

CDTC ADA Working Group – Meeting #7
July 17 2018 at 1pm
CDTC Offices
Meeting Agenda

1. Introductions
2. Review/acceptance of Meeting #6 Notes
3. Guest Speaker - Saratoga Springs, on data collection methodology
4. CDTC project update: Sidewalks Presence/Absence Inventory (Initial Screen Step)
5. Survey results
6. Regional Scan of Transition Plan Progress
7. September Policy Board presentation
8. Group Updates: ADA Transition Plan progress
9. Clarkson University Construction Engineering Management internship/coop program
10. CDTC Draft Self-Analysis status
11. Next Meeting – December 2018? Tuesday, December 18th, 1pm?

CDTC ADA Working Group – Meeting #7 Notes
1 PM, July 17, 2018
Notes

Attending: Valerie Deane, NYSDOT Region 1; Peter Knutson, City of Schenectady; Bradley Birge, City of Saratoga Springs; Henry Jaffe, City of Saratoga Springs; Kara Hogan, FHWA; Robyn Reynolds, City of Cohoes; Carrie Ward, CDTC; Teresa LaSalle, CDTC

2. Meeting #6 Notes – there were no suggested changes; the group accepted the notes as written.

3. Guest speaker: Saratoga Springs

Henry Jaffe described the project that the City of Saratoga Springs is undertaking to inventory and rate pedestrian facilities for ADA compliance. Using the crosswalk, sidewalk and curb ramp data that CDTC collected for their Complete Streets Linkage Study in 2014/2015 as a base, the City is updating and enhancing the data with ADA ratings. Henry is leading the project with the help of three additional interns. The City is using Fulcrum, a point-based mobile data collection platform to inventory existing pedestrian facilities for ADA compliance and assign ADA ratings based on the same rating criteria that NYSDOT uses. Using tablets and/or phones, interns collect data in the field offline as an initial screen. Photos are also taken in the field and attached to features. Logic is built into the form so that additional data elements are triggered for population if warranted and so that points automatically color code by compliance rating/status. Data is uploaded once they are back in the office, which eliminates the need for a mobile data plan. The field evaluation is considered an initial screen. Data elements that require actual measurement, such as cross slope and distance are entered/determined by DPW staff. The City is prioritizing data collection for the downtown area first and then along major street corridors and lastly in residential neighborhoods and outlying areas.

[Fulcrum](#) is a subscription-based service that charges per user, per month when paid annually. There are [three subscription levels](#), with the highest level charging \$25 per user, per month. Paid users have the ability to edit data, but others can have view only access via a KML in Google Earth at no cost. This allows multiple departments within the City the ability to access the data. In addition to using Fulcrum for the ADA Inventory, the City uses it for other asset inventory programs. One of the downfalls of Fulcrum is the fact that it is point-based. For sidewalk data collection, Henry created a center point to represent sidewalks. The sidewalk points can be converted back to lines via post-processing in GIS.

Pete Knutson asked if the public could access the KML file. Brad Birge responded that the data was not accessible to the public, due to liability concerns, but it does fall under FOIL. Kara Hogan noted that documenting and publicizing ADA facility ratings and Transition Plans does not open municipalities up to lawsuits, but it is a common misconception that it does. K. Hogan noted that having a publicly available documented Transition Plan in place with prioritized compliance goals will actually protect you. Municipalities are more vulnerable if they have known non-compliant facilities with no documented plan to bring them into compliance. P. Knutson asked if the CDTC GIS data was easily brought into Fulcrum and H. Jaffe acknowledged that was the case, as you can import shapefiles. Robyn Reynolds asked if Saratoga Springs is using Fulcrum as an alternative to Trimble brand mapping grade hand-held GPS units. H. Jaffe and B. Birge explained that the City does have some of those units, but that they are limited to use by another department within the City. R. Reynolds noted that the City of Cohoes has a few Trimble hand-held GPS units and ipads that were obtained through a “Zombie” Grant that they hope to be able to use in the future. B. Birge noted that

this project is part of a larger project, also made possible through a Public Safety “Zombie” Grant. R. Reynolds asked if the process being used in Saratoga Springs was being documented with the possibility of developing a shareable template for other municipalities. H. Jaffe replied that some of the staff within the City are currently being trained on the system and they are hoping that others can use this as a model. He also noted that the template created in the Fulcrum application can be shared and slight modifications can be made. K. Hogan inquired as to whether or not there have been any stumbling blocks with this project. H. Jaffe noted that sometimes 2 people may be trying to edit a facility simultaneously and that can be an issue, but it’s rare. He also noted that there is some subjectivity involved in the ratings, so it is difficult to completely standardize data collection. He stated that other than that the biggest issue is the point-based nature of Fulcrum, which complicates inventorying linear features, such as sidewalks. P. Knutson asked if the City of Saratoga Springs had any decorative crosswalks. B. Birge replied that they do not. P. Knutson noted that the City of Schenectady has 106 decorative crosswalks and that due to wear and tear from winter weather it will cost the City approximately 1 million dollars each year to maintain them in good repair.

4. CDTC project update: Sidewalks Presence/Absence Inventory (Initial Screen Step)

Carrie Ward noted that CDTC completed this inventory earlier this year and that all data packages have been sent to all of the municipalities within CDTC’s planning area that have existing sidewalk infrastructure. C. Ward shared copies of CDTC’s Regional Sidewalk Inventory Summary with attendees. Teresa LaSalle noted that the document provides a brief overview of sidewalks regionally and is also available on [CDTC’s website](#). T. LaSalle noted that she hopes other municipalities’ use this data as the basis for ADA condition ratings inventories as Saratoga Springs is doing.

5. Survey Results

C. Ward presented and discussed the results of the 2018 ADA Survey that CDTC sent out as a follow up to the 2015 Survey. In 2015 CDTC received a total of 18 complete responses and as of 7/6/18 CDTC had received 34 complete responses for the 2018 version. C. Ward noted that the surveys were similar but not identical in terms of questions asked or municipalities included. T. LaSalle inquired as to whether or not the individuals/departments within each municipality responding were any different in 2018 than 2015. C. Ward responded that they were the same as 2015 with few exceptions. A few questions had noticeable increases in positive responses, including, but not limited to; the existence of ADA Transition Plans and the inventorying of sidewalks. C. Ward will be sending out the full summary of responses to those who participated.

6. Regional Scan of Transition Plan Progress

C. Ward distributed a table showing results of staff outreach to municipalities regarding the status of their ADA transition plans since the December 2017 meeting. The following municipalities have made progress since then: Bethlehem, Clifton Park, Schenectady, Saratoga Springs, East Greenbush and Cohoes. Please see the table for more details.

7. September Policy Board presentation

K. Hogan noted that she will be making a presentation to the [CDTC Policy Board](#) on ADA Transition Plans at their September 6th 2018 meeting. She noted that CDTC and some of our local municipalities within the CDTC Region are leading the way statewide in terms of making progress on ADA transition

Plans. Valerie Deane noted that Frank Bonafide will be retired by the September 2018 CDTC Policy Board meeting and that Bob Rice will be the new NYSDOT Region 1 RPPM. K. Hogan stated that FHWA and NYSDOT are still working together on liability and ownership issues, as well as the issue of enforcing property owners. She also noted that DOT is working on finalizing an opinion on sidewalks on state roads.

8. Group Updates: ADA Transition Plan progress

B. Birge referred to the presentation by H. Jaffe to note the status/progress in Saratoga Springs. R. Reynolds noted that Cohoes is planning to develop a defined database inventory to be able to prioritize improvements. She also noted that while the City does have some detailed information on some of the facilities within the downtown area, they do not currently have that level of detail for the entire City.

P. Knutson reported that Schenectady is working with City Council members to perform a street based special assessment system on 2 streets for a total of about one half mile of sidewalks to incentivize property owners to participate in sidewalk improvement projects. This would be a test case, costing about .5 million dollars and would be a 15-20 year payback, automatically deducted out of homeowners taxes. P. Knutson noted that special assessments in the City are based on resident petitions and approved by the city council. This particular petition had an 80%-90% approval rate among the residents in this particular neighborhood. C. Ward inquired as to how this program could be used to prioritize work within the City. P. Knutson responded that when paving contracts are developed they can identify priority streets for special assessment.

9. Clarkson University Construction Engineering Management internship/coop program

C. Ward stated that she had not been contacted by any local municipality or anyone from Clarkson University regarding interest in this program. T. LaSalle noted that she had exchanged emails with Clarkson University program staff in late April, but that no information was provided back to her regarding possible interested students. She stated that since we had not received any interest from any of our local municipalities either, she has not contacted Clarkson to follow up.

10. CDTC Draft Self-Analysis status (ADA compliance of office and building amenities)

C. Ward sent around the draft and noted that it has yet to be approved by CDTC's Planning Committee or Policy Board. She noted that there are a few remaining issues and that she has been in correspondence with building management in order to determine the installation date of some infrastructure to determine the legal requirements.

C. Ward also mentioned the most recent version of the Web Content Accessibility Guidelines (WCAG 2.0 Standards) that are relevant to any government entity that receives federal funds. The 2.0 standards went into effect on 1/18/2018.

11. Next Meeting – December 2018? Tuesday, December 18th, 1 PM?

C. Ward asked the group if they were still okay with meeting every 6 months and all in attendance were in agreement. She then noted that today's meeting was due in June, so she proposed

scheduling the next meeting 6 months from June 2018. All in attendance agreed on Tuesday, December 18th at 1 PM.

12. Open Discussion

P. Knutson inquired as to whether or not we expected to get to the point where all of our larger municipalities or at least our region's cities were using the same process for creating and carrying out ADA transition plans. C. Ward noted that this was one of the primary goals of forming the ADA Working Group and although it is still a worthwhile goal, she noted that it is unlikely that will occur due to the many differences among our larger municipalities, in terms of resources, organizational structure and number and condition of facilities. Those in attendance agreed that for a regional policy to work for our cities and possibly other municipalities, it would require buy-in from higher level officials. K. Hogan noted that the last group that she needs to present to is the Conference of Mayors. R. Reynolds suggested that it would be great if there was some kind of "ADA Clearinghouse" where municipalities could see what others are doing. The group then briefly discussed the PLAFAP (Procedures for Locally Administered Federal Aid Projects) which provides a very basic template for municipalities. K. Hogan noted that use of this template will get you FHWA approval. The template was developed by an MPO in Indiana and now is an appendix in New York State's federal aid manual.

CDTC's Regional Sidewalk Inventory

Overview

CDTC created a GIS-based inventory of existing sidewalk infrastructure in all 77 municipalities within CDTC's planning area. This inventory indicates presence and surface type of sidewalk only, not condition ratings. CDTC started this project in 2014. Data collection was completed in December 2017. The primary objective for creating this inventory arose from an increasing emphasis by USDOT to ensure that MPO's and State DOT's are in compliance with the Americans with Disabilities Act (ADA) of 1990, which requires local governments to develop Transition Plans to identify a course of action to bring deficient pedestrian facilities into ADA compliance. CDTC's Sidewalk Inventory is intended to be used as a baseline or first step in assisting municipalities with developing a screening process to evaluate ADA compliance of their existing sidewalk facilities. The inventory will be useful to CDTC internally as well. In addition to providing a summary of our regional sidewalk mileage, the inventory will be used to help in future planning projects and programs by identifying existing pedestrian facilities as well as gaps in the pedestrian network.

