail and the Albany County Rail Trail, and make recommendations for how the connection can best accommodate all users.

There have been two (2) Technical Advisory Committee (TAC) meetings during the reporting period: one on May 24, 2016, and another on June 27, 2016. The consultant developed 2 drafts of the Existing Conditions report. The project team had a bicycle tour of the potential alternatives on June 10, 2016.

There were several public outreach efforts during the reporting period. The first public workshop was held on June 2, 2016 at the Howe Library. The project team met with Albany Housing Authority to discuss impacts to their properties on June 2, 2016. The project team employed several public outreach strategies, including a neighborhood face-to-face survey.

The consultant prepared the draft alternatives analysis and is summarizing the results of the stakeholder and public outreach efforts.

TASK 5.81 Bethlehem Delaware Avenue Complete Streets Feasibility Study

CDTC is assisting the Town of Bethlehem with development of a complete streets feasibility study on Delaware Avenue from Elsmere Avenue to the Normans Kill Bridge. The goal is to provide safer travel options for pedestrians and bicyclists, and to improve the quality of life for local residents. Strategies to be evaluated include access management, bicycle, pedestrian and transit user improvements, the feasibility of a road diet (lane reduction) on Delaware Avenue, streetscape enhancements and zoning law adjustments.

During the reporting period the REI was released, a consultant selection committee was formed and a consultant was selected. CDTC, NYSDOT Region 1, Town of Bethlehem, CDTA and CDRPC staffs met with the consultant to review data collection roles and responsibilities. CDTC and Town of Bethlehem staff collected various traffic (turn movement counts), transportation facility, driveway and land use data which was submitted to the consultant to develop the existing conditions analysis of the corridor study area. A traffic simulation model will be developed by the consultant to test various complete streets design concepts. The core technical group of NYSDOT Region 1, Town of Bethlehem and CDTC staff subsequently met with the consultant to plan the first SAC meeting, measures of effectiveness for the study concepts to be developed and the initial Town Board presentation.

TASK 5.82 Schenectady Urban Bike Infrastructure Master Plan

The consultant team worked with the study advisory committee over the last few months to complete an existing biking conditions assessment, to get input from the public and to develop a draft priority biking network. The study team will be developing a full draft report in the fall of 2016 with the study finishing in early 2017.

As part of the public input process, a stakeholder meeting was held in August along with an ongoing online survey, an outreach event at Schenectady Greenmarket, and two bicycle infrastructure demonstration projects. Bicycle infrastructure demonstration projects are a new technique being utilized in CDTC's Linkage Program studies to show the public and other parties the different types of bicycle infrastructure that can be installed on a street. The materials used are temporary in nature and the installations for the demos were in place for 4-5 days.

The first demonstration project was on Washington Avenue in the Stockade section of Schenectady which coincided with the Cycle the Erie event which brought nearly 700 riders through the bicycle demonstration area. A second demonstration was held on Craig Street in the Hamilton Hill section of Schenectady which began with the Craig Street Demo Bike Fest. The festival was undertaken in partnership with the Boys & Girls Club of Schenectady, Schenectady County and City, Schenectady Police Department,

Capital Coexist and many others. The event was funded, in part, by a Capital Coexist Traffic Ambassador mini-grant. Both demonstrations received extremely positive feedback with many in the community wanting to see the temporary lane striping made permanent.

TASK 5.83 Troy Bicycle Facilities Guidelines

CDTC is assisting the City of Troy with a consultant effort to develop a detailed set of bicycle facility guidelines to create a cohesive bicycle network throughout the City. The city passed a Complete Streets policy in the summer of 2014 and is looking to provide a well-designed bicycle network in urban neighborhoods as well as identify safety-enhancing bicycle facility designs. Key project elements include developing a roadway hierarchy related to bicycle facility types and identifying standards and guidelines for bicycle facilities in the City including bike parking. CDTC staff met with city staff in August to discuss the scope and project schedule.

This study is anticipated to be completed in June 2017.

