



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

Progress Report

October 1, 2019 to March 31, 2020

Prepared by
Capital District Transportation Committee Staff

For
CDTC Planning Committee Review and Approval

June 2020

**SUMMARY OF KEY ACCOMPLISHMENTS DESCRIBED IN THE
October 1, 2019 to March 31, 2020 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, 2019 and ending March 31, 2020 include:

- The Policy Board approved four TIP amendments. Additionally, the Policy Board voted to approve the Draft New Visions 2050 Update and the 2020-2022 Unified Planning Work Program.
- CDTC developed a 2020-2022 Unified Planning Work Program, incorporating new and continued programs for members throughout the Capital Region. The UPWP was approved in early 2020.
- CDTC developed a Draft New Visions 2050 Plan – an update of the New Visions 2040 Plan. Eleven committees were used to develop technical papers for eleven different topic areas which will be included as appendices to the final Plan. The eleven committees include seven existing advisory committees and task forces and four task forces established for the update. A total of seventeen documents were developed by CDTC staff. Document and Plan topics include:
 - Quality Region – The Policy Board was asked to examine issues relating to the region's quality of life for the New Visions Plan update, and to make recommendations for policies and actions for the New Visions 2050 Plan.
 - Infrastructure planning for the New Visions 2050 Plan was guided by the Infrastructure Task Force. The principle of preserving and managing the region's transportation system continues to be CDTC's highest stated priority. CDTC's investment strategies indicate that preservation has higher priority than investment in expanded capacity and has the first claim on available resources.
 - The Transit White Paper focused on public transit provided by the Capital District Transportation Authority (CDTA) as well as other providers of public transportation in the Capital Region. The Task Force met bi-monthly to review the status of transit recommendations in the current regional plan, review what has changed since the current plan was adopted and develop a new set of recommendations to be considered for incorporation into the new plan. Transit data, regional transit system changes, demographic data, development scenarios and federal transit performance measures were all considered. The updated Transit White Paper supported the update of New Visions and the Capital District Transportation Authority's (CDTA) Transit Development Plan.
 - Mobility Management White Paper: The Past, Present and Future of Transportation Demand Management in the Capital Region - Staff convened a new task force for New Visions 2050, the Mobility Management Task Force, to assess existing TDM efforts of municipalities, employers, developers and property managers in the region. The task force gave recommendations on how best to increase support for TDM.

- **Safety & Security White Paper** - The Safety and Security White Paper describes the progress made over the last five years to improve transportation system safety and security, describes the availability of funding and how that funding is being used, reviews emerging regional and national trends in safety and security planning and recommends a new set of strategies and actions to be considered for incorporation into New Visions 2050.
- **Regional Operations and Travel Reliability: CDTC's Congestion Management Process** - This paper will serve as an update to the CDTC *Congestion Management Process* (CMP). The Advisory Committee considered ways in which the CMP could be updated and strengthened. The National Performance Management Research Data Set (NPMRDS) was used to prioritize congestion locations and to measure reliability. The Regional Operations & Safety Advisory Committee provided input to this White Paper.
- **The Complete Streets Advisory Committee completed the Complete Streets White Paper**, which renews CDTC's commitment to complete streets and includes recommendations and performance measures.
- **The Bicycle and Pedestrian White Paper** reviews the status of the New Visions 2040 performance measures and goals, outlines the region's accomplishments and complete tasks that have contributed to those goals, and reviews local and national bicycle and pedestrian planning trends.
- **Coordinated Public Transit Human Services Transportation Plan** - This document will be incorporated into the New Visions 2050 Plan.
- **Freight White Paper** - In 2015, CDTC developed a Freight and Goods Movement Study to better understand the role and profile of freight transportation throughout the region. In 2016, the CDTC Policy Board adopted the Regional Freight Plan ("Freight Plan"). For this effort, the Freight Plan's underlying data and assumptions were considered relevant and mostly accurate. The Freight Advisory Committee (FAC) served as the steering committee for the development of the Freight White Paper.
- **Environment & Technology White Paper** - This paper explores transportation planning strategies and actions for preserving the natural environment and building a more resilient transportation system. It also evaluates emerging technologies, how they could shape travel behaviors and future infrastructure as well as how they can be leveraged to improve mobility, or the ability of Capital Region residents to get where they need to go, most efficiently. It was developed by staff with review and input from the Smart Communities Task Force.
- **The Financial Plan** demonstrates how the New Visions 2050 Plan recommendations can be implemented based on system level estimates of costs and reasonably expected revenues. Fiscal constraint requirements are critical to ensuring that the long-range plan is credible and that it provides realistic expectations to what can be accomplished.

- A draft Summary Plan document was prepared based on the technical papers. A special meeting of the Planning Committee was held in January to present the draft Plan and technical papers to the Planning Committee. The draft Plan was approved for public review by the Planning Committee in February and by the Policy Board in March.
- An extensive public engagement process was developed in the document *New Visions 2050 Long Range Transportation Plan Public Participation Strategy*. The Public Participation Plan ensures the community has a voice in the development of the 2050 Plan by creating opportunities to be informed and engaged throughout the planning process in the way that is convenient and understandable to the public. Because of the COVID-19 pandemic, the public engagement process was been modified and will be extended through the summer. Final Plan approval is expected at the September 2020 meeting of the CDTC Policy Board.
- The update of CDTC's Coordinated Public Transit-Human Services Transportation Plan for the Capital District was completed. The plan reviews regional demographics and inventories existing public transit and specialized transportation services. It 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 Planning Committee and the Policy Board approved the updated plan. The new plan will become part of our updated long-range regional transportation plan, *New Visions 2050*.
- 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. Meetings occurred throughout 2019, and a draft was released in early 2020.
- 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.
- Staff, members, and consultants reviewed several methods for a new bicycle level of service, and selected a preferred method which has since been utilized in on-going Linkage Studies.
- After receiving training in the use of the VERPAT (VisionEval Rapid Policy Assessment Tool), CDTC staff used the VERPAT tool in the *New Visions Plan* update.

