

## **DRAFT**

# **AGREEMENT DEFINING ROLES AND RESPONSIBILITIES FOR METROPOLITAN TRANSPORTATION PLANNING IN THE CAPITAL DISTRICT**

## **IDENTIFICATION OF THE METROPOLITAN PLANNING ORGANIZATION**

The Capital District Transportation Committee (CDTC) is the designated Metropolitan Planning Organization (MPO) for the geographic area contained within the “Metropolitan Area Boundary” for the Albany (NY) and Saratoga Springs (NY) urbanized areas.<sup>1</sup> The CDTC is responsible, together with the New York State Department of Transportation (NYSDOT) and the Capital District Transportation Authority (CDTA) for carrying out the requirements of Title 23, Section 134 of United States Code and related requirements of federal law. The CDTC was formed through agreements between New York State and each municipality in Albany, Rensselaer, Saratoga and Schenectady counties in 1964 and was designated as MPO for the Albany urbanized by the governor in 1975. CDTC was affirmed as the MPO for the Saratoga Springs urbanized area after Saratoga Springs’ designation as an urbanized area over 50,000 in 2000.

CDTC serves as the primary public forum for objectively and comprehensively examining surface transportation and transportation-related issues in the defined metropolitan area and adopting regional transportation plans and policies.

## **PARTICIPATION OF NYSDOT IN THE MPO PROCESS**

The New York State Department of Transportation is a full member of the CDTC Policy Board, and Planning Committee and, to the extent practical, every CDTC working group and subcommittee. CDTC’s decision-making process requires unanimous consent from all affected parties before MPO action can be taken. As a result, NYSDOT honors the role of CDTC as the MPO and is active in and co-responsible for the products of CDTC, namely its Unified Planning Work Program, Transportation Improvement Program, Metropolitan Transportation Plan and any other CDTC product that attains policy status.<sup>2</sup> Task-specific responsibilities among agency staffs (NYSDOT, CDTC, CDTA or other parties) may vary from task to task or year to year.

NYSDOT is separately responsible for carrying out statewide planning functions under federal law and for coordinating MPO planning across the state with statewide planning. As part of this function, NYSDOT initiates efforts to estimate federal highway funding levels for CDTC programming purposes by: (1) consulting with NY’s MPO staffs on statewide funding

---

<sup>1</sup> The Metropolitan Area Boundary is defined as the entireties of Albany, Rensselaer, Saratoga and Schenectady counties, with the exception of the town of Moreau, for which the Adirondack – Glens Falls Transportation Council serves as MPO.

<sup>2</sup> NYSDOT is a key party to any action adopted or endorsed by CDTC. Some CDTC products such as planning assessments may contain options or recommendations which are to be used as reference materials without formal adoption or endorsement.

assumptions and allocation formulas; (2) allocating these funds to NYSDOT regions; and (3) engaging at the regional level with MPOs to agree at the CDTC table on target fund levels by fund source (and by year, as appropriate).

## **PARTICIPATION OF CDTA IN THE MPO PROCESS**

The Capital District Transportation Authority is a full member of the CDTC Policy Board and Planning Committee and, to the extent practical, every CDTC working group and subcommittee. CDTC's decision-making process requires unanimous consent from all affected parties before MPO action can be taken. As a result, CDTA honors the role of CDTC as the MPO and is active in and co-responsible for the products of CDTC, namely its Unified Planning Work Program, Transportation Improvement Program, Metropolitan Transportation Plan and any other CDTC product that attains policy status.<sup>3</sup> Task-specific responsibilities among agency staffs (NYSDOT, CDTC, CDTA or other parties) may vary from task to task or year to year.

CDTA is separately responsible for carrying out responsibilities under federal law as the designated recipient of federal transit funding. As part of this function, CDTA initiates efforts to estimate federal transit funding levels for CDTC programming purposes by: (1) consulting with NYSDOT and CDTC staffs on funding assumptions; and (2) engaging with CDTC to agree to at the CDTC table on funding levels by fund source (and by year, as appropriate).

---

<sup>3</sup> NYSDOT is a key party to any action adopted or endorsed by CDTC. Some CDTC products such as planning assessments may contain options or recommendations which are to be used as reference materials without formal adoption or endorsement.