



**Capital District Transportation Committee  
2018-2020 Unified Planning Work Program**

**Progress Report**

April 1, 2018 to September 30, 2018

Prepared by  
Capital District Transportation Committee Staff

For  
CDTC Planning Committee Review and Approval

October 2018

**SUMMARY OF KEY ACCOMPLISHMENTS DESCRIBED IN THE  
April 1, 2018 – September 30, 2018 PROGRESS REPORT  
PREPARED FOR CDTC'S PLANNING COMMITTEE**

Some of the key accomplishments of CDTC's 2018-20 Unified Planning Work Program (UPWP) for the period beginning April 1, 2018 and ending September 30, 2018 include:

- In 2017 CDTC contracted with a consultant team begin the planning process for an update to the 2007 *Tech Valley Trails* greenway vision: *The 2018 Capital District Trails Plan*. This project includes 5 tasks: Regional Greenway & Trails Vision, Regional economic impact analysis of greenways and trails, Best Practices for Trail Management & Maintenance, Branding and marketing plan for the Capital Region trail system, and Drone imagery & videography. A draft plan and video were released September 13, the same day as the public open house. The final Capital District Trails Plan will be completed early in 2019.
- CDTC Staff is working on the development of our first-ever Regional Safety Action Plan. Along with extensive crash data analysis, focus group meetings were held in May and a regional safety summit was held in June with over 30 participants. Community outreach is ongoing and includes an online survey and survey cards which are being completed at tabling events. To date, events were held in Albany and Rensselaer Counties. Several presentations were given at CDTC Advisory Committees and Planning Committee on the project.
- The *Troy Bike Connections Plan* was completed. This planning initiative was funded as part of CDTC's Linkage Program and led by Parks and Trails New York. The plan is a guide for city officials and residents, advocates, and business owners to create a safe bicycle network that connects the Uncle Sam Bikeway and planned South Troy Riverfront Bikeway to neighborhoods throughout the city. An implementation plan was developed, which prioritizes projects and estimates costs.
- CDTC, with input from the Complete Streets Advisory Committee, continued development of the 2018 Complete Streets Educational & Technical Assistance Workshop Series. The primary goal of the Workshop Series is to assist local governments in developing and implementing Complete Streets policies. Workshops for 2018 included: Town of Niskayuna, Workshop Type C (Implementation); City of Watervliet, Workshop Type C (Implementation); and Town of East Greenbush, Workshop Type A (Basics).
- CDTC began participating in a study sponsored by NYSERDA to consider different energy futures and their impact on transportation, land use, and the region's environment. A major focus of the study will be developing strategies for reducing greenhouse gas emissions. This is considered necessary to help the region achieve the State's goal of reducing emissions by 80 percent by 2050.
- Staff completed S. Pearl St. Heavy Vehicle Travel Pattern Study, a joint Freight and Environmental Justice effort in the City of Albany. The primary objectives were to research and analyze heavy vehicle travel patterns along S. Pearl St. – NY 32, and to develop potential strategies to mitigate the negative impacts of

heavy vehicles on residents of the study area. A license plate survey was performed during the previous reporting period, and heavy vehicle data was analyzed to better understand travel patterns along the roadway network. A draft report was developed and shared with project stakeholders and the public for comments. The final report was developed and distributed.

- After several years in development, the *I-787/Hudson Waterfront Corridor Plan* was completed. The plan identified potential future transportation strategies for the corridor that support and balance economic development and revitalization efforts, transportation network resilience, and improved walking, biking, transit, and visual access to the waterfront. The plan outlines several initiatives that are currently progressing as well as potential longer term strategies that will require careful study.
- CDTC funded five Technical Assistance Program projects in partnership with CDRPC, and announced a new Technical Assistance Program for 2018 with CDRPC. Under this program, assistance will be for local planning projects that are well-defined, short-term in nature, and related to New Visions.
- A Complete Street Plan for Delaware Avenue in the Town of Bethlehem was adopted by Bethlehem's town board. The plan calls for "right-sizing" the avenue by reducing the number of through traffic lanes, adding a center turn lane, and providing for safer bicycle space. The plan ensures compliance with requirements of the Americans with Disabilities Act (ADA).
- CDTC successfully held a Safety Summit related to development of its Regional Safety Action Plan. CDTC also hosted a NHI speed management course and NACTO place-making training.
- CDTC recently completed a GIS-based inventory of existing sidewalk infrastructure in all 77 municipalities within CDTC's planning area. The inventory is to be used as a baseline in assisting communities with developing a screening process to evaluate ADA compliance of existing sidewalk infrastructure.
- Continued GEIS contractual work with the towns of Colonie and Malta by completing more than 20 land development projects in the GEIS-defined areas of those communities.
- The Town of Malta *Route 9 Reconfiguration Feasibility Plan* has reached another milestone. The town has commissioned an engineering effort to re-design US 9 south of the NY 67 roundabout using the plan as a framework.
- CDTC adopted the Highway Safety Improvement Program (HSIP) targets set by New York State Department of Transportation (NYSDOT) for five safety performance measures required in the HSIP final rule (23 CFR Part 490). The five performance measures are:
  - Number of Fatalities
  - Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT)
  - Number of Serious Injuries

- Rate of Serious Injuries per 100 million VMT
  - Number of Non-Motorized Fatalities and Non-motorized Serious Injuries
- In addition to the above, the Policy Board approved the resolutions supporting the NYSDOT/ CDTA/ CDTC Performance Management Agreement, the TIP Performance Management Amendment, and five (05) other NYS DOT Performance Measures and Targets.
- CDTC agreed to support CDTA's Transit Asset Management (TAM) performance measure targets by resolution, and received CDTA's federally required Transit Asset Management Plan.
- Two Linkage Projects were completed: Malta Route 9 Reconfiguration Feasibility Study and Freemans Bridge Road Complete Streets Feasibility Study & Policy.
- Over 30 people attended the 2018 "Tools of the Trade" human services transportation symposium at The Crossings in Colonie on May 24th. Staff provided a follow-up presentation about topics discussed at the 2016 event. Local presenters discussed driver recruitment and retention, and visiting presenters discussed volunteer driver programs, including for Medicaid.

# **CAPITAL DISTRICT TRANSPORTATION COMMITTEE PROGRESS REPORT**

**April 1, 2018 – September 30, 2018**

**FHWA Metropolitan Planning Funds (PL)  
FTA Project NY 80-X028 (2018-19)  
FTA Project NY 80-X027 (2017-18)**

**FHWA STP Project Development  
SDF FUNDS**

## **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 (USDOT), 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 (CDTC) staff, by the Capital District Regional Planning Commission (CDRPC) staff or by consultants. This is a progress report that includes all work completed in the six month period beginning April 1, 2018 and ending September 30, 2018.

## **44.21.00 PROGRAM SUPPORT & ADMINISTRATION**

### **TASK 1.51 Committee Activities**

Four Planning Committee meetings and two Policy Board meetings were held during the reporting period. Issues discussed included CDTC's development of Complete Streets Workshops, Capital Coexist Traffic Safety Ambassador Mini-Grant Program, the CDTC/NYS DOT/CDTA Performance Management Agreement, the CDTC/CDRPC Technical Assistance Program, NYS BridgeNY Program updates, FTA Transit Asset Management Final Rule Implementation, CDTA Transit Asset Management Performance Targets, Section 5310 Enhanced Mobility of Seniors and Individuals project solicitation, Regional and Statewide Safety Plan and Performance Targets, CDTC's project delivery updates, and NYSDOT's project delivery schedule.

The Planning Committee approved 18 TIP amendments, as well as Complete Streets Workshops, the NYSDOT/CDTA/CDTC Performance Management Agreement, the TIP Performance Management Amendment, CDTA's Asset Management Performance Measure, NYS DOT Performance Measures and Target Approvals, Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program, the UPWP

progress report for the reporting period Oct 1, 2017 to March 31, 2018, and one UPWP amendments for a 2017-2018 year-end budget revision.

The Policy Board approved six TIP amendments. Additionally, the Policy Board voted to approve the resolutions supporting the NYSDOT/CDTA/CDTC Performance Management Agreement, supporting the TIP Performance Management Amendment, NYS DOT Performance Measures and Target Approvals, CDTA's Asset Management Performance Targets, and the TIP approval Waiver for New Section 5310 Projects.

Six special presentations were made during the reporting period. Capitalize Albany presented on the Albany Skyway project, which coincided with the I-787/Hudson Waterfront Corridor Study. The Town of Bethlehem and Creighton Manning presented on their Complete Street Feasibility Study. The Town of Glenville and Planning4Places presented on the Freemans Bridge Road Complete Streets Feasibility Study and Policy. Sandy Misiewicz gave a presentation on the Regional Safety Action Plan Update from CDTC. The Policy Board had presentations from the FHWA regarding ADA Sidewalk Transition Plans, and from NYS Department of State on preparations for the 2020 census.