TASK 5.86 Clean Communities

The U.S. Department of Energy's (USDOE) Clean Cities Program is a voluntary, locally-based government and industry partnership. It is designed to advance the economic and energy security of the nation by supporting local decisions to reduce use of petroleum fuels in vehicles. Clean Cities carries out this mission through a network of more than 100 volunteer coalitions which develop public/private partnerships to promote alternative fuels and vehicles, fuel blends, fuel economy, hybrid vehicles, idle reduction and VMT reduction. CDTC is in its fourteenth year leading the coalition in the Capital District, and is the only MPO in New York to directly host the Clean Communities Program. A new contract was entered in January 2016 directly between the USDOE and CDTC for January 1 through December 31, 2016 for \$45,000.

Efforts will continue to focus on alternative fuels and the coalition meetings will continue to provide a forum for CDTA, the Albany County Airport Authority, local governments, and private sector entities to jointly explore new technologies. In addition, CDTC's involvement will assure coordination with regional planning and programming activities, including TDM, transit, and ridesharing efforts.

Once every three years, Clean Cities coalitions must go through a "re-designation" process with USDOE as a requisite for funding. The CDCC was re-designated in December November 2015. The CDCC received positive feedback from the USDOE on its petroleum displacement projects and activities. USDOE also provided recommendations for improvement, including participating in the PBS Motorweek video series, which CDCC will do in 2016.

CDTC staff participates in USDOE monthly conference calls with other Clean Cities coordinators. Other Clean Cities activities and tasks completed during this reporting period include:

- The CDCC held two quarterly meetings. The June quarterly meeting was hosted by the University at Albany and included a tour of their sustainable features on campus. The September meeting was held at the CDTC office and featured a presentation on NYSERDA's Clean Energy Fund and the new Clean Energy Communities program being managed by Capital District Regional Planning Commission.
- CDTC staff performed outreach to various fleets in the Capital Region, including DeCrescente Beverage Distributor, AMERIGreen, the Cities of Schenectady and Saratoga Springs.
- Staff attended the Northeast Regional Meeting, which was held at CDTC in April 2016.
- CDTC staff submitted updates to the USDOE Alternative Fuel Station Locator.
- Staff submitted 2 alternative fuel price reports.
- CDTC staff collected photos and verified data for all alternative fuel stations, including propane, natural gas, E85, electric charging stations, and biodiesel, throughout the greater Capital Region.
- The CDCC launched a fleet recognition program, *Northern Stars of the Northeast*, which is coordinated with the Clean Cities Coalitions throughout New York and the Northeast. CDCC awarded the Northern Star award to CDTA for its large hybrid bus fleet and commitment to petroleum and emission reductions.
- Staff attended and participated in various webinars about alternative fuels and advanced vehicle technologies throughout the reporting period.
- CDTC staff coordinated with various organizations and entities to develop project proposals and submit applications related to electric vehicle and infrastructure deployment to NYSERDA.
- CDCC reviewed draft reports from Ruby Mountain and Darling on Renewable CNG in the Capital Region.
- CDTC staff established an I-90 EVSE Study working group in 2015. The working group's objective is to develop recommendations for strategic infrastructure deployment to facilitate inter-regional and intra-regional travel in Upstate NY and to review study documents and maps.

