



Capital Region Transportation Council

Performance and Expenditure Report

April 1, 2023 – September 30, 2023

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Introduction

The Unified Planning Work Program (UPWP) identifies transportation planning activities to be undertaken in the Capital Region during the state fiscal year (April 1 to March 31). Planning tasks in the UPWP are coordinated by the Capital Region Transportation Council (Transportation Council) for the metropolitan planning area that includes the counties of Albany, Rensselaer, Saratoga, and Schenectady (except the Town of Moreau and the Village of South Glens Falls). Each UPWP planning task includes a schedule and budget by fund source.

This Performance and Expenditure Report fulfills the requirements of Title 23 §420.117 of the *Code of Federal Regulations* related to monitoring and reporting requirements of Federal Highway Administration (FHWA) Metropolitan Planning funds by sub recipients “to assure that the work is being managed and performed satisfactorily and that time schedules are being met.” It additionally fulfills reporting requirements to the Federal Transit Administration (FTA) related to Metropolitan Planning Program (MPP) funds. These grants are included in the UPWP and indicated in this report as FHWA PL, FTA X033, and FTA X032. A summary of other federal and local funds budgeted and expended is provided for information only. A portion of Transportation Council planning (FHWA PL) funds are sub-allocated to the Capital District Regional Planning Commission (CDRPC), the use of which is included in this report.

Summary of the Transportation Council’s Expenditures

FHWA PL & FTA MPP Funds (April 1, 2023-September 30, 2023):

- FHWA PL - FHWA Metropolitan Planning (PL) Funds
- FTA X033 - FTA Section 5303 Metropolitan Planning Program (MPP) Funds for 2023-2024

TASK CODE	FHWA PL BUDGET	FHWA PL CHARGES	FHWA PL BALANCE	FTA X033 BUDGET	FTA X033 EXPENDED	FTA X033 BALANCE
1.51	50,000.00	20,776.45	29,223.55	30,000.00	14,553.66	15,446.34
1.61	70,000.00	68,900.03	1,099.97	-	-	-
1.65	25,000.00	3,037.24	21,962.76	15,000.00	3,109.06	11,890.94
1.66	30,000.00	6,406.18	23,593.82	30,000.00	7,287.12	22,712.88
1.69	50,000.00	34,666.83	15,333.17	-	-	-
1.70	70,000.00	47,051.51	22,948.49	25,000.00	17,048.81	7,951.19
1.73	25,000.00	11,130.26	13,869.74	-	-	-
2.25	138,304.00	40,141.25	98,162.75	10,000.00	3,586.96	6,413.04
2.28	20,000.00	4,344.91	15,655.09	20,000.00	330.61	19,669.39
2.29	70,000.00	30,501.82	39,498.18	30,000.00	28,569.99	1,430.01
3.11	60,000.00	10,772.00	49,228.00	-	-	-
3.21	20,000.00	10,159.92	9,840.08	-	-	-
3.22	40,000.00	53,580.09	(13,580.09)	15,000.00	15,725.61	(725.61)

3.31	40,000.00	9,047.41	30,952.59	5,000.00	63.98	4,936.02
3.32	120,000.00	9,892.23	110,107.77	5,000.00	63.98	4,936.02
3.35	45,000.00	2,859.08	42,140.92	-	-	-
3.41	55,000.00	28,543.41	26,456.59	35,000.00	3,711.24	31,288.76
3.51	10,000.00	1,299.00	8,701.00	4,140.00	2,327.30	1,812.70
4.17	45,000.00	10,225.35	34,774.65	15,000.00	434.87	14,565.13
4.21	110,825.00	47,707.02	63,117.98	-	-	-
4.35	15,000.00	5,085.91	9,914.09	-	-	-
4.60	40,000.00	30,052.33	9,947.67	-	-	-
4.64	131,583.00	35,632.55	95,950.45	20,000.00	1,542.30	18,457.70
4.67	25,000.00	23,995.95	1,004.05	35,000.00	22,551.99	12,448.01
5.01	40,000.00	9,675.59	30,324.41	30,000.00	29,899.60	100.40
5.21	10,000.00	-	10,000.00	10,000.00	7,958.64	2,041.36
5.51	20,000.00	7,936.88	12,063.12	-	-	-
6.12	15,000.00	23,162.16	(8,162.16)	30,000.00	12,371.71	17,628.29
6.13	15,000.00	6,749.03	8,250.97	40,000.00	10,417.61	29,582.39
6.14	40,000.00	11,473.79	28,526.21	30,000.00	2,397.06	27,602.94
6.16	30,000.00	43,100.52	(13,100.52)	25,000.00	2,462.03	22,537.97
6.17	20,000.00	3,909.38	16,090.62	-	-	-
7.20	-	-	-	20,000.00	7,143.31	12,856.69
7.21	30,991.00	9,494.72	21,496.28	-	-	-
7.22	115,000.00	4,662.99	110,337.01	-	-	-
7.23	24,214.00	6,998.41	17,215.59	-	-	-
7.24	165,000.00	7,296.23	157,703.77	-	-	-
7.25	90,000.00	3,474.53	86,525.47	-	-	-
7.26	90,000.00	6,961.05	83,038.95	-	-	-
7.70	58,911.00	36,619.53	22,291.47	-	-	-
7.86	101,645.00	40,836.68	60,808.32	-	-	-
7.87	35,000.00	24,329.85	10,670.15	-	-	-
7.88	56,610.00	50,254.08	6,355.92	-	-	-
Total	2,263,083.00	842,744.15	1,420,338.85	479,140.00	193,557.44	285,582.56

Other Federal, State and Local Funds:

Other Federal, State and Local Funds expended between April 1, 2023 and September 30, 2023) include the following (Fund source acronym key below):

- Albany County – Albany County Local Funds
- Albany County DOH – Albany County Department of Health Funds
- Colonie Local Cash – GEIS Traffic Assessment Funds
- FHWA PL (Statewide Pool) - FHWA Metropolitan Planning Funds
- FHWA PL Set-Aside - FHWA Metropolitan Planning Funds: Complete Streets
- FTA SCI - Shared Cost Initiative Funds from the FTA
- NHPP - National Highway Performance Program Funds
- Malta Local Cash – GEIS Traffic Assessment Funds
- SPR Funds - FHWA State Planning and Research Funds
- SS4A: Safe Streets - Safe Streets and Roads for All Program Funds
- SS4A Local – Safe Streets and Roads for All Local Match Funds
- SS4A State – Safe Streets and Roads for All State Match Funds
- STBGP-Flex - Surface Transportation Block Grant Program - Flexible Funds
- USDOE - United States Department of Energy: Clean Cities Coalition Funds