#### **TASK 1.61 Certification Review**

Every four years the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) conduct a federal certification review of CDTC's metropolitan planning process. The purpose of the review is to certify that CDTC as the MPO for the Capital Region of New York is satisfactorily meeting the planning requirements as defined in Federal laws and regulations. The process also provides FHWA and FTA the opportunity to add value to CDTC's planning process through the sharing of best practices, techniques, and technology. The last review took place in March 2016. As the result of the March 2016 Certification Review, CDTC received two corrective actions – one for TIP fiscal constraint and the other for the Long-range Regional Transportation Plan (LRTP) Financial Plan. FHWA and FTA have determined that CDTC has adequately addressed both of these corrective actions. The next formal USDOT review is scheduled to take place during the spring of 2020.

Self-certification is also required at the time a new Transportation Improvement Program is prepared. In accordance with FAST Act requirements, CDTC's next self-certification will occur in June, 2019 concurrent with the adoption of CDTC's *2019-24 Transportation Improvement Program*. Staff is currently preparing a checklist of MPO responsibilities to aid CDTC's Planning Committee and Policy Board in reviewing and evaluating CDTC's process and programs. CDTC's self-certification will include a public outreach process.

#### **TASK 1.64 Americans with Disabilities Act (ADA) Compliance Support**

CDTC staff has completed distributing the data packages containing the results of CDTC's Pedestrian Facility Presence/Absence Inventory to local governments. The sidewalk inventory GIS files, data tables and maps can be used by municipalities as a first step in identifying ADA compliance needs for their pedestrian facilities to update or establish required municipal ADA Transition Plans. Since local government data packages containing results of CDTC's Pedestrian Facility Presence/Absence Inventory were distributed, staff followed up with an ADA Transition Plan survey. Approximately

half of all municipalities completed the survey, which can be used to compare current sidewalk data and Transition Plan status to results from a similar survey completed in 2015. Many of the municipal members of the ADA Working Group have begun developing ADA Transition Plans.

The ADA Working Group met in July 2018 and featured a presentation by the City of Saratoga Springs on the City's data collection methodology. The City had begun to inventory and rate pedestrian facilities for ADA compliance. The FHWA Division Office Civil Rights Specialist presented about municipal Transition Plans to the Policy Board at its September meeting. Staff finalized a draft ADA Self-Analysis for CDTC, and prepared it for presentation to the Planning Committee in the next reporting period.

Other work completed on this task during the reporting period includes:

- Completed the Regional Sidewalk Inventory Summary Report and a Regional Sidewalk Inventory mileage summary.
- Met with staff from the City of Saratoga Springs regarding their approach to using GIS software and data for their ADA transition plan and data collection efforts
- Continued creation of a Crosswalk GIS database. Data consolidation of existing data from various GIS layers is underway, including data from the following sources; previous Linkage Studies, NYSDOT 2016 ADA Ratings, NYS Accident Location Information System (ALIS) Intersection database and data from several municipalities.
- Updated the Regional Sidewalk Inventory Master database to reflect new data

#### **TASK 1.65 Unified Planning Work Program Development**

Staff developed the current 2018-20 UPWP in the previous year, which included several new requirements and additions including:

- Reorganization to utilize FTA activity line item codes for all tasks
- Developing a plan to spend FHWA PL carryover balances
- Including more detailed task descriptions (especially for tasks which are not regular, ongoing projects) including major milestones, and start and end dates.
- Endorsements of all new and ongoing shared cost initiatives

During this 6-month period staff worked on the several new initiatives in the 2018-20 UPWP including:

- Development of a Regional Safety Plan
- Major update of our Regional Trails Plan
- Update of our Coordinated Public Transit Human Services Plan
- Establishment of a Smart Communities Task Force
- Identifying Ladders of Opportunity by organizing local focus groups
- Providing NACTO Guidelines training for our members

Also during this period staff continued several contracts including 6 related to Linkage studies, the New York State AMPO consultant contract, the I-787/Hudson Waterfront

Corridor Study, and Town of Colonie and Town of Malta GEIS efforts.

Financial planning of CDTC activities was also a major effort. Twelve FHWA and FTA billings were prepared and submitted to NYSDOT for reimbursement.

Progress of the UPWP was monitored through weekly staff meetings, and monthly staff accounting reports. Management staff reviewed UPWP task resource expenditures, and recommended minor adjustments.

#### **TASK 1.66 Environmental Justice Compliance, Title VI, & DBE**

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.

The Environmental Justice/Title VI Task Force, now the Equity Task Force, met twice during the reporting period. The Task Force discussed CDTC's Albany South Pearl Street truck traffic study, the focus groups project, the 787/Hudson Waterfront Corridor Study, a report completed in Monroe County entitled "Transportation and Poverty", creation of an EJ projects bulletin, who to reach in public outreach, public participation for the Coordinated Plan, federal grant funding, the Volkswagen settlement project solicitation, and Cornell's Transit Accessibility Evaluation.

Sage Shoppes conducted all eleven focus groups during the reporting period. A total of 78 participants attended a focus group. Two of the focus groups consisted entirely of health and human services agency staff members as participants. Staff and Task Force members reviewed a draft of the focus groups report.

Staff met with CDRPC and discussed internal abilities to reproduce the "Transportation and Poverty" report for the Capital Region. CDTC staff has begun to gather the data to be used in a similar document. The Task Force provided recommendations for census tracts to use in the network analysis.

Staff participated in a webinar of the final product to be used by Cornell University's Yang-Tan Institute on Employment and Disability to create a Transit Research & Accessibility Center, which was funded by a New York State Developmental Disabilities Planning Council grant. The project will also develop an online training curriculum about both ADA requirements related to fixed-route transit as well as instructions on using the app to be developed. The actual pilot use of the tools is expected in the next reporting period.

CDTC continued to demonstrate success in DBE contracting and purchasing. The semi-annual report for April 1 2018 through September 30 2018 was prepared and submitted to NYSDOT. About 6.8% of FTA expenses and 22.5% of FHWA expenses were paid to Women Business Enterprises and/or Disadvantaged Business Enterprises between April 1 2018 and September 30, 2018.

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

CDTC's *Continuing Operations Plan* – commonly referred to as the *Prospectus* – presents a detailed description of CDTC, its organizational structure and related responsibilities, as well as the procedures used to carry out the federally-mandated transportation planning process in the Capital District region. This document also provides an overview of how other agencies are involved in the regional planning process, and a brief description of the federal planning requirements and guidelines. 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.

The Prospectus requires periodic updating to account for changing regulations, technology, and planning techniques. Since 2011, this document has been amended by CDTC's Policy Board to include a new MPO planning agreement and an updated continuing agreement with CDTA and NYSDOT regarding hosting arrangements through 2020. Given the continued unsettled and uncertain federal financial commitment, the update of this document has been delayed several times. 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.

With a new transportation legislation on the horizon, staff will take the first steps in the coming months toward updating the document to include a new five-year planning agenda and financial plan.

Since April 1, 2018 staff activity was limited to the following tasks: (1) discussion with NYSDOT and others regarding expected short-term planning responsibilities and federal financial commitment; (2) researching the approach that other TMA's are taking toward MPO management and operations; and (3) updating the *Guide to the Capital District Transportation Committee*. The Guide has been a well-received by CDTC's Planning Committee and Policy Board, and the public as a way to keep all MPO participants informed about current roles and responsibilities.

### **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 19 weekly Executive Committee teleconference meetings, 3 biweekly Directors/NYS DOT teleconference meetings, and 2 Directors/NYS DOT in-person meetings both at CDTC in Albany during this period on April 13, 2018 and September 21, 2018.

CDTC continues to manage the statewide staff support contract, which is now provided by T.Y. Lin International.

**TASK 1.69 AMPO/NYSAMPO/TRB Committees and Working Groups**

CDTC's involvement in the national Association of Metropolitan Planning Organizations (AMPO) included the following:

- Staff attended 6 AMPO Policy Committee conference calls and 1 in-person meetings of the Committee on September 2018 in San Antonio, TX. See SPR Funded Efforts Task 6.02 for a list of NYSAMPO meetings attended by staff.
- Staff attended four conference call meetings of the AMPO Connected and Autonomous Vehicles Working Group.

CDTC's involvement in Transportation Research Board (TRB) activities included the following:

- CDTC staff attended the TRB Standing Committee on Transportation Safety Management (ANB10) in September and became a member of that committee to represent CDTC and other Metropolitan Planning Organizations.