- Staff participated in weekly conference calls during April and May with Energetics and other Clean Cities Coalitions to discuss the progress of the study.
 - The CDCC completed a final draft of the Capital District EV Charging Station Plan and released it to the public by posting it on its website on Earth Day.
 - The CDCC is working with the Cities of Albany, Schenectady, and Saratoga Springs to identify partners to assist in the purchase and installation of new EVSE.
 - Cleaner Greener Communities funding has been awarded for an implementation project and CDCC will continue to coordinate with Energetics and the 3 Clean Cities Coalitions to implement the EV Charging Station Plans.
 - Staff submitted 6 invoices totaling \$7,850.96 during this reporting period.
 - The CDCC will continue to work with the cities to implement the plan.
- CDCC continues to maintain their websites, Facebook and Twitter accounts.
 - CDTC planned and coordinated a Compressed Natural Gas 101 Workshop on July 27th. The workshop was held in conjunction with the ribbon cutting of fueling demonstration at the American Natural Gas CNG station at the Grande Industrial Park in Saratoga Springs. The workshop was hosted by Saratoga Eagle, a beverage distributor owned by Try-It Distributing which operates a CNG fleet in the Buffalo area.
 - Staff attended the National Clean Cities meeting at Oak Ridge National Lab in August.
 - Staff coordinated with the Capital District EV Drivers Group on a National Drive Electric Week event. The event was held on September 17th at the Delmar Farmers Market. CDCC attended the event and did a #ILoveEVs social media campaign.
 - The CDCC has been involved in the Northeast Diesel Collaborative's Clean Fuel Corridor Meeting planning. The meeting is scheduled for November 3-4 at RPI in Troy. CDCC has provided assistance to the Collaborative in coordinating with other Clean Cities Coalitions, reaching out to stakeholders to collect sponsorships, and providing feedback on speakers and other details of the agenda. CDCC and CDTC will serve on various speaker panels at the event.
 - CDCC provided support letters and feedback on NYSDOT's FHWA submission for Clean Corridor Designation.

TASK 5.89 New Visions Guidebook/Training

Resources related to the Guidebook are in development and will be part of CDTC's new website in 2017.

TASK 5.90 Public Participation

CDTC continued to follow a social media policy guiding the use of sites such as Twitter and Facebook. CDTC staff updates Facebook and Twitter accounts regularly with public meeting notices, project updates, requests for public comment, and other announcements and information related to transportation in the Capital Region. CDTC Facebook posts have reached over 2,000 people over this reporting period. The use of the social media sites has proven to be an effective public outreach tool. CDTC launched a new website in July 2016 after two years of development. Staff training was held in September 2016 to learn more about the Joomla content management system.

CDTC used social media to promote several transportation safety campaigns supported by NHTSA including:

- National Districted Driving Awareness Month
- Motorcycle Safety Awareness Month
- Bike Safety Awareness Month
- National Ride to Work Day
- Back to School Safety Month
- Child Passenger Safety Week and National Seat Check Saturday

CDTC also supports other state agencies and organizations through social media. An example is the promotion of the "See Be Seen" message developed by NYSDOT in the Pedestrian Safety Action Plan and NYSDOT roadwork alerts in the Capital Region.

In addition to the Policy Board and Planning Committee, CDTC provided opportunity for public participation through task forces, Linkage Study outreach, and Capital Coexist programs/website.

June and September 2016 newsletters were printed and distributed to the approximately 1,500 address USPS and email mailing list.

TASK 5.91 Bus Rapid Transit Planning

CDTC staff continues to assist CDTA in developing funding requests and vetting station concepts for the Washington/Western and River Corridor BRT systems.

TASK 6.01 NYSAMPO Shared Cost Initiatives

This fund source is used by NYSAMPO to fund the consultant support contract and several training initiatives, including the University Transportation Research Center

(UTRC) and CUNY School of Professional Studies course in “Effective Engagement Practices” which will begin in November 2016 and finish in December. While assisting in the development of the above web-based, instructor-led course, staff reviewed course outlines and presentations, and attended 11 teleconference meetings with UTRC and CUNY staff and other MPO Directors.

Staff continued to review and approve consultant support invoices, and began revising the NYSAMPO Staff Support Request for Proposals to be advertised later this year. Staff also worked with other MPO Directors to begin planning for the NYSAMPO biennial conference to be held in June 2017.

TASK 6.02 State Planning Research (SPR) Funded Efforts

I-87/Route 9 Integrated Corridor Management Study: The primary goal of the study is to identify cost-effective ways to reduce traffic congestion related to incidents on the Northway. During this period the final report was approved.