Data Collection Methodology

CDTC student interns and staff scanned every municipality within CDTC's planning area for the presence of sidewalks to create a master GIS (Geographic Information System) database of existing sidewalks. The following data sources were used: existing GIS sidewalk data collected by CDTC or consultants as part of previous projects, existing GIS data provided to CDTC by municipalities or as part of NYSDOT's 2008 ADA Inventory, existing data provided to CDTC by municipalities in digital formats other than GIS, and aerial imagery from various sources and various years; including imagery from the NYS GIS Digital Orthoimagery Program, ESRI/Arc GIS Online imagery and Google Imagery/Google Street View. In some cases, data for smaller villages was collected by CDTC in the field using a mapping grade handheld GPS (Global Positioning System) unit. The years of source data ranged from 2005 to 2017.

Data Elements Collected

The following data features were collected: route number, road name, side of road, start and end points, sidewalk surface type, and sidewalk length in miles and feet. Data received from NYSDOT's 2008 ADA ratings for state-owned facilities were included where applicable.

Other Data Elements

Data received from NYSDOT's 2008 ADA ratings for state-owned facilities were included where applicable. Additionally, several municipalities provided partial data to CDTC in various formats which in some cases contained surface condition ratings, ownership and width.

Data Packages

CDTC produced and electronically distributed data packages to all of the municipalities in which sidewalk infrastructure exists. All data packages were sent by the end of March 2018.

All data packages consisted of the following products, in addition to this document:

1. An Excel file export of the GIS database containing all of the attribute data.
2. An Excel file Field Key containing definitions of all data fields.

3. A PDF overview map of all existing sidewalks.
4. A Word document containing a brief summary of notes specific to each municipality.
5. A GIS database file in ESRI shapefile format.

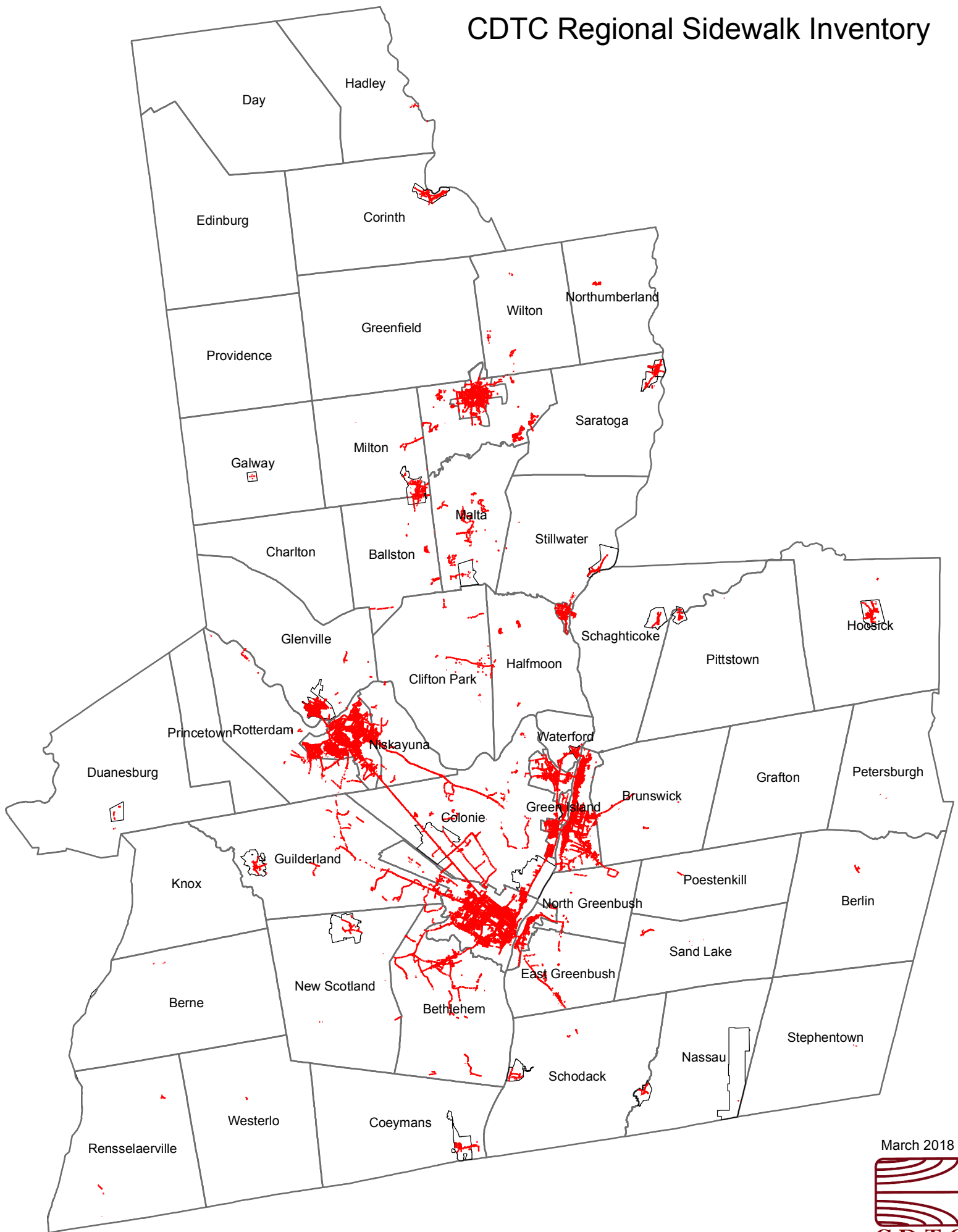
Data Review & Updates

Upon receipt of the data packages, CDTC requested that each municipality do the following:

1. Review the data for any sidewalk infrastructure that may be missing from CDTC's database. (Due to the varying sources of data and varying years of the data sources, this inventory may not represent what is presently on the ground).
2. Provide feedback to CDTC regarding any missing or misrepresented data.
3. Provide any edits, additions¹ or updates made to CDTC's original GIS database back to CDTC in GIS format to incorporate into our master regional database. This will allow CDTC to keep our data current and relevant. In the absence of GIS, data edits, additions or updates may be shared in other formats. However, these updates may or may not be incorporated back into the master GIS database.

¹Examples of additional data include attributes such as surface condition ratings, ADA ratings, etc.

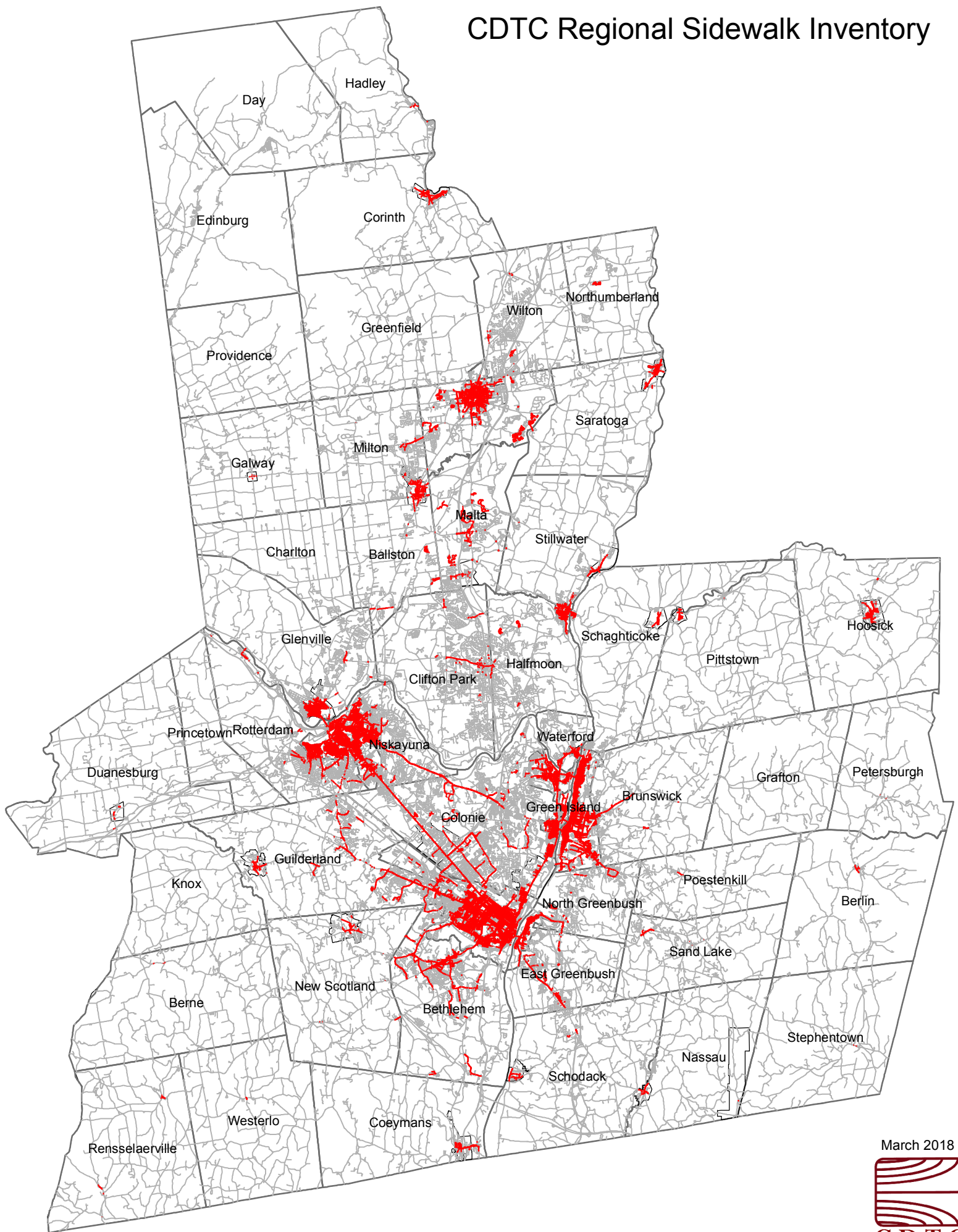
CDTC Regional Sidewalk Inventory



March 2018



CDTC Regional Sidewalk Inventory



March 2018

CDTC's Regional Sidewalk Inventory Highlights

There are approximately 1,225 miles of sidewalks within the CDTC Planning Area. When comparing the regional sidewalk mileage collected by CDTC to the regional road mileage from NYSDOT's 2016 Highway Mileage Report, (6738 miles) we find that nearly 20% of the regions roads have sidewalks. Sidewalk infrastructure in our region's cities totals 850 miles or 69%, towns account for 245 miles or 20% and our villages contain 130 miles or 11%. All of our cities and villages contain sidewalk infrastructure to some degree. The City of Albany contains the most sidewalks within the region of any city or municipality type at 273 miles. There are 14 rural towns (30% of towns) and three rural villages (14% of villages) with less than one mile of sidewalk infrastructure. At the county level, Albany County contains the most miles of sidewalks in the four county region at 511 miles, which accounts for almost half of the entire region's sidewalk mileage (42%).

