

**Capital District Transportation Committee
2016-18 Unified Planning Work Program**

Progress Report
October 1, 2016 to March 31, 2017

Prepared by
Capital District Transportation Committee Staff

for
CDTC Planning Committee Review and Approval

April 2017

**SUMMARY OF KEY ACCOMPLISHMENTS DESCRIBED IN THE
SEPTEMBER 1, 2016 – MARCH 31, 2017 PROGRESS REPORT PREPARED
FOR CDTC’S PLANNING COMMITTEE**

Some of the key accomplishments of CDTC’s 2016-18 UPWP for the period beginning October 1, 2016 and ending March 31, 2017 include:

- The Malta Route 9 Reconfiguration Feasibility Study is nearing completion. A key part of the study – the assessment of the geometric fit of the proposed complete street cross-section and treatments – was completed. The draft memorandum is currently being reviewed by NYSDOT staff. A study advisory committee and public informational meeting will follow early this summer.
- As part of CDTC’s continuing long-range transportation planning process, staff has been investigating the long-term funding needs for the region’s transportation system. In this regard, the Highway Condition Projection Model has been used to forecast State and local pavement conditions, project needed investment levels, and test various scenarios related to financing and investment strategies.
- Staff began creating and distributing sidewalk data packages containing the results of CDTC’s Pedestrian Facility Presence/Absence Inventory. The sidewalk inventory GIS files, data tables and maps can then be used by municipalities as a first step in identifying ADA compliance needs for their pedestrian facilities to update or establish required municipal ADA Transition Plans. A majority of municipal members of the ADA Working Group have begun developing ADA Transition Plans.
- In the months of December 2016 and January and February 2017, CDTC staff met several times internally and with the NYS DOT Region One Planning & Programming staff to address the TIP fiscal constraint corrective action from the March 2016 Certification Review and to develop options to defer the project phases of several TIP projects. The Planning Committee reviewed these options project-by-project and phase-by-phase, and approved a proposal for the Policy Board, which approved that proposal and met the March 30, 2017 deadline.
- Staff prepared an update to the Environmental Justice/Title VI Analysis to consider the updated TIP and New Visions.
- CDTC staff assumed the role of chair of the NYSAMPO Freight Working Group in October.
- The 2016 Albany County Inventory data was collected, reviewed, and compiled. A second scoring team completed several field checks. The condition data file and a brief summary of findings was forwarded to Albany County DPW for use in planning for the upcoming paving season.

- Staff developed a preliminary draft RFP for a regional safety plan and data analysis services. The draft RFP will be vetted with NYSDOT and the Regional Operations and Safety Committee, among others. The RFP should be issued in late spring.
- CDTC staff evaluated three proposed projects for funding through the Highway Safety Improvement Program solicitation for local projects. The CDTC Merit Score rating system was used in the evaluating the projects along with the NYSDOT safety benefit calculation procedure. Projects were funded in Clifton Park and Niskayuna and partial funding was awarded to a project in Schenectady.
- CDTC staff modeled the traffic impacts of one long term strategy being considered for inclusion in the I-787 Livable Corridor Study. That effort led to the refinement of the long term strategies and a more detailed fatal flaw assessment of reconfiguring the waterfront Interstate infrastructure. The next public involvement process is anticipated to begin in June.
- Three Linkage Projects were completed: the Westmere Corridor Study in Guilderland, the Stillwater Route 4 Zoning and Site Design Standards, and the Saratoga Springs Bicycle, Pedestrian & Public Transit Master Plan. One new project received funding, the Patroon Creek/Washington Avenue Corridor in the City of Albany.
- CDTC continued to coordinate the Capital Region Bikeshare Task Force, which led to CDTA taking responsibility for operating a regional program. A small program is underway for this summer.

CAPITAL DISTRICT TRANSPORTATION COMMITTEE PROGRESS REPORT

October 1, 2016 – March 31, 2017

FHWA Metropolitan Planning Funds (PL)

FTA Project NY 80-X025 (2015-16)

FTA Project NY 80-X026 (2016-17)

FHWA STP Project Development

FHWA SHRP2

FHWA TCSP

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, 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 Staff (CDTC) or by its consultants. This is a progress report that includes all work completed in the six month period beginning October 1, 2016 and ending March 31, 2017.