- CDTC staff completed a comprehensive update to the Systematic Traffic Evaluation Model (STEP Model), CDTC's regional travel demand model. The update included many refinements to the modeled roadway network, an evaluation of trip generation, and a comparison of estimated traffic volumes to actual traffic volumes.

CAPITAL DISTRICT TRANSPORTATION COMMITTEE PROGRESS REPORT

October 1, 2019 - March 31, 2020

**FHWA Metropolitan Planning Funds (PL)
FTA Project NY 80-X029 (2019-20)
FTA Project NY 80-X028 (2018-19)**

FHWA STP Project Development

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, 2019 and ending March 31, 2020.

4 TIP amendments

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. Topics discussed included CDTC's New Visions 2050 Update, TIP Fiscal Constraint, TIP programming, TIP amendments, 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, 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 8 TIP amendments, as well as the Draft New Visions 2050 Update, the UPWP for 2020-2022, Linkage Program Recommendations, CDTC/CDRPC Technical Assistance Program, Title VI Plan, Limited English Proficiency Plan, and the UPWP progress report for the previous reporting period.

The Policy Board approved 4 TIP amendments. Additionally, the Policy Board voted to approve the CDTC Draft New Visions 2050 Update and the UPWP for 2020-2022, along with other recommendations from the Planning Committee.

Six special presentations were made during the reporting period: the Capital Region Community Indicators Project, 511 NY Rideshare in the Capital Region, CDTA Electric Buses, New Visions 2050, the Craig-Main Connection Complete Streets Linkage Study, CDTA Microtransit, and 2020 Census Initiatives and Outreach.

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.

Self-certification is also required at the time a new Transportation Improvement Program (TIP) is prepared. In accordance with FAST Act requirements, CDTC's next self-certification was due in June 2019 concurrent with the adoption of CDTC's *2019-24 Transportation Improvement Program*. Staff prepared 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 was part of the public outreach process completed for the 2019-24 TIP.

The Planning Committee reviewed and approved our self-certification checklist at their meeting held on May 1, 2019, and the Policy Board reviewed and approved the checklist at their meeting held on June 6, 2019. Copies of the self-certification checklist were forwarded to FHWA and FTA.

The next formal USDOT certification review was scheduled to take place during the end of March 2020. Staff prepared for this certification by drafting responses to previous FHWA/FTA recommendations, developing program presentations, updating our members, and scheduling the required meetings for members and public input. Because of the coronavirus pandemic, this certification review was postponed to May 26-28, 2020.

TASK 1.64 Americans with Disabilities Act (ADA) Compliance

The ADA Working Group met in December 2019 and discussed a draft RFP for a consultant contract to conduct ADA Transition Plans for municipalities. Staff also discussed progress compiling sidewalk maintenance laws throughout the region as well as snow clearing practices, which differ both among and within municipalities. This work is ongoing.

Staff completed implementation of CDTC action items in the ADA Self-Analysis and Transition Plan with the exception of some of the website items. CDTC negotiated a new website consultant contract that includes some accessibility improvements.

TASK 1.65 Unified Planning Work Program Development

Staff developed the new 2020-22 UPWP during this period, which described several key accomplishments of the previous 2018-20 UPWP including:

- Approval of the national performance measures for safety, infrastructure, reliability, and transit asset management
- A new Regional Trails Plan and a Regional Local Road Safety Action Plan
- Completion of 5 Linkage Studies
- An Updated of our Coordinated Public Transit-Human Services Transportation Plan
- S. Pearl St. Heavy Vehicle Travel Pattern Study
- And many others

The 2020-22 UPWP also included the following several new initiatives:

- ADA Transition Plan Assistance
- Local Bridge Preservation Report
- Regional Traffic Signal Timing Program
- Freight and Land Use Study
- Multi-use Trail Feasibility Study
- Bus Lane Feasibility Study
- A new NYSAMPO Shared Transit Service Planning and Analytics Initiative
- Several new Linkage Studies

The new 2020-22 UPWP was approved by the Planning Committee at their February 6th meeting and by the Policy Board at their March 5th meeting.

During this period staff also continued work on several contracts including 3 related to Linkage studies, the New York State AMPO consultant contract, and Town of Colonie and Town of Malta GEIS efforts, and the pavement condition ratings for the City of Albany and the County of Albany.

Financial planning of CDTC activities was also a major effort. Seven 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 Equity Advisory Committee met three times during the reporting period, and welcomed four new members. Staff continued to update the table of planning and construction projects underway in CDTC-designated environmental justice areas to share with the group at each meeting and post online. The group discussed an initial draft of the beginning of the Transportation and Poverty report, as well as future analysis of commuting differences.

The Advisory Committee also discussed potential equity impacts of New Visions 2050 white papers, as well as the draft 2020 Environmental Justice/Title VI Analysis. Staff drafted the latter during the reporting period as an update to the 2017 Analysis. The update includes lists of members of all advisory committee members as well as updated commute mode and demographic data including age, people who are minority defined as non-white and not Hispanic/Latino, people who have a disability, households without a vehicle, people who don't have Internet access, and people who speak English less than very well. Analysis of capital and planning funding is included, based on the Environmental Justice areas in place when most of the projects were funded. The update also includes a new practice recommended by the Equity Advisory Committee, for targeted notification about potentially negative projects located in Environmental Justice areas.

The Yang-Tan Institute on Employment and Disability's Transit Research & Accessibility Center project was finalized. Staff also communicated issues arising from the focus groups directly to the Cities of Schenectady and Saratoga Springs.

CDTC continued to demonstrate success in DBE contracting and purchasing. The semi-annual report for October 1, 2019 and March 31, 2020 was prepared and submitted to NYSDOT. About 4% of FTA expenses and 15% of FHWA expenses were paid to Women Business Enterprises and/or Disadvantaged Business Enterprises between October 1, 2019 and March 31, 2020.

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. Work on updating the 2011 Prospectus, including a financial operating plan, began this year.

Substantial progress was made on this update and Planning Committee approval will be requested in May 2020; and Policy Board approval, in June 2020.

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 24 weekly Executive Committee teleconference meetings, and 3 biweekly Directors/NYS DOT teleconference meetings, and 1 in-person Directors/NYS DOT meeting hosted by CDTC in November 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:

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 joined the newly created AMPO GIS Working Group and viewed the first webinar in 2019.