There are only 9 towns (19% of towns) within our region that do not contain any sidewalk infrastructure and they are all rural. Five of these towns are located in western Saratoga County. Schenectady and Albany Counties each have one town without any sidewalk infrastructure and there are 2 towns without any sidewalks in Rensselaer County.

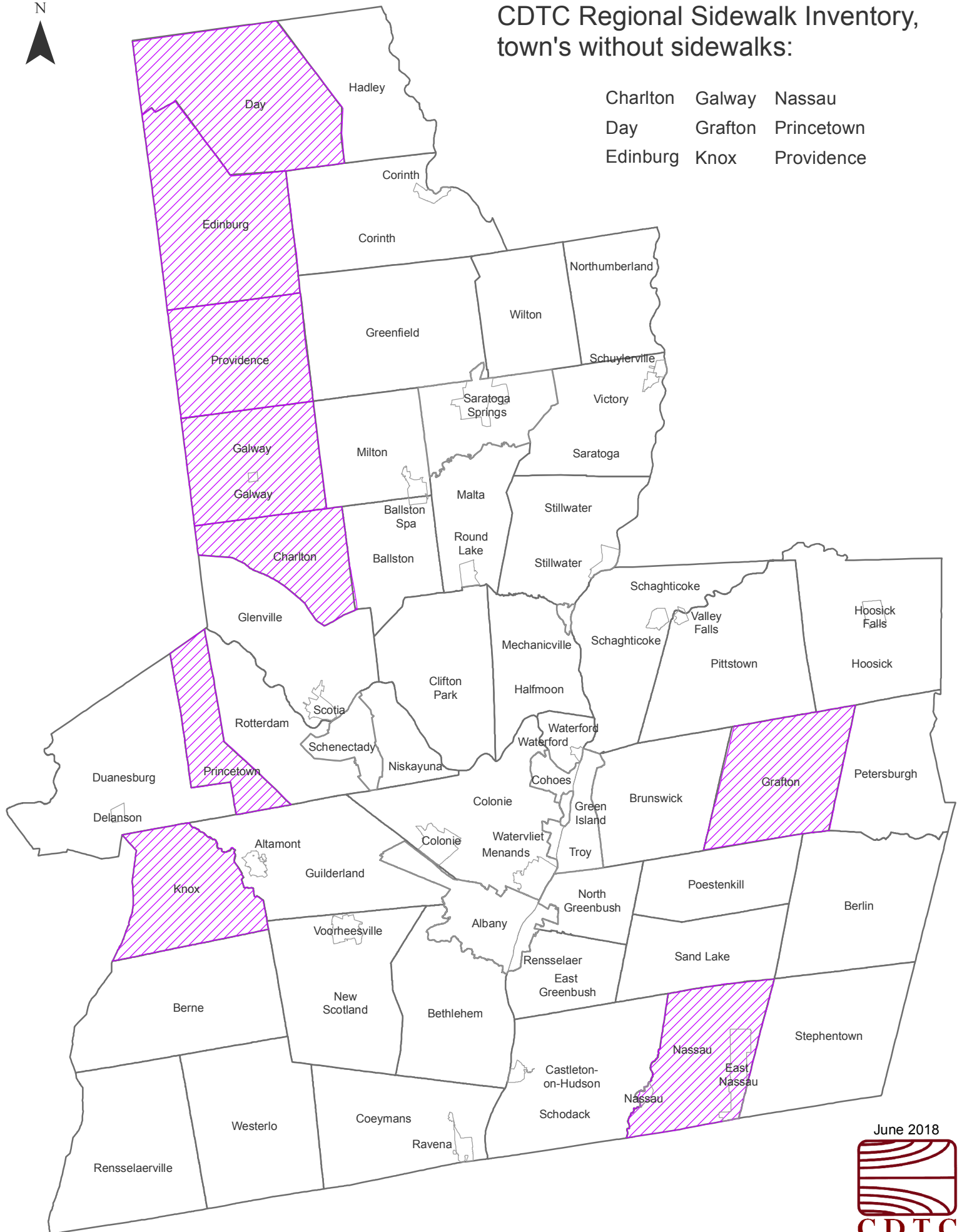
Sidewalk infrastructure in the rural towns in the region is primarily located along NYS Routes or local streets within hamlet areas. In suburban towns, the location of sidewalk infrastructure varies greatly, but in general sidewalks are primarily located along NYS Routes, hamlets, residential developments or major commercial areas. Sidewalk infrastructure also varies in villages with some rural villages containing less than one mile of sidewalk, while other rural villages contain 10 or more miles of sidewalk. In villages with limited sidewalk infrastructure, sidewalks generally exist along NYS Routes and "Main Street" or other commercial areas.

Concrete sidewalks are prevalent in the region and account for 86% or over one thousand miles of the regions' sidewalks. Other sidewalk materials or surface types include asphalt, brick and slate. About 100 miles or 8% of sidewalks within the region alternate between the four surface types, while about 5% consist of asphalt only. The remaining 1% of regional sidewalk mileage consists solely of brick or slate.



CDTC Regional Sidewalk Inventory, town's without sidewalks:

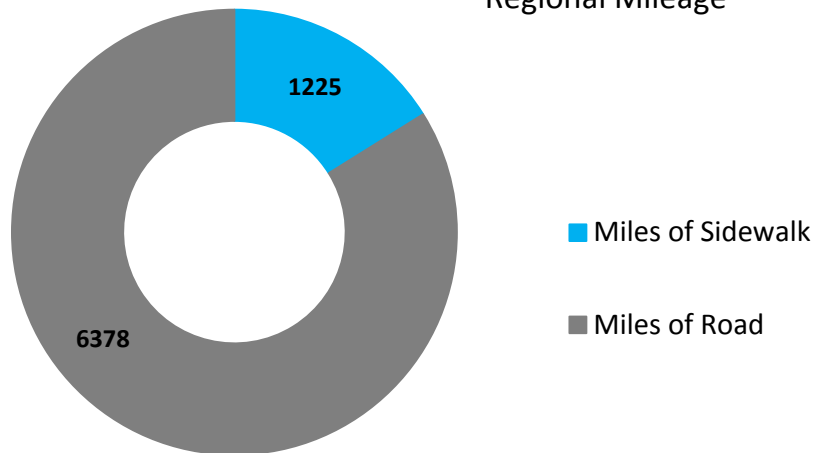
Charlton	Galway	Nassau
Day	Grafton	Princetown
Edinburg	Knox	Providence