CDTC's involvement in the New York State Association of Metropolitan Planning Organizations (NYSAMPO) included the following:

- CDTC staff chairs of the NYSAMPO Freight Working Group. The Freight Working Group met once during the reporting period, on June 21, 2018. The primary focus of the Freight Working Group is development of the New York State Freight Plan, and Truck Travel Time Reliability (TTTR) index target setting and reporting.
- Staff created a summary of the Non State Federal Aid Roadways pavement scoring data collection efforts undertaken by multiple NYS MPO's in an effort to coordinate and collaborate with NYSDOT's efforts. Staff attended the June 2018 NYSAMPO GIS Working Group in-person meeting.
- The Safety Working Group (SWG) continued to be a valued forum for safety data and safety planning. CDTC staff chairs the group which had five conference calls and one in person meeting. CDTC staff continued to represent the MPOs on the NYS Pedestrian Safety Action Plan implementation committee, the Strategic Highway Safety Plan core team, the Traffic Records Coordinating Committee and the NYS Association of Traffic Safety Boards' Engineering Committee.
- The Bicycle and Pedestrian Working Group continues to be the lead on statewide coordination between the MPOs and NYSDOT. Staff represented CDTC at an in-person Working Group meeting in March at the Walk-Bike NY Conference in Schenectady, and again in September in Ulster County. Staff participated on the subcommittee developing bicycle and pedestrian safety resources for the NYS MPO website. The Working Group will work closely with NYSDOT to develop

tasks and possible deliverables that will benefit individual MPOs, the NYSAMPO and NYSDOT.

- CDTC staff chairs the NYSAMPO Modeling Working Group, which was tasked with assessing data needs for integrated planning. The Working Group held monthly advisory committee meetings for NYSDOT's contract with UAlbany's University Transportation Research Center, which is developing a robust tool for analyzing National Performance Management Research Data Set data. The tool will be available for use by NYSDOT and MPOs. The Modeling Working Group held an in person meeting in Albany in September.
- Staff chairs the NYSAMPO Climate Change Working Group. The working group met via conference call in June and again in October. The Working Group submitted the final draft of the Automated Vehicle Fact Sheet.
- Staff participated in two NYSAMPO Transit Working conference calls in May and September during the reporting period. Topics included the recent 5310 and 5311 solicitations, performance measures, the work group's work plan, transit fact sheets, and how transit planning ties into Long-Range Metropolitan Planning.

*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 14 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 – 2 in-person meetings and 1 subcommittee teleconference meeting
  - Provided coordination assistance to New York Bicycling Coalition for their summit
- Climate Change Working Group –2 teleconference meetings
  - Submitted the final draft Automated Vehicle Fact Sheet
  - Worked with Climate Change Working Group to submit comments to NYSDEC on the recently released Flood Risk and Resiliency Guidance
- Freight Working Group – 1 web-conference meeting
- GIS Working Group – 1 in-person meeting
- Safety Working Group – 1 in-person meetings and 5 teleconference meetings
  - Organized and presented at the Local Road Highway Safety Improvement Program Peer Exchange in Utica sponsored by FHWA and the Utica MPO.
  - Created a complete streets subcommittee to develop an updated complete streets factsheet.
  - Worked with GTSC and the Syracuse MPO to prepare five Bicycle Safety Public Service Announcements for statewide broadcast.
- Transit Working Group – 2 teleconference meetings
- Transportation Systems Management & Operations Working Group – Staff attended one conference call meeting of this working group.
- Travel Demand Modeling Working Group – one in-person meeting and 6 web-conference meetings
  - Continued work as advisory committee for UAlbany AVAIL research on use of NPMRDS data set

- Developed presentations based on research on latest findings in VMT trends, modeling uncertainty, and data visualization
- Continued work as advisory committee for UAlbany AVAIL research on use of NPMRDS data set

**TASK 1.70 Public Participation**

CDTC provided opportunity for public participation through the Policy Board, Planning Committee, advisory committees and task forces, Linkage Study outreach, and Capital Coexist programs. Public engagement also occurs via the CDTC website, social media, newsletters, and direct mailings.

During this period, CDTC staff completed the following:

- Maintained the content on the CDTC website and worked with a consultant to make several key improvements and software updates.
- Issued a Request for Proposals for website services including technical updates, ongoing maintenance and training.
- Completed a website Article Design Guidelines document and operations plan.
- CDTC staff updates Facebook and/or Twitter accounts almost every day with public meeting notices, project updates, requests for public comment, and other announcements and information related to transportation in the Capital Region. Following the launch of the new CDTC website, social media staff has made a concerted effort to drive traffic to the website with links to calendar postings and content. CDTC regularly produces and shares maps, the newsletter, and other materials as a way to bolster community awareness of the open resources CDTC has to offer the public.
- CDTC used social media to promote several transportation safety campaigns supported by NHTSA. CDTC staff promoted Bike to Work Day via Facebook and Twitter throughout the months of April and May. Public meetings and surveys for Linkage Studies and other regional projects are promoted via social media, as well as upcoming transportation-related events and projects news.
- CDTC created an Instagram account.
- CDTC also supports other state and local agencies through social media such as NYSDOT, NYSDEC, CDTA, CDRPC, etc. and cross-promotes content on Twitter and Facebook.
- June and September 2018 newsletters were printed and distributed to the approximately 1,700 address mailing list (includes hardcopy mail-outs and email). All staff contributed articles.
- Staff tabled a station at the Crossgates Mall Traffic Safety Show where they distributed information about traffic safety and collected public input on their biggest transportation safety concerns.

- Staff tabled at the Troy City Ramble and the Healthy Street Watervliet event to distribute bicycle safety information and to collect public input on transportation safety concerns.

#### **TASK 1.71 Provision of Community Services**

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

- Responded to a Town of Bethlehem resident for some basic traffic and safety data that would help inform the Elsmere neighborhood how the traffic environment has changed over time. Since CDTC did not have the authority to disseminate crash specific safety data, staff provided the NYSDOT protocol for obtaining such data.
- Responded to a request from a Village of Colonie resident for information on traffic calming, and CDTC's role in neighborhood planning. Gave CDTC's perspective on traffic management and urban traffic patterns. Provided information on complete streets and regional planning in general.
- Responded to many other residents' requests on a daily basis.
- Responded to three requests from developers, real estate brokers, and consultants for traffic count information and growth forecasts for Colonie's Route 9 and Bethlehem's Route 9W corridors.
- Provided the New York State Thruway engineering staff with a copy of CDTC's Bridge Preservation Report. Spoke at length with a Thruway representative about the approach and value of the project.
- Staff continued to support the Highway-to-Boulevards committee coordinated by the Tri-State Transportation Campaign to develop a toolkit for highway to boulevard projects using the I-787 Corridor Study as one of the case studies.

#### **TASK 1.73 CDTC/CDRPC Technical Assistance Program**

Staff from CDRPC and CDTC worked together on the development of a joint technical assistance program. The program is intended to fill gaps in local level planning, and to enhance capacity to advance planning initiatives that resonate with New Visions' Quality Region principles. For this year, six proposals were received, and five were selected for funding as follows:

- **Niskayuna** – purpose is to help identify non-motorized transportation connections that would improve travel options between the Craig Elementary School and Jewish Community Center. Over the last several months, CDTC and CDRPC staff met with stakeholders to confirm overall scope of the effort, and to visit the site. CDTC staff has collected traffic and safety data for the area, prepared some basic mapping, and outlined several options for consideration. In

the coming weeks, CDTC will meet with NYSDOT and CDRPC planners to discuss and review options. A meeting with stakeholders to discuss findings and recommendations will follow. This effort is roughly 40 percent complete.

- **Wilton** – The purpose of this effort is to help the Town select a traffic mitigation alternative for implementation. CDTC staff has been working with the Town’s engineer, VHB, to review a previously completed traffic assessment. CDTC’s primary role will be to evaluate mitigation cost options that would lead to implementation of the selected traffic improvement action. Alternative approaches to travel management options will also be identified. As of October 1, 2018, roughly 30 percent of CDTC’s effort has been completed.
- **Schenectady County** – This initiative will provide the County with the foundational elements for a county-wide park utilization plan. Technical assistance will be provided to coordinate available background information between the County departments, assemble an inventory of existing park assets, create a geo-tagged photo inventory, create an online app-accessible trail map, and develop and help administer a park user survey.
- **Rotterdam** – This initiative intends to refine capital project concepts identified in the Town of Rotterdam’s 2015 Brownfield Opportunity Area (BOA) study on NYS Route 5S between NYS Route 103 (Bridge Street) and Parkis Street. The BOA study discusses trail connections at the railroad tracks and to the Mohawk River, streetscape improvements on NYS Route 5S and welcome/way-finding signs. Technical assistance will be provided to the Town to inventory and map available existing transportation conditions, suggest priority improvements (crosswalks, signage etc.) to enhance pedestrian safety in the study area, identify next steps including a project fund source matrix and facilitation of a public meeting.
- **Guilderland** – Using information that comes out of the Regional Trails Plan as well as discussions with staff within the Town of Guilderland, technical assistance will be provided to the Town for trail mapping and identification by type, review of existing trail planning documents, assistance with the development of an RFP for trail planning and participation by CDTC/CDRPC staff on a trails plan study advisory committee.
- Staff provided GIS data and base mapping for funded projects.

