



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

Progress Report

October 1, 2018 to March 31, 2019

Prepared by
Capital District Transportation Committee Staff

For
CDTC Planning Committee Review and Approval

April 2019

**SUMMARY OF KEY ACCOMPLISHMENTS DESCRIBED IN THE
October 1, 2018 – March 31, 2019 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 October 1, 2018 and ending March 31, 2019 include:

- Staff worked with NYSDOT and other members on the development of the new 2019-24 Transportation Improvement Program (TIP), including developing planning targets (available federal funding by fund source and year), soliciting for and evaluating 100 new TIP projects, reviewing existing TIP project costs and schedules, programming 44 new projects, ensuring fiscal constraint, reviewing the TIP narratives, and beginning the public comment period.
- 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.
- CDTC contracted with a consultant team led by Behan Planning to 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. The final Capital District Trails Plan was released in January.
- CDTC is working with VHB on the development of a Regional Safety Action Plan, to be rebranded as the Regional Local Road Safety Plan. A draft report was provided to CDTC in March 2019 for review. The report contains crash data analysis, identifies safety emphasis areas, summarizes public and stakeholder input and identifies numerous strategies that local governments, with assistance from CDTC, can consider for implementation. A local government official survey was also conducted. The completed report is expected in August 2019.
- With assistance from RTCC members, CDTC completed a draft update to the Coordinated Public Transit-Human Services Transportation Plan for the Capital District. This plan identifies the transportation needs of individuals with disabilities, older adults, and people with low income, provides strategies for meeting those local needs, and prioritizes transportation services for funding.
- CDTC released a solicitation for Smart Communities projects in early September 2018 and the Smart Communities Task Force evaluated the proposals and chose one project for funding. The Saratoga Smart LED Streetlight Guidebook will be developed by a consultant team led by Planning 4 Places. An initial meeting for the project will be scheduled for early May 2019.

- CDTC, with input from the Complete Streets Advisory Committee, completed 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 were held in the Town of Niskayuna, City of Watervliet, Town of East Greenbush, and Village of Scotia during the 2018 series.
- In December 2018 CDTC launched the “Traffic Safety Ambassador Program” (mini-grants) providing \$25,000 in Federal funding, annually, toward bicycle and pedestrian safety education and training. After releasing a solicitation for projects, CDTC received 10 project proposals in February 2019 and chose 10 projects, totaling \$24,978, for funding. These projects include a variety of bicycle and pedestrian safety training, events, and demonstrations. Project sponsors must complete their projects by December 31, 2019.
- 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.
- 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 staff coordinated with the New York Public Transportation Association (NYPTA) and held the NACTO Transit Design Guide training in conjunction with the NYPTA Meeting in Albany in October.

CAPITAL DISTRICT TRANSPORTATION COMMITTEE PROGRESS REPORT

October 1, 2018 – March 31, 2019

**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 October 1, 2018 and ending March 31, 2019.

44.21.00 PROGRAM SUPPORT & ADMINISTRATION

TASK 1.51 Committee Activities

Six Planning Committee meetings and two Policy Board meetings were held during the reporting period. Topics discussed included CDTC's TIP programming, TIP amendments, the TIP process, TIP projects, Complete Streets Workshops, Capital Coexist Traffic Safety Ambassador Mini-Grant Program, Smart Communities 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, Port of Albany's Road Functional Classification change, CDTC's ADA self-analysis, Section 5310 Enhanced Mobility of Seniors and Individuals project solicitation, Regional and Statewide Safety Plan and Performance Targets, the FAST Act rescission, CDTC's project delivery updates, and NYSDOT's project delivery schedule.

The Planning Committee approved 44 new TIP projects and 8 TIP amendments, as well as 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 April 1, 2018 to September 30, 2018, and one UPWP amendment.

The Policy Board approved 14 TIP amendments. Additionally, the Policy Board voted to approve releasing the draft 2019-2024 TIP project list for public comment, resolutions supporting Port of Albany's Road Functional Classification change, Linkage Study recommendations, supporting the TIP Performance Management Amendment, and NYS DOT Performance Measures and Target Approvals.

5 special presentations were made during the reporting period. Behan Planning & Design presented on the draft Capital District Trails Plan. CDTC presented on the Coordinated Plan for Human Services Transportation. CDTA presented on their ongoing projects statuses. The Policy Board had presentations from NYS DOT on the SR 787 Cohoes Boulevard project, and from Albany International Airport on their modernization update.

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

The ADA Working Group met in December 2018 and discussed New York State highway jurisdiction laws and the presentation that FHWA provided to the Policy Board at its September meeting.

Staff provided the draft Self-Analysis and Transition Plan for CDTC to the Planning Committee at its October meeting and accepted comments through November 30. In addition, a local Independent Living Center staff member who has a mobility impairment visited CDTC to conduct a "roll-through" analysis of the physical access issues. In January 2019, the Planning Committee finalized the Self-Analysis and Transition Plan

and staff began implementing the changes and discussing needs with the building owner.

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

- Provided information regarding the Regional Sidewalk Inventory to Saratoga County to support coordination between the County and the villages within Saratoga County on ADA inventories and transition plans.
- Created and sent Sidewalk Data Packages to Albany, Rensselaer, and Saratoga Counties.
- 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

Staff also worked on the development of the new 2019-24 Transportation Improvement Program (TIP), including developing planning targets (available federal funding by fund source and year), soliciting for and evaluating new TIP projects, reviewing existing TIP project costs and schedules, programming new projects, ensuring fiscal constraint, and reviewing the TIP narratives.