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 2 teleconference meetings
 - Participated in a subcommittee on micromobility and to develop a safety education toolkit for the NYSAMPO website
 - Coordinated with 511 NY to integrate micromobility into the statewide 511 website.
 - Researched and developed materials on bicycle/pedestrian safety and e-mobility for the NYSAMPO Bike Month social media calendar
- Climate Change Working Group – 2 teleconference meetings and 1 in-person meeting
 - Working with the Bike/Ped Working Group to compile information on new, e-mobility and its implications for cities and transportation systems

- Working with the NYSDEC and NYSERDA to provide feedback on the Georgetown TCI Low Carbon Transportation Initiatives and coordinating to promote programs funded through the VW Settlement
- Freight Working Group – 2 web-conference meetings
 - Topics included the development of the New York State Freight Plan, Truck Travel Time Reliability (TTTR) index target setting and reporting, using the NPMRDS data set for freight planning, truck parking, and flexible curb space management
 - Development of the 2020-2021 Work Plan, including a potential freight facility tour
- Transportation Systems Management & Operations Working Group – Staff attended one conference call meeting of this working group.
- Travel Demand Modeling Working Group – 6 web-conference meetings
 - Continued work as the advisory committee for UAlbany AVAIL research on the use of NPMRDS data set
 - Developed presentations: Integrating NPMRDS data into the CDTC's Congestion Management Process; a methodology under development at CDTC to compare modeled traffic volumes with actual traffic volumes.
 - NYSDOT shared updated VMT data with the MPOs through the Modeling Working Group.
- Safety Working Group – 5 teleconference meetings
 - Developed a work plan for the Safety Working Group for fiscal year 2020-2021.
 - Represented the Safety Working Group on the NYSDOT Roadway Departure Safety Action Plan advisory committee.
 - Represented the Safety Working Group on the New York Metropolitan Transportation Council's Safety Advisory Working Group. Several teleconferences were held including a Safety Issues and Micromobility Workshop.
 - Represented NYSAMPO on the Traffic Records Coordinating Committee and two meetings were held in the reporting period. This supported the development of the NYS Traffic Safety Information Systems Strategic Plan FFY 2021.
 - Represented at NYSAMPO on the ITSMR Crash System Report Update committee.
 - Represented NYSAMPO on the NYS Association of Traffic Safety Boards, serving as Engineering Committee chair. Two meetings were held in the reporting period.
 - Provided input on the development of a NYSAMPO website webpage on Shared Mobility in partnership with the Bicycle and Pedestrian Working Group.
- GIS Working Group – one virtual training
- Transit Working Group – 2 teleconference meetings

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, direct mailings, and tabling at events.

During this period, CDTC staff completed the following:

- Developed an interactive funding poll that is integrated into the CDTC website as part of the Regional Transportation Plan outreach.
- CDTC staff updates Facebook, Instagram and/or Twitter accounts regularly with public meeting notices, project updates, requests for public comment, and other announcements and information related to transportation in the Capital Region. 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 2019 and March 2020 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 Saratoga County Planning and Zoning Conference in February.
- Staff developed a Public Participation Plan for the Regional Transportation Plan, *New Visions 2050*.
- Virtual public involvement and other public participation tools were developed and integrated into the New Visions 2050 webpage.
- CDTC staff presented on New Visions and other CDTC transportation plans at various meetings and events.
- Continued to refine CDTC's website through a contract with Creative Advantage and Web Instinct. Completed tasks include the development of a website embedded transportation funding poll, refinement of the Transportation Improvement Program project search tool and numerous page updates.
- A one year website maintenance and ADA Remediation contract was executed with Creative Advantage and Web Instinct.

- In response to COVID-19, CDTC established a COVID-19 resources page on its website, shifted in person meetings to virtual meetings via Zoom and YouTube live.

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:

- Attended public hearings on various local and statewide issues affecting the transportation services.
- Provided GIS data to the UAlbany Spring Planning Studio
- Reviewed a data request from the City of Albany

TASK 1.73 CDTC/CDRPC Technical Assistance Program

CDTC and CDRPC issued a solicitation for projects for the 2020-2021 Community Planning Technical Assistance Program. New eligible initiatives were added including transportation safety and operations planning such as crash data analysis, road safety assessments, traffic signal operational analysis, intersection analysis, before and after studies of capital projects, and the recommendation and scoping of ITS strategies. The submission deadline was set for April 3, 2020 but was pushed back to May 1st due to the COVID-19 crisis.

Work completed during the reporting period included:

- Village of Scotia – Staff finalized an evaluation of travel conditions at the NY 5/Mohawk Ave and NY 50/N Ballston Ave intersection, in the context of providing a safe and enjoyable experience for all roadway users, including pedestrians, bicyclists, and transit riders. The information provided will assist the Village in assessing the need to undertake a more detailed planning study of the entire NY 5/Mohawk Ave corridor through the Central Business District in the future.

TASK 1.75 Linkage Program Administrative and Technical Support

Linkage Study progress was monitored through monthly updates of the “Status of Linkage Program Planning Initiatives.” The table includes an estimate of the number of months needed to complete the study. Additional tasks related to Linkage Program administration include:

- CDTC received nine proposals for the 2020-2021 Linkage Program due on December 15th and three projects were recommended for funding by a review team comprised of staff from CDTC, CDRPC, NYSDOT and CDTA. CDTC’s

Planning Committee approved the three projects in February 2020 and the Policy Board in March for incorporation into the 2020-2022 Unified Planning Work Program. The new projects were funded in the Villages of Ballston Spa, Menands and Scotia.

- One Community Planner Forum meeting was held in December. The Forum provides the opportunity to share land use and transportation planning information and experiences between communities that have Linkage Program projects and regional and state agencies involved in these planning areas. The March meeting was postponed due to COVID-19 until May. The December meeting included a presentation from the City of Albany on the Unified Sustainable Development Ordinance, New Visions 2050 and planning tasks for 2020-2022. CDRPC staff participates.
- Staff continues to maintain the Linkage Program Interactive Map on the CDTC website.
- CDRPC staff continues to participate on various Linkage Study advisory committees as part of the CDTC Linkage Program.
- CDTC's Linkage Program is being used as a case study/best practice in the State of Vermont.
- Staff continues to maintain the Linkage Program Interactive Map on the CDTC website.
- Staff provided GIS data for the Albany Bicycle and Pedestrian Master Plan Linkage Study

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 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.