#### **TASK 1.75 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. Additional tasks related to Linkage Program administration include:

- Two Community Planners Forum meetings were held, in June and September, with presentations on CDRPC’s Green Infrastructure Toolkit and Community Self Evaluation Tool and CDTC’s Smart Communities – Pilot Project Solicitation

- Staff continues to maintain the Linkage Program Interactive Map on the CDTC website.
- CDTC interns continue to develop brief summaries of all Linkage Studies which contain direct references to the transportation recommendations/strategies for use by NYSDOT Roadway Designers, consultants and the general public. Once completed, these summaries will be available on CDTC's website.
- CDTC updated the Linkage Program Administrative Procedures and related checklist for use by CDTC staff.
- CDTC updated and issued the Solicitation for planning projects for the 2019-2020 Linkage Program.
- CDTC staff participated in the How to Plan for Communities: "Listen to Them" webinar.
- Created Environmental Justice and Environmental Mitigation mapping for the Patroon/Washington Ave Linkage Study.

CDRPC staff continues to participate on various Linkage Study advisory committees as part of the CDTC Linkage Grant Program. Linkage studies underway or completed this reporting period include: The Albany Patroon Creek/ Washington Avenue Corridor Study, Albany Shaker Road Corridor Study, Troy Trail Connection Study, and Freeman's Bridge Road Complete Streets Feasibility Study and Policy.

CDRPC continues to participate on the Regional Linkage Coordination Forum, which involves the sharing of information and experiences between communities that have received Linkage grants and regional and state agencies involved in land use and transportation.

#### **44.22.00 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING**

##### **TASK 2.25 Collection of Transportation Data**

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:

- With the completion of the Rexford Bridge project in the Town of Niskayuna, interns help collect speed-delay data in the corridor. Data confirmed a substantial reduction in travel delay, both in the morning and afternoon peak travel periods.
- Conducted pedestrian and traffic counts at six intersections in the NY 5 corridor.

- Completed research on pedestrian districts, the use of street trees, and travel characteristics of “new urbanist” site designs.
- Progress is being made in summarizing trip generation data into a formal report. Work on this task continues as staff time and intern support is available.
- Conducted observations of CDTA transit service in the Wolf Road corridor in support of the upcoming Airport Area GEIS update.
- Organized CDTC GEIS project files. Created GIS mapping and data file to help track land development projects.
- 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.
- Continued to collect photographs of completed transportation projects. The goal is to create a catalogue of photographs of planned and completed Transportation Improvement Program projects that can be used to tell the story of development in the Capital District.
- Confirmed trip generation of recently completed development projects in the Airport area of the Town of Colonie. Interns collected peak hour and mid-day traffic data at four locations in the Town of Colonie.
- Continued to collect speed limit compliance data for the Route 9 corridor in the Town of Malta to support complete street planning. Data was collected by observing speed feedback signs at two locations in the corridor.
- Collected field data of bicycle and pedestrian infrastructure.

**TASK 2.28 Census**

Staff coordinated efforts with CDRPC to participate in the Participant Statistical Areas Program (PSAP) in preparation for the 2020 Decennial Census. Staff viewed a webinar, reviewed and provided official comments on the proposed program criteria in the Federal Register and held two working group meetings with CDRPC.

Staff gathered data and produced maps and documentation for a Functional Classification change request for roadways within the Port of Albany.

Work completed during this reporting period by Capital District Regional Planning Commission (CDRPC) includes:

- CDRPC updated its website with the 2012-16 American Community Survey data for each community.
- CDRPC updates its website with current North American Industry Classification System (NAICS) data and updated links to make legacy data accessible. In

addition, Consumer Price Index/Producer Price Index (CPI/PPI) and Employment/Unemployment data was updated as of September 2018.

- CDRPC continues to update and post data sets on its web site as data from secondary sources, including the Census Bureau, Labor Dept., and Comptroller's office become available.
- CDRPC continues to update the Community Fact Sheets for each of the 79 communities and 4 counties to reflect the data released for secondary sources.
- CDRPC responded to 40 data requests from public and private entities including local governments, nonprofits, and professional organizations.
- CDRPC staff is in the process of developing a data dashboard which will make the variety of data produced more accessible and useful. The dashboards will be built using Tableau software and will include data currently located in CDRPC's Community Fact Sheets. Staff has attended trainings and has developed a pilot dashboard of economic data. The new dashboards will facilitate data visualizations and allow users to download data for further analysis. Major funding for this project comes from CDTC.
- CDRPC staff participated in Census Trainings and is coordinating with federal, state and local officials on the 2020 Census.

#### **TASK 2.29 Geographic Information Systems (GIS)**

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, CDTC's GIS tasks that were completed or are underway include:

- Performed GIS management activities, including data backups and database maintenance. Provided GIS/GPS technical support, training and assistance to staff and interns. Shared GIS data files and information with staff, municipalities and consultants. Coordinated GIS setups for staff and interns. Updated CDTC's GIS User Guide. Researched the use of the ArcGIS Network Analyst Extension for possible use in analyzing transportation routes. Researched ArcGIS Software Pricing. Assisted with the installation of updated GIS Software from NYSDOT.
- Downloaded/Received various updated databases and new databases/GIS files, including NYS Roads, NYS-Owned Tax Parcels, Tax Parcel Centroid Points, NYS DEC Points of Interest, NYS DEC Lands, NYS DEC Trails, CDTA Transit Routes and Stops, NYS civil boundaries and SAM Address data.
- Responded to various data/map requests internally and externally
- Updated and maintained CDTC's ArcGIS Online Mapping Applications.

- Created new GIS data and performed updates to existing major GIS databases, including trails, sidewalks and crosswalks.

CDRPC's GIS tasks that were completed or are underway include:

- Continued to update and maintain its GIS, utilizing the system for internal project analysis, and to provide GIS products and services to local governments, agencies and citizens on request.
- The CDRPC Census Mapper has been updated with most recent American Community Survey data from 2012 – 2016. The online, interactive CDRPC Census Mapper application is being actively used by the public. The application is designed to query and display a collection of demographic and socio-economic data in the Capital Region and allows users to create thematic maps, compare side by side maps, contrast demographic change over time and determine the population within a defined radius.
- Staff also developed a video tutorial to assist the public with utilizing the Census Mapper. The mapper can be accessed at <http://maps.cdrpc.org>.

#### **TASK 2.30 Highway Condition Inventory**

CDTC continued to collect data for its Highway Condition Inventory. Survey crews were organized and staff participated in field work.

Staff continued to build, update and maintain master databases and maps for Routine Highway Condition Inventory.

CDTC staff post-processed the 2017 Non State Federal Aid Pavement Scores and updated the database with several additional data fields that will be useful for future analysis and data collection efforts.

CDTC staff performed pavement scoring on county-signed routes. CDTC staff built the Local Sample database in the GIS and began scoring efforts on the local sample.

CDTC is now utilizing the NYSDOT Traffic Data viewer as its primary source for traffic volume data. An ArcGIS database is in development which will contain all the currently available roadway feature data and traffic volume data for all public roads.

### **44.23.01 LONG-RANGE TRANSPORTATION PLANNING – System Level**

#### **TASK 3.11 STEP Model Development and Maintenance**

Work continued 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 3.21 Energy, Climate Change, and Air Quality**

Because the Albany-Schenectady-Troy area is in attainment for the 2008 8-Hour Ozone NAAQS, based on a previous rule, CDTC has not been required to make a transportation conformity determination under the new ozone standard since 2013. However, a decision by the U.S. Court of Appeals for the D.C. Circuit in the case of South Coast Air Quality Management District v. EPA addressed implementation requirements for the 2008 ozone NAAQS and requirements associated with the revocation of the 1997 NAAQS. As a result, an air quality conformity determination for the next CDTC TIP and New Visions Plan update will be required. CDTC staff had discussions with FHWA and Adirondack-Glens Falls Transportation Council to prepare for this upcoming conformity analysis, and attended training in the EPA MOVES Model.

### **TASK 3.31 Infrastructure & Finance Planning**

The adoption of *New Visions 2040* triggered the need to once again review current and long range state and locally-owned pavement and bridge condition and financing. Based on recommendations set forth in *New Visions 2040*, the effort over the next two years will be extensive, involving: (1) the preparation of a comprehensive report documenting highway and bridge needs; (2) investigation of long-term funding need for all infrastructure components, mirroring the analysis contained in the recently completed financial plan for *New Visions 2040*; (3) evaluation of the impact of NYSDOT's preservation directive on local federal-aid pavement and bridges; and (4) development of a comprehensive infrastructure report card. CDTC's analysis will also include an assessment of how well the region is achieving established performance targets.

The following work is underway:

- Took the first steps toward developing a work plan.
- Infrastructure work under *New Visions 2030* was guided by an Infrastructure Task Force. A similar approach will be taken for the 2050 plan update. Staff has reviewed retirements of previous members, and will work with the Planning Committee to identify replacement members.
- The Local Bridge Preservation Study was carried out with the help of a Local Bridge Group. This study will be updated this over the next 18 months and will be guided by the Bridge Group. Staff has reviewed the scope of the previous study with an eye toward identifying additional tasks that could improve the product. The Bridge Group will be reconvened before the end of the year to discuss and agree on a revised scope.
- Continued examination of changes in condition over time.
- Continuing an analysis of how well *New Visions* goals and State performance targets are being met.
- Working with NYSDOT staff to identify the best way to transition to "new" pavement and bridge condition protocols. This will be especially critical for evaluating candidate TIP projects.