TASK 1.51 Committee Activities

Five Planning Committee meetings were held during the reporting period. The Policy Board met three times, the Administrative & Financial Standing Subcommittee met twice, and the Nominating Subcommittee met once. Issues discussed included updating the Unified Planning Work Program; the Transportation Alternatives Program and Congestion Mitigation and Air Quality project solicitation, evaluation, and the process used for the solicitation; the 2017-2018 Linkage Program Solicitation; the FHWA/FTA Certification Review; Bridge NY TIP amendments; a proposed federal infrastructure bill; CDTC's project delivery update and NYSDOT's project delivery schedule; Local Highway Safety Improvement Program solicitation and projects; the Merit Scoresheet Working Group; the TIP amendment schedule; bicycle and pedestrian counts and survey; the Policy Board agendas, cash flow status; the 2016-2017 line item budget; 2017-2018 staffing and salaries, the schedule of upcoming meetings, and the Capital Coexist Traffic Safety Ambassador Mini-Grant Program.

The Planning Committee approved seventeen TIP amendments and no UPWP amendments, as well as deferring discussion on the incentive to start PE, not taking

action related to the incentive to start PE, the April 1 2016 – September 30 2017 Progress Report, the 2017-2018 Linkage Program solicitation, local HSIP project solicitation funding for three projects, keeping the same Planning Committee officers for 2017, a new Linkage Study for the Patroon Creek/Washington Avenue Corridor in Albany; the 2016-2018 Unified Planning Work Program update; an additional meeting for March 1st, and a corrective action for fiscal constraint of the 2016-2021 TIP with numerous changes.

The Policy Board approved eleven TIP amendments, three TIP additions plus two additions for Pedestrian Safety Action Plan, a fiscal constraint corrective action, a new Linkage Study for the Patroon Creek/Washington Avenue Corridor in Albany, the 2016-2018 Unified Planning Work Program update.

Nine special presentations were made. John Grady of Ravi Engineering provided a presentation on NYSDOT's Rexford Bridge project. NYSDOT Regional Director Sam Zhou presented on NYS DOT's 2017 Capital Construction Projects. Kate Maynard from the City of Saratoga Springs gave a presentation on the City's Bicycle, Pedestrian, and Public Transit plan. Regina Doyle from NYSDOT provided a presentation on NYSDOT's Pedestrian Safety Action Plan. Lauren Bailey and Ross Farrell from CDTA presented on CDTA's Travel Demand Management Program. Aaron Spies from CDTC staff gave a presentation on the CDTC Project Delivery System. Todd Fabozzi from CDRPC provided an overview of the Clean Energy Communities Program and the technical assistance available from CDRPC. Joe Tario from NYSERDA provided a presentation on NYSERDA's Program Opportunity Notice 3345 titled Making Transportation Smart and Sustainable. Geoff Wood presented a status update on the Hamburg Street Safety Improvement Project.

TASK 1.61 Certification Review

CDTC received two corrective actions from the March 2016 Certification Review – one for TIP fiscal constraint and the other for the Long-range Regional Transportation Plan (LRTP) Financial Plan.

In the months of December 2016 and January and February 2017, CDTC staff met several times internally and with the NYS DOT Region One Planning & Programming staff to address the TIP fiscal constraint corrective action and to develop options to defer the project phases of several TIP projects. These options were first discussed at the February 1, 2017 Planning Committee meeting, at which the Planning Committee decided to schedule a special meeting on March 1, 2017 just to review and approve the TIP fiscal constraint options.

At the March 1, 2017 Planning Committee meeting, the project deferral options developed by CDTC and NYS DOT staff were reviewed project-by-project and phase-by-phase. Several modifications were made to the original proposal, and a final proposal was approved for Policy Board review. At their March 2, 2017 meeting, the Policy Board approved the Planning Committee proposal, and that proposal was sent to FHWA and FTA on March 8, 2017 to meet the March 30, 2017 deadline.

CDTC staff has begun work to address the LRTP Financial Plan revision corrective action, for which the FHWA and FTA established a June 30, 2017 deadline.

The next formal USDOT review is scheduled to take place during the Spring of 2020. Self-certification will take place during the development of the 2018-23 TIP.

TASK 1.64 Americans with Disabilities Act (ADA) Compliance

Staff continued to collect sidewalk presence data for all municipalities, added data from NYSDOT's 2008 ADA Ratings for sidewalks on state-owned roads, and began creating and distributing sidewalk data packages. Staff discussed the upcoming Safe and Accessible Pedestrian Facility Inventory Model application with FHWA staff and viewed a national webinar on the project.