UPWP TASK CODE	OTHER FEDERAL, STATE, AND LOCAL FUND SOURCES	2023-24 UPWP BUDGET	TOTAL EXPENDED	BALANCE
1.68	FHWA PL (statewide Pool) and SPR Funds	250,000.00	59,353.19	190,646.81
1.73	Albany County	9,000.00	-	9,000.00
2.25	Albany County	9,000.00	591.57	8,408.43
2.30	Albany County	12,000.00	255.93	11,744.07
4.17	Albany County DOH	10,000.00	173.56	9,826.44
4.70	USDOE	110,000.00	62,073.45	47,926.55
5.61	NHPP/STBGP	136,000.00	36,315.98	99,684.02
6.16	SS4A: Safe Streets	1,150,400.00	-	1,150,400.00
	SS4A Local	247,700.00	-	247,700.00
	SS4A State	40,300.00	-	40,300.00
7.10	Colonie Local Cash	45,000.00	7,352.69	37,647.31
7.11	Malta Local Cash	25,000.00	5,604.97	19,395.03
7.20	FTA SCI	84,269.12	84,119.82	149.30
7.21	FHWA PL Set-Aside (Complete Streets)	33,509.00	-	33,509.00
7.23	FHWA PL Set-Aside (Complete Streets)	62,786.00	-	62,786.00
TOTAL		2,224,964.12	255,841.16	1,969,122.96

Performance Summary: Transportation Council Staff Activities Per UPWP Task

44.21.00 Program Support & Administration

1.51 Committee Activities

Goal: To support ongoing administrative activities related to the Transportation Council's Policy Board, Planning Committee, Administrative and Finance Subcommittee, and other Policy Board subcommittees.

Actual Performance:

- Two Policy Board meetings were held at which:
 - Approved two amendments to the 2023-2024 UPWP.
 - Multiple amendments to the 2022-2027 TIP were approved.
 - Four resolutions to support NYSDOT Performance Measure Targets for Pavement Condition, Bridge Condition, Freight Performance, and System Performance were passed.
 - A resolution renaming the Capital District Transportation Committee the Capital Region Transportation Council was approved.
 - A resolution to approve the Air Quality Conformity Determination Update for the A/GFTC Metropolitan Transportation Plan (MTP) was passed.
 - A proposal for the use of Carbon Reduction Funds was approved.
- Three Planning Committee meetings were held at which:
 - Multiple amendments to the 2022-2027 TIP were approved.
 - TIP project selection actions and project delivery updates were reviewed.
 - The Local Road Safety Education & Encouragement Program solicitation was authorized.
 - The Technical Assistance Program was authorized.
 - The 2024-2025 UPWP solicitation for planning projects was authorized.
- The Administrative and Finance Subcommittee met twice.
- Maintained membership lists, meeting calendars, and website content.
- Developed and distributed Policy Board, Planning Committee, and Administrative and Finance Subcommittee meeting notices, agenda packages, and meeting summaries.
- Monitored federal transportation related legislation and federal rulemakings.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

1.61 CDTC Operations and Management

Goal: To manage the day-to-day operations of the Transportation Council and its staff to implement the metropolitan transportation planning process.

Actual Performance:

- Completed an organization renaming and rebranding process with the assistance of a consultant.
- Continued administrative activities relate to staff supervision, recruitment, and staff meetings.
- Currently working with GTM Payroll services to develop an updated Employee Handbook.
- Prepared resolutions, memoranda of understanding (MOUs), and local agreements.
- Prepared and administered consultant and vendor contracts.
- Managed financial records and coordinated with CDTA's accounting staff.
- Staff attended professional development events and training, including the Walk-Bike NY Conference.
- Hired one intern and issued an ad for one new planner.
- Provided staff training through Udemy.
- For Community Planning/Linkage Program administration:
 - Coordinated Community Planner Forum meetings in June and September.
 - Updated and maintained the Transportation Council's administration procedures and project management guidance related to Community Planning Program support.
 - Updated and maintained the Transportation Council's project management requirements related to Americans with Disabilities Act, Environmental Justice, Environmental Mitigation, Limited English Proficiency, Public Participation, etc.
 - Coordinated with staff to update and maintain interactive mapping applications, project databases and summaries.
 - Track the status of ongoing Linkage and other regional planning initiatives.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

1.65 Unified Planning Work Program (UPWP) Development and Reporting

Goal: To prepare and maintain the Transportation Council's UPWP and to report performance and progress.

Actual Performance:

- Maintained the 2023-2024 UPWP with additional FHWA funds through the Safe Streets and Roads for All Program to begin the Vision Zero Action Plan project.
- Monitored expenditures and program progress.
- Completed the 2022-2023 Performance and Expenditure Report.
- Developed solicitation materials and guidance toward the preparation of the 2024-2025 UPWP.
- Began budgeting for the 2024-2025 UPWP.
- CDRPC prepared the status report for the first three-months of the fiscal year.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

1.66 Environmental Justice and Title VI

Goal: To take reasonable steps to ensure no person is excluded from participation in, or denied the benefits of, the Transportation Council's metropolitan planning process based on race, color, national origin, sex, age, disability, or economic status, and to identify and address disproportionately high and adverse human health or environmental effects of the Transportation Council's programs, policies, and activities on minority and low-income populations.

Actual Performance:

- Secured a contract for staff training in November on "*Building Skills for a Culture of Accountability to Diversity, Equity, and Inclusion (DEI)*".
- Initiated the development of equity metrics tools that will be used to assess program implementation and public engagement, including the new Metropolitan Transportation Plan

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

1.68 NYSAMPO Administration

Goal: To support the New York State Association of Metropolitan Planning Organizations (NYSAMPO) by administering the staff consultant contract on behalf of the association.

Actual Performance:

- Transportation Council staff coordinated with NYSDOT on the administration of the NYSAMPO staff consultant contract.
- Facilitated 15 teleconferences with the NYSAMPO Executive Committee.
- Coordinated and participated in four Directors Group meeting.
- Consultant team coordinated and facilitated the following Working Group meetings and initiatives:
 - Bicycle & Pedestrian Working Group
 - May 8 – in person meeting, Virtual meeting held in June.
 - Held Counters Subcommittee meeting.
 - Updated e-bikes fact sheet and uploaded to nysmpo.org.
 - Planned and held in-person Working Group meeting on September 14
 - Climate Change Working Group
 - 2 virtual meetings were held.
 - Finalized agenda and participated in the Working Group meeting on September 21
 - Freight Working Group (FWG)

- April 19 – virtual meeting
 - Preparation for and held July 19 meeting; finalized agenda.
 - Developed presentation on equity in freight planning and presented to the group.
 - Began transition to new consultant staff support lead for the FWG.
 - Started planning for October 25th FWG meeting.
- GIS Working Group
 - Coordinated with NYSDOT to hold GIS Clearinghouse Overview on June 22
 - Preparation for July 11 in-person meeting in Utica.
 - Coordinated with FHWA to hold Urbanized Area Boundary Adjustment training on July 17.
 - Finalized agenda and preparation for July 11 in-person meeting in Utica.
 - Transitioned to new consultant staff support lead for the GIS Working Group
- Modeling Working Group
 - Virtual meetings held June 9, July 28 and September 29.
- Safety Working Group
 - May 8 – in person meeting
 - Virtual meetings held June 28 and August 23.
 - Assisted with transition to new Working Group chair and co-chair.
- Transit Working Group
 - Held meeting on September 13
- Transportation Systems Management & Operations Working Group – did not meet.
- Public Engagement Community of Practice Group
 - Prepared and held a virtual meeting on July 20 to discuss Youth Engagement, recent public participation effort in Syracuse.
- General Working Group Initiatives
 - Transitioned GIS Working Group to new staff consultant lead to provide improved support.
 - Updated and maintained Working Group rosters and webpages as requested.
 - Regularly forward items of interest to Working Group members from partners and incorporated into meeting agenda where appropriate.
 - Updated and maintained Working Group rosters and webpages as requested.
 - Regularly forward items of interest to Working Group members from partners and incorporated into meeting agenda where appropriate.
- Transportation Performance Management activities
 - Updated the MPO LRTP System Performance Report template to reflect new targets and performance measure requirements.
 - Worked with FHWA, FTA, and NYSDOT staff to review draft template.
- NYSAMPO Conference
 - Continued with planning for the 2023 NYSAMPO conference on May 8-11, 2023. Held multiple calls with conference planning group, finalized conference program and bios, facilitated call for posters, tracked registrations, attended and supported conference.
- Training
 - Continued coordination for additional NACTO training session to be held in the fall of 2023. Secured host sight in Albany.