TASK 2.28 Census

Staff provided feedback to CDRPC and the AVAIL team regarding the Community Indicators Regional Dashboard Project Beta version. Staff attended and participated in the Power Users Advisory Group. Staff attended the application launch meeting.

Staff continued to keep abreast of issues and news related to the 2020 Census, including data privacy & accuracy issues and future GIS and tabular data products.

Staff downloaded and distributed the FHWA – CTPP (Census Transportation Planning Package) – ACS 2012-2016 Transportation Profiles.

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

- CDRPC updated its website, in part, to make data products more accessible while providing more regular data updates through Data Blast emails.
- CDRPC developed *the Community Indicators Regional Dashboard Project Beta version* alongside the AVAIL team, incorporating Census Data into online maps and profiles for communities and the entire Capital Region.
- 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.

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. Shared GIS data files and information with staff, municipalities and consultants. Coordinated GIS setups for staff.
- Updated CDTC's GIS User Guide and CDTC's GIS Basemap Files Directory
- Updated CDTC's Maps page on website
- Received training on ArcGIS Pro software

- Downloaded/Received various updated databases and new databases/GIS files, including, 2018 NYSDOT Roadway Inventory System, October 2019 & February 2020 NYS Place Points, October 2019 & December 2019 NYS Streets, 2019 Albany County and Saratoga County Tax Parcels, November 2019 NYS DEC Lands, NYS DEC Roads & Trails, and NYS DEC Points of Interest, Building footprints for Albany and Rensselaer Counties, 100 & 500 year floodplain data and predicted Flood Damage to buildings in Albany & Rensselaer Counties, and February 2020 NYS Civil Boundaries. 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.
- CDRPC worked with regional partners and stakeholders to develop the Capital Region Community Indicators Project, which incorporates API census data and manually collected data to provide Capital District communities with maps and overviews of various indicator metrics.

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 the Routine Highway Condition Inventory.

2019 Albany City Pavement Condition Survey

CDTC staff performed the following work:

- field checks and post-processing of the data
- created maps, tables, charts and the final report document
- sent all final deliverables to the City of Albany
- created and sent an addendum to the final report at the city's request
- discussed possible future edits to the database for the 2021 Inventory

2019 Non-State Federal Aid Pavement Condition Survey

CDTC staff performed the following work:

- completed pavement scoring
- began post-processing of data

2019 Albany County Pavement Condition Survey

CDTC staff performed the following work:

- completed updates to the 2019 database
- completed pavement scoring
- began post-processing of data and field checks
- created maps, tables, charts and the final report document
- sent all final deliverables to Albany County

NYSDOT 2018 Non-State Federal Aid Pavement Ratings – CDTC staff continues to request this data from NYSDOT.

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 continued the update to the STEP travel demand model network and inputs. Staff has made many refinements to modeled roadway network. Staff has continued the development of a more rapid, automated, methodology for comparing modeled traffic volumes and actual traffic volumes. The modeled traffic volumes and networks are now more accurate than in previous iterations. 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 are now required.

CDTC staff had discussions with FHWA and Adirondack-Glens Falls Transportation Council to prepare for this conformity analysis. With help from the NYSDOT Environmental Science Bureau, CDTC prepared a draft conformity statement.

All projects on the TIPs, MTPs and Capital Programs are exempt for the purposes of transportation conformity as per 40 CFR Part 93, 6 NYCRR Part 240 and the interagency consultation process, except for CDTC TIP project RG131, Bus Rapid Transit. A list of projects and their exempt codes was attached to the conformity statement.

The draft conformity document underwent interagency review and all comments received were incorporated in the final documentation. Consistent with planning rule requirements in 23 CFR Part 450, the public was provided an opportunity to review and comment on the draft conformity determination and supporting documentation in 2019. The draft conformity documentation and project lists were posted to the A/GFTC, CDTC and NYSDOT web sites. The draft conformity documentation was summarized at a public meeting.

The conformity determination process completed for the 2019-2024 A/GFTC and CDTC TIPs, the A/GFTC 2040 Ahead MTP, the CDTC New Visions 2040 MTP, and the Capital Program of Transportation Projects in Greene, Montgomery and Schoharie Counties demonstrates that these planning documents meet the Clean Air Act and Transportation Conformity rule requirements for the 1997 ozone NAAQS.

CDTC staff also:

- Created an Environmental Mitigation Documentation Template for Non-Linkage Studies
- Created Environmental Mitigation Maps for the Saratoga Springs Municipal Smart City Street Light Conversion & Evolving Technology Guidebook

TASK 3.31 Infrastructure & Finance Planning

The adoption of *New Visions 2050* triggered the need to 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 update effort for *New Visions 2050* involves: (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 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 regional performance targets.

During the reporting period, the following work has taken place:

- Staff worked to develop a Draft *New Visions 2050* Infrastructure White Paper
- *New Visions 2050* Infrastructure Working Group meeting #2 was held on December 17th 2019 to discuss *New Visions 2050* Infrastructure White Paper Draft.
- Continued pavement and bridge condition data collection and analysis.

- Continued analysis of long-term funding needs and funding opportunities.
- Staff coordinated with local pavement experts to host a lunch and learn session for CDTC members covering recent trends and techniques in pavement management.
- 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 2040 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.
- 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.

TASK 3.41 New Visions & RTP Refinement

The development of the draft New Visions 2050 Plan was a significant effort that involved the entire staff. The Plan was an update of the New Visions 2040 Plan. Eleven committees were used to develop technical papers for eleven different topic areas which will be included as appendices to the final Plan. The eleven committees include seven existing advisory committees and task forces and four task forces established for the update. These committees included a broad representation of community stakeholders who provided input to the Plan update. Staff efforts to prepare the technical papers and to engage with committees for input were extensive and comprehensive. A total of seventeen documents were developed by CDTC staff.