June 2018

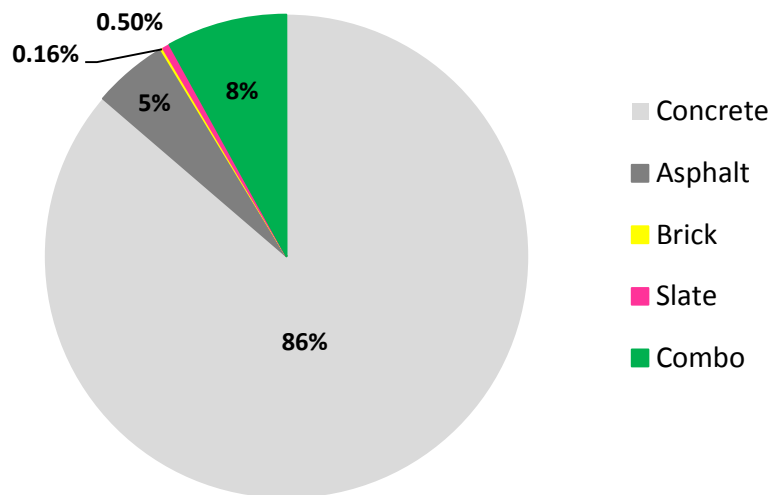


Regional Mileage

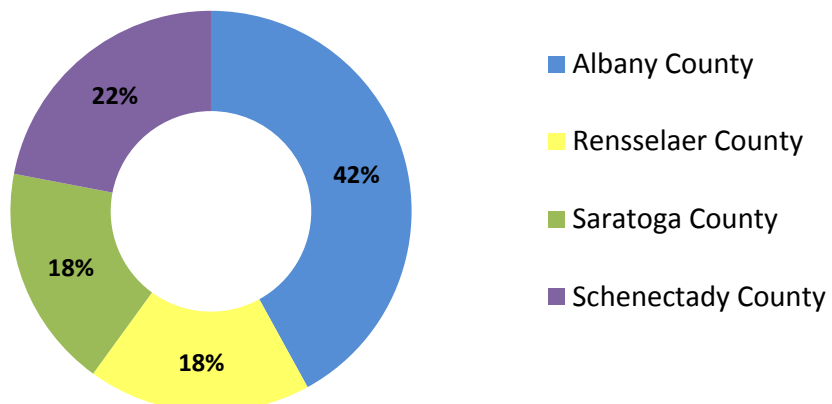


Road Mileage is centerline and derived from NYSDOT's 2016 Highway Mileage Report

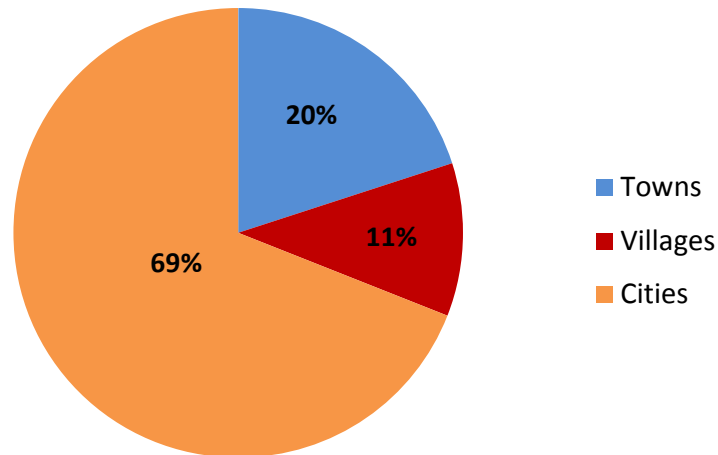
Surface Type



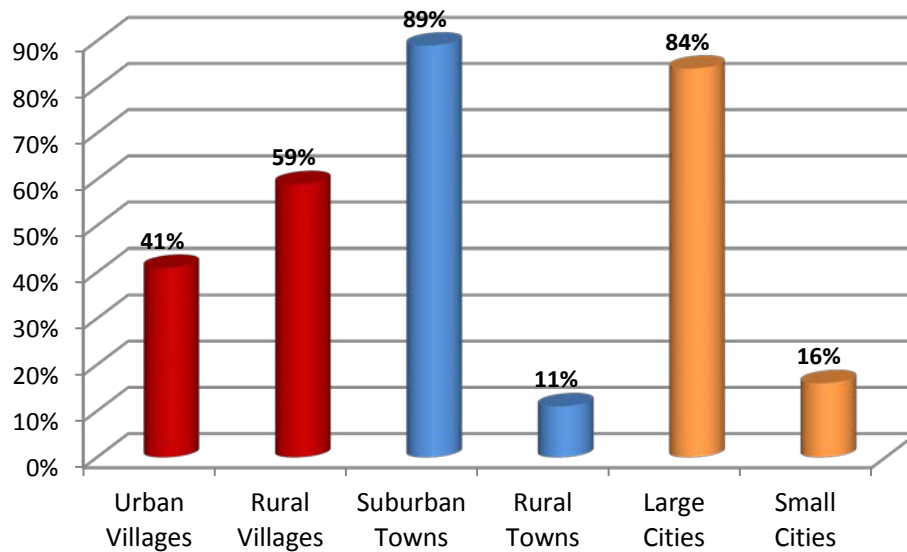
Sidewalk mileage distribution by county



Sidewalk mileage distribution by municipality type

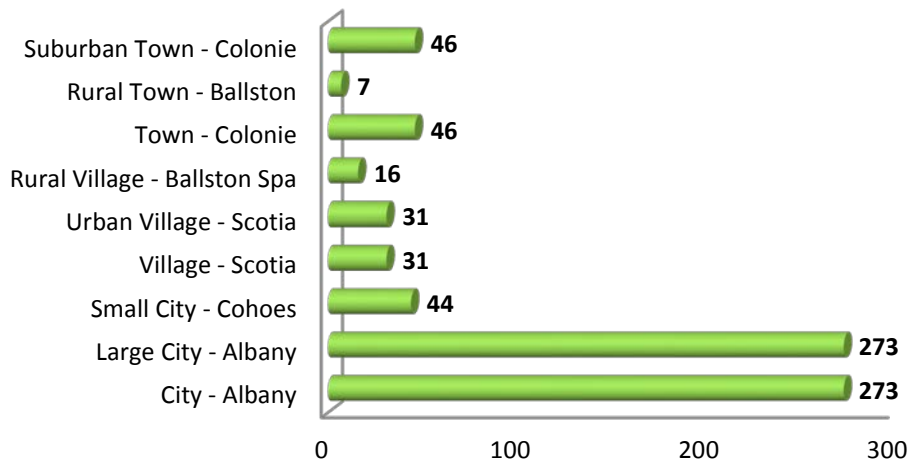


Green Island is counted as a town



urban/suburban/rural was defined/determined by surrounding land use/density

Most miles of sidewalk by municipality type and size



ADA Transition Plan Survey

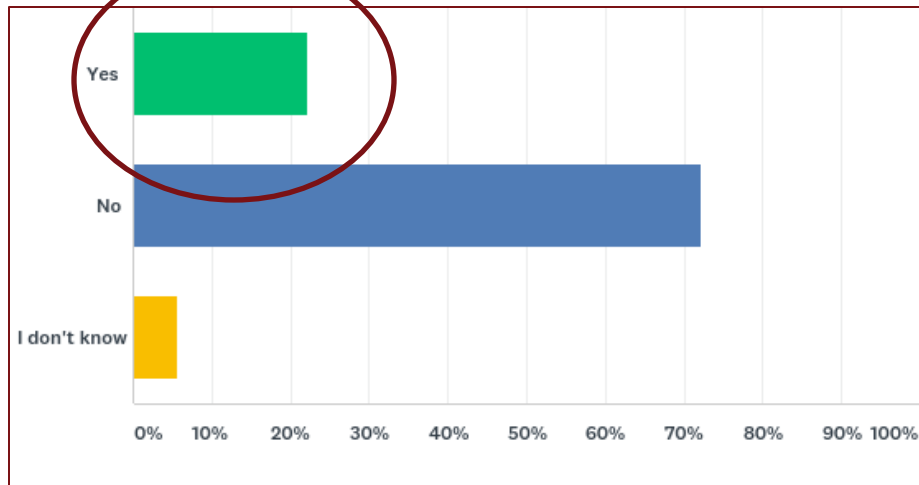
2018 Follow-up – 34 Complete Responses

2015 Initial – 18 Complete Responses

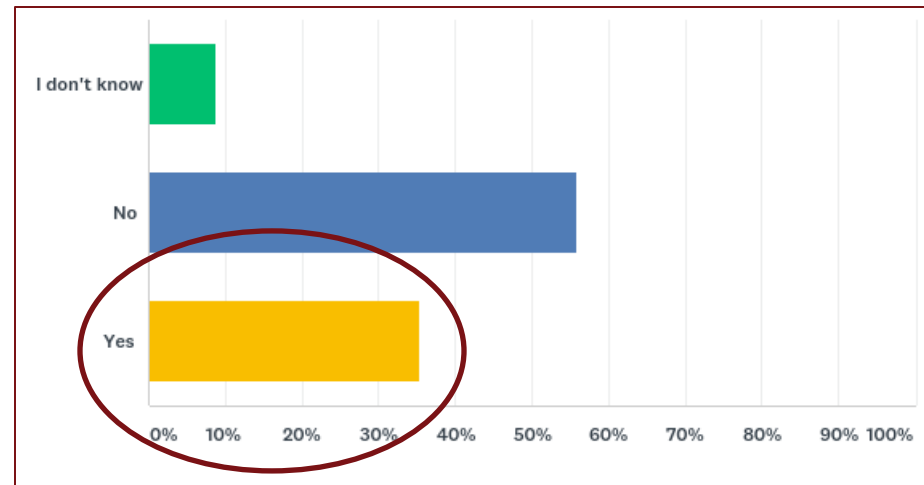
(As of July 6, 2018)

Do you have an ADA Coordinator?

2015



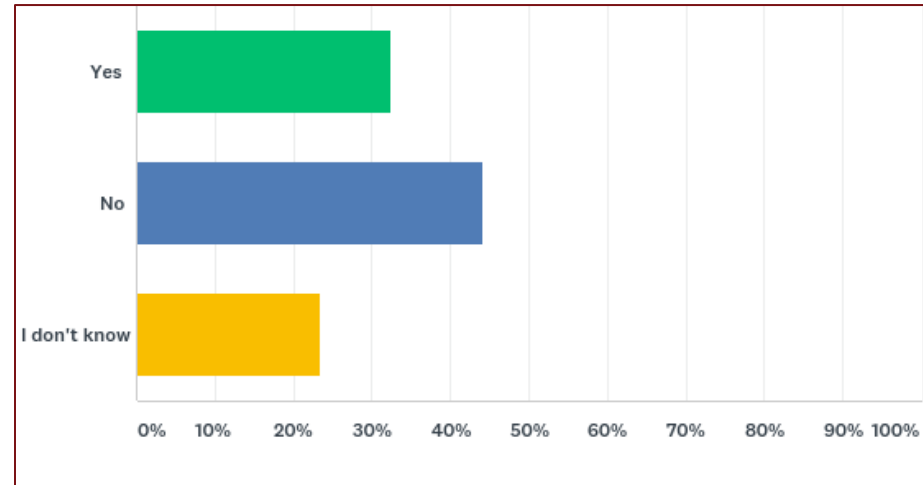
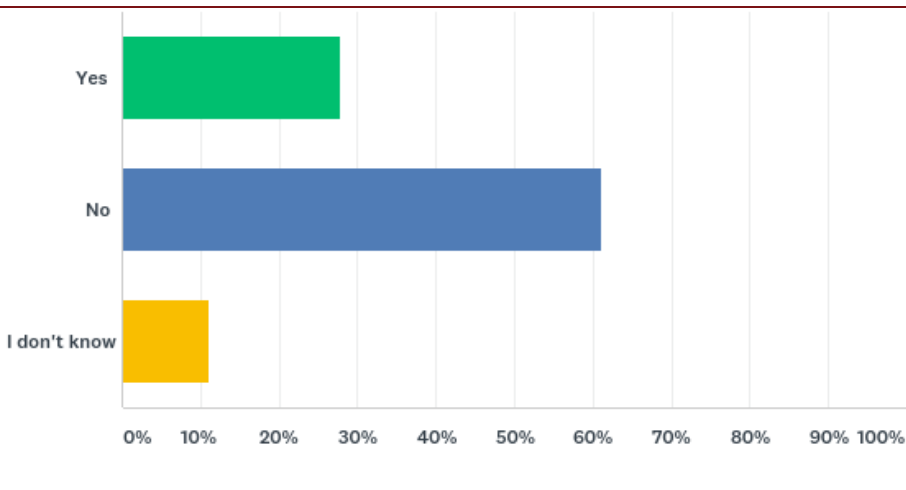
2018



Do you have an ADA notice procedure?

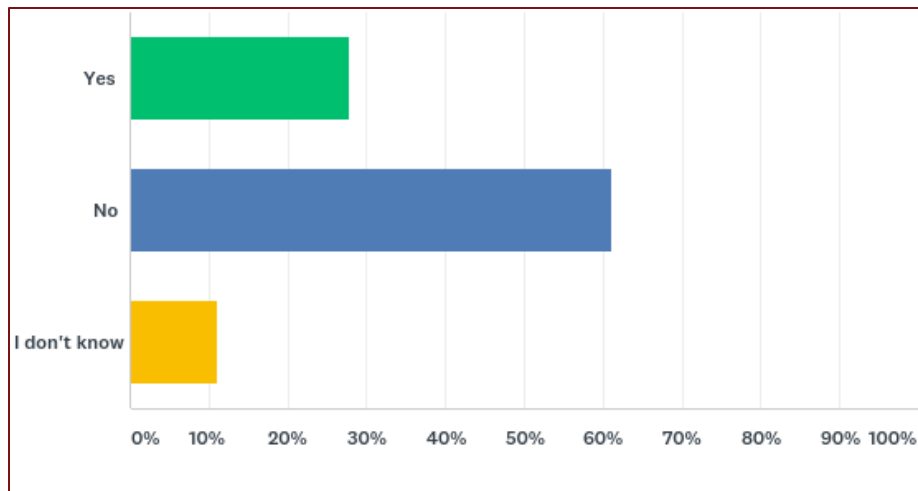
2015

2018

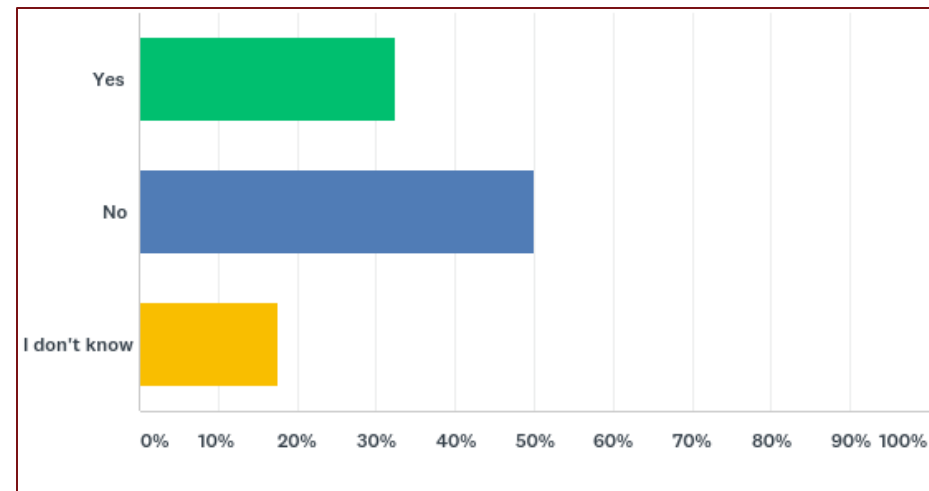


Do you have an ADA grievance procedure?