- Developed survey to determine additional training needs.
- Continued to work on training logistics with Capital Region Transportation Council staff and NACTO staff for Transit Street Design training.
- Researched training opportunities for desktop publishing and visualization training topics.
- Held meeting with GTC about Canva training. Started researching training options.
- Held meetings with SMTC staff on Adobe training. Contacted Adobe and other training providers to determine offerings.
- Developed menu of training options for discussion with Directors Group.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

1.69 NYSAMPO/AMPO/TRB Committees and Working Groups

Goal: To support the Transportation Council staff involvement in Committees, Working Groups, training, and conferences related to the New York State Association of Metropolitan Planning Organizations (NYSAMPO), the Association of Metropolitan Planning Organizations (AMPO), and the Transportation Research Board (TRB).

Actual Performance:

- Staff attended the 2023 AMPO Conference in Cleveland.
- AMPO Policy Committee – participated in AMPO Conference hybrid meeting discussing the top priorities for the Policy Committee.
- Staff attended the May bi-annual NYSAMPO Conference and presented on EJ/Title VI analysis.
- NYSAMPO Working Group Staff Participation
 - Chair the Climate Change and Freight Working Groups; vice-chair the Modeling Working Group.
 - Coordinated updates from the NYS Department of Environmental Conservation (DEC) on multiple ongoing climate-related initiatives, the Climate Pollution Reduction Plan and Extreme Heat Action Plan for the Climate Change Working Group.
 - Coordinated with the NYS Department of Transportation (DOT) on the ongoing development of the Carbon Reduction Plan, as required in the Bipartisan Infrastructure Law (BIL).
 - Provided input on the Active Transportation Plan strategy and provided ongoing feedback.
 - Provided comments and coordinated with GIS Working Group members on Traffic Count data, 2020 Urban Area revisions and update process, GIS training needs and pavement data requests to NYSDOT to support infrastructure planning and performance measures.
 - Freight Working Group meeting topics included a presentation from the Northeast UAS Airspace Integration Research Alliance, Inc. on Drone Delivery, the Freight Session, and Amazon Fulfillment Center Tour at NYSAMPO Conference, the NY State Freight Plan Update and Equity in the Context of Freight Planning.
 - Modeling working group discussed the VisionEval Scenario Planning Tool, the NPMRDS web tool, Replica data, and travel demand modeling best practices and use cases.

- Transit working group topics included close-out of the Shared Transit Service Planning and Analytics Initiative, transit electrification, and solicitations of the 5310 and 5311 grant programs.
- Safety Working Group topics included the Strategic Highway Safety Plan and Vulnerable Road User Assessment, and Safe Streets and Roads for All grants.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

1.70 Public Participation

Goal: To support implementation of the Transportation Council 's Public Participation Plan and maintain the Transportation Council's website, manage social media, and produce a newsletter.

Actual Performance:

- Updated website with press releases, events, and supported staff with website updates and changes.
- Liaised with website consultant for more complex updates and issues.
- Managed preparation of website migration for staff needs.
- Created, designed, and managed paid and organic social media campaigns and presence in support of meetings, events, and planning activities.
- Assisted Executive Director with website redesign.
- Created LinkedIn page to reserve the handle for rebranding.
- Designed and created materials and attended several in person outreach events.
- Reviewed and evaluated REIs for public participation strategy and plans.
- Assisted staff with public participation elements of Community Planning studies, including designing, and reviewing materials, offering strategic input to consultants, creating, and managing outreach campaigns.
- Researched and began drafting a revised Public Participation Policy.
- Designed, drafted, distributed, and promoted monthly newsletter.
- Designed, drafted, and produced the Transportation Council's first Year in Review printed document, covering FY22-23.
- Developed, refined, and managed press release workflow, including providing templates, guides, and process for execution.
- Maintained press contacts and documented press coverage.
- Attended training and webinars to further skills and professional development.
- Assist in staff training for administrative tasks, such as contact management.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

CDRPC Actual Performance:

- Organized and held the Future Leaders in Planning (FLIP) program at the University at Albany.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

1.73 Transportation Council/CDRPC Technical Assistance Program

Goal: To provide Technical Assistance through staff time to local governments undertaking small community planning initiatives. Projects must be small in scale and scope, result in a defined product, and relate to the principles of the Transportation Council's metropolitan transportation plan.

Actual Performance:

- Opened a rolling solicitation for small scale local government technical assistance planning projects.
- Funded projects in Saratoga Springs and Mechanicville.
- For Albany County:
 - Collected and compiled trail use data at 3 separate locations on the Albany County Rail-Trail.
 - Estimated monthly, seasonal, and annual trail use on the Albany County Rail-Trail based on collected trail use data; provided comparisons to historical data.
 - Delivered a technical memorandum to Albany County containing a profile of the Albany County Rail-Trail and its use.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

CDRPC Actual Performance:

- Completed technical assistance projects in Saratoga and Rensselaer County.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

44.22.00 General Development and Comprehensive Planning

2.25 Transportation Data Collection

Goal: To collect and analyze transportation related data to support the metropolitan transportation planning process.

Actual Performance:

- Completed trail counts at (2) locations on the Zim Smith Trail and the South End Connector Trail.
- Delivered trail count data and used estimates to relevant municipalities and organizations.
- Collected Trail data, Sidewalk data, and Bicycle Infrastructure data.
- Updated the Transportation Council's Trail and Sidewalk databases and mileage inventory.
- Updated the Transportation Council's Bicycle Infrastructure database and mileage inventory.
- Managed On-Demand Count Data Collection Contract.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

2.28 Census and Capital Region Indicators

Goal: To use and disseminate data from the US Census, the American Community Survey (ACS), and other national, state, and regional data sets to support regional and local planning, the development of regional and local plans and studies, and to make current data products more accessible and useful for communities and stakeholders.

Actual Performance:

- Worked with CDRPC to update demographic tables and maps for use in the Coordinated Public Transit-Human Services Transportation Plan.
- Managed the 2020 Decennial Census Urban Area update in coordination with NYSDOT.
- Continued to prepare for the upcoming release of the detailed 2020 Census data and (future) Census-based CDRPC forecasts of population, households, and employment, for the purpose of travel demand modeling development.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

CDRPC Actual Performance:

- Updated CDRPC's website's data.
- Continued to work on 2022 improvements to www.capitalregionindicators.org that will include better data and mapping features. The site has been updated to include indicators by zip code and school district.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

2.29 Geographic Information Systems (GIS)

Goal: To use geospatial technologies such as GIS in data warehousing, data analysis, and map production to inform the metropolitan transportation planning process and to support the development of planning studies, programs, and products.