Quality Region Task Force White Paper - For the New Visions 2050 plan the Quality Region Task Force was replaced by the CDTC Policy Board. The Policy Board was asked to examine issues relating to the region’s quality of life for the New Visions Plan update, and to make recommendations for policies and actions for the New Visions 2050 Plan.

Infrastructure White Paper - Infrastructure work for the New Visions 2050 Plan was guided by the Infrastructure Task Force. The principle of preserving and managing the region's transportation system continues to be CDTC's highest stated priority. CDTC's investment strategies indicate that preservation has higher priority than investment in expanded capacity and has the first claim on available resources.

Transit White Paper - The Task Force was reestablished to support the development of a Transit White Paper for the New Visions Regional Transportation Plan update. The update focused on public transit provided by the Capital District Transportation Authority (CDTA) as well as other providers of public transportation in the Capital Region. The Task Force met bi-monthly to review the status of transit recommendations in the current regional plan, review what has changed since the current plan was adopted and develop a new set of recommendations to be considered for incorporation into the new plan. Transit data, regional transit system changes, demographic data, development scenarios and federal transit performance measures were all considered. The updated Transit White Paper supported the update of New Visions and the Capital District Transportation Authority's (CDTA) Transit Development Plan.

Mobility Management White Paper: The Past, Present and Future of Transportation Demand Management in the Capital Region - Staff convened a new task force for New Visions 2050, the Mobility Management Task Force, to assess existing TDM efforts of municipalities, employers, developers and property managers in the region. The task force gave recommendations on how best to increase support for TDM.

Safety & Security White Paper - The Regional Operations & Safety Advisory Committee provided input to this White Paper. The Safety and Security White Paper describes the progress made over the last five years to improve transportation system safety and security, describes the availability of funding and how that funding is being used, reviews emerging regional and national trends in safety and security planning and recommends a new set of strategies and actions to be considered for incorporation into New Visions 2050.

Regional Operations and Travel Reliability: CDTC's Congestion Management Process - This paper will serve as an update to the CDTC *Congestion Management Process* (CMP). The Advisory Committee considered ways in which the CMP could be updated and strengthened. The National Performance Management Research Data Set (NPMRDS) was used to prioritize congestion locations and to measure reliability. The Regional Operations & Safety Advisory Committee provided input to this White Paper.

Complete Streets White Paper - The Complete Streets Advisory Committee completed this white paper, which renews CDTC's commitment to complete streets and includes recommendations and performance measures.

The Bicycle and Pedestrian White Paper is also referred to as the "Bicycle and Pedestrian Action Plan." It was developed by staff with input from the Bicycle and Pedestrian Advisory Committee. This document reviews the status of the New Visions 2040 performance measures and goals, outlines the region's accomplishments and complete tasks that have contributed to those goals, and reviews local and national bicycle and pedestrian planning trends.

Coordinated Public Transit Human Services Transportation Plan - This document will be incorporated into the New Visions 2050 Plan.

Freight White Paper - In 2015, CDTC developed a Freight and Goods Movement Study to better understand the role and profile of freight transportation throughout the region. In 2016, the CDTC Policy Board adopted the Regional Freight Plan ("Freight Plan"). For this effort, the Freight Plan's underlying data and assumptions were considered relevant and mostly accurate. The Freight Advisory Committee (FAC) served as the steering committee for the development of the Freight White Paper.

Environment & Technology White Paper - This paper explores transportation planning strategies and actions for preserving the natural environment and building a more resilient transportation system. It also evaluates emerging technologies, how they could shape travel behaviors and future infrastructure as well as how they can be leveraged to improve mobility, or the ability of Capital Region residents to get where they need to go, most efficiently. It was developed by staff with review and input from the Smart Communities Task Force.

Financial Plan - This Plan demonstrates how the New Visions 2050 Plan recommendations can be implemented based on system level estimates of costs and reasonably expected revenues. Fiscal constraint requirements are critical to ensuring that the long-range plan is credible and that it provides realistic expectations to what can be accomplished - not simply a wish list that has little chance of being advanced.

A draft Summary Plan document was prepared based on the technical papers. A special meeting of the Planning Committee was held in January to present the draft Plan and technical papers to the Planning Committee. The draft Plan was approved for public review by the Planning Committee in February and by the Policy Board in March.

An extensive public engagement process was developed in the document *New Visions 2050 Long Range Transportation Plan Public Participation Strategy*. The Public Participation Plan ensures the community has a voice in the development of the 2050 Plan by creating opportunities to be informed and engaged throughout the planning process in the way that is convenient and understandable to the public. Because of the COVID-19 pandemic, the public engagement process was been modified and will be extended through the summer. Final Plan approval is expected at the September 2020 meeting of the CDTC Policy Board.

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: HSIP and Highway Safety, transit asset management, pavement and bridge conditions, system performance (reliability), freight reliability, and congestion mitigation and air quality. 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 adopt these statewide targets or develop and establish targets for the metropolitan area.

During the reporting period, the following work has taken place:

- CDTC staff continued performance measures data collection for New Visions performance measures and State performance targets
- Data collection includes regional summaries for the USDOT established, and CDTC adopted, reporting measures for:
 - HSIP and Highway Safety
 - Transit Asset Management
 - Transit Safety (required after July 20, 2021)
 - Pavement and Bridge Conditions
 - System Performance (reliability)
 - Freight Reliability
 - Congestion Mitigation and Air Quality
- Data is also collected and analyzed for over 50 CDTC specific performance measures corresponding to each of the 13 New Visions planning and investment principals.
- CDTC staff documented current trends and progress towards State performance targets
- CDTC staff documented current trends and progress towards performance goals for CDTC specific performance measures
- CDTC staff developed a Draft Performance Based Planning and Programming Chapter for the New Visions 2050 plan (System Performance Report).
- Draft System Performance Report was approved for release for public comment at the February 6th planning committee meeting.

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 twice during the reporting period. The committee served as an Advisory Committee for the development of the Regional Local Roads Safety Plan. The committee reviewed and commented on the *Draft Regional Operations and Travel Reliability: CDTC's Congestion Management Process* and the *Safety & Security White Paper*.