2015

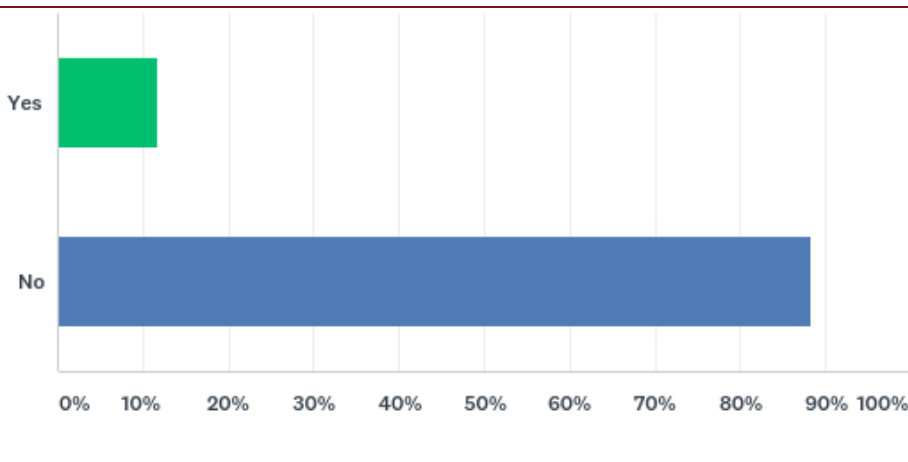


2018

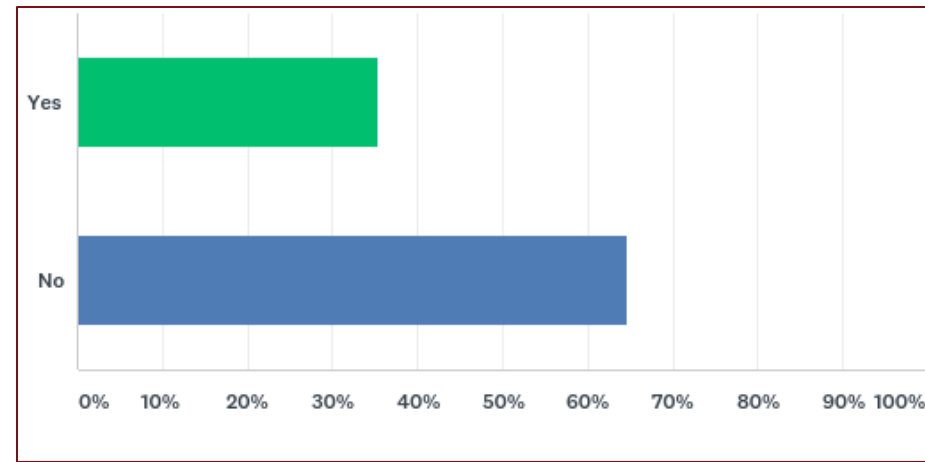


Does your municipality have an ADA Transition Plan?

2015



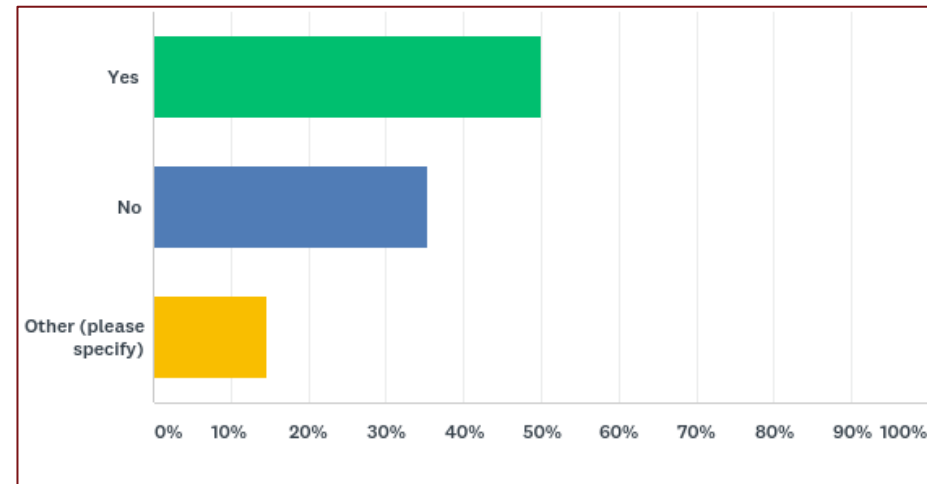
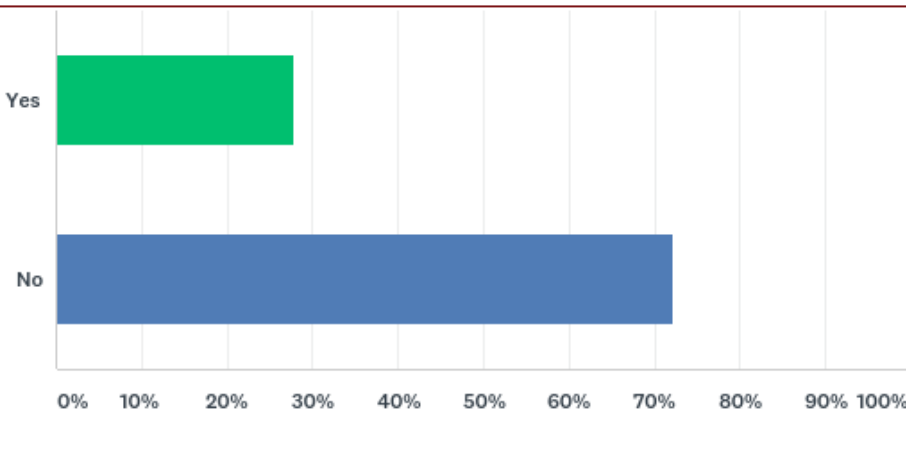
2018



Does your muni inventory sidewalks and other pedestrian facilities?

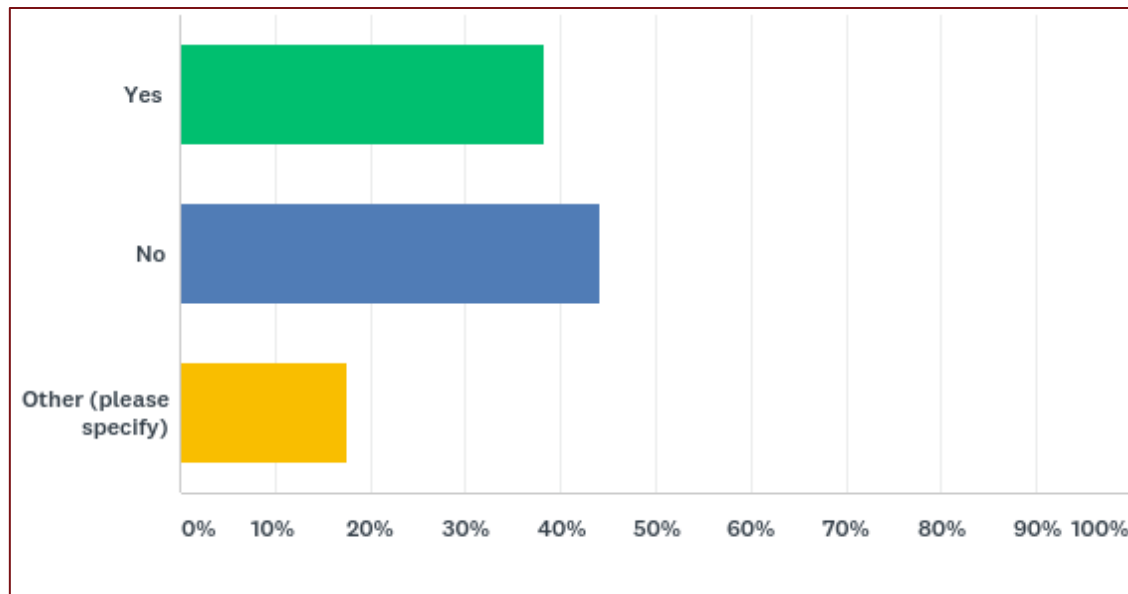
2015

2018



Does your muni inventory condition of sidewalks and other ped facilities?

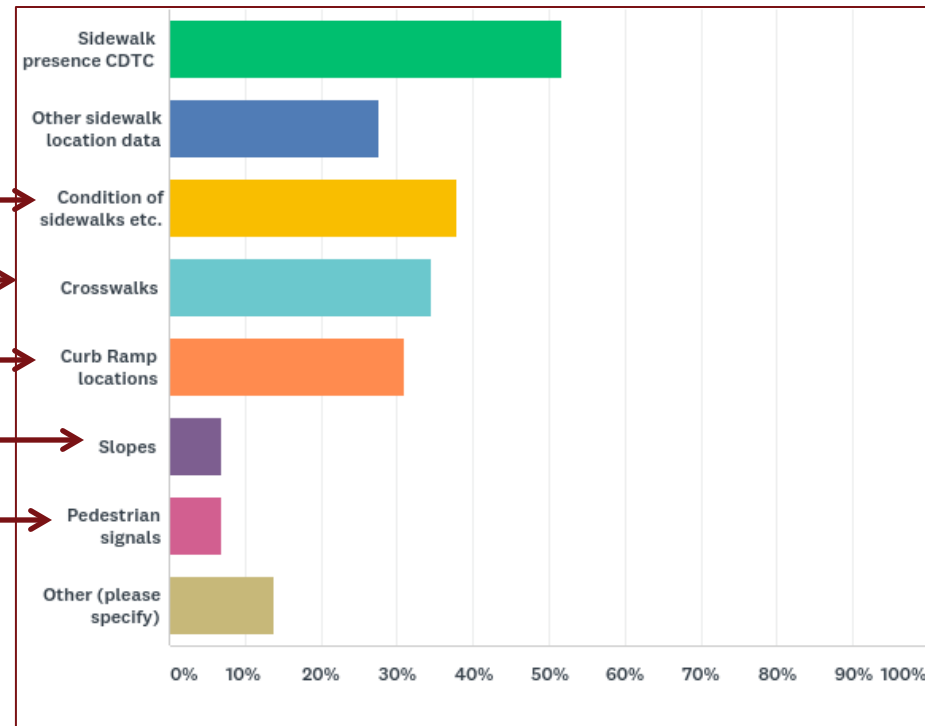
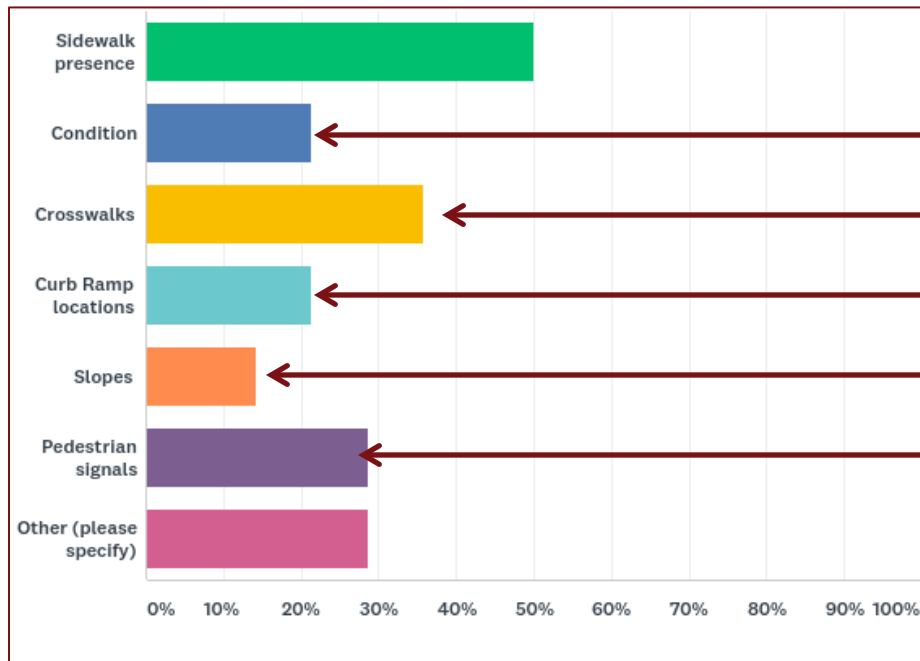
2018