Actual Performance:

- Provided GIS technical assistance and training to staff.
- Created GIS maps and mapping to support the metropolitan transportation planning process.
- Maintained and enhanced existing GIS databases.

- Maintained access to and acquired updated and new GIS data from municipal, regional, and state agencies.
- Maintained and enhanced the Transportation Council’s existing Online Mapping Applications and mapping content.
- Managed GIS data and enhanced trail and trail related databases. Began to build an Online Trail Map.
- Created an Online Survey and Interactive map for the congestion Management Process
- Responded to internal and external GIS data requests.
- GIS staff attended the AASHTO GIS for Transportation (GIS-T) Symposium
- Created Environmental Mitigation maps for planning studies.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

CDRPC Actual Performance:

- Worked with Transportation Council staff to develop a GIS Story Map which will serve as a prelude to the public planning process for the regional transportation plan update.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

2.30 Pavement Condition Inventory Albany County

Goal: To carry out the annual pavement condition survey of Albany County-owned roads (signed County Routes) under contract to Albany County.

Actual Performance:

- Managed inventory and requested 2023 pavement work program from Albany County.
- Trained staff on GPS pavement data collection and created the 2023 Albany County Pavement database.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

44.23.01 Long-Range Transportation Planning (LRTP) – System Level

3.11 STEP Model Development and Maintenance

Goal: To update and enhance the Transportation Council’s Systemic Transportation Evaluation and Planning (STEP) Model to incorporate the latest Census data for population and households, and fully incorporate CDRPC forecasts of population, households, and employment, as well as recent traffic counts.

STEP Model is a four-county travel demand model that includes all federal-aid roads and highways in the Transportation Council's metropolitan planning area.

Actual Performance:

- Made refinements to the STEP model roadway network, traffic analysis zones, and other background assumptions.
- Continued to monitor and incorporate the latest available traffic counts and Vehicle Miles Traveled (VMT) updates.
- Continued to prepare for the upcoming release of the detailed 2020 Census data and (future) Census-based CDRPC forecasts of population, households, and employment.
- Researched methods for incorporating Replica, NPMRDS, and other location-based data sources for model calibration/validation and surveying/capturing household travel patterns.
- Continued to build travel demand modeling proficiency for new staff including on-the-job and formal training opportunities, such as PTV VISUM software training.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

3.21 Climate Change Initiative

Goal: To coordinate with local, regional, and State partners to develop more sustainable transportation networks, prioritize low carbon transportation investments and air quality improvement programs, and work to reduce Greenhouse Gas (GHG) Emissions.

Actual Performance:

- The Transportation Council continues to participate in the Transportation Working Group for the NYSERDA-funded effort referred to as the "NY State Climate Assessment," reviewing materials and attending working group meetings.
- Coordinated with NYSDOT on development of a Carbon Reduction Strategy.
- Attended an Extreme Heat Action Plan workshop hosted by NYS Department of Environmental Conservation (NYSDEC) and NYSERDA in Albany.
- Worked with CDRPC to develop a work plan and compile data/information for the EPA funded Climate Pollution Reduction Plan.
- Coordinated with CDRPC on the development of the Climate Action Plan Input Tool that will be used to guide the strategies included in the Climate Pollution Reduction Plan.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

3.31 Infrastructure Planning

Goal: To implement the infrastructure and financial planning recommendations of the Transportation Council’s New Visions 2050 Metropolitan Transportation Plan. Key recommendations of New Visions 2050 are to document highway and bridge condition and to maintain assets in a state of good repair.

Actual Performance:

- Continued management of the TIP Task Force. Meetings held in April, June, and August.
 - Developed draft TIP Policy Document for review by Task Force, presented to Planning Committee and Policy Board.
 - Continued discussion of TIP amendment guidelines and TIP fiscal constraint.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

3.35 Town of Hoosick Asset Management Plan

Goal: To develop an asset management plan for Town roads in the Town of Hoosick.

Actual Performance:

- Held study kick-off meeting and preliminary data review meeting.
- Created Roadway Database for consultant data collection.
- Consultant performed pavement ratings data collection.
- Provided traffic volume data to consultant.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

3.41 New Visions 2050 and MTP Refinement

Goal: To continue to implement New Visions 2050, the Metropolitan Transportation Plan (MTP), for the Transportation Council’s planning area and to prepare for the MTP update due September 2025.

Actual Performance:

- Provided feedback on Transportation Council programs and projects as they related to New Visions 2050 principles.

- Coordinated with local, regional, and state organizations on long-range planning initiatives.
- Released a request for quotes for consultant assistance to develop branding and logo for the MTP.
- Collaborated with CDRPC to collect, compile, and display regional trend data in an online "StoryMap."
- Collected and compiled data and information for a draft Regional Trends Report.
- Began to draft the MTP Public Participation Plan.
- Staff outlined data needs, as well as needed tools and resources to assist with the MTP update.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

CDRPC Actual Performance:

- No significant activity to report this period.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

3.51 Performance-Based Planning

Goal: To include national performance goals for the Federal-Aid Highway and Federal Transit Programs in the Transportation Council's metropolitan transportation planning activities.

Actual Performance:

- Developed and presented information to planning committee on 2023 PM3 – System and Freight Performance Measure Target Updates
- Developed and presented information to planning committee on 2023 PM2 – Pavement and Bridge Condition Performance Measure Target Updates
- Presented information to Policy Board for 2023 PM2 and PM3 Performance Measure Target Updates
- Policy Board approved 2023 PM2 and PM3 Performance Measure Target Updates

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

44.23.02 Long-Range Transportation Planning (LRTP) – Project Level

3.22 Regional Operations and Congestion Management

Goal: To implement the operations recommendations of the Transportation Council's New Visions 2050 Metropolitan Transportation Plan and update the Transportation Council's Congestion Management Process (CMP).

Actual Performance:

- Held two Regional Operations and Safety Advisory Committee (ROSAC) meetings in June and September 2023. Staff facilitated the meetings, arranged speakers, and prepared meeting summaries.
- Continued development of the Congestion Management Process:
 - Worked with UAlbany AVAIL team to develop congestion performance measures for identifying congested locations.
 - Conducted Public Survey from May to August; survey results summarized in CMP document.
 - Presented CMP updates to Freight Advisory Committee, Community Planner Forum, and ROSAC.
 - Prepared 2050 traffic forecasts using the STEP Model for use in identifying future areas of congestion need in the CMP.
 - Prepared ArcGIS Online maps of CMP performance measure data.
 - Sent 'Mobility Needs' survey to local governments as part of stakeholder outreach; sent additional survey to Freight committee members. Held targeted CMP stakeholder input meetings with DOT and CDTA staff.
 - Prepared preliminary lists of congested locations on interstate highways and signalized corridors, as well as lists of congestion management strategies. Presented to ROSAC for review.
 - Prepared preliminary draft CMP document; presented to Planning Committee in September.
- Continued research into Replica data platform; met with Replica staff to explore use cases for travel demand modeling, transit modeling, and more. Analysis of Replica data offerings including AADT, electric vehicle VMT, and SS4A datasets.
- Presented at ITS-NY Annual Conference in Saratoga Springs.
- Prepared Miller Road Multiway Stop Control Analysis memo using MUTCD guidance.
- Attended monthly NYSAMPO Modeling Working Group meetings.
- Participated in 2023 SMART Mobility Webinar series, ITS4US Webinar series, ITE Live Web Events, Replica Community Technical webinars, and more.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

3.32 Regional Signal Timing Program

Goal: To identify candidate locally-owned signalized roadways for traffic signal optimization, and to manage a consultant effort to develop and implement optimized timing plans in the field.