- In the next several months, staff will take the initial steps to update the Local Bridge Preservation Assessment that was first developed in 2014. On the pavement side, additional Highway Condition Performance Management analyses will be designed, tested, and evaluated. Developing a revised scope for the bridge assessment was delayed in order to help the Towns of Malta and Colonie progress their respective GEIS efforts, and to start work on CDTC/CDRPC technical assistance efforts.

Roughly 11 percent of this task has been completed since April 1, 2018.

Staff attended the NYSDOT Highway Data Workshop. Staff created a historical map series for federal aid and NHS roads by pavement ratings. Staff produced road and bridge data summaries.

#### **TASK 3.41 New Visions & RTP Refinement**

The New Visions 2040 Plan was completed in September 2015. Work to implement the plan is distributed throughout the UPWP. One major new task relates to performance measures. Staff participated in numerous training opportunities on performance measures and began to establish baseline measurements. Staff added the adopted New Visions 2040 Financial Plan to the CDTC website.

#### **TASK 3.51 Performance-Based Planning and Programming**

The United States Department of Transportation (USDOT) has developed specific highway and transit performance measures, and requirements for States, transit operators, and Metropolitan Planning Organizations (MPOs) like CDTC. Nationally, the USDOT has established reporting targets for the following six performance areas: safety, infrastructure, congestion, reliability, freight movement, and environmental sustainability. Under the national performance management framework, the State of New York is required to establish statewide performance targets for each of the six measures, and CDTC is required to establish targets for the metropolitan area.

During the reporting period CDTC staff coordinated with regional, state, and federal partners to establish performance measure targets for the CDTC planning area. In accordance with Federal requirements, New York State Department of Transportation (NYSDOT) established statewide targets for the safety, pavement, bridge, congestion, and freight performance measures, and released them for CDTC review in May of this year.

After careful review, CDTC staff agreed that these initial targets represent realistic goals of the safety, operational, and infrastructure recommendations of New Visions 2040. With the exception of performance measures related to traffic congestion, CDTC had the option to support New York's targets or adopt its own performance targets. At the June 27<sup>th</sup> meeting, CDTC's Planning Committee voted to recommend that CDTC's Policy Board adopt the targets offered by NYSDOT in their entirety.

Performance Measures were adopted by CDTC for NHS bridges, NHS pavement, NHS system performance, and freight during the reporting period.

## **44.23.02 LONG-RANGE TRANSPORTATION PLANNING – Project Level**

### **TASK 3.12 I-787 Livable Corridor Study**

CDTC staff worked with the consultant team to develop a draft document for what is now known as the I-787/Hudson Waterfront Corridor Study and held a public workshop in June to open a public comment period. The comment period was extended over the summer due to community and stakeholder interest. CDTC attended additional community meetings on request with representatives from the Capital Area Urban League, environmental justice community members and Albany County's Mass Transit Committee at which staff presented the findings of the draft report and received additional comments.

CDTC met with FHWA staff to discuss the draft report and to refine some of the language used in the document to support federal Planning and Environmental Linkage policies so the study can better serve as a preliminary document into future capital project scoping. August and September were spent responding to all comments received and editing the draft report. The report will be finalized in the fall of 2018.

### **TASK 3.22 Regional Operations and Congestion Management**

The committee met once during the reporting period. The committee will serve as an Advisory Committee for the development of the Regional Safety Action Plan and Safety Investigation Program. Congestion management plans based on the NPRDS will be reviewed by this committee.

### **TASK 3.42 GHG Reduction Analysis Tool Grant**

CDTC staff is participating in this Study which is funded by NYSERDA. The study involves developing five scenarios for the future of the CDTC region using a tool called the VisionEval Rapid Policy Analysis Tool (VERPAT). A VERPAT model was developed for the Capital District and five preliminary scenarios were defined. CDTC staff participated in a VisionEval Peer Exchange at the AMPO conference in September.

## **44.24.00 SHORT-RANGE TRANSPORTATION PLANNING (SRTP)**

### **TASK 4.17 Complete Streets & Arterial Management**

CDTC's Complete Streets Advisory Committee (CSAC) met in June and September 2018. Topics discussed include upcoming paving and signal projects, TIP project tracking, regional complete streets guidelines/complete streets toolkit, progress on CDTC's 2018 complete streets workshop series, and CDTC's Regional Safety Action Plan and Safety Investigation Program. Staff began creating the regional guidelines/toolkit, roughly based off of a similar document from the State of New Jersey.

Staff began tracking completed projects listed on the current TIP with some complete streets elements. Tracking consists of photo/video documentation of the completed projects. Documented projects include A550 (Ontario St & Delaware Ave, City of Cohoes), A533 (five rail crossings, City of Cohoes), A569 (NY 377 and NY 378, Village

of Menands), A543 (Bridge St. railroad crossing, City of Cohoes), SA292 (Zim Smith Trail, Town of Clifton Park), SA295 (Pruyn Hill Rd, Town of Halfmoon), S220 (Broadway from Curry Road to Schenectady City Line, City of Schenectady), T92 (Pedestrian Improvements for Transit in Albany, Cohoes, and Troy, CDTA), A564 (Madison Avenue from Partridge St. to Lake Ave./Delaware Ave, City of Albany), and A546 (Delaware Avenue Hamlet Multi-Modal Streetscape Enhancements, Town of Bethlehem).

Tasks completed during this reporting period include:

- Staff, with input from the Complete Streets Advisory Committee, continued development of the 2018 Complete Streets Educational & Technical Assistance Workshop Series. The primary goal of the Workshop Series is 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 to coordinate workshop logistics and content. Workshops held during the reporting period include:

- Town of Niskayuna, Workshop Type C (Implementation) – August 14, 2018
- City of Watervliet, Workshop Type C (Implementation) – September 7, 2018
- Town of East Greenbush, Workshop Type A (Basics) – September 24, 2018

The final workshop of the 2018 Workshop Series, in the Village of Scotia, will be held shortly after the end of the reporting period.

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.

- Staff assisted the Albany Co. Dept. of Health with the development of the Albany County Complete Streets Symposium, held on April 25, 2018.

#### **TASK 4.21 Freight Planning**

The Freight Advisory Committee (FAC) held two meetings during the reporting period. The May 30, 2018 meeting featured a speaker from the New York State Marine Highway; the August 22, 2018 meeting was a tour of the Capital Region Transportation Management Center (TMC). CDTC continues to encourage participation on the FAC, particularly from private sector freight interests, and has been reaching out to new potential members.

Staff continues to promote the projects in the Regional Freight & Goods Movement Plan (March 2016), and responds to freight-related data and planning information requests on an as-needed basis. Staff chairs the NYSAMPO Freight Working Group. Staff continues to participate in all available FHWA Talking Freight Seminars, and any other freight-related training opportunities.

Staff continued to participate in development of the New York State Freight Plan, including providing information to the project team, and reviewing/commenting on all draft Freight Plan documents. Staff provided recommended freight-related projects in the CDTC region to NYSDOT for their consideration. Likewise, staff has provided comments to the federal government on the designation of the Critical Urban Freight Corridors (CUFC) network.

Staff completed the City of Albany: S. Pearl St. Heavy Vehicle Travel Pattern Study, a joint Freight and Environmental Justice effort. The primary objectives were to research and analyze heavy vehicle travel patterns along S. Pearl St./NY 32, and to develop potential strategies to mitigate the negative impacts of heavy vehicles on residents of the study area. A license plate survey was performed during the previous reporting period, to help understand heavy vehicle travel patterns in the study area. The heavy vehicle data was analyzed to better understand travel patterns along the roadway network. Strategies were evaluated to assess their potential to mitigate the negative impacts of heavy vehicle traffic traveling along S. Pearl St./NY 32 through the residential area of Ezra Prentice Homes. A draft report was developed and shared with project stakeholders and the public for comments. The final report was developed and distributed.

Staff continued to build a working relationship with Freight and Logistics experts at the Rensselaer Polytechnic Institute (RPI). Staff participated in RPI led freight projects initiatives:

- National Cooperative Highway Research Program (NCHRP) 15-62 - Design and Access Management Guidelines for Truck Routes,
- Collaborative Approaches to Energy-Efficient Logistics in the Albany - New York City Corridor, and
- 2018 Volvo Research and Education Foundation (VREF) Advanced Studies Institute on Sustainable Urban Freight Systems (VASI-SUFS)

#### **TASK 4.23 Every Day Counts Initiative**

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

Staff attended the Spring 2018 National STIC (State Transportation Innovation Council) Meeting (webinar) on April 19, 2018 at the FHWA New York Division Office in Albany.

Staff submitted a New York STIC Incentive Program Application for a New York State Association of Metropolitan Planning Organizations (NYSAMPO) Interactive Statewide Planning Documents Webpage. The webpage would include all the transportation

planning documents, plans, studies, and data (or at least links to this information) from all 14 MPOs in New York State so that state, local, and private sector planners and engineers and residents could easily access this information and data, and use it during the project development and design phases. This would “lead to less duplication of effort and more informed project-level decisions.”