What data on sidewalks + other ped infrastructure do you have? Check all

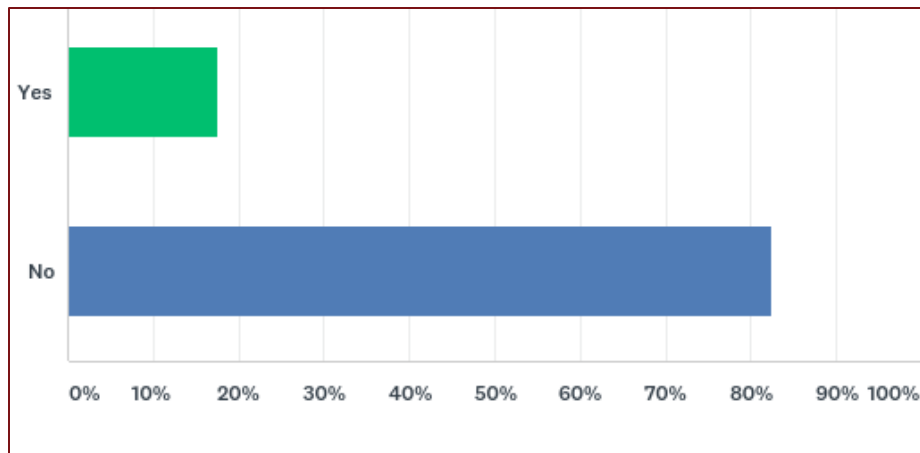
2015

2018

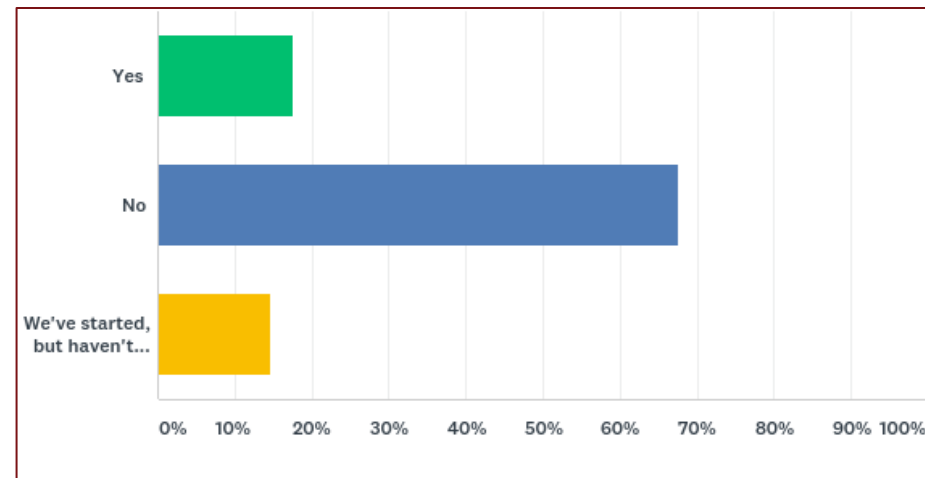


Has your muni inventoried ADA compliance for ped facilities?

2015

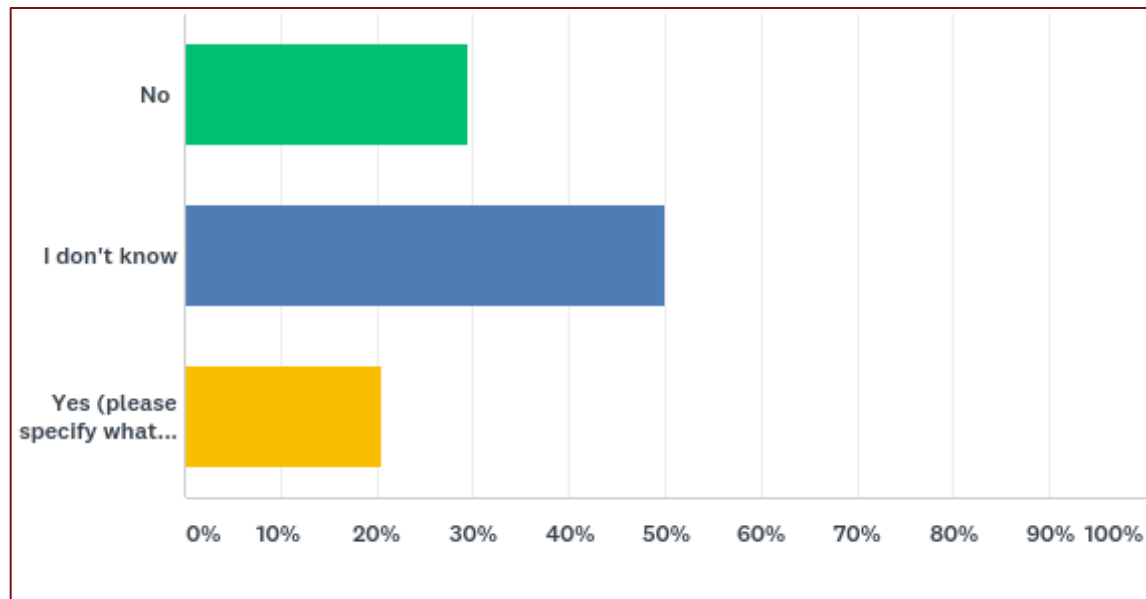


2018



Have you used sidewalk Data CDTC sent?

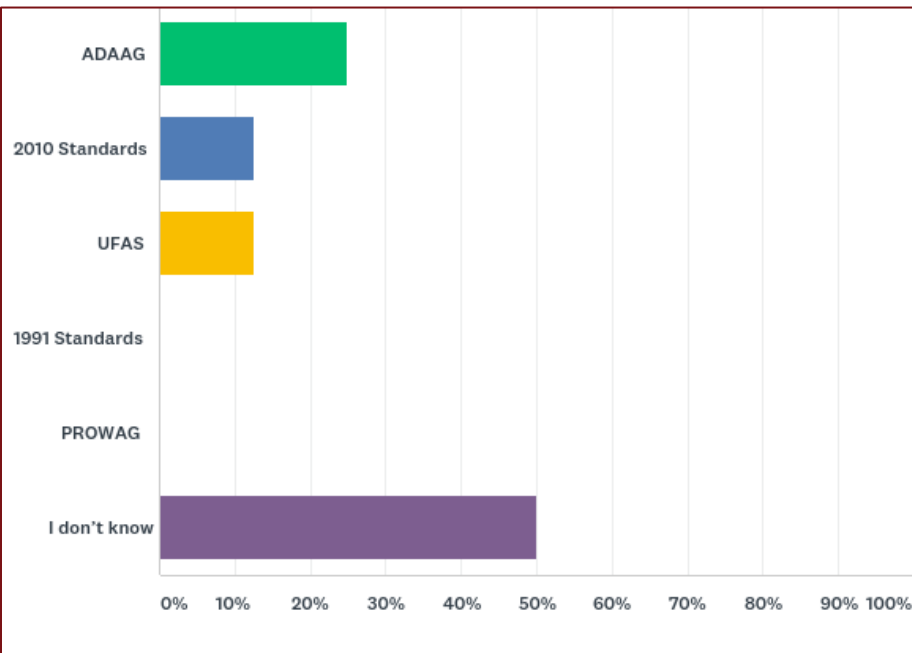
2018



By what standards have you inventoried ADA compliance?