Actual Performance:

- GPI selected as project consultant; kickoff meeting held in May.
- Stakeholder outreach with participating cities; intersection and signal equipment data provided by cities and shared with GPI.
- ATR data collected by Transportation Council staff under on-demand data collection contract with NDS; data provided to GPI and used to identify traffic analysis periods.

- GPI conducted turning movement counts on all three corridors and prepared Synchro models. Draft updated timing plans are in development.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

44.24.00 Short-Range Transportation Planning (S RTP)

4.17 Complete Streets

Goal: To support planning and implementation of Complete Streets in the region.

Actual Performance:

- Continued to distribute hard copies of the Capital District Complete Streets Design Guide to municipalities and firms conducting local roadway design.
- Released an RFP to solicit consultant assistance to conduct intra-municipal workshops and training to build local capacity to implement Complete Streets; received four complete proposals.
- The TIP Task Force reviewed the Complete Streets Policy and approved it for inclusion in future funding solicitations.
- Continued to collect usage data at locations of upcoming infrastructure projects that will include significant complete streets elements.
- Evaluated existing approaches to assess economic impacts of transportation projects and recommended utilizing Replica.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

CDRPC Actual Performance:

- There was no activity on this task.

Approved UPWP Revisions: On June 1st, the Transportation Council amended the 2023-24 UPWP to add \$10,000 in Albany County DOH funds for an Albany County Complete Streets workshop.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

4.21 Freight Planning

Goal: To further the Transportation Council's freight planning efforts by facilitating the Freight Advisory Committee and augmenting the Transportation Council's Regional Freight & Goods Movement Plan (Freight Plan) recommendations.

Actual Performance:

- Held two (2) hybrid Freight Advisory Committee (FAC) meetings:
 - May 17 - featured a presentation on the Congestion Management Process and several other discussions including Capital District Clean Communities, the New York State Freight Transportation Plan, the Regional Truck Parking Study, and grant funding opportunities.
 - August 16 – featured a presentation on the Troy-Menands Bridge NYS 378 Planning & Environmental Linkage (PEL) Study concepts and several other discussions including the Regional Truck Parking, Capital District Clean Communities, NYSDOT’s Passenger Freight and Rail Assistance Program, and the New York State Freight Transportation Plan.
- Substantially completed the Regional Truck Parking Study:
 - The study inventoried public and private truck parking supply and demand in the region, identified major factors and trends affecting overnight truck parking, developed a local truck-parking toolkit, and made recommendations to improve truck parking conditions in the region.
 - Development included Study Advisory Committee meetings; biweekly Project Team coordination meetings; and coordination with the Freight Advisory Committee.
 - A poster was developed for the project and presented at the NYSAMPO conference in May.
- Participated on the New York State Bridge Strike Task Force.
- Participated in development of the New York State Freight Transportation Plan Update as a member of their ‘Freight Working Group’. Assisted NYSDOT with planning and implementing projects, programs, and policies identified in the Transportation Council’s Freight Plan and NY State Freight Transportation Plan.
- Participated on the Regional Advisory Committee (RAC) for the Albany International Airport Master Plan Update.
- Continued to strengthen the relationship between the Freight Planning program and the Clean Communities program.
- Continued to encourage participation with the FAC, particularly from private sector freight interests, and to reach out to new potential members.
- Participated in FHWA Talking Freight Seminars and other online freight-related training.
- Continued to build relationships with Colleges and Universities, including the Rensselaer Polytechnic Institute (RPI), to support their freight-related activities and develop new initiatives.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

4.35 Health Impact Assessments

Goal: To develop a Health Impact Assessment (HIA) tool in coordination with local health department staff to inform decision-making about transportation planning, policy, and projects impacting public health.

Actual Performance:

- Attended monthly Leadership Team meetings for Albany County’s Department of Health “Closing the Gap Accelerator Plan.”
- Reviewed and commented on draft materials created by the Accelerator Plan Leadership Team.
- Attended the Bridges Out of Poverty Training organized for the Accelerator Plan Leadership Team.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

CDRPC Actual Performance:

- No activity this period.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

4.60 Safety Education/ Encouragement Program

Goal: To provide traffic safety information and resources to all users of the transportation system, with safety programming and messaging focusing on recommendations in the Transportation Council’s Local Road Safety Action Plan (2019).

Actual Performance:

- Distributed safety and educational materials such as an educational comic book, activity books, reflective helmet stickers, bike bells, and adult safety vests. Approximately 60% of the materials have been distributed to schools and non-profit organizations.
- Supported two (2) bike skills training events for youth in Schenectady County that took place in April and September.
- Assisted in planning three bike skills training events for youth in Schenectady County to take place in October.
- Boosted and posted social media messages that promoted traffic safety.
- Provided support to the Bethlehem Police Department Walk & Roll Fest and is currently reviewing a request from the East Greenbush Police Department.
- Participated in the annual Albany County Traffic and Safety Event at Crossgates Mall in September.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

4.64 Americans with Disabilities Act (ADA) Planning

Goal: To support municipalities toward the development of ADA Transition Plans.

Actual Performance:

- Trained Village of Ballston Spa volunteers and Town of Guilderland staff to collect condition data.
- Completed data collection in the Town of Guilderland and neared completion in the City of Troy and Village of Ballston Spa.
- Began seeking public input in the Village of Ballston Spa and City of Troy.
- Monitored regional progress toward creating transition plans.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

4.67 Active Transportation Planning

Goal: To plan for active transportation through numerous initiatives related to safety, community assistance with trail, sidewalk, and bike path/lane planning and alignments, and the promotion of walking, bicycling and electric assist devices like electric bikes, scooters, and mobility-assistance devices.

Actual Performance:

- Planned and hosted four Active Transportation Advisory Committee meetings, including a site visit to the Albany Skyway.
- Coordinated with NYSDOT Region-1 staff to plan and host an Active Transportation Stakeholder meeting to gather input on the proposed alternatives for the Route 378 Bridge PEL Study.
- Provided technical assistance, data, and feedback on active transportation related initiatives and projects to municipalities and regional organizations.
- Provided content related to active transportation strategies to address congestion for the Congestion Management Plan.
- Staff coordinated and collaborated on active transportation safety planning, education, and outreach activities.
- Staff assisted on Task 4.17 Complete Streets.
- Staff collaborated on the development of an online regional trails database and interactive mapping tool.
- Collected and compiled data related to active transportation facilities and infrastructure.
- Updated the trail user survey.
- Conducted trail counts at 8 trail locations and developed trail profiles for 5 trail facilities based on collected trail user data.
- Assisted and provided feedback to Schenectady County on their trail signage project.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

4.70 Clean Communities

Goal: To host the Capital District Clean Communities Coalition (CDCC) and contribute to reduced emissions in the Capital Region through the promotion of alternative fuel vehicles as part of the U.S. Department of Energy's (USDOE) Clean Cities Program.