#### **TASK 4.25 Energy Efficient Logistics Grant**

Staff participated in the development of the Collaborative Approaches to Energy-Efficient Logistics in the Albany - New York City Corridor project. The is being developed by the Rensselaer Polytechnic Institute (RPI) with funding from the US Dept. of Energy.

Staff has provided data in various formats including GIS, demographics, and Travel Demand Model outputs, to the RPI project team. Staff has participated in steering committee and stakeholder meetings, as needed.

#### **TASK 4.30 Smart Communities**

CDTC launched a Smart Communities Task Force in March 2018. The objective of the Task Force is to identify projects for funding that integrate technology into transportation systems and improve operations, safety, and mobility. The Task Force met 4 times between March and September 2018.

CDTC released a solicitation for Smart Communities projects in early September. The Task Force will evaluate the proposals and choose projects for funding. There is \$75,000 available for consultant services.

#### **TASK 4.35 NACTO Guidelines Training**

CDTC staff has coordinated with the New York Public Transportation Association (NYPTA) to schedule a NACTO Transit Design Guide training in conjunction with the NYPTA Meeting in Albany October 23. CDTC worked with NACTO to choose the consultant, NV5, to conduct the workshop. NV5 will tailor the training to the audience and location. CDTC is covering the cost of the trainer, the NACTO administrative fee, and the guidebooks.

#### **TASK 4.60 Capital Coexist**

Staff has moved the Capital Coexist website to the CDTC website. CDTC honors requests for printed materials such as the activity and comic books as well as posters, palm cards, reflective zipper pulls, LED lights, etc. by organizations for bicycle and pedestrian related events throughout the region.

As part of Capital Coexist’s education efforts, CDTC purchased a series of webinars from the Association for Pedestrian and Bicycle Professionals (APBP) for the “Capital Coexist 2018 Education Series”. CDTC has served as a host site for these webinars since 2016 and invites members of various advisory committees to attend at no cost. On occasion, CDTC will also host and/or provide registration information to members on related Pedestrian & Bicycle Information Center, Institute of Transportation Engineers, and FHWA webinars, as part of the Education Series, as well.

In December 2015 CDTC launched the “Traffic Safety Ambassador Program” (mini-grants) providing \$20,000 in Federal funding, annually, toward bicycle and pedestrian safety education and training. 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

After releasing a solicitation for projects, CDTC received 11 project proposals in January 2018 and chose 8 projects, totaling \$24,655, for funding. These projects include a variety of bicycle and pedestrian safety training, events, and demonstrations. Two notable projects include Capital Root’s Intersection Enhancement demonstration in Schenectady and a road diet pilot in Watervliet. Project sponsors must complete their projects by December 31, 2018.

As part of this program and Capital Coexist promotion activities, CDTC staff attended, promoted, and distributed materials for Bike to School Day on May 9th. This was the 3rd year CDTC coordinated a Capital Region Bike to School Challenge. Several schools participated in Albany and Saratoga Counties. Hamagrael Elementary School won for Albany County and Lake Avenue Elementary School won for Saratoga County. Staff also attended the Albany County Traffic Safety event at Crossgates mall, the Troy Ramble, Schenectady Bike Fest, and South End Walk, Bike, Run to promote bicycle and pedestrian safety. Several requests for materials were received for the upcoming Walk to School Day event on October 10<sup>th</sup>.

#### **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 six times during the reporting period to discuss all aspects of bicycle and pedestrian projects, programs, and policies. Meetings featured presentations on various topics including the Cohoes Boulevard Transformation, Albany County’s Complete Streets Initiative, various other projects, and the May meeting featured a bicycle tour of new bike facilities in Schenectady, led by the City’s Engineer, Chris Wallin. Work completed by the staff includes the following:

- Continued to manage Trail Map requests and Map Distribution database. Worked with bike/pedestrian staff on several data collection and mapping initiatives. Attended Bike/Pedestrian Task Force meetings. Responded to several trail data requests.
- Provided an overview of the findings from the Regional Sidewalk Inventory to the Bicycle/Pedestrian Advisory Committee and municipalities upon request.
- Continue to enhance and update existing GIS databases of trail and pedestrian facilities for use in future trail mapping and bike/pedestrian related projects.

- Continued indexing existing data files to determine the location of on the pavement bicycle infrastructure in the region, such as bicycle lanes and sharrows. Created a GIS-based Bicycle Infrastructure database and included the information in a data request to CDTC's BPAC.
- Updated regional calculations for paved multi-use trail mileages and signed on-road bicycle routes.
- Continued creation of Crosswalk GIS database. Data consolidation of existing data from various GIS layers is underway, including data from the following sources; previous Linkage Studies, NYSDOT 2016 ADA Ratings, NYS Accident Location Information System (ALIS) Intersection database and data from several municipalities.
- Planned and coordinated the upcoming NACTO Transit Design Guide training.
- Sponsored and attended the New York Bicycle Coalition's second annual Bike Summit in Saratoga Springs in September.
- Assisted the Albany County Department of Health in coordinating a Complete Streets Symposium in April.
- Attended a public meeting on the proposed Empire State Trail projects in Rensselaer County and in Rotterdam.
- Sponsored and attended Parks and Trails New York's Bicyclists Bring Business Roundtable in Waterford.
- Provided data and technical assistance to Albany County as they developed trail user surveys and other tools to collect information on the Albany County Helderberg-Hudson Rail-Trail as part of a NYSERDA-funded effort.
- Coordinated with CDRPC on a Technical Assistance grant in Guilderland to help develop a trails plan.
- Contracted with the Albany County Department of Health to administer their Healthy Streets Mini-Grant program.
- Planned and hosted six Bicycle and Pedestrian Advisory Committee meetings which included a bike tour of Schenectady.
- Provided technical assistance to various towns, cities, and villages on bicycle and pedestrian planning issues.

#### **TASK 4.68    Regional Trails Plan**

The Capital Region has over 100 miles of multi-use trails. CDTC has measured use and opinions on trails in 2006 and 2016. This data was used for the draft Capital District Trails Plan, an update to the 2007 *Tech Valley Trails* greenway vision. CDTC contracted

with a consultant team led by Behan Planning in late 2017 to begin the planning process. This project includes 5 tasks:

1. Regional Greenway & Trails Vision
2. Regional economic impact analysis of greenways and trails
3. Best Practices for Trail Management & Maintenance
4. Branding and marketing plan for the Capital Region trail system
5. Drone imagery & videography

After a series of stakeholder and county meetings, a draft plan and video were released September 13, the same day as the public open house. Public comments on the plan are being accepted until October 15<sup>th</sup>. The final Capital District Trails Plan will be presented to the Planning Committee and Policy Board for adoption, as part of New Visions.

#### **TASK 4.70 Clean Communities**

The U.S. Department of Energy's (USDOE) Clean Cities Program is a voluntary, locally-based government and industry partnership to advance economic and energy security by reducing the 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. CDTC entered directly into a contract with USDOE in January 2017 for \$45,000 between January 1 and February 28, 2018.

CDTC submitted its request for a 2018 contract in January. It has received its Statement of Project Objectives (SOPO) for February 2018 – January 2019 from the Department of Energy. CDTC will receive \$45,000 in exchange for the deliverables outlined in the SOPO.

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:

- Capital District Clean Communities (CDCC) held two quarterly meetings, one in June and one in September.
- CDTC hosted the Clean Cities Northeast Regional Meeting in June, assisting with the planning and coordination of agenda items, speakers, and other logistics.
- CDCC has tracked and commented on NYSDEC's management of the VW Settlement.
- CDTC staff performed outreach to various fleets in the Capital Region, mostly focusing on municipalities interested in the NYSDEC ZEV Rebate program.

- CDTC staff assisted CDTA in the installation of two EV charging stations, one at the East Greenbush Park and Ride Lot and another at the Amtrak Station, as part of the implementation of the Capital District EV Charging Station Plan.
- CDTC staff attended Low Carbon Transportation Network listening sessions coordinated by the Georgetown Transportation & Climate Initiative (TCI)
- CDTC worked with the Clean Energy Communities Coordinator at CDRPC on various EV planning initiatives around the region.
- CDTC staff submitted updates to the USDOE Alternative Fuel Station Locator.
- Staff submitted 2 alternative fuel price reports.
- 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 continues to maintain their websites, Facebook and Twitter accounts.

#### **44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

##### **TASK 5.01 TIP Development & Maintenance**

Development and maintenance of CDTC's TIP requires a high level of staff time. CDTC staff put significant time into maintaining the 2016-21 TIP and maintaining the fiscal constraint it had achieved during the previous reporting period:

- E-STIP Maintenance: CDTC staff worked with NYSDOT Region One and CDTA on a regular basis to make changes to the current STIP. 87 projects received changes to their listings in the STIP.
- Approximately 32 TIP projects received amendments.
- CDTC staff worked with NYSDOT staff and some members to add projects to the TIP outside the TIP update process. This includes projects funded by the State's statewide PSAP program.
- Staff updated Online TIP Mapping Application to reflect TIP amendments.
- When transit apportionments were released for the 2017-18 FFY, CDTC Staff worked with CDTA Staff to evaluate the accuracy of the updated transit budget estimates approved by CDTC in January 2018. The evaluation showed that the estimates were close enough that only "project selection" changes would be needed to reconcile the two funding levels.