During this period staff also continued several contracts including 3 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. Eleven 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.

After its two-year anniversary, the group recommended that it continue meeting, and is therefore now the Equity Advisory Committee. It met four times during the reporting period, and welcomed two new members. The Task Force discussed data analysis done in the past and the regional Transit Propensity Index, the Transportation and Poverty report, the focus groups results, a preferred public outreach method, Transportation Improvement Program applications, and New Visions 2050.

The group began to shape the focus groups results into actionable items. The focus groups report, executive summary, and sound clips from the focus groups were posted to CDTC's website. Staff created a table of planning and construction projects underway in CDTC-designated environmental justice areas, and updated and shared with the group at each meeting, in addition to posting online. Work on the Transportation and Poverty report continued.

Staff completed two test rides for Cornell University's Yang-Tan Institute on Employment and Disability's Transit Research & Accessibility Center project, which was funded by a New York State Developmental Disabilities Planning Council grant. That project held its final advisory meeting at the end of March.

CDTC continued to demonstrate success in DBE contracting and purchasing. The semi-annual report for October 1 2018 and March 31, 2019 was prepared and submitted to NYSDOT. About 12.7% of FTA expenses and 19.2% of FHWA expenses were paid to Women Business Enterprises and/or Disadvantaged Business Enterprises between October 1 2018 and March 31, 2019.

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 October 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 18 weekly Executive Committee teleconference meetings, 4 biweekly Directors/NYS DOT teleconference meetings, and 2 Directors/NYS DOT in-person meetings at NYMTC in NYC on November 7, 2018 and at BMTS in Binghamton on March 29, 2019.

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 four conference call meetings of the AMPO Vehicle Connectivity and Automation Working Group and one in-person meeting in Denver, CO on November 14 & 15, 2018.

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

- Staff continued to coordinate with several NYS MPO's regarding obtaining access to NYSDOT's Non State Federal Aid Roadways pavement scoring data. Staff helped to develop the agenda for the May 2019 NYSAMPO GIS Working Group in-person meeting. Staff joined the newly created AMPO GIS Working Group and viewed the first webinar in April.

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 – 1 in-person meeting and 1 teleconference meeting
 - Completed the development of a Complete Streets factsheet for elected and other governmental leaders
 - Researched and developed materials on bicycle/pedestrian safety and e-mobility
 - Organized ADA training for April/May
- Climate Change Working Group – 2 teleconference meetings
 - Developed and submitted the Working Group's 2019-20 Work Plan
 - Submitted the final draft of the Automated Vehicle Fact Sheet
 - Working with the Bike/Ped Working Group to compile information on new, e-mobility and its implications for cities and transportation systems
- Freight Working Group – 2 web-conference meetings
 - Development of the New York State Freight Plan, Truck Travel Time Reliability (TTTR) index target setting and reporting
 - Development of the 2019-2020 Work Plan, including a freight facility tour
- Safety Working Group – 5 teleconference meetings
 - Completed the development of a Complete Streets factsheet for elected and other governmental leaders in partnership with the Bicycle/Pedestrian Advisory Committee
 - Worked with NYSDOT to develop a template crash data factsheet at the County level, using Albany County as the pilot county
 - Partnered with FHWA and NYSDOT to solicit interest in Pedestrian Road Safety Audits from urban communities throughout New York State on locally owned roads
- Transit Working Group – 2 teleconference meetings
 - Transit Fact Sheet for distribution to the public
 - Case study examining TNC and transit agency partnerships, and travel behavior
- 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

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:

- Contracted with Web Instinct to provide website services for www.cdtcmpo.org including technical updates to the website software, software training, long term hosting services, development of a park and ride map, development of a New Visions electronic survey, and ongoing website maintenance.
- CDTC staff updates Facebook, Instagram 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. 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 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.
- December 2018 and March 2019 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 at the Schenectady County Bike Fest in Wallingford Park in the City of Schenectady to distribute bicycle and pedestrian 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. Staff continued to inform communities about on-going projects and activities through distribution of newsletters, press releases, and paid advertisements. In addition staff met with business groups and individuals on non-policy oriented projects, and responded to several requests for TIP project information. Also, responded to several telephone calls and emails requesting general planning information. Packages of information were prepared and distributed as applicable. Some of the more notable requests included:

- Follow-up conversation with New York State Thruway engineering staff about 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.
- Met with a business representative to explain the mitigation cost process that is being used in the Towns of Colonie and Malta.
- Attended public hearings on various local and statewide issues affecting the delivery transportation services.
- Provided the City of Albany with GIS data for City pavement ratings, sidewalk inventory and TIP projects.
- Provided the Town of Colonie with GIS data from CDTC's 2018 Capital District Trails Plan and GIS data files for CDTC's Bik/Ped Priority Network.

TASK 1.73 CDTC/CDRPC Technical Assistance Program

Staff from CDRPC and CDTC solicited for a second year (2019-2020) of projects for a joint technical assistance program. The solicitation was issued in March 2019 and project selections will occur in April. The program was significantly revamped to better reflect the types of assistance to be offered including Comprehensive/neighborhood planning guidance, data collection, data analysis and other small scale community planning initiatives.

The 2018-2019 Technical Assistance Program wrapped up with CDRPC staff completing the Schenectady County project and CDTC staff completing projects in Niskayuna and Wilton. CDRPC/CDTC staff provided mapping, data and analysis on the projects as follows. (Note: Projects funded in 2018 in Rotterdam and Guilderland projects were withdrawn by the sponsors).