TASK 3.42 GHG Reduction Analysis Tool Grant

CDTC staff participated in this Study which is funded by NYSERDA. The study involved 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. 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. CDTC staff used the VERPAT tool in developing and analyzing scenarios in the New Visions 2050 Plan update.

44.24.00 SHORT-RANGE TRANSPORTATION PLANNING (SRTP)

TASK 4.17 Complete Streets & Arterial Management

CDTC's Complete Streets Advisory Committee (CSAC) met in December 2019 and March 2020. Topics discussed include upcoming paving and signal projects, TIP project tracking, progress on the regional complete streets guidelines/complete streets toolkit, the draft New Visions Complete Streets White Paper, and CDTC's 2020 Complete Streets Educational and Technical Workshop series.

Staff completed a draft of the roadways chapter of the Complete Streets Design Guide, which will assist agencies in planning, designing and operating transportation facilities consistent with complete streets policies. Tracking of completed TIP projects with some complete streets elements continued with photo/video documentation of A566 (S Pearl from Clinton to Madison, City of Albany), A578 (NY 32 from 1st St. to Broadway, City of Watervliet), A585 (NY 144, Nadine Mt Rd to Coeymans Creek & NY 143, 9W to NY 144, NYSDOT), and S170 (Western Gateway Transportation Center, NYSDOT).

Staff continued development of the 2020 Complete Streets Workshop Series. The primary goal of the Workshop Series is to assist local governments in developing and implementing Complete Streets policies and projects. Staff developed a revised workshop format, renegotiated the consultant contract, revised the sponsor application, and developed the 2020 solicitation materials. CDTC, on behalf of local governments, will administer the consultant contract for the workshop series and serve as project manager.

TASK 4.21 Freight Planning

The Freight Advisory Committee (FAC) held two meetings during the reporting period. The November 20, 2019 meeting featured a presentation from Brian Stewart (Cambridge Systematics) on Truck Parking Studies and Best Practices. The February 19, 2020 meeting featured a presentation from Kendra Hems, President of the Trucking Association of New York (TANY), on current issues facing the trucking industry in New York State. 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 completed the development of the Freight White Paper, a component of the New Visions 2050 Update. The purpose of the Freight White Paper is not to replace the Freight Plan, but rather to review and update the status keys elements of the plan as part of the New Visions 2050 process. The Freight Advisory Committee (FAC) served as the steering committee for the development of the Freight White Paper. The Freight Priority Network, freight performance measures, and freight-related policies, projects, and programs were updated. Freight current and emerging issues and trends were identified and addressed. Staff also developed a freight and environmental justice analysis.

Staff continued to participate in the 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 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:

- NCHRP 08-111 Effective Decision-Making Methods for Freight-Efficient Land Use
- 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.

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

Staff attended the New York State STIC meeting held in Saratoga Springs on December 12, 2019.

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 project 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 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 four times.

As part of this program CDTC has provided funding support to the City of Saratoga Springs for the development of the Municipal Smart City Street Light Conversion & Evolving Technology Guidebook. The Guidebook was released for public comment in March.

TASK 4.35 NACTO Guidelines Training

CDTC is evaluating available training opportunities and schedules for 2020 and will determine if an in-person or virtual training can be done safely.

TASK 4.60 Capital Coexist

Staff maintains a page on the CDTC website about the Capital Coexist safety campaign. 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 its education and outreach efforts.

CDTC purchased a series of webinars from the Association for Pedestrian and Bicycle Professionals (APBP) for the “Capital Coexist 2020 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 2020 and chose 8 projects, totaling just under \$25,000. These projects include a variety of bicycle and pedestrian safety training, events, and demonstrations. Project sponsors must complete their projects by December 31, 2020.

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 four 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 Roots Healthy Streets Initiative, the Henry St Bike Lane Pilot Project on Saratoga Springs, Bike to Work Day 2020 planning and Draft New Visions plan documents & materials. 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.
- 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.
- 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.
- Planned and hosted seven Bicycle and Pedestrian Advisory Committee meetings.

- 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 which was released in early 2019, 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 included 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:

- Provided technical assistance to communities on trail plans and communities implementing projects proposed in the regional trails plan.
- Staff participated on Glenville's Study Advisory Committee for the Town Trails Plan

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 twentieth 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 2019 and a new contract in January 2020.

CDTC was invited to participate in a Clean Cities pilot contract. This new contract began February 2020. As part of the new contract, CDTC staff will provide additional feedback to the DOE on the contracting process itself.

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 one meeting in December.

- CDTC planned a second meeting in March but was cancelled due to COVID-19 restrictions.
- 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 and VW Settlement activities.
- CDTC staff coordinated with the Propane Council host a Propane Workshop for fleets in November.
- 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 in March.
- Staff developed and submitted Project Management Plan for 2020 calendar year
- 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 as well as a participant of NYSERDA PON review committees.
- CDTC participated on a review panel for PON 3833
- CDTC 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 2019-24 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. Eighty-eight (88) projects received changes to their listings in the STIP.
- 13 TIP projects received amendments.
- CDTC staff worked with NYSDOT staff and some members to improve STIP performance by changing the scheduling of the construction phases of some projects.
- CDTC staff worked with NYSDOT staff and some members to add projects to the TIP outside the TIP update process.
- CDTC staff worked with NYSDOT staff and CDTA to compile a list of federal obligations made during the previous federal fiscal year and post them in the TIP section of CDTC's website.
- CDTC staff participated in the NYSAMPO TIP working group.

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 from three sponsors prior to each Planning Committee meeting. 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.

During the reporting period, CDTC staff coordinated with project consultants and the following project sponsors to receive detailed project updates on current TIP projects.

- NYSDOT
- Saratoga County
- Village of Green Island
- City of Saratoga Springs
- Town of Bethlehem
- City of Watervliet
- Town of Guilderland
- Town of New Scotland

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 performing traffic and mitigation cost reviews for land development projects in the Airport and Boght GEIS areas of the Town. During the reporting period, CDTC staff completed 5 GEIS reviews for the Town of Colonie.
- Continued GEIS contractual work for the Town of Malta performing mitigation cost reviews. During the reporting period, CDTC staff completed 4 GEIS reviews for the Town of Malta. Each review takes between two and four days to complete.
- Provided STEP Model growth rate forecasts for development proposals in the Town of Colonie and City of Saratoga Springs.