Actual Performance:

- Completed and submitted Clean Cities Annual Progress Report.
- Completed and submitted Clean Cities Alternative Fuels Price Tracking and Reporting for April 2023.
- Completed June 2023 Clean Cities Quarterly reporting documents.
- Sent online survey to track and verify new alternative fuel station locations in the coalition boundaries for April 2023 and July 2023.
- Participated in six monthly USDOE conference calls with Clean Cities coordinators from the Northeast Region.
- Sent online survey to track and verify costs of new alternative fuel station locations in the coalition boundaries for April 2023 and July 2023
- Background data was collected, and coalition staff began developing a coalition strategic plan for the next 3-4 years.
- June Quarterly stakeholder meeting was held to discuss coalition activities.
- Participated in the City of Glens Falls – Drive Electric Earth Day event.
- Participated in multiple advisory calls for the Capital Region Mobility Hubs Project – (Coalition will be doing survey outreach in the fall)
- Attended a planning meeting for the City of Schenectady National Drive Electric Week event.
- Coordinated with local Tesla maintenance facility to provide vehicles for ride / drive at the City of Schenectady National Drive Electric Week Event.
- Coordinated with local libraries to begin planning EV 101 presentations for local libraries.
- Coordinated with NYSERDA and provided a Letter of Support for the FHWA Charging and Fueling Infrastructure Grant
- Coordinated with US EPA to host a webinar on the EPA Clean School Bus Grant Program
- Coordinated with CDRPC on work for the transportation sector of the Climate Pollution Reduction Grant.
- Provided review for the Warren County Rural Electric Vehicle Charging Station Assessment report.
- Completed one (1) Bus Scrappage Audit for the NYSERDA Truck Voucher Incentive Program.
- Continued to work with stakeholders to explore technical assistance project needs.
- Continued to work with stakeholders to explore alternative fuel technical training and education needs.
- Presented at the Association of Metropolitan Planning Organizations (AMPO) national conference in Cleveland on EV Zoning Guidance and Best Practices
- Attended and participated in webinars about alternative fuels and advanced vehicle technologies.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

44.25.00 Transportation Improvement Program (TIP)

5.01 Transportation Improvement Program (TIP) Development and Maintenance

Goal: To develop and maintain a multi-modal program of transportation projects called the Transportation Improvement Program (TIP). The Transportation Council's goal is to produce a balanced TIP that contributes to implementation of the Metropolitan Transportation Plan, New Visions 2050, as well as NYSDOT's Transportation Asset Management Plan.

Actual Performance:

- Performed ongoing maintenance to the current TIP / STIP including processing TIP amendments and administrative changes.
 - During the reporting period there were 37 Project Selection (Administrative) changes and 24 Amendments.
- Held three (3) meetings of the TIP Task Force to discuss the TIP development process and gather feedback on how to update the Transportation Council's TIP development and maintenance procedures for future updates. (Coordination with UPWP Task 3.31)
 - TIP Policy Document was finalized by the TIP Task Force in June and approved by the Policy Board in September
 - The Task Force also began discussions to update the TIP Modification and Amendment guidelines.
- Coordinate with local project sponsors, consultants, and NYSDOT to receive detailed updates on existing TIP projects.
- Update the local project delivery spreadsheet and provide it to the Planning Committee at each meeting to track data on the TIP project scope, schedule, and budgets.
- Performed ongoing maintenance to the Transportation Council's TIP webpage.
- Performed ongoing maintenance to the current TIP GIS database and online mapping tool.
- Performed ongoing monitoring of Fiscal Constraint and TIP / STIP performance.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

5.21 Air Quality Conformity

Goal: To ensure the Transportation Council is meeting air quality conformity requirements under the Clean Air Act. The Transportation Council's metropolitan planning area continues to be in 'Nonattainment' for the 1997 Ozone National Ambient Air Quality Standards (NAAQS), requiring air quality conformity for TIP projects, and is in 'Attainment' for all other NAAQS.

Actual Performance:

- Consulted and coordinated with the New York State Interagency Consultation Group (ICG) for three TIP amendments for NYSDOT, CDTA, and the Thruway Authority.
- Updated *the Albany-Schenectady-Troy 1997 8-Hour Ozone Non-Attainment Area Transportation/Air Quality Conformity Determination*, as required for the adoption of the Adirondack/Glens Falls Transportation Council's (A/GFTC) *2045 Ahead* Metropolitan Transportation Plan (MTP), and coordinated with the NYSDOT Environmental Science Bureau, the A/GFTC, and NYSDOT Regions 1, 2, and 9 as required.
- Participated in statewide bi-monthly New York State Interagency Consultation Group (ICG) meetings.
- Researched the applicability of EPA's new emissions model, Motor Vehicle Emission Simulator 4 (MOVES4).

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

5.51 Travel Demand Modeling Services

Goal: To provide small scale on-demand services to the region's municipalities for travel demand modeling related to local transportation planning and traffic engineering initiatives.

Actual Performance:

- Utilized the Systematic Transportation Evaluation and Planning (STEP) model to develop future year PM peak hour background traffic assumptions for projects in the City of Albany, City of Cohoes, City of Saratoga Springs, Town of Bethlehem, Town of Clifton Park, Town of Guilderland, Town of Malta, Town of Milton, Town of Rotterdam, and Town of Wilton.
- Developed an analysis of traffic impacts from temporarily closing the upper level of Swan Street from Hamilton Street to Chestnut Street, in the City of Albany, for a roadway construction project.
- Developed an analysis of traffic impacts from temporarily closing NY 85/New Scotland Road from Kenwood Avenue to Bridge Street, in the Town of Bethlehem, for construction of the Albany County Rail Trail bridge.
- Developed an analysis of the traffic impacts of the Jay Street Connector, a potential new roadway connecting Jay Street to Maxon Road, in the City of Schenectady.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

5.61 TIP Project Development Support

Goal: To support Transportation Improvement Program sponsors with the development of traffic forecasts and other material for TIP project development and design purposes.