NYSAMPO Working Group Support: The primary goal of the working groups is to cooperatively identify and address opportunities and issues of statewide significance as they relate to New York’s 13 MPOs. NYSDOT is also a participant. Below is a summary of the activity of the 10 working groups for the last 6 month period:

- Bicycle/Pedestrian Working Group – 1 teleconference meeting and 1 in-person meeting
- Climate Change Working Group – 1 teleconference meeting and 1 web-conference meeting
- Freight Working Group – 1 teleconference meeting and 1 in-person meeting
- GIS Working Group – 1 in-person meeting
- Integrated Planning Working Group – 8 teleconference meetings
- MAP-21/FAST Act Implementation Working Group – 3 teleconference meetings
- Safety Working Group – 3 teleconference meetings and 1 web-conference meeting
- Transit Working Group – 1 teleconference meeting
- Transportation Systems Management & Operations Working Group – 1 web-conference meeting
- Travel Demand Modeling Working Group – 6 web-conference meetings and 1 in-person meeting

TASK 6.03 American Recovery and Reinvestment Act

No activity.

CDTC's Internship Program

CDTC continues to offer internships to graduate students who are pursuing a career in transportation planning or engineering. CDTC's program encourages the exchange of

knowledge between the classroom and CDTC. The program is designed to help students develop skills, abilities, and experience at both the technical and personal level. In return, CDTC benefits from good quality work that supports CDTC's ongoing planning program. During the last six months, CDTC employed two interns (one part-time and one full-time) to help with TIP development, ADA sidewalk inventory, various Linkage studies, and traffic data collection. The program will continue through the Fall and Winter with the hire of one new intern to assist with pedestrian infrastructure data collection and field work.

Computer Support Services

Keeping CDTC's computer capabilities current requires a fair amount of staff time. Computer-related tasks completed during the period include:

CDTC Web Site Routine Updates: CDTC's web site was updated regularly as needed, including material related to the following: UPWP, TIP, Planning Committee and Policy Board minutes and materials and Linkage projects.

Backup of Individual PC's: A centralized process to regularly backup CDTC staff individual PC's was continued.

Redesign of CDTC Web Site: Staff finalized the look of the new website and brought it online. CDTC's TIP software that manages project funding data and produces web pages for its website was changed to make the web pages match the new website design.

PROBLEMS ENCOUNTERED

Finding highly committed students for CDTC's internship program is becoming a challenge. With internships being offered by local engineering consultants and other planning agencies, interest in CDTC has been waning. Hudson Valley Community College's civil engineering program may become a source of interns for the near future.

No other problems were encountered.

MEMBERSHIP CHANGES

Supervisor John Clarkson replaces Mayor Kris Kastberg
Supervisor Louis Desso replaces Supervisor Alan Grattidge
Albany Port District Commission Patrick K. Jordan, Esq. replaces Tony Vasil
Mayor Patrick Madden replaces Lou Rosamilia
Mayor Shawn Morse replaces George Primeau
Saratoga County Board of Supervisors Chair Author "Mo" Wright replaces Supervisor Matthew Veitch
Albany County Legislature Sean Ward replaces Shawn Morse

MEETINGS HELD

April 6- Planning Committee
April 12- Bicycle/Pedestrian Advisory Committee
April 14- Workshop for Senior and Disabilities Services Transportation Providers
May 4- Planning Committee
May 5- ADA Working Group
May 10- Bicycle/Pedestrian Advisory Committee
May 17- Town of Niskayuna Complete Streets Workshop
May 18- Freight Advisory Committee
June 2- Policy Board
June 14- Bicycle/Pedestrian Advisory Committee
June 15- Linkage Forum
June 16- Capital District Clean Communities
June 17- City of Troy Complete Streets Workshop
July 6- Planning Committee
July 12- Bicycle/Pedestrian Advisory Committee
July 27- CNG 101 Workshop
August 3- Planning Committee
August 9- Bicycle/Pedestrian Advisory Committee
August 17 - NYSAMPO FWG/Freight Advisory Committee Capital District
Waterborne Freight Tours
September 1- Policy Board
September 7- HSIP Solicitation Workshop
September 9- Town of Malta Complete Streets Workshop
September 14- Linkage Forum
September 15- Capital District Clean Communities
September 22- Albany County Complete Streets Symposium
September 30- FHWA Americans with Disabilities Act Transition Plan Training