- **Niskayuna:** The purpose of this effort was to help community planners and others identify non-motorized transportation connections that would improve

travel options between the Craig Elementary School and Jewish Community Center. CDTC and CDRPC staff previously met with stakeholders to confirm overall scope that included a visit to the site. With the help of the Town's Complete Streets Advisory Committee, traffic and safety data was collected and evaluated, some basic mapping was prepared, and several options for consideration were developed and discussed with key stakeholders. CDTC met with NYSDOT and CDRPC planners to discuss and review options. CDTC prepared a draft technical memorandum that documented key findings, and has been delivered to Town planning staff, NYSDOT, CDRPC and others for review. CDTC's role in this effort is essentially 100 percent complete. A meeting with stakeholders to discuss findings and recommendations will follow with minimal CDTC staff involvement.

- **Wilton** – The purpose of this effort was 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 was to evaluate mitigation cost options that would lead to implementation of the selected traffic improvement action. A draft technical memorandum was prepared and shared with various stakeholders, including NYSDOT. Staff met several times with VHB and town staff to discuss findings. As of March 31, 2019, 100 percent of CDTC's effort has been completed. VHB will be integrating the findings of their work into CDTC's tech memo.
- **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.

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:

- CDTC solicited for new Linkage Program projects for the 2019-2020 federal fiscal year. Five proposals were received. After being evaluated by a team that included CDTC, NYSDOT, CDRPC and CDTA, one project was recommended for funding: the City of Albany Bicycle and Pedestrian Master Plan.
- Two Community Planners Forum meetings were held (December and March) with a presentation on the City of Albany Washington Avenue Corridor Study. The development of a CDTC Transportation Education Toolkit/Training Program was a major discussion item.
- 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 in March 2019 for use by CDTC staff.
- Linkage Program projects completed include Albany Patroon Creek/Washington Avenue Corridor Study and Albany Shaker Road Corridor Study.

CDRPC staff continues to participate on various Linkage Study advisory committees as part of the CDTC Linkage Grant Program.

CDRPC continues to participate on the Community Planners 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 Data Collection

This continuing project collects and processes travel data for the federal-aid street and highway system. Data collected provides input to VMT forecasting, the maintenance of the Congestion Management System Plan, the STEP model calibration and validation, and individual project level analysis. Data collection 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 was unusually light, and included:

- Continued to monitor changes in travel performance since the completion of the Rexford Bridge project in the Town of Niskayuna. Speed-delay and other traffic data were collected. Data continued to confirm a substantial reduction in travel delay, both in the morning and afternoon peak travel periods.
- Organized CDTC GEIS project files. Created GIS mapping and data file to help track land development projects.
- 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.
- Organized Airport Area GEIS files in preparation of the expected GEIS update by the Town of Colonie. Excel files and GIS mapping were developed documenting

the location, traffic data, mitigation cost, and other information for more than 300 land development projects. Key mitigation cost summaries were prepared and used in updating TIP narratives for the *2019-24 Transportation Improvement Program*. Similar summaries were prepared for the Malta GEIS.

- Continued to collect 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, and held several working group meetings with CDRPC. CDTC staff downloaded the data files provided by the US Census Bureau and performed a preliminary review of proposed changes to Census Tracts and Census Block Group boundaries for 2020. CDTC staff accepts the proposed changes. CDTC staff reached out to AGFTC to coordinate on the 2020 PSAP regarding the two municipalities in Saratoga County under their jurisdiction. CDTC staff will continue to coordinate with CDRPC on any changes proposed by stakeholders within the region.

The Port of Albany Functional Classification Change Request was sent to NYSDOT Region 1 on January 11th 2019. As of March 21st 2019 NYSDOT staff was collecting traffic counts on roadways in the FC change request where volume data was missing,

Staff reviewed and updated the CDTC master list of possible Functional Classification change requests for future submittal and the status of such facilities. This list was last reviewed/updated in 2015.

Staff participated in the Community Indicators Conversation kick-off meeting.

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

- CDRPC updating its website, in part, to make our data products more accessible and is providing more regular data updates through Data Blast emails.
- A Green Infrastructure Code Audit tool has been converted to an online tool that can be used by municipalities planning roadway improvements. Additional model local law and guidance materials have been drafted for this project.
- Responded to data requests from public and private entities including local governments, nonprofits, and professional organizations.
- Participated in Census trainings and are coordinating with federal, state and local officials on the 2020 Census. CDRPC has registered for the PSAP process and is working closely with CDTC in the updates.
- 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.

- Staff continues to participate on various Linkage Study advisory committees as part of the CDTC Linkage Grant Program. Linkage studies underway 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.

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 and Basemap Files Directory, and researched and found software patches to fix several GIS software malfunctions.
- Downloaded/Received various updated databases and new databases/GIS files, including NYS Roads, NYSDOT RIS 2017, National Register Sites, NYS Parks and Historic Sites, 2018 Tax Parcels for Albany, Rensselaer & Saratoga Counties, NYSDOT Bridges & Large Culverts, and Natural Heritage Important Areas. .
- Responded to various data/map requests internally and externally
- Updated and maintained CDTC's ArcGIS Online Mapping Applications.
- Created ArcGIS Online Interactive mapping applications for the Transit and Freight Priority Networks, which are accessible via CDTC's website.
- Created new GIS data and performed updates to existing major GIS databases, including trails, sidewalks and crosswalks.
- Staff attended the Fall 2018 NEARC Conference

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.