Actual Performance:

- Participated in the development of the Reimagine I-787 Study, including:
 - Conducted an Environmental Justice and Limited English Proficiency Scan of study area.
 - Created Environmental Justice and Limited English Proficiency maps of the study area to assist with public outreach and engagement.
 - Participated on the Study Advisory Committee and Traffic Modeling team.
 - Development, transfer, and ongoing coordination of the regional travel demand model analyses.
 - Execution of the initial round of public and stakeholder engagement.
- Provided technical support to NYSDOT for the NY 378 Troy-Menands Bridge PEL Study, including:
 - Preparation of several travel data collection and analysis efforts.
 - Participation on the Study Advisory Committee and the Transportation Partnering Committee.
 - Developed a detailed future concept analysis of regional travel using the STEP model, coordinated with the project team to incorporate findings into mesoscopic, and microscopic traffic engineering analyses.
 - Held stakeholder engagement forums with the Freight Advisory Committee and Active Transportation Committee.
- Developed an analysis of the traffic impacts of several potential small-scale traffic control changes around Brandywine Avenue/McClellan Street and State Street, in the City of Schenectady, as part of CDTA's TIP CDTC.137/T137, BusPlus Red Line Upgrades project.
- Developed an analysis of the traffic impacts from closing the Crane Street bridge over the CSX railroad, in the City of Schenectady, as part of the TIP 1762.36/S277 project.
- Revised a previous analysis of traffic patterns and estimated turning movement volumes for the City of Troy's TIP 1761.61/R339, NY 2 Corridor & River/Ferry Street Intersection Improvements projects.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

44.26.00 Planning Emphasis Areas (PEAs)

6.12 Human Service Agency Transportation

Goal: To fulfill requirements related to the 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities and convene the Regional Transportation Coordination Committee (RTCC).

Actual Performance:

- Completed the Draft Coordinated Public Transit-Human Services Plan – visited three additional congregate meal sites to talk to older adults and collect surveys about transportation needs, distributed a provider survey, and discussed needs, gaps and barriers with the RTCC.
- Maintained the RTCC and held two meetings, generally held quarterly.
- Participated in the Colonie Senior Service Centers Transportation Planning Grant from the National Aging and Disability Transportation Center, which concluded in June.
- Participated in a Saratoga County Transportation Taskforce led by CAPTAIN Community Human Services.
- Participated in a Capital Region Villages Collaborative meeting sponsored by the Albany Guardian Society.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

6.13 Transit Planning

Goal: To provide transit system planning support to the Capital District Transportation Authority (CDTA) and private operators and to support CDTA in meeting its Federal Transit Administration (FTA) requirements.

Actual Performance:

- Participated in the development of CDTA's BRT Expansion Study Advisory Committee (SAC).
 - Attended two SAC meetings and one technical assistance meeting.
 - Compiled traffic and other travel data.
- Participated on CDTA's Transit Development Plan Study Advisory Committee.
 - Attended one SAC meeting.
- Coordinated with CDTA for the Red Line Update project.
- Participated in CDTA's Mobility Hubs project meetings and public outreach efforts.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

6.14 Transportation Demand Management Initiatives

Goal: To build the capacity of the region to enable travel behavior change through Transportation Demand Management (TDM) initiatives that minimize traffic congestion and reduce greenhouse gas emissions. TDM refers to various programs, policies, and services that encourage travel behavior change and more efficient

travel patterns such as shifts from peak to off-peak periods, from single-occupancy vehicle (SOV) to other modes including transit, biking, walking, carpooling and vanpooling, and from dispersed to closer destinations.

Actual Performance:

- Finalized updated regional Park & Ride lot data for the 511NY Rideshare Capital Moves website.
- Updated the list of subsidized vanpools operating in the region and submitted it for posting on the 511NY Rideshare Capital Moves website.
- Fielded and responded to ad hoc Carpool, Vanpool, Guaranteed Ride Home, and Park & Ride lot inquiries from the public.
- Processed Guaranteed Ride Home enrollment requests through the Capital Moves website.
- Worked with a vendor to promote Bike to Work in the region.
- Participated in an Earth Day event at the New York State Department of Transportation to promote alternative modes of transportation such as carpooling, bicycling, and transit.
- Developed an RFP for a consultant-led survey on the behavior choices of regional drivers.
- Drafted TDM-related content for the updated Congestion Management Process.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

6.16 Safety Planning

Goal: To provide tools, data, and resources to reduce crashes, particularly fatal and serious injury crashes, on all public roads. Following the Transportation Council’s Local Road Safety Action Plan and highlighting a Safe Systems approach, staff will provide resources to empower and enable local governments to access available safety funding.

Actual Performance:

- Safe Streets and Roads for All Supplemental Planning Grant:
 - Held bi-weekly coordination meetings with the Cities of Albany, Saratoga Springs, Troy, Watervliet, the Village of Green Island and NYSDOT.
 - Signed MOUs with three local municipalities and continued working on agreements with two additional cities and NYSDOT who are funding partners.
 - Submitted the grant agreement to FHWA.
 - Drafted and released an RFP.
- Utilized the NYSDOT Crash Location Engineering & Analysis Repository Crash Data Viewer to retrieve data for local agencies and local planning studies.
- Continued to include safety messaging on social media.
- In conjunction with Task 3.22 Regional Operations/Congestion Management, held two Regional Operations & Safety Advisory Committee meetings.
- Supported implementation of the NYSDOT Roadway Departure Safety Action Plan and Pedestrian Safety Action Plan.

- Attended Saratoga and Schenectady traffic safety board meetings, as well as safety related trainings, webinars, and events.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

6.17 Resilience and Security Planning

Goal: To work with public and private stakeholders to enhance the security of people, operations, assets, and infrastructure by identifying and assessing the vulnerability of Federal-Aid eligible transportation infrastructure and development guidance to ensure transportation projects are planned, designed, and constructed to be resilient to potential hazards and disruption.

Actual Performance:

- Attended an Extreme Heat Action Plan workshop hosted by NYS Department of Environmental Conservation (NYSDEC) and NYSERDA in Albany.
- Researched methodologies and tools for completing a tree canopy assessment.
- Researched and compiled methodologies and completed studies on infrastructure vulnerability assessments.
- Compiled climate event data.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

44.27.00 Other Activities

7.10 Town of Colonie GEIS Support

Goal: To perform traffic and mitigation cost reviews for land development projects in the Town of Colonie Airport and Boght Generic Environmental Impact Statement (GEIS) areas.

Actual Performance:

- Continued management of Colonie GEIS program.
- Completed a transportation review of eight proposed development applications in three GEIS areas in the Town of Colonie.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.11 Town of Malta GEIS Support

Goal: To perform traffic and mitigation cost reviews for land development projects in the Town of Malta for the town wide Generic Environmental Impact Statement (GEIS).

Actual Performance:

- Continued management of Malta GEIS program.
- Completed a transportation review of three proposed development applications.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.20 Shared Transit Service Planning and Analytics Initiative

Goal: To assess transit mobility planning and analysis tools and conduct pilot studies to apply the tools to ongoing MPO planning activities.

Actual Performance:

- Managed a contracted team led by AVAIL on behalf of the New York State Association of Metropolitan Planning Organizations (MPO), their planning partners at transit agencies, NYSDOT, and federal partners. The consultant team:
 - Created a Transit Planning Analysis Workflows Playbook to serve as a guide, offering blueprints for transit planners to replicate successful analysis workflows derived from real-life case studies.
 - Completed the Transit Planning Recommendations of both technology and institutional recommendations, as well as the Final Report
 - Held a workshop for transit planning practitioners at MPO's and transit agencies in New York State to review the results of pilots as well as recommendations for future use, including a discussion of statewide possibilities.