CDTC's ADA Working Group held its fifth meeting in March 2017. Topics discussed include a review of completed tasks carried out by the group with assistance from CDTC staff. The core of the meeting was a presentation by CDTC staff on elements included in local government data packages containing the results of CDTC's Pedestrian Facility Presence/Absence Inventory. CDTC staff informed the group that these data packages will be distributed to municipalities in the CDTC planning area as they are completed. The sidewalk inventory GIS files, data tables and maps can then be used by municipalities as a first step in identifying ADA compliance needs for their pedestrian facilities to update or establish required municipal ADA Transition Plans. A majority of municipal members of the ADA Working Group have begun developing ADA Transition Plans. NYSDOT recently updated their ADA Transition Plan and staff reported field checks of the internet-based visual assessment ratings used in their Plan are confirming the usefulness of that methodology. FHWA staff re-affirmed to the group that DOT's methodology can be used at the local level to develop the required self-assessment and inventory of pedestrian facility ADA compliance. NYSDOT uses a 1 to 5 Scale as detailed in Appendix A of their plan.

TASK 1.65 Unified Planning Work Program Development

The UPWP continues to reflect a considerable amount of contractual activity. Staff managed several contracts including 12 related to Linkage studies, the New York State AMPO, NYSDOT's I-87 Integrated Corridor Management study, the I-787/Hudson Waterfront Corridor Study and Town of Colonie GEIS efforts.

Financial planning of CDTC activities is a major effort. Six FHWA billings were prepared and submitted to NYSDOT for reimbursement. Minor adjustments to CDTC's line-item budget were approved. Progress of the UPWP was monitored through weekly staff meetings.

In addition to the regular work associated with our UPWP, the 2017-18 UPWP mid-term update, which is usually more administrative and less substantive, was completed during

this period. On November 8, 2016 we received a letter from the NYS DOT describing the guidelines for this mid-term update and informing us that the final Policy Board-approved update was due no later than March 14, 2017.

In order to meet this deadline, CDTC staff reviewed the status of all the UPWP tasks and financial tables in December 2016 and January 2017, and developed an update proposal for Planning Committee and Policy Board review and approval. The Planning Committee approved this proposal at their February 1, 2017 meeting and the Policy Board approved it at their March 2, 2017 meeting.

For this UPWP mid-term update, we updated all financial tables, added one new task, and made minor adjustments to several tasks. Some of those adjustments include:

- Task 3.02 – Safety Planning. This task now includes \$100,000 in consultant effort to complete our first-ever Regional Safety Plan, and \$100,000 to complete a Local Roads Safety Evaluation Program. The plan will identify goals, emphasis areas and strategies/initiatives to improve regional transportation system safety for all users on all public roads, while the program will develop a list of HSIP-eligible local safety projects. In order to accomplish this task, we carried over \$85,000 from the 2016-17 UPWP into next year and added \$15,000 to this task. We reduced the budget in other tasks to provide for the funds added to this task.
- Task 4.21 – Freight Planning. The current task includes several efforts to implement the Regional Freight Plan completed last year. One of these efforts is to complete each year one of the freight-related planning studies identified in the Plan after prioritization from the Freight Advisory Committee. In order to complete two studies (one in 2016-17 and one in 2017-18) we carried over \$75,000 from 2016-17 UPWP into next year and added \$60,000 to this task. We reduced the budget in other tasks to provide for the funds added to this task.
- Task 4.67 – Bike/Pedestrian Planning. In order to continue the same staff effort as last year we added \$25,000 to this task for 2017-18. We reduced the budget in other tasks to provide for the funds added to this task.
- Task 4.68 – Regional Trails Perspective. This task now includes \$100,000 in consultant effort to complete our update of the Regional Greenway Plan. Using the data collected last year (bicycle and pedestrian counts and the trail surveys), this plan will identify improvements for potential, planned, and existing trails. In order to accomplish this task, we carried over \$35,000 from the 2016-17 UPWP into next year.
- Task 4.97 – Transportation Improvement Program. In order to continue the same staff effort as last year we added \$15,000 to this task for 2017-18. We reduced the budget in other tasks to provide for the funds added to this task.