New CDTC staff received NYSDOT classroom training on the Windshield Survey Pavement Scoring method.

CDTC staff modified the 2019 Non State Federal Aid Pavement database for alignment corrections and changes to federal aid status.

CDTC staff created additional maps and tables and performed additional data analysis on the 2017 Albany City Pavement Condition data at the request of the City of Albany. Additional work included assigning road segments to City Wards. CDTC staff developed a budget for the 2019 Albany City Pavement Condition Survey. Staff began work to improve the existing Albany City Pavement database to prepare for the 2019 pavement scoring season,

CDTC staff completed pavement ratings for the Local Sample, post-processed the data and produced maps and tables.

CDTC staff completed pavement scoring, data processing and map and table production for the 2018 Albany County Pavement Condition Survey. Data products were sent to Albany County for preliminary review.

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.

Staff has continuously been updating and improving the STEP travel demand model network and inputs. As part of the 2019-2024 Transportation Improvement Program (TIP) update process, staff made many refinements to modeled network. Staff has

developed a more rapid methodology for comparing modeled traffic volumes and actual traffic volumes. Staff is currently updating the Validation of the CDTC STEP Model documentation.

TASK 3.21 Energy, Climate Change, Air Quality, and Environment

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. With help from the NYSDOT Environmental Science Bureau, CDTC prepared a draft conformity statement. CDTC staff also updated the template and GIS layers utilized for Environmental Mitigation mapping

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. Staff developed a broad outline but acknowledged that specific tasks will depend on the availability of information from NYSDOT. The protocols for pavement and bridge condition have changed and will influence the approach for the update. This will require further discussion with DOT.
- Initiated discussions with NYSDOT planning staff about the availability of data for state-owned facilities. Under new rules, data may have to be requested under FOIL.
- 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 has identified candidate replacements. An invitation letter will be sent by April 30.
- New bridge condition protocols and budget issues have delayed the update of

the Local Bridge Preservation Study. Findings from the first generation study will have to be used in the plan update.

- Continued examination of changes in infrastructure condition since adoption of the 2040 Plan. Various summaries have been prepared for discussion with the new Infrastructure Task Force.
- 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.
- 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.

Roughly 30 percent of this task has been completed since April 1, 2018.

Staff attended the Annual NYSDOT Highway Data Workshop and the National Highway Data Workshop.

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. Staff began the process of updating the New Visions Plan. The New Visions Plan will be updated by September 2020. Ten committees will be used to develop white papers for ten different topic areas. The ten committees include seven existing advisory committees and task forces and three task forces established for the update.

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.

Performance Measures were adopted by CDTC for NHS bridges, NHS pavement, NHS system performance, and freight. During the reporting period, performance measures and targets for reliability and freight movement were updated by NYSDOT based on data analysis, and approved by the CDTC Policy Board.

During the reporting period, CDTC staff evaluated 2019-2024 TIP candidate projects for their impact on USDOT performance measures. Each candidate project proposal was reviewed by staff and assigned a merit score for their potential impact on reaching the previously adopted performance measures and corresponding targets.

CDTC staff also began data collection for performance measures data that will be included in the New Visions 2050 update. The data collection includes regional summaries for the USDOT established, and CDTC adopted, reporting measures for: safety, infrastructure, congestion, reliability, freight movements, and environmental sustainability, as well as additional measures unique to the New Visions plan. The New Visions plan includes unique measures for: Regional Quality of Life, Environment and Technology, Bicycle and Pedestrian infrastructure, Complete Streets, and Regional Transit.

44.23.02 LONG-RANGE TRANSPORTATION PLANNING – Project Level

TASK 3.12 I-787 Livable Corridor Study

The final report was complete in early 2019. The report is available on CDTC's website. This task is complete.

TASK 3.22 Regional Operations and Congestion Management

The Regional Operations and Safety Advisory 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. The Advisory Committee will develop two white papers for the New Visions Plan Update.

TASK 3.42 GHG Reduction Analysis Tool Grant

CDTC staff participated 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 scenarios were defined. CDTC staff ran the VERPAT tool for five different scenarios, plus the trend scenario. CDTC staff provided text discussing the planning implications of the results.

44.24.00 SHORT-RANGE TRANSPORTATION PLANNING (SRTP)

TASK 4.17 Complete Streets & Arterial Management

CDTC's Complete Streets Advisory Committee (CSAC) met in November 2018, and in January and March 2019. 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, received TIP applications, and bridge repaving projects.

Staff began creating the regional guidelines/toolkit, roughly based off of a similar document from the State of New Jersey. Tracking completed projects listed on the current TIP with some complete streets elements continued with photo/video documentation. Documented projects include S217 (Flower Hill Multi-Use Path Connection, Town of Niskayuna), S241 (Erie Blvd. from Union St. to Nott St, City of Schenectady), A552 (Black Bridge Rail Trail Connection, Town/Village of Green Island), A554 (Ten Broeck St Mill & Fill, City of Albany), R302 (Burden Lake Rd Resurfacing, Town of Sand Lake), S206 (Alplaus Ave Bridge Repair, Town of Glenville), and S221 (Consaul Rd Hot-in-Place Recycling; Aqueduct Rd Mill & Fill, Town of Niskayuna).

CDTC staff met with Albany County Department of Health and Department of Public Works to discuss complete streets efforts within the County itself, and among the municipalities within the County. It is hoped this will further contribute to communication and collaboration between the departments.