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 the 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 provided a traffic diversion analysis to the New York State Thruway Authority for construction of Castleton-on-Hudson bridge over the Hudson River on the Berkshire Spur (NY 912M).

44.26.00 PLANNING EMPHASIS AREAS (PEAs)

TASK 6.12 Human Services Agency Transportation

CDTC's Regional Transportation Coordination Committee (RTCC) met in October 2019 and January 2020. The primary topics discussed were New Visions 2050 and specifically potential impacts of new technologies on seniors and people who have a disability, the senior transportation guidebook, topics for the next "Tools of the Trade" planned for 2020, and the 2020 5310 solicitation. The Albany Guardian Society presented about the Village Technical Assistance Center as well as the forthcoming Senior Transportation Guide, and CDTA presented about the FLEX micro-transit pilot.

Staff assembled a rating and ranking committee to review received 5310 applications, which were received on March 20th. Due to the timing amid the COVID-19 response, employees at the state Department of Health and the Office for People with Developmental Disabilities were unable to participate. CDTC, state Office for Aging, and NYSDOT staff reviewed the applications and drafted a recommended funding plan, which staff provided to the Planning Committee for approval at its April 1st meeting.

The RTCC and staff finalized plans for the 2020 Tools of the Trade for Human Services Transportation Providers to be held April 2nd. It was canceled by the end of the reporting period, until further notice. Sessions were to include isolation and health among older adults, volunteer recruitment and retention, Ithaca's Mobility as a Service program, and CDTA's FLEX, with additional materials summarizing results from senior surveys distributed by each county in the latter half of 2019.

The Albany Guardian Society published the senior transportation guide electronically at the end of March, with an anticipated printing date in the fall of 2020.

TASK 6.13 Transit Planning

CDTC's Transit Task Force completed a Transit White Paper to support the update of the regional transportation plan, New Visions 2050. The Task Force met twice during the reporting period to review CDTA service data, finalize the impacts of development scenarios on transit, finalize the principle, strategies and actions and discuss the white paper's relationship to CDTA's updated to its Transit Development Plan. The final draft white paper is available at https://www.cdtcmpo.org/images/new_visions/Transit.pdf

CDTC continued to support transit planning at CDTA through the following activities:

- CDTC committed in-kind staff support for a Mobility Hub project proposed by Calstart for NYSERDA PON 3833. The project was awarded \$250,000 in funding and will include the demonstration of one or more mobility hubs which connect transportation options including fixed route transit, walking and shared mobility options such as scooters, bike share and car share at a single location. The project will kick off in late 2020.
- Coordinated with CDTA on the initial steps to update its Transit Development Plan including an approach to gathering public input.
- Staff continues to track and coordinate with CDTA on capital project implementation including the River Corridor and Washington/Western BRT projects.
- Staff is coordinating with CDTA on the development of its Public Transportation Safety Agency Plan which will include safety performance measures and targets.
- Staff listened to several transit webinars on topics such as Greater Boston Bus Experiments: From Pilots to Permanent Impacts, Analyzing Bus Ridership Decline, and COVID-19's Impact on Transit.

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 on the CDTC website and the 511NY rideshare iPool2 portal. 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.

This year's Bike to Work and Bike to School Challenges were cancelled due to the coronavirus pandemic. A automated leadership portal was developed to help streamline the Bike to Work Challenge administration. The Challenges are tentatively rescheduled for September or October, 2020, pending the pandemic recovery.

Staff developed a new white paper for New Visions 2050 that included TDM-related goals, objectives and recommendations. The new white paper included a summary and discussion and part and current TDM programs and initiatives in the region. The Mobility Management Task Force met twice to help develop the new white paper.

CDTC staff is working with 511NY Rideshare staff to rebrand the iPool2 portal as Capital Moves. A new logo is being developed. Website content will continue to be refined.

TASK 6.16.1 Safety Planning

CDTC staff remains active in safety planning and continues to chair the NYSAMPO Safety Working Group (see task 1.69). Activities completed or underway during this period included:

- Significant staff time was spent on the preparation of a Safety & Security White Paper to support the update of the New Visions regional transportation plan. White paper topics include a review of safety and security planning at CDTC, crash data and performance measure analysis, the status of capital projects, future considerations and a description of proposed principles, strategies and actions. The white paper can be viewed at https://www.cdtcmpo.org/images/new_visions/SafetySecurity.pdf. CDTC's Regional Operations and Safety Advisory Committee supported the development of the paper.
- Staff worked with VHB to complete the second phase of the Local Road Safety Action Plan project which included the development of eleven technical memos of locations on locally owned roadways in the region with a higher frequency of crashes to look at potential causes and countermeasures. The memos were developed with assistance from the roadway owner and were provided to them for their information.
- Staff attended the New York State Highway Safety Conference held in Albany and gave a presentation on the Local Road Safety Action Plan at the Saratoga County Planning and Zoning Conference.
- Staff continues to serve on the NYS Pedestrian Safety Action Plan (PSAP) Implementation Committee which meets via teleconference monthly.
- Staff presented to the Council of Albany Neighborhood Association on safety planning and strategies to improve safety and reduce speed in the City.

- 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) to provide technical assistance to local governments, in CDTC Linkage Program planning studies, the Local Road Safety Action Plan and in development of the New Visions 2050 Safety & Security White Paper.
- Staff participated in several training webinars on topics including USLIMITS2 - A Tool to Aid Practitioners in Determining Appropriate Speed Limit Recommendations.
- Staff attended the quarterly monthly Albany County Traffic Safety Board Meetings to continue networking and coordinating on local safety initiatives.

TASK 6.16.2 Security Planning

CDTC developed a Continuing Operations Plan, and began developing plans for addressing the COVID-19 Pandemic. This effort included coordinating and reaching out to regional partners to learn and assist with on-going efforts to maintain a functional transportation system throughout the Pandemic.