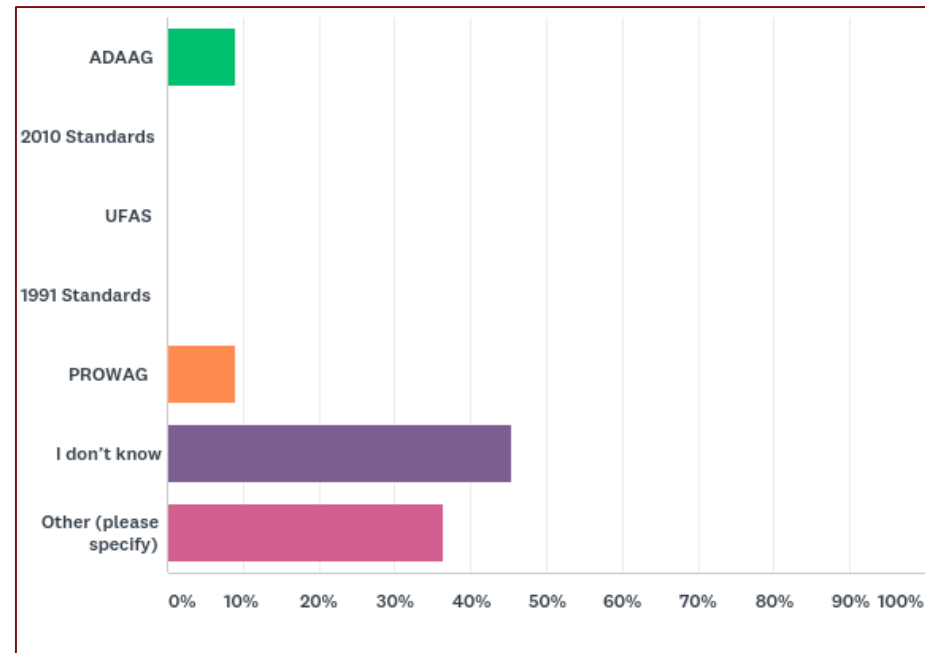
2015

8 Responses



2018

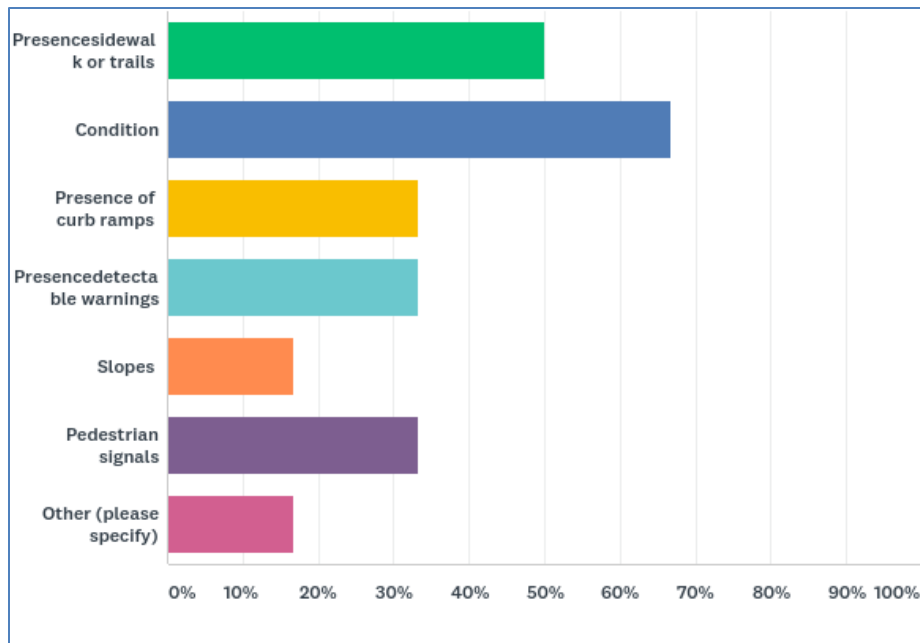
11 Responses



What data elements included in your ADA compliance inventory? Check all

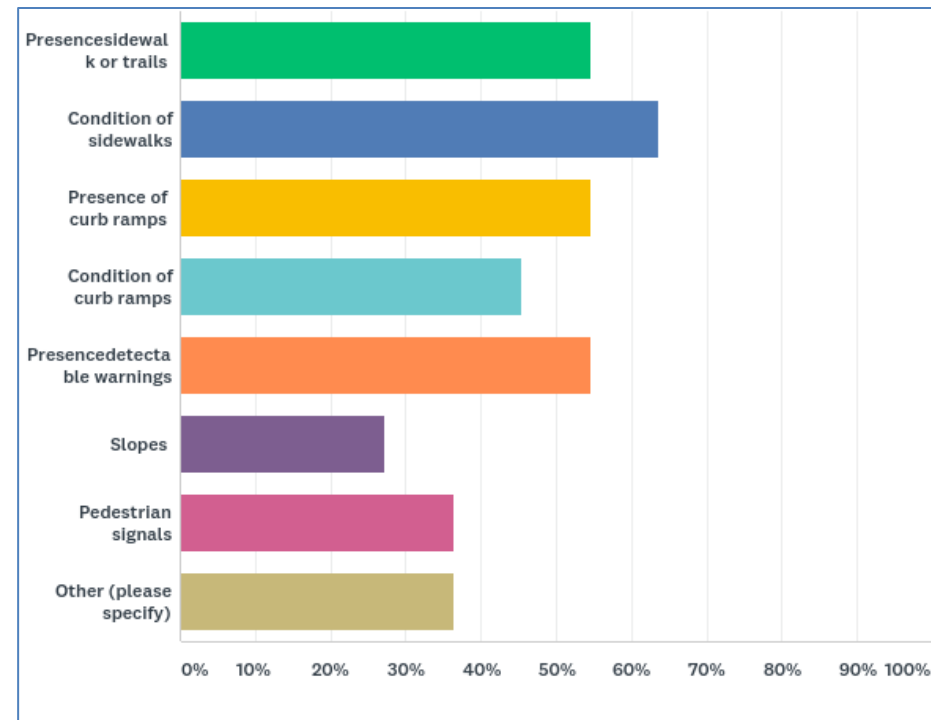
2015

6 Responses



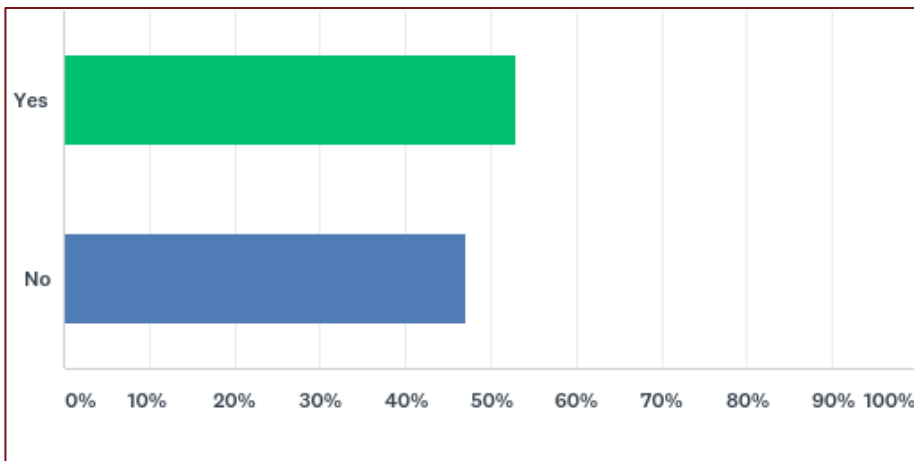
2018

11 Responses

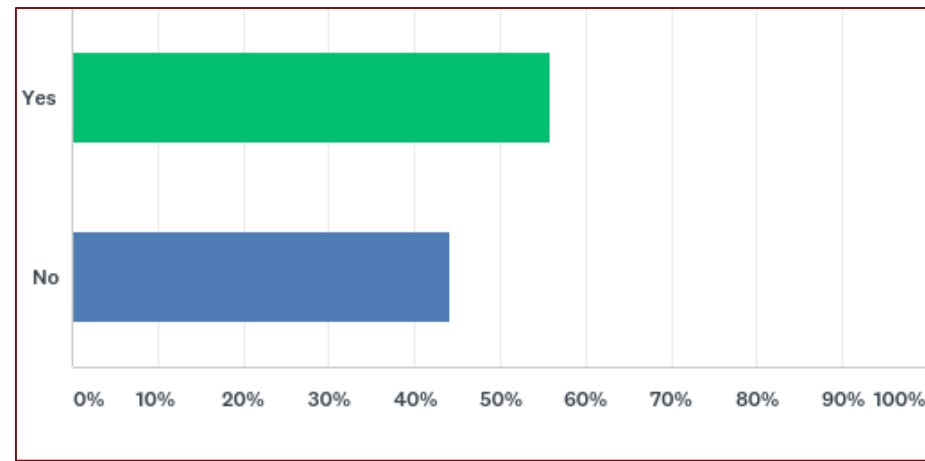


Does your muni use GIS?

2015

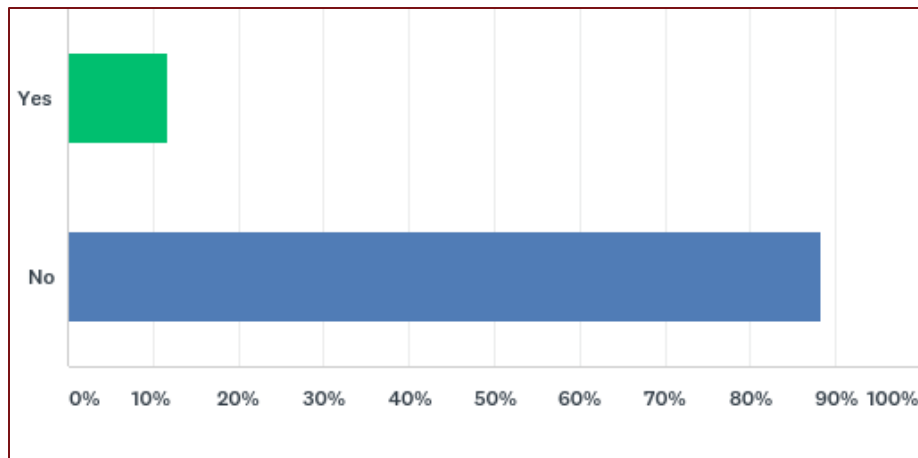


2018

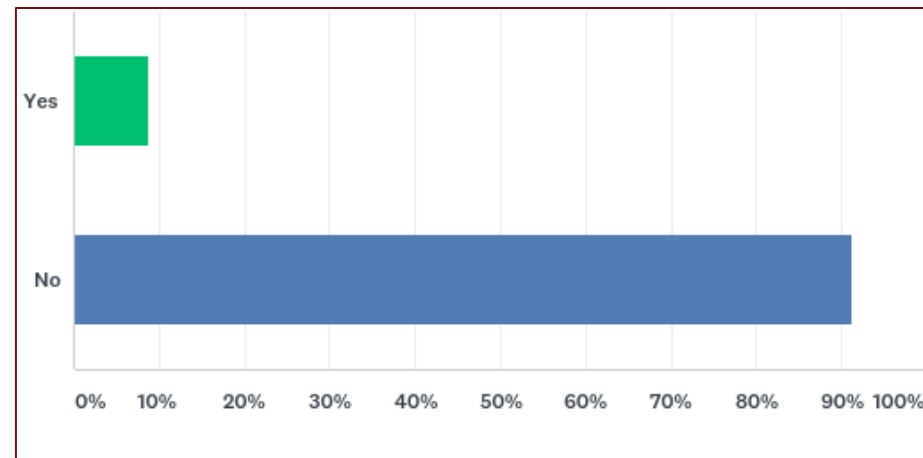


Does your muni collect sidewalk or other ped data using GIS?