Tasks completed during this reporting period include:

- Staff, with input from the Complete Streets Advisory Committee, completed development of the 2018 Complete Streets Educational & Technical Assistance Workshop Series. The primary goal of the Workshop Series was to assist local governments in developing and implementing Complete Streets policies. 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:

- Village of Scotia, Workshop Type A (Basics) – October 17, 2018

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

TASK 4.21 Freight Planning

The Freight Advisory Committee (FAC) held two meetings during the reporting period. The November 14, 2018 meeting featured Dr. José Holguín-Veras from the Rensselaer Polytechnic Institute (RPI). Dr. Holguín-Veras is the Director of the Center for Infrastructure, Transportation, and the Environment; and the Volvo Research and Educational Foundations (VREF) Center of Excellence on Sustainable Urban Freight Systems at the RPI. The January 8, 2019 meeting agenda was focused receiving comments from the FAC on the 2019-2024 Transportation Improvement Program (TIP) Update. 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.

Staff has begun preparations for updating the Freight component of the 2050 New Visions long range transportation plan.

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)

Staff has served as a guest lecturer for several RPI Transportation Planning and Traffic Engineering courses.

Staff updated the Freight Priority Network GIS layer to include NYS Route 5S.

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, including the webinar for “Virtual Public Involvement.”

Staff forwarded information on the new Every Day Counts Round 5 innovations to staff and NYSAMPO Directors.

Staff attended the EDC-5 North Regional Summit in Albany, NY on October 24 & 25, 2018, and represented the NYSAMPO at several workshops in the Summit.

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 worked with the project team and private sector freight stakeholders to develop further initiatives in the region. 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 twice between October and April 2019.

CDTC released a solicitation for Smart Communities projects in early September 2018 and the Task Force evaluated the proposals and chose 1 project for funding. The Saratoga Smart LED Streetlight Guidebook will be developed by a consultant team led by Planning 4 Places. A kick-off meeting for the project will be scheduled for early May 2019.

TASK 4.35 NACTO Guidelines Training

CDTC staff coordinated with the New York Public Transportation Association (NYPTA) and held the NACTO Transit Design Guide training in conjunction with the NYPTA Meeting in Albany in October. CDTC will evaluate available training opportunities and schedule additional training(s) in late 2019.

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 2019 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 2018 CDTC launched the "Traffic Safety Ambassador Program" (mini-grants) providing \$25,000 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 10 project proposals in February 2019 and chose 10 projects, totaling \$24,978, for funding. These projects include a variety of bicycle and pedestrian safety training, events, and demonstrations. Project sponsors must complete their projects by December 31, 2019.

As part of this program and Capital Coexist promotion activities, CDTC staff attended, promoted, and distributed materials for various bicycle and pedestrian safety related events. CDTC will coordinate the 2019 Bike to School Day Challenge.

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 Capital District Trails Plan, Washington Avenue Patroon Corridor Study, Cohoes Blvd Redesign, and review of the proposed 2019-24 TIP projects. Work completed by the staff includes the following:

- Continued to manage Trail Map requests and Map Distribution database. The last copy of the 2010 Mohawk-Hudson Bike-Hike Trail Map was distributed. This map is no longer in print. Worked with bike/pedestrian staff on several data collection and mapping initiatives. Attended Bike/Pedestrian Task Force meetings. Responded to several trail data requests.
- 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.
- Reviewed the data elements required for several Bicycle Level of Service methodologies and identified data available to CDTC from internal and external GIS datasets.
- Staff corresponded with ICF regarding NYSDOT Bike Routes for NYSDOT's Web mapping application development.
- Continued to enhance and update existing GIS databases of trail and pedestrian facilities for use in future trail mapping and bike/pedestrian related projects.
- Received GIS data files from CDTC's Capital District Trails Plan
- Continued creation of Crosswalk GIS database. Data consolidation of existing data from various GIS layers is ongoing.
- Continued development of the GIS-based Bicycle Infrastructure database. Received feedback from CDTC's Bicycle Infrastructure Data request from

NYSDOT and the Town of Clifton Park. NYSDOT data pertaining to treatments for on-road sections of the Empire State Trail were added to CDTC's Bicycle Infrastructure GIS database.

- Released the Capital District Trails Plan in January 2019.
- Attended a public meeting on the Albany Hudson Electric Trail project in Rensselaer and Columbia counties.
- Coordinated with CDRPC on a Technical Assistance grants in Guilderland, Rotterdam, and Schenectady County.
- Provided a letter to Creighton Manning Engineering supporting the proposed design(s) of the South End Bikeway link in Albany.
- Attended South End Bikeway Connector Link public meeting in Albany in November.
- CDTC staff participated in follow up activities related to Parks & Trails New York's Bicyclists Bring Business initiative.
- CDTC staff was invited to attend a planning meeting for the NYS Thruway Authority's Old state Road bridge replacement project and help coordinate detour plans which include bicycle and pedestrian safety measures.
- Planned and hosted seven Bicycle and Pedestrian Advisory Committee meetings.
- CDTC staff attended a Transport Troy meeting to discuss the development of trail maps.
- Launched a subcommittee of the BPAC to test various bicycle and pedestrian Level of Service methodologies. The subcommittee met once in January and staff has been analyzing a collection of road segments using the different methodologies.
- 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 in the fall 2018 and the final Capital District Trails Plan was released in January 2019.