44.27.00 OTHER ACTIVITIES

TASK 7.30 Albany Bicycle-Pedestrian Master Plan

This Linkage Study was funded in the 2019-2020 fiscal year with \$90,000 in consultant assistance and \$30,000 CDTC staff technical assistance. The plan will update the 2009 Bicycle Master Plan to reflect physical changes in the City and current industry standards while also integrating the needs of pedestrians to create a new Bicycle and Pedestrian Master Plan. CDTC received five proposals by the mid-October deadline and hired a team led by Nelson/Nygaard Consulting Associates. Work on the project began at the end of January. The first advisory committee meetings occurred in March. By the end of the reporting period the project team had begun to redesign the project's public input to adhere to anticipated social distancing guidelines.

TASK 7.70 Albany Patroon Creek/Washington Avenue Corridor Study

This project is complete.

TASK 7.80 Craig Street/Main Avenue Complete Streets Study

CDTC and the City of Schenectady are performing 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. Place Alliance is the lead consultant for the project.

During the reporting period, the following work has taken place:

- Public meeting #2 and Ice cream social was held on October 29th 2020
- Consultant team worked on revising Draft Final Report.
- Consultant team prepared Final Report
- Consultant team presented Final Report recommendations to the City of Schenectady City Council at the February 3rd Council Committee Meeting
- Schenectady City Council adopted the Final Report at the February 10th City Council Meeting
- Consultant team gave presentation to the CDTC Planning Committee at the February 6th meeting
- Project is complete

TASK 7.90 Hoosick Street Parkway Implementation Study

The City of Troy has held study advisory committee meetings and a field walk through the study area. The consultant team has completed the existing conditions report and developed alternatives and recommendations. A full rough draft is pending and has been delayed somewhat due to the pandemic. The project will be completed in 2020.

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

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 – 2 teleconference meetings on December 12, 2019 and March 12, 2020
- Climate Change Working Group – 2 teleconference meetings on October 17, 2019 and January 22, 2020. Developed connected/automated vehicles fact sheet.
- Freight Working Group – 2 teleconference meetings on October 17, 2019 and January 7, 2020
- GIS Working Group – provided technical guidance for 2 “Migrating from ArcMap to ArcGIS Pro” training and attended training
- Modeling Working Group – 5 teleconference meetings on October 25, 2019, December 6, 2019, January 10, 2020, January 31, 2020, February 28, 2020.

Continued as an advisory committee to the UAlbany AVAIL NPMRDS data project.

- Safety Working Group – 5 teleconference meetings on October 16, 2019, November 20, 2019, December 18, 2019, January 15, 2020, and February 26, 2020.
- Transit Working Group – 2 teleconference meetings on December 17, 2019 and March 17, 2020. Began work on a micromobility fact sheet.
- Transportation Systems Management & Operations Working Group – 2 teleconference meetings on December 10, 2019 and March 10, 2020

CDTC's Internship Program

CDTC offers 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. Because of federal budget issues and the potential federal funding rescission, this program will be suspended for at least the next six months due to the coronavirus pandemic.

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.

Computer Purchases: CDTC purchased a server for future deployment and a new firewall appliance for immediate deployment. The new firewall allows for a VPN for secure remote use of CDTC office PC's. The VPN was deployed and used during the state employees work from home orders.

Windows 10 Operating System: CDTC started upgrades from Windows 7 to Windows 10 for its office PCs.

Dual Monitors: CDTC staff purchased the necessary hardware to provide dual-monitor systems for most CDTC Staff. Installation was mostly completed before being interrupted by the work from home orders for state employees.

PROBLEMS ENCOUNTERED

Maintaining MPO relevancy and consensus is a continuing challenge. Members and other municipalities in our planning area are faced with a myriad of new challenges and requests for services. MPOs must continue to market themselves and provide "value" to their customers.

The outcome of the FAST Act reauthorization or its extension will have major positive and negative impacts on the MPO planning process.

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.

The coronavirus pandemic has made obtaining member and public input much more challenging. Members and other municipalities in our planning area are facing financial difficulties and possible staff cuts, which may make their participation in the planning process more difficult.

MEMBERSHIP CHANGES

Planning Committee Changes

- Liz Kormos was added as an Town & Village representative for the Town of Ballston Spa

Policy Board Changes

- William T. Keeler has replaced Christopher M. Briggs as the Mayor of the City of Cohoes
- Michael Stammel has replaced Richard Mooney as the Mayor of the City of Rensselaer
- Charles V. Patricelli has replaced Michael Manning as the Mayor of the City of Watervliet
- Nancy Perry Supervisor of the Town of Sand Lake & Mayor Megan Grenier of the Village of Menands have replaced Edward Kinowski Supervisor of the Town of Stillwater & Louis Esposito Supervisor of the Town of Princetown as the Town & Village representatives
- Preston Allen Supervisor of the Town of Day has replaced Kevin Tollisen Supervisor of the Town of Halfmoon as the Chair of the Saratoga County Board of Supervisors
- Craig M. Warner has replaced James Shaughnessy as the representative of CDRPC
- Philip F. Calderone, Esq. has replaced John A. O'Donnell as the representative of the Albany County Airport Authority

MEETINGS HELD

October 2 nd	Planning Committee
October 7 th	Regional Transportation Coordination Meeting
October 8 th	Bike/Ped Advisory Committee
November 6 th	Policy Board Meeting
November 7 th	Transit Task Force

November 12 th	Bike/Ped Advisory Committee
November 19 th	Regional Operations and Safety Advisory Committee
November 20 th	Freight Advisory Committee
December 5 th	Policy Board
December 10 th	Bike/Ped Advisory Committee
December 11 th	Transit Task Force
December 12 th	Community Planner Forum
December 17 th	ADA Working Group
January 8 th	Planning Committee
January 14 th	Bike/Ped Advisory Committee
January 22 nd	Planning Committee New Visions 2050 Presentation
January 28 th	Regional Operations and Safety Advisory Committee
February 6 th	Planning Committee
February 11 th	Bike/Ped Advisory Committee
February 19 th	Freight Advisory Committee
March 3 rd	Complete Streets Advisory Committee
March 5 th	Policy Board Meeting
March 10 th	Bike/Ped Advisory Committee