- TIP Database: NYSAMPO has been working with NYSDOT and SMTC in an attempt to devise a way to upload data with SMTC's TIP database format into the STIP loader during the next TIP update. CDTC Staff started and progressed a task to create an automated procedure to make its TIP data compatible with the SMTC database.

#### **TASK 5.10 Project Delivery & Tracking**

CDTC staff continues to collect information on the progress of locally sponsored federal aid projects. This data is included in a tracking spreadsheet presented to the Planning Committee at each meeting. Staff developed a project delivery schedule listing project status reports by month and presented the updated reporting method to the Planning Committee at the April 4<sup>th</sup> 2018 meeting. Up until this time, sponsors provided project updates based on ad-hoc requests made by staff prior to Planning Committee meetings. Sponsors project updates to the Planning Committee continue to be short verbal updates, however, are now supplemented by a written Project Delivery Questionnaire and scheduled out one year in advance. The new reporting methods have aided CDTC staff in collecting comprehensive project data from a wider array of local sponsors, and will ensure that information on all locally sponsored projects is collected each year.

#### **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:

- CDTC provided the Town of Bethlehem with a STEP Model analysis that showed the number of trips generated by each of the five proposed developments in the Route 9W corridor. The analysis showed how many trips from each proposed development passed through each of seven intersections, in the PM peak hour.
- Continued GEIS contractual work for the Town of Colonie by completing traffic and mitigation cost reviews for nine land development projects in the Airport and Boght GEIS areas of the Town. Each review takes between three and five days to complete.
- Continued GEIS contractual work for the Town of Malta by completing six mitigation cost reviews.
- Accepted an invitation to serve on an advisory committee for the update of the Airport Area GEIS. Advisory Committee met twice to discuss scope for the project.
- Sponsored a series of transportation webinars related to bike/pedestrian applications, engineering ethics, design and target speed, complete streets, etc.
- Volunteered to participate in organizing committee for the joint ITE/CITE conference held in Toronto. Staff canceled attendance because of pressing CDTC priorities at the time.

- Participated in CDRPC's Grant Funding Workshop in April. Made a presentation on the federal funding process along with NYSDOT.
- Provided STEP Model growth rate forecasts for development proposals in Clifton Park, Niskayuna, Colonie, and Ballston Spa.

**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.

CDTC developed and provided traffic forecasts for the Albany Skyway project for 2020 and 2040 (CDTC project A588, PIN 1051.82). CDTC developed and provided traffic forecasts for the US NY 9W/Feura Bush Road/Glenmont Road (NYS NY 910A): Roundabout project for 2020, 2030 and 2040 (CDTC project A587, PIN 1760.80). CDTC provided a traffic diversion analysis for construction of the Thruway project to replace the Old State Road bridge over the Thruway.

**44.26.00 PLANNING EMPHASIS AREAS (PEAs)**

**TASK 6.12 Human Services Agency Transportation**

CDTC's Regional Transportation Coordination Committee (RTCC) met in July. The primary topics discussed were the update of the Coordinated Public Transit-Human Services Transportation Plan for the Capital District and public participation, the senior transportation guidebook, a summary of the "Tools of the Trade" symposium, the latest 5310 solicitation, the transportation gaps focus groups, municipal ADA transition plans, and the Transit Research & Accessibility Center (TRAC) Project.

CDRPC provided data tabulations and maps for the update of the Coordinated Plan. Staff began drafting the update to the Coordinated Plan, and arranged to partner with the NYS Office of Mental Health for outreach to people with disabilities. The Coordination Committee agreed to assist with outreach to seniors.

Staff confirmed all senior transportation guide listings with providers and then forwarded those to the Albany Guardian Society for layout and printing.

Over 30 people attended the 2018 "Tools of the Trade" human services transportation symposium at The Crossings in Colonie on May 24th. Staff provided a follow-up presentation about topics discussed at the 2016 event. Local presenters discussed driver recruitment and retention, and visiting presenters discussed volunteer driver programs, including for Medicaid.

### **TASK 6.13 Transit Planning**

CDTC continued to support transit planning at CDTA by assisting in the implementation of the Transit Development Plan as well as transportation demand management initiatives. Staff also continues to coordinate with CDTA on the next steps of River Corridor and Washington/Western BRT implementation.

Staff coordinated with CDTA on the development of updated Transit Asset Management performance targets and received CDTA's Transit Asset Management Plan. Staff also coordinated with CDTA staff on several ongoing initiatives including service planning, expansion of CDPHP Cycle!, route performance data evaluation and received updates on numerous capital projects in the region.

### **TASK 6.14 Regional Travel Demand Management (TDM) Initiative**

Staff maintained 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.

NYS DOT Main Office's rideshare contractor continued to provide technical support and conduct employer-based outreach. Staff is in the preliminary stages of reassessing existing TDM programming to determine ways it can increase usage of TDM services through outreach and education. Staff will also be assessing whether new programming or outreach approaches may be useful to grow the TDM program.

#### **TASK 6.16.1 Safety Planning**

CDTC remains active in safety planning and continues to serve as chair of the NYSAMPO Safety Working Group. Activities completed or underway during this period included:

- CDTC adopted the Highway Safety Improvement Program (HSIP) targets set by NYS DOT at its September 2018 Policy Board meeting. The five targets are:
  - Number of Fatalities
  - Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT)
  - Number of Serious Injuries
  - Rate of Serious Injuries per 100 million VMT
  - Number of Non-Motorized Fatalities and Non-motorized Serious Injuries
  
- Staff continues to work with VHB on the development of a Regional Safety Action Plan. Along with extensive crash data analysis, focus group meetings were held in May and a regional safety summit was held in June with over 30 participants. Community outreach is ongoing and includes an online survey and survey cards which are being completed at tabling events. To date, events were held in Albany and Rensselaer Counties. Several presentations were given at CDTC Advisory Committees and Planning Committee on the project.

- Staff continues to serve on the NYS Pedestrian Safety Action Plan (PSAP) Implementation Committee. A local project solicitation was issued in the fall of 2017 with a March deadline. CDTC and NYSDOT Region 1 staff reviewed the applications in April and sent the Main Office of NYSDOT staff recommendations in May. Awards were announced in June.
- Staff represented NYSAMPO on the Traffic Records Coordinating Committee and the NYS Association of Traffic Safety Boards, serving as Engineering Committee chair. Several meetings were held.
- Through the NYSAMPO Safety Working Group, five Bicycle Safety Public Service Announcements were distributed, originally developed in partnership with the Syracuse MPO, the League of American Bicyclists and AAA. An updated Complete Streets factsheet was developed to be printed in the fall. Several teleconference calls were held.
- CDTC staff represents the NYSAMPO Safety Working Group on the New York City MPO's Safety Advisory Working Group to provide updates on transportation safety issues of statewide significance to MPOs. Several teleconference calls were held.
- Staff is involved with NYSDOT's project to develop the CLEAR (Crash Location Engineering & Analysis Repository) data application intended to replace other state databases. Listening sessions were held for data users to discuss their needs and challenges with the current data systems in May. A workshop was held by NYSDOT over several days in June to discuss user needs and to develop the detailed scope of work for the consultant.
- FHWA, the NYSAMPO Safety Working Group and the Utica MPO hosted a statewide Local Road Highway Safety Improvement Program Peer Exchange. The purpose of the workshop was to explore ways to increase local government knowledge and access to federal Highway Safety Improvement Program funding. The workshop was held for one day in August.
- CDTC staff participates on the FHWA Pedestrian and Bicycle Focus Cities and States quarterly calls. Two calls were held.
- Staff continued to utilize safety data from the Accident Location Information System (ALIS) in CDTC Linkage Program planning studies as well as the Regional Safety Action Plan.
- Staff participated in several training webinars on topics including Tools for Inventorying Pedestrian Crossing Infrastructure, Safe Pedestrian Crossings at Transit, FTA Final Safety Rules Overview Webinar, and the Public Transportation Agency Safety Plan Final Rule Webinar for Bus-only Agencies.
- Staff attended the quarterly monthly Albany County Traffic Safety Board Meetings to continue networking and coordinating on local safety initiatives.
- Two Regional Operations & Safety Advisory Committee meetings were held.

- Staff tabled at several events providing educational materials on road safety issues including the Healthy Streets Watervliet, Troy City Ramble for bicycle safety and the Albany County Traffic Safety Awareness Days.

#### **TASK 6.16.2 Security Planning**

Staff was briefed on the role of CDTC in security planning.