Other follow up activities related to the release of the trails plan have included:

- Presented the plan at the Scotia Complete Streets Workshop in October.
- Presenting the final plan to the NYS Sustainability Coordinators Luncheon in February
- Providing data and information related to the plan to Transport Troy for the update of the City's trails map.
- Met with the Albany Business Review to discuss Trails Plan and the next steps.
- CDTC staff has been invited to present on the use of data in developing the trails plan at the upcoming International Trails Symposium in Syracuse, NY in late April 2019.

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 December and one in March.
- 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 planned and hosted a Resiliency and Alternative Fuels 101 Workshop for Emergency Management Professionals in the Capital District.
- CDTC staff continued to coordinate with NYSDEC, NYSERDA, and NYSDOT on the Low Carbon Transportation Network initiative 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 submitted the Coalition Annual Report which estimated the displacement of over 4 million gallons of petroleum in 2018.
- Staff planned, coordinated, and hosted meetings with Roush, Bluebird, NYSERDA, NYSDOT, NYSDEC, Volpe (USDOT), Clean Communities of NY and Genessee Region Clean Cities related to VW Settlement funding, the FHWA Clean Corridors Program, and initiatives related to the Georgetown Transportation and Climate Initiative's Low Carbon Transportation Network.
- 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.
- CDTC staff provided input on NYSERDA's new mobility planning initiatives through a series of phone calls and meetings.
- Met with staff at the NY Power Authority about their ongoing EV and infrastructure programs and plans.
- CDTC staff coordinated a meeting with NYSERDA and CDTA to discuss interest in pursuing funding opportunities for Autonomous Vehicle pilots.
- CDCC continues to maintain their websites, Facebook and Twitter accounts.

44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

TASK 5.01 TIP Development & Maintenance

Staff spent considerable time to develop the 2019-2024 TIP, covering the five Federal Fiscal Years (FFYs) between October 1, 2019 and September 30, 2024. CDTC solicited for new projects in October with a November deadline in anticipation of their being funding available for programming. Four workshops were held in November to support sponsors as they developed their applications. CDTC received 99 applications from 25 sponsors.

Planning targets were received from NYSDOT in December at which point CDTC and NYSDOT Region 1 staff reviewed the available funding against existing commitments, regional set-asides and existing project cost changes to identify the programming capacity for new projects.

Staff evaluated new candidate projects in December and January. In January, CDTC's Advisory Committees provided comments on the project candidates, without seeing the evaluation results, and sponsors were provided the opportunity to review the evaluation results for their individual projects. A detailed Candidate Project Evaluation spreadsheet was created along with a project fact sheet for each project. An interactive Map showing the location of each project was also created. The initial evaluation results were shared with CDTC's Planning Committee in February.

The new project selection process was completed during three CDTC Planning Committee meetings in February and March. That process resulted in the selection of 50 new projects for inclusion in the 2019-2024 TIP.

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. 55 projects received changes to their listings in the STIP.
- Approximately 21 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 the 2016-2021 Online TIP Mapping Application to reflect TIP amendments and added the ability for a user to link to the NYSDOT Project Listing page.

Also during this period, CDTC developed most of the draft 2019-24 TIP:

- Budget estimates for all the federal fund sources as well as updates on cost and schedule for projects on the 2016-21 TIP were not available to CDTC's Planning

Committee until January 2019. However, enough information was known in the fall of 2018 to indicate that sufficient funds existed to solicit for candidate projects and subsequently program new projects in the 2019-24 TIP. CDTC staff prepared project solicitations and mailed/emailed them to all municipalities, counties, CDTA, NYSDOT, the Airport, and Port.

- CDTC's unit costs for TIP projects were examined for accuracy and updated as necessary.
- CDTC staff updated the project justification package for the solicitation of projects for the 2019-24 TIP.
- 100 candidate projects were proposed. CDTC staff, screened, categorized and evaluated them, producing a factsheet for each, along with detailed information to compare the results of all projects against the others. The information was distributed to members via email and the CDTC web site.
- CDTC staff worked with Region One to prepare budget estimates by federal fund source for the Planning Committee to use in the programming of the 2019-24 TIP.
- CDTC staff contacted NYSDOT Region One to obtain updated project cost and schedules. These were used in conjunction with budget estimates to determine what funds were available for programming new candidate projects in the 2019-24 TIP.
- Staff prepared information for the Planning Committee on projects using transit fund sources, several set-asides for maintenance of NYSDOT facilities, BRT and TDM for CDTA use, and projects on the existing 2016-21 TIP for inclusion in the 2019-24 TIP.
- CDTC's Planning Committee approved 48 new projects selected through CDTC's solicitation for inclusion in the Draft 2019-24 TIP.
- The Draft 2019-24 TIP (project listings, summary tables and executive summary) was prepared this period, but not released for public review until the next period.
- The updating of the narrative section of the Draft 2019-24 TIP document began.
- Fiscal constraint adjustments to programming, normally done during the public review period, were prepared by CDTC and NYSDOT Region One staffs during this period. But these adjustments were not approved and included in the draft 2019-24 TIP until the next reporting period.

CDTC Staff evaluated about 100 proposed TIP projects. Staff prepared and updated materials for the 2019-2024 TIP Update for posting on the CDTC website. Staff mapped, performed data collection and reviewed all PJP applications, created an Online TIP Mapping Application for the 2019-2024 project proposals and performed TIP Merit Review for Environmental Mitigation.