Progress in Meeting Schedule: This task is now complete.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.21 Voorheesville All Access Complete Streets Feasibility Study

Goal: To conduct a community-wide pedestrian and bicycle safety assessment and prepare a Complete Streets Feasibility Study including preliminary concepts at certain high priority walking and bicycling areas that are known and perceived to present safety hazards for motorists, pedestrians, and bicyclists.

Actual Performance:

- Developed a scope of work in collaboration with the Village of Voorheesville.
- Drafted a Request for Expressions of Interest (REI) for release in October.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: On June 1st, the Transportation Council amended the 2023-24 UPWP to assign \$33,509 from the 2.5% set-aside of PL funds for Complete Streets to this project, replacing carryover FHWA PL funds.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.22 Albany County Broadway Flood Resilient Multi-Modal Corridor Study

Goal: To identify and evaluate conceptual design alternatives that improve multi-modal transportation facilities and connectivity, increase the urban forest, and integrate green infrastructure and climate resiliency along the length of the Broadway/Route 32 corridor from Albany to Watervliet.

Actual Performance:

- Used information collected as part of Task 6.17 to shape the scope development for the Albany County Broadway Flood Resilient Multi Modal Corridor Study.
- Met with Albany County and CDTA staff to confirm the study area boundary and discuss study process and approach.
- Conducted an Environmental Justice and LEP analysis based on the confirmed study area boundary.
- Requested traffic and bicycle/pedestrian data for Broadway to be used in the upcoming study.
- Drafted, finalized, and released a Request for Expressions of Interest for consultant services for the Albany County Broadway Flood Resilient Multi Modal Corridor Study.
- Received and replied to 23 requests for the full project REI.
- Selected a consultant and began the contract process to initiate the study.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.23 Village of Castleton-on-Hudson Complete Streets & Connections Plan

Goal: To develop concepts for Complete Streets, managed parking, and more pedestrian-friendly streets, identified as priorities in the Village's Comprehensive Plan. Trail connections between downtown and Schodack Island State Park will also be explored.

Actual Performance:

- Executed the MOU with the Village of Castleton-on-Hudson.
- Developed a Request for Expressions of Interest (REI) including a detailed scope-of-work in coordination with NYSDOT and the Village of Castleton-on-Hudson.
- Released the Request for Expressions of Interest (REI) and completed the consultant selection process in coordination with the Village, NYSDOT, Rensselaer County, and CDRPC.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.24 Colonie Central Avenue West Corridor Study

Goal: To examine existing conditions and identify opportunities for potential development or redevelopment sites, improve access management, and develop Complete Streets concepts for the NY 5 Corridor from New Karner Road/Route 155 west to the Niskayuna town line.

Actual Performance:

- MOU prepared and signed by all parties.
- Scope of work prepared; provided to Town of Colonie for review.
- Prepared preliminary study area boundary map.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.25 Rotterdam Curry Road & Guilderland Avenue Multi-Modal Study

Goal: To create a plan for a more balanced transportation system along the Curry Road and Guilderland Avenue corridors that includes safe and compliant ADA access for all users, including pedestrians, bicyclists, transit users and motorists.

Actual Performance:

- Signed an MOU with the Town of Rotterdam.

- Drafted a scope of work and Request for Expressions of Interest for the project, for review by partner agencies.
- Began data collection for use during the study.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.26 Milton Town Center Plan Update

Goal: To prepare a Town Center Plan for the area surrounding the Geysers Road / Rowland Street Intersection in the Town of Milton, NY. The study will develop design concepts to improve the functionality of the Geysers Road / Rowland Street intersection and provide complete streets concepts to expand and improve bicycle and pedestrian facilities in the Town Center.

Actual Performance:

- Coordinated with the Town of Milton and other project partners to develop a project scope.
- Staff developed Environmental Justice, Environmental Mitigation, and Limited English Proficiency maps to be included in the plans existing conditions report.
- Request for Expressions of Interest was released on August 14, 2023, and Letters of Interest were due on September 15, 2023.
- Three letters of interest were received and are being reviewed by the project team.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.70 East & North Greenbush Route 4 Corridor Study Update

Goal: To develop a plan for the Route 4 corridor in the Towns of East and North Greenbush that identifies a preferred corridor profile, based on a representative public input process, and a clear implementation strategy to improve transportation operations.

Actual Performance:

- Continued development of the Route 4 Corridor Study update including:
 - Held two Study Advisory Committee meetings and monthly status update meetings.
 - Utilized the STEP Model to develop an analysis of service and access roadways.
 - Developed a detailed Future Operational Analysis with multiple concepts, and an initial draft implementation plan.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.86 Town of Brunswick Hoosick Road Corridor Study

Goal: To identify potential solutions to issues associated with traffic through the core commercial area of the Town of Brunswick along NYS Route 7 between the City of Troy boundary and NYS Route 142 (Grange Road) including connecting neighborhood streets.

Actual Performance:

- Continued management of the Hoosick Road Corridor Study. Consultant team led by Creighton Manning. Work completed in this period includes:
 - Consultant team conducted traffic counts, developed Synchro model, and prepared Existing Conditions Report.
 - Transportation Council staff prepared traffic growth forecast using STEP Model.
 - Recorded video for Virtual Public Workshop and assisted consultant team with development of public outreach materials.
 - Began development of draft corridor concepts and modeling of proposed roadway connections.
 - Held monthly status meetings with Project Team.
 - Hosted Study Advisory Committee meetings.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.87 Sand Creek Road Complete Street Feasibility Study

Goal: To prepare a Complete Street Feasibility Study for Sand Creek Road, from Watervliet Shaker Road to Wolf Road in the Village and Town of Colonie.

Actual Performance:

- Developed and submitted the Existing Conditions Report
- Held Study Advisory Committee Meeting #2 and #3
- Developed materials for Public Outreach Sessions and held one public open house.
- Held three focus groups public input sessions with the following groups:
 - Sunset Boulevard Neighborhood Association
 - Village Traffic Advisory Committee / Albany Bicycle Coalition
 - Local Business Stakeholders
- Developed Draft Concepts for the corridor and began assembling concepts into draft report.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.

7.88 City of Schenectady Albany and Crane Streets Linkage Study

Goal: To perform a traffic analysis on in the Albany Street and Crane Street corridors of the City of Schenectady to be used in determining what transportation related projects would most benefit the Mount Pleasant and Hamilton Hill neighborhoods by improving the flow of vehicular traffic, parking availability, safety for pedestrians, cyclists, the disabled, and public transit riders, and the economic success of the commercial businesses.

Actual Performance:

- Project team coordinated to schedule and plan 3 virtual Study Advisory Committee meetings.
- Planned and assisted in facilitating two public meetings to present draft Complete Streets concepts and several curbside, or “pop-up” tabling events throughout the study areas.
- Reviewed and provided feedback on draft study materials.
- Conducted an analysis of proposed concepts using the STEP model, discussed findings with consultant team.
- Promoted public meetings and engagement opportunities on draft concepts.
- The project team met with stakeholders including the City’s DPW and first responders to discuss proposed concepts; met with CDTA staff to discuss proposed concepts and potential impacts to transit operations.

Progress in Meeting Schedule: The schedule was maintained sufficiently.

Approved UPWP Revisions: There were no revisions to this task.

Other Pertinent Supporting Data: There is no pertinent supporting data to be reported.