2015

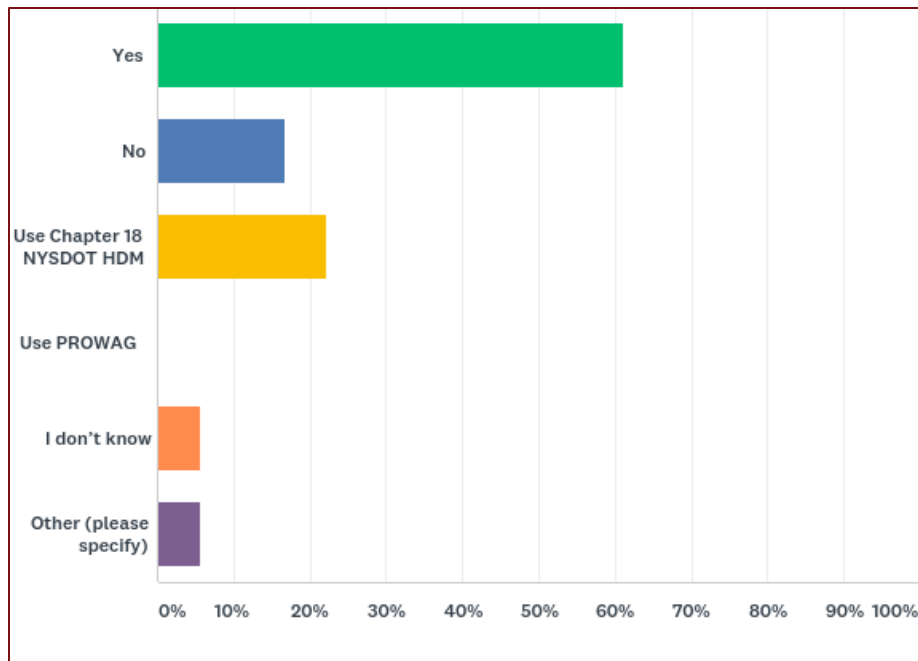


2018

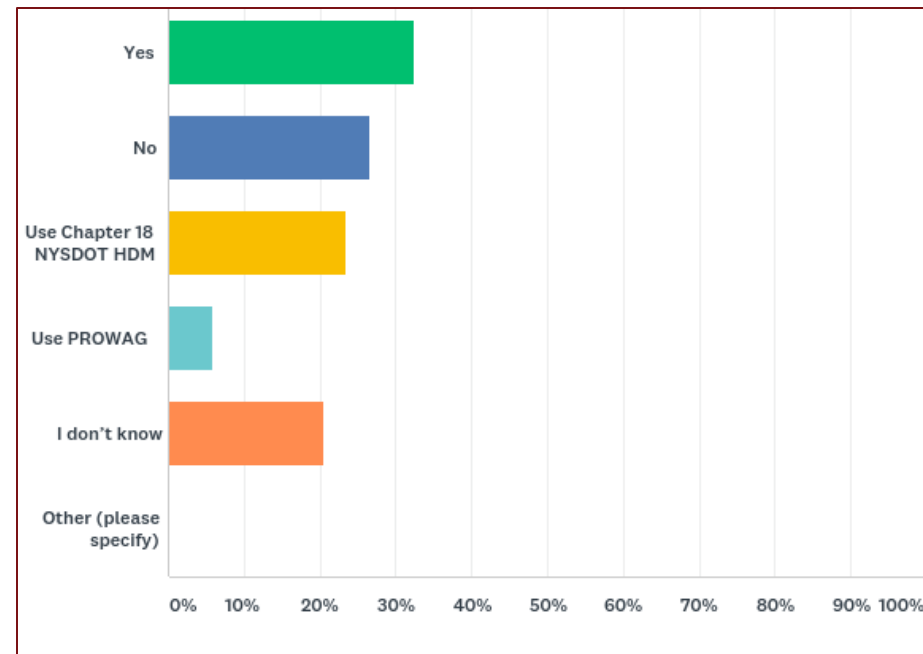


Does your muni have design guidelines for sidewalks or other ped facilities?

2015

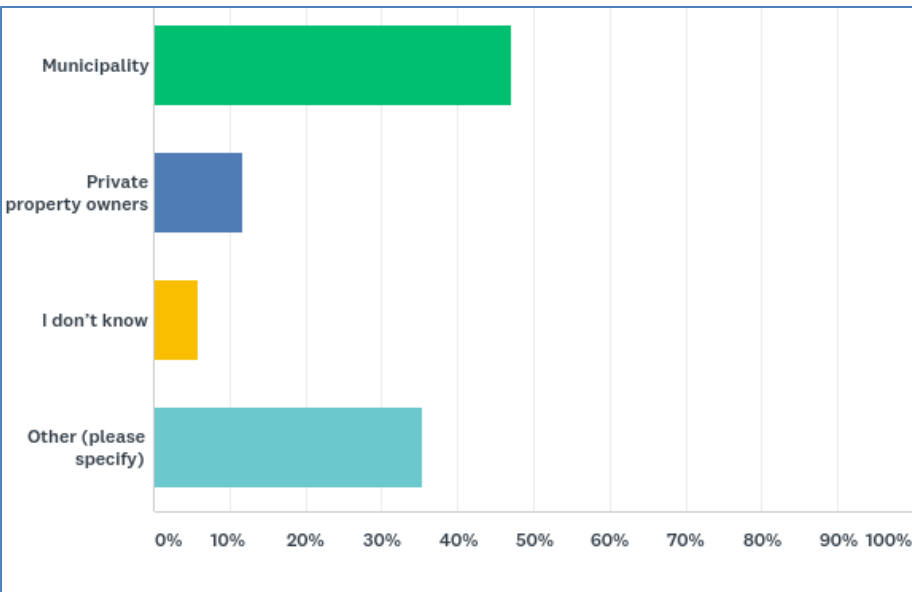


2018

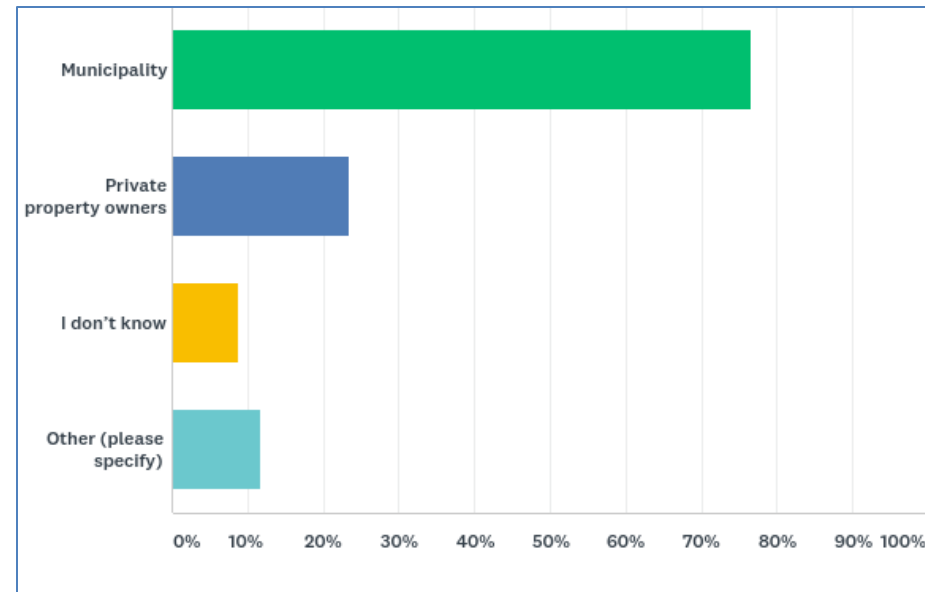


How does your muni fund sidewalk/trail maintenance? Check all

2015



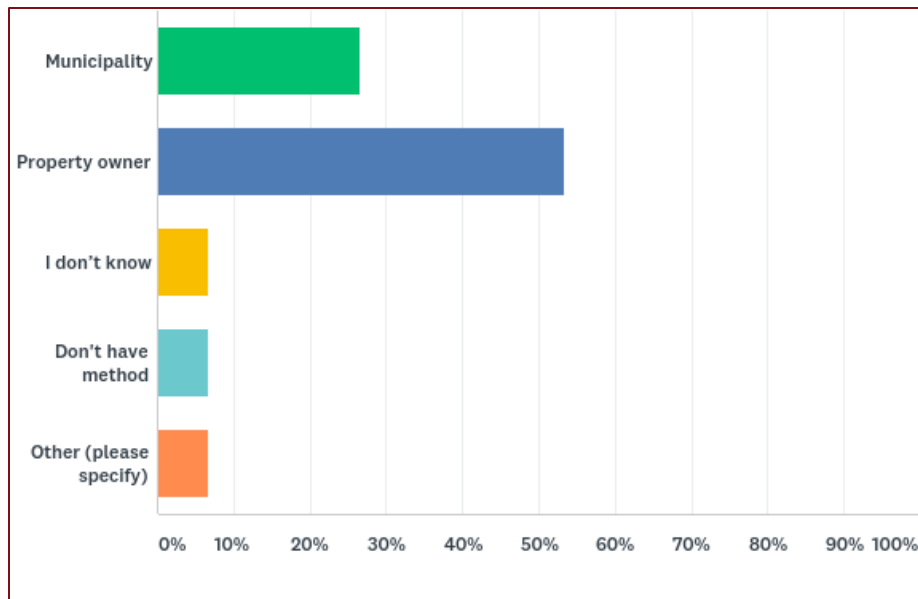
2018



Who is responsible for snow removal on sidewalks? Check all

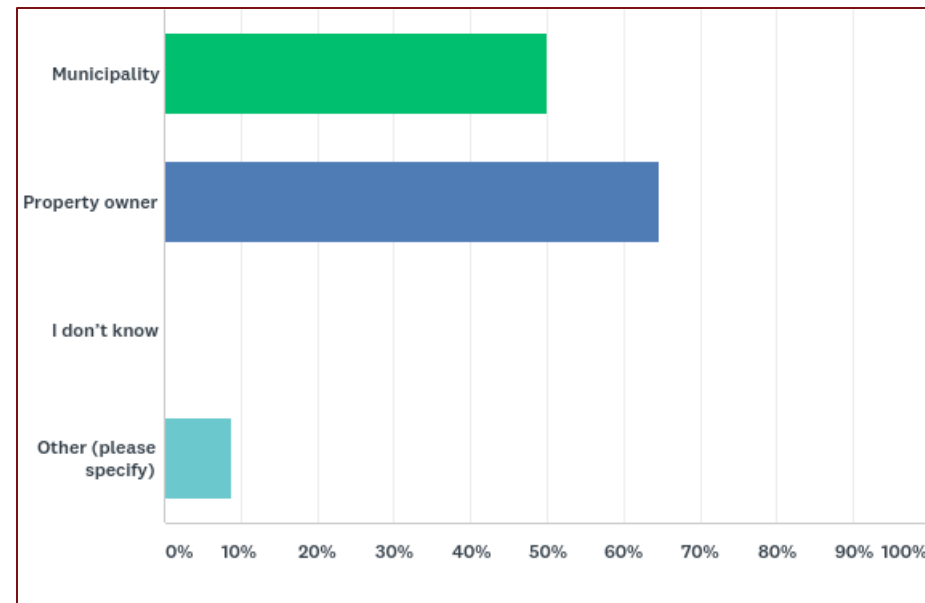
2015

15 Responses



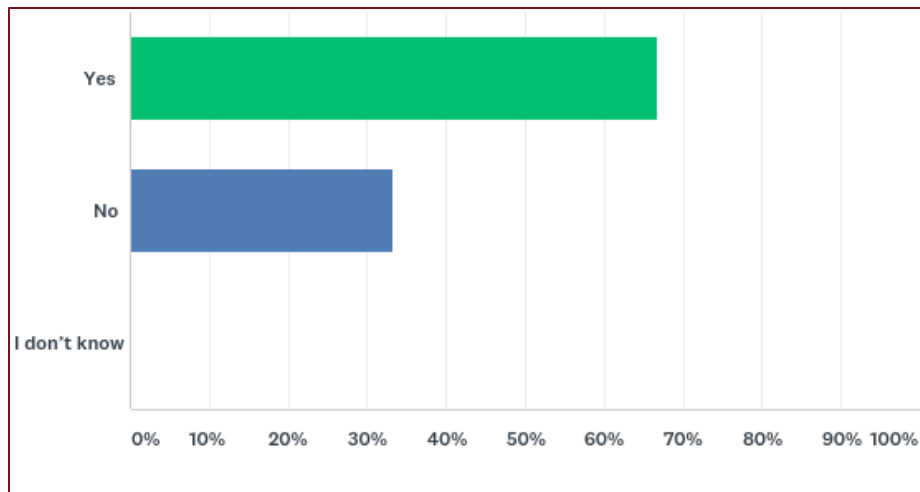
2018

34 Responses



Does your muni have method to ensure snow removal on sidewalks/crosswalks?

2015



2018