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 continues to schedule TIP project updates on from three sponsors each month. Sponsor's project updates to the Planning Committee continue to be short verbal updates, supplemented by a written Project Delivery Questionnaire. These reporting methods have aided CDTC staff in collecting comprehensive project data from a wider array of local sponsors, and ensured 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 modest as follows:

- Continued GEIS contractual work for the Town of Colonie by completing traffic and mitigation cost reviews for four 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 two mitigation cost reviews. Because of the smaller scale of Malta projects, reviews take less than two days to complete.
- Responded to a request from the town of Colonie to review a traffic study for a proposed Stewart's store on Everett Road. Written comments were provided and discussed with Town and County staffs.
- Accepted an invitation to serve on an advisory committee for the update of the Airport Area GEIS. The GEIS update has been put on hold until the town completes its Comprehensive Plan.
- 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 to be held in Ottawa.
- 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.
- Provided STEP Model growth rate forecasts for development proposals in the City of Schenectady, the Town of Malta, the Town of Wilton, and the Town of Clifton Park. Provided STEP Model analysis for different scenarios for the Albany Hospital Area.

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 October 2018, and January 2019. 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, transportation gaps focus groups results, and the Transit Research & Accessibility Center (TRAC) Project. The Alliance for Better Health presented about a pilot program called "Circulation," which provides social determinants of health related rides that aren't Medicaid eligible to Medicaid eligible people, utilizing the Transportation Network Company services of Uber and Lyft. There is an opportunity for social service agencies to sign up as providers, and are particularly needed for wheelchair rides.

With assistance from RTCC members, CDTC completed a draft update to the Coordinated Public Transit-Human Services Transportation Plan for the Capital District. This plan identifies the transportation needs of individuals with disabilities, older adults, and people with low income, provides strategies for meeting those local needs, and prioritizes transportation services for funding. To identify transportation needs, staff visited 16 senior centers, mostly during lunchtime congregate meals, to learn about transportation experiences and challenges of seniors in attendance, and to collect survey responses from willing participants. In addition, CDTA distributed the same short survey about transportation patterns to a random sample of 200 STAR riders. An online version of the survey was distributed to human service agencies, transportation providers, and community centers. People completed over 350 surveys. Over 60% of all survey respondents said they have difficulty leaving their home due to a lack of transportation.

The plan reviews regional demographics and inventories existing public transit and specialized transportation services. About 60 agencies responded to a survey about their transportation services. The plan also identifies issues and opportunities as well as needs, gaps, and barriers to public-transit human services transportation coordination to better serve transportation disadvantaged populations. Finally, the plan outlines a

number of draft strategies and actions to address gaps and improve efficient service delivery.

The senior transportation guide is expected online in the summer of 2019, and printed in fall 2019.

TASK 6.13 Transit Planning

CDTC continued to support transit planning at CDTA by assisting in the implementation of the Transit Development Plan initiatives including:

- Coordinated with CDTA on the next steps of River Corridor and Washington/Western BRT implementation. To further increase coordination, CDTC staff participates on project development teleconference calls held monthly with CDTA and the Federal Transit Administration.
- Staff coordinated with CDTA on CDTA's proposal for Bus Rapid Transit and Transportation Demand Management set-asides for the Transportation Improvement Program.
- Staff participated in Transit Asset Management training webinars including the Transit Asset Management Plan and Coordination with MPOs on TAM plans.
- Staff attended NACTO Transit Street Design Training and the New York Public Transit Association conference.
- Staff 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

NYS DOT Main Office's rideshare contractor continued to provide technical support and conduct employer-based outreach. Staff is continuing to reassess existing TDM programming to determine ways it can increase usage of TDM services through outreach and education. Staff is updating TDM content through the CDTC website and by working with 511NY rideshare. Vanpool information was updated in the iPool2 portal to remain in compliance with Federal Transit Administration regulations for transit formula funding. Staff responded to transit trip requests from iPool2, performed Guaranteed Ride Home registrations, and responded to transit and park-and-ride information requests via phone and website contact forms. Staff worked with 511NY rideshare to streamline GRH program registrations by adding a web-based form on the iPool2 portal.

Staff has launched the 2019 Capital Region Bike to Work Day Challenge. This year's Challenge features expanded website content, new events, a raffle and a Ride Buddy option to appeal to more commuters as well as increased outreach.

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 continues to work with VHB on the development of a Regional Safety Action Plan, to be rebranded as the Regional Local Road Safety Plan. A draft report was provided to CDTC in March 2019 for review. The report contains crash data analysis, identifies safety emphasis areas, summarizes public and stakeholder input and identifies numerous strategies that CDTC and local governments can consider for implementation. A local government official survey was also conducted and a consultant focus group meeting was held. The completed report is expected in August 2019 following public involvement in June and July.
- 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.
- Through the NYSAMPO Safety Working Group, a Complete Streets factsheet for elected and other governmental leaders was completed, developed with NYSDOT a pilot County level crash data factsheet using Albany County and partnered with FHWA and NYSDOT to solicit interest in Pedestrian Road Safety Audits from urban communities throughout New York State on locally owned roads.
- Staff continues to serve on the NYS Pedestrian Safety Action Plan (PSAP) Implementation Committee and participates on the FHWA Pedestrian and Bicycle Focus Cities and States quarterly calls. Two calls were held.
- 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 toward the development of the Traffic Safety Information Systems Strategic Plan for Federal Fiscal Year 2020.
- Staff continued to utilize safety data from the Accident Location Information System (ALIS) in CDTC Linkage Program planning studies, the Regional Safety Action Plan and the Transportation Improvement Program new candidate project evaluations.
- Staff attended the annual New York State Highway Safety Conference.
- Staff participated in several training webinars on topics including The Road to Autonomous Vehicles, Reduced Left Turn Conflicts at Intersections, Crash Modification Factor Clearinghouse, Applying Data Drive Safety Analysis in Alternatives Development, and Vulnerable Road User Safety.