### **44.27.00 OTHER ACTIVITIES**

#### **TASK 7.20 Freemans Bridge Road Complete Streets Feasibility Study & Policy**

The Freemans Bridge Road Complete Streets Concept Plan was completed during the reporting period. The project analyzed existing conditions and researched alternatives for future roadway design and land use controls that will enable safe, attractive, and comfortable access and travel for all users of Freemans Bridge Road (NY Route 911F).

The Concept Plan was developed with guidance from local residents and business owners, as well as other key stakeholders in the corridor to ensure widespread discussion and consideration of users, corridor landowners, and other interested parties. A survey undertaken for this project yielded over 500 responses, which is a fantastic return rate for a corridor study of this magnitude. The results of this survey, which indicated a significant desire for sidewalks, improved bicycling facilities, and place-making through the installation of street trees, landscaping and pedestrian-scaled street lighting, helped form the recommendations that are provided in this plan.

The Concept Plan provides options that enhance the mobility options and safety along the corridor within three generally different corridor profiles: South, Central, and North. The Concept Plan designs include different combinations of sidewalks, side-paths, and other bicycle and pedestrian accommodations, while maintaining nearly all of the existing travel lanes, minimizing impacts to traffic operations, and minimizing additional width of the future cross section to limit impacts or changes to properties fronting Freemans Bridge Road. The Plan proposes gateway treatments at the limits of the corridor, identifies locations of potential access management improvements, and provides opportunities to incorporate green infrastructure/stormwater management elements. The Plan also made recommendations for connecting to the existing local and regional trail systems.

During the reporting period, Study Advisory Committee meetings were held on April 17, 2018 and May 8, 2018. The consultant developed a draft plan, which was reviewed by the SAC, and released for public review. The 2nd public meeting will be held on May 1, 2018. The Concept plan was presented to the Town of Glenville Board on May 16, 2018, and adopted by resolution on June 20, 2018.

#### **TASK 7.70 Albany Patroon Creek/Washington Avenue Corridor Study**

CDTC and the City of Albany are studying a segment of Washington Avenue roughly bounded by NY-85, I-90, the Harriman Campus and the University at Albany's Uptown Campus. This particular area has had and continues to undergo development such as private dormitories, hotels and other commercial uses, leading to increases in vehicular and pedestrian traffic. Due to the width of Washington Avenue and the locations of the campuses in this area, pedestrians seek to cross at unsignalized locations, creating potential conflicts between pedestrian and vehicular traffic. During the reporting period, the advisory committee met twice and the consultant held meetings with OGS, UAlbany, and property/business owners on the north side of the road. Staff drafted the Environmental Justice and Environmental Mitigation section for the final report.

#### **TASK 7.80 Craig Street/Main Avenue Complete Streets Study**

CDTC and the City of Schenectady have begun a complete streets study along Craig Street – Main Avenue (Craig-Main) from Albany Street to Crane Street in the City of Schenectady. This corridor currently experiences high bicycle and pedestrian activity, however, lacks the appropriate infrastructure to safely accommodate existing and future demand. With this study, the City intends to develop a series of recommendations for improved bicycle and pedestrian infrastructure along the project corridor and to secondary locations that include nearby businesses, educational, and community facilities. CDTC received eight proposals in response to the Request for Expressions of Interest (REI) by the mid-September deadline. CDTC and City staff organized a consultant selection committee which will meet in mid-October to make a final consultant selection.

#### **TASK 7.90 Hoosick Street Parkway Implementation Study**

The City of Troy executed a MOU with CDTC on August 8, 2018. Staff reached out to Troy to schedule a preliminary meeting and begin developing the REI. Meanwhile, Staff reviewed past planning documents pertinent to the study and Linkage procedures in preparation of the project launch.

#### **NYSAMPO Shared Cost Initiatives**

This fund source is used by NYSAMPO to fund the consultant support contract and several training initiatives.

Staff continued to review and approve consultant support invoices. Staff also worked with other MPO Directors to manage this consultant effort.

#### **State Planning Research (SPR) Funded Efforts**

*I-787/Hudson Waterfront Corridor Study:* The current objectives of the study are to identify short and long term strategies to:

- Improve access to Hudson River

- Improve/enhance pedestrian access
- Support waterfront revitalization and economic development opportunities
- Integrate previous studies and fresh ideas through an involved stakeholder process
- Support multi-modal transportation objectives
- Guide future planning
- Improve transportation, community, and environmental compatibility
- Account for life-cycle costs of roads and bridges
- Explore potential reductions in maintenance costs over time

See UPWP Task 3.12 for more detailed information.

*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 14 MPOs. NYSDOT is also a participant. Below is a summary of the activity of the 8 working groups for the last 6 month period:

- Bicycle/Pedestrian Working Group – 1 teleconference meeting on June 14, 2018 and in-person meeting on September 13, 2018
- Climate Change Working Group – 1 teleconference meeting on June 27, 2018
- Freight Working Group – 1 teleconference meeting on June 21, 2018
- GIS Working Group – 1 in-person meeting on June 6, 2018
- Modeling Working Group – 6 teleconference meetings on April 27, 2018, June 1, 2018, June 29, 2018, July 27, 2018, August 24, 2108, and September 28, 2018; and 1 in-person meeting on September 11, 2018
- Safety Working Group – 5 teleconference meetings on April 18, 2018, May 16, 2018, June 20, 2018, July 18, 2018, and September 19, 2018
- Transit Working Group – 1 teleconference meeting on August 18, 2108
- Transportation Systems Management & Operations Working Group – 1 teleconference meeting on June 12, 2018

### **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 one intern to help with creating GEIS tracking protocols for the Airport Area and Town of Malta mitigation cost projects. The program will continue into through the fall and winter.

Attracting interested, motivated planning students over the last few years from the Geography program at the State University at Albany has been challenging. For the next cycle, we will also reach out to graduate students enrolled in the engineering program at RPI.

## **Computer Support Services**

Computer-related tasks completed during the period include:

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

*Internet Upgrade:* CDTC Staff's Internet service was upgraded from 35/5 to 60/5 for the same cost.

*Administrative Programs:* CDTC Staff programmed changes to CDTC's custom administrative programs to accommodate changes to the format of the task codes.

*Software Updates:* CDTC computers run several programs that required updates during this period, including its GIS software.

*Website Backups:* CDTC Staff tested a backup and restore procedure of its Website. Then, staff instituted and performed backups of its Website on a regular basis.

## **PROBLEMS ENCOUNTERED**

Balancing the annual fiscal constraint requirements with federal project obligation performance measures has become more difficult. The result is more TIP amendments.

With low unemployment, finding qualified transportation planners has been a challenge. We have had to significantly increase our outreach.

Maintaining MPO relevancy and consensus is continuing to be a challenge. Decreased local planning funds and resources, and less federal funding are threatening trends.

## **MEMBERSHIP CHANGES**

Planning Committee Changes

- Robert Rice replaces Frank Bonafide as the representative for the New York State Department of Transportation Region 1 Office
- Robyn Reynolds replaces Melissa Cherubino as the representative for the City of Cohoes

Policy Board Changes

- James Shaughnessy has replaced Michael Stammel as the representative on the Policy Board for CDRPC

## **MEETINGS HELD**

April 4 <sup>th</sup>	Planning Committee
April 10 <sup>th</sup>	Bicycle and Pedestrian Advisory Committee
April 17 <sup>th</sup>	Regional Operations and Safety Advisory Committee

May 2 <sup>nd</sup>	Planning Committee
May 8 <sup>th</sup>	Bicycle and Pedestrian Advisory Committee
May 9 <sup>th</sup>	Smart Communities Task Force
May 30 <sup>th</sup>	Freight Advisory Committee
June 5 <sup>th</sup>	Complete Streets Advisory Committee
June 6 <sup>th</sup>	Linkage/Community Planners Forum
June 7 <sup>th</sup>	Policy Board Meeting
June 12 <sup>th</sup>	Equity Task Force
June 12 <sup>th</sup>	Bicycle and Pedestrian Advisory Committee
June 13 <sup>th</sup>	Regional Safety Summit
June 13 <sup>th</sup>	Smart Communities Task Force
June 27 <sup>th</sup>	Planning Committee
July 10 <sup>th</sup>	Bicycle and Pedestrian Advisory Committee
July 17 <sup>th</sup>	ADA Working Group
July 23 <sup>rd</sup>	Regional Transportation Coordination Committee
August 1 <sup>st</sup>	Planning Committee
August 8 <sup>th</sup>	Equity Task Force
August 7 <sup>th</sup>	Regional Operations and Safety Advisory Committee
August 14 <sup>th</sup>	Bicycle and Pedestrian Task Force
August 22 <sup>th</sup>	Freight Advisory Committee
September 6 <sup>th</sup>	Complete Streets Advisory Committee
September 6 <sup>th</sup>	Policy Board Meeting
September 11 <sup>th</sup>	Bicycle and Pedestrian Advisory Committee
September 13 <sup>st</sup>	Linkage/Community Planner Forum
September 20 <sup>th</sup>	Capital District Clean Communities Meeting