- Staff attended the quarterly monthly Albany County Traffic Safety Board Meetings and attended winter meetings in Saratoga County and Schenectady County to continue networking and coordinating on local safety initiatives.
- One Regional Operations & Safety Advisory Committee meetings were held.
- Staff began planning for an FHWA Reliability Workshop to be held in September. Potential topics include incident management tools and techniques.
- Staff tabled at several events providing educational materials on road safety issues including the Schenectady County Bike Fest.

TASK 6.16.2 Security Planning

There was no activity this period.

44.27.00 OTHER ACTIVITIES

TASK 7.20 Freemans Bridge Road Complete Streets Feasibility Study & Policy

This Linkage Study project was completed during a previous reporting period. Staff has participated in the development of the Freemans Bridge Rd Gateway Study, funded by a New York Department of State Local Waterfront Revitalization Program grant. The project is advancing the recommendations from the Linkage Study.

TASK 7.70 Albany Patroon Creek/Washington Avenue Corridor Study

CDTC and the City of Albany studied 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 second public meeting was held, the advisory committee met twice, and the consultant completed the final report.

TASK 7.80 Craig Street/Main Avenue Complete Streets Study

CDTC and the City of Schenectady are performing 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.

During the reporting period, CDTC and the City of Schenectady selected Place Alliance as the lead consultant for the project. One Project Team (City, CDTC, and Place Alliance) meeting and one Study Advisory Committee meeting took place during the reporting period. CDTC staff collected CDTA ridership data for the project study area.

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. A consultant team was selected and the contract has been fully executed. The Study Advisory Committee initial meeting is being planned.

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. As a member of the NYSAMPO Executive Committee, staff also worked with other MPO Directors to manage this consultant effort.

State Planning Research (SPR) Funded Efforts

I-787 Livable Corridor Study: The final report was complete in early 2019. The report is available on CDTC's website. This task is complete.

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 December 12, 2018 and in-person meeting on March 28, 2019
- Climate Change Working Group – 2 teleconference meetings on December 12, 2018 and March 18, 2019
- Freight Working Group – 2 teleconference meetings on October 31, 2018 and January 17, 2019
- Modeling Working Group – 6 teleconference meetings on October 26, 2018, November 30, 2018, January 4, 2019, January 25, 2019, February 22, 2019, and March 29, 2019; and 1 in-person meeting
- Safety Working Group – 4 teleconference meetings on October 24, 2018, December 19, 2018, January 16, 2019, and February 27, 2019
- Transit Working Group – 2 teleconference meeting on December 18, 2018 and March 19, 2019
- Transportation Systems Management & Operations Working Group – 1 teleconference meeting

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. Because of federal budget issues, the program will be suspended for at least the next six months.

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.

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. The procedure was discontinued after the website files were moved to a different web hosting provider, who, by contract is providing the necessary backups.

PROBLEMS ENCOUNTERED

Maintaining MPO relevancy and consensus is continuing to be a challenge. Decreased local planning funds and resources, and less federal funding are threatening trends which will become dire if the projected FAST Act rescission occurs next year.

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

Meeting new MPO challenges and complying with the new federal regulations, especially now that most of the performance measures and targets are established, without a corresponding increase in planning funds and staff has also become more difficult.

MEMBERSHIP CHANGES

Planning Committee Changes

- Andrew Kohout was added as an Town & Village representative for the Village of Scotia
- Adam Yagelski was added as an Town & Village representative for the Town of East Greenbush

Policy Board Changes

- Richard J. Mooney has replaced Daniel Dwyer as the Mayor of the City of Rensselaer
- Edward Kinowski Supervisor of the Town of Stillwater & Louis Esposito Supervisor of the Town of Princetown have replaced Peter Barber Supervisor of the Town of Guilderland & Jack Conway Supervisor of the Town of East Greenbush as the Town & Village representatives
- Kevin Tollisen Supervisor of the Town of Halfmoon has replaced Edward Kinowski Supervisor of the Town of Stillwater as the Chair of the Saratoga County Board of Supervisors

MEETINGS HELD

October 3rd Planning Committee Meeting
October 9th Bicycle and Pedestrian Advisory Committee
October 10th Complete Streets Advisory Committee
October 22nd Regional Transportation Coordination Committee
November 7th Planning Committee Meeting
November 13th Bicycle and Pedestrian Advisory Committee
November 14th Freight Advisory Committee
December 4th Complete Streets Advisory Committee
December 5th Community Planners Forum
December 6th Policy Board
December 12th Equity Advisory Committee
December 18th ADA Working Group
January 7th Regional Transportation Coordination Committee
January 8th Bicycle and Pedestrian Advisory Committee
January 8th Freight Advisory Committee
January 9th Planning Committee Meeting
January 9th Regional Operations and Safety Advisory Committee
January 9th Equity Advisory Committee
January 10th Complete Streets Advisory Committee
January 28th Regional Transportation Coordination Committee
February 7th Planning Committee Meeting
February 12th Bicycle and Pedestrian Advisory Committee
February 27th Planning Committee Meeting
March 5th Complete Streets Advisory Committee
March 7th Policy Board
March 12th Bicycle and Pedestrian Advisory Committee
March 13th Community Planner Forum
March 13th Equity Advisory Committee
March 20th Planning Committee Meeting
March 21st Capital District Clean Communities