- Task 5.51 – Provision of Technical Services. The task description was revised to include our contractual support to the Town of Malta for their GEIS implementation. Because of our recent agreement, staff will work with the Town of Malta to review traffic impact studies and determine local mitigation fees, in the same manner that we have worked with the Town of Colonie to implement their GEIS.
- Tasks 5.XX – New Linkage Studies. At the February 1st meeting, the Planning Committee added the Patroon Creek/Washington Avenue Corridor Study in the City of Albany to the 2017-2018 UPWP. This new study will add \$90,000 to the UPWP.

TASK 1.66 Environmental Justice Compliance and Title VI

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. Staff drafted an updated Environmental Justice and Title VI Analysis to consider the updated TIP and New Visions, and shared the draft with the Equity Task Force and the Bike/Ped Advisory Committee. CDRPC assisted with census data analysis.

The Environmental Justice/Title VI Task Force met twice and shortened its name to the Equity Task Force. The group discussed the CDTC Environmental Justice/Title VI Analysis including the 2016-2021 TIP, and provided outreach suggestions about projects categorized as ‘negative.’ The group also discussed the Ladders of Opportunity emphasis area, and staff began to research data sources to support the effort, with a particular focus on youth transportation.

Staff met with community leaders concerned about truck traffic on South Pearl Street in the City of Albany. As a result of these discussions, CDTC engaged FES Installations to install license plate readers at six locations in an area bounded on the north by the intersection of Green Street and 4th Avenue, on the west by South Pearl Street, on the south by the intersection of Corning Hill Road (NY 32) and River Road (NY 144), and on the east by Smith Boulevard and Church Street in the Port of Albany. Staff developed a methodology for data collection, and worked with study partners including the City of Albany, DEC, and NYSDOT, to begin execution of the project. Using one week of 24-hour data from the cameras as well as license registration information, we will determine the heavy vehicle travel patterns through the area. This will enable local partners to work with heavy vehicle traffic generators to seek alternate routes.

CDTC continued to demonstrate success in DBE contracting and purchasing. The semi-annual report for October 1 2015 through March 31 2016 was prepared and submitted to NYSDOT. About 11.2% of FTA applicable expenses and 26.6% of FHWA applicable expenses were paid to Women Business Enterprises and/or Disadvantaged Business Enterprises between October 1, 2016 and March 31, 2017.

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

Activity was limited to updating the Guide to the Capital District Transportation Committee.

The Prospectus document has been completed for some time now. Now that Congress has passed the FAST Act – the long-term federal transportation bill – work on updating the Prospectus, including a financial operating plan, will begin later this year.

TASK 1.68 **NYSAMPO Administration**

The CDTC continued to participate with the thirteen other New York MPOs in a Statewide Association. The Association facilitates dialogue among MPOs and State and federal agencies through regular meetings of MPO Directors, periodic technical meetings among MPO staff, and through conferences and training. The Association engages more formally with NYSDOT on certain issues such as the development of formulas for distribution of federal planning funds. The MPO Association is also the focal point for the Shared Cost Initiative program – collaborative statewide planning efforts that use pooled State and Federal funds to support planning activities of a mutually beneficial nature.

Staff attended 19 weekly Executive Committee teleconference meetings, eight biweekly Directors/NYS DOT teleconference meetings, and one Directors/NYS DOT in-person meetings at CDTC on December 8, 2016 during this period.

The current NYSAMPO Staff Services Consultant contract expired. CDTC drafted a Request for Proposals (RFP), advertised in the NYS Contract Reporter, and received proposals from three qualified consultants. Members of the NYSAMPO Executive Committee (which includes CDTC) reviewed and rated these proposals. The Executive Committee met twice by conference call to discuss these reviews, and once in-person to interview the consultant staffs of the top-two rated proposals.

After additional discussions between the Executive Committee members and discussions with the Executive Directors of all 14 member MPOs, T.Y. Lin International was awarded the NYSAMPO Staff Services Consultant contract. CDTC continues to manage the statewide contract.

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

CDTC’s involvement in the Association involved the following:

- Staff attended the annual AMPO conference and the Executive Director gave a presentation on CDTC’s new merit evaluation system.
- CDTC staff, which chairs four NYSAMPO Association Working Groups,

participated in a number of working group chair discussions to coordinate planning activities.

- The Safety Working Group (SWG) continued to be a key forum for safety data and safety planning for the MPOs, NYSDOT, the Governor's Traffic Safety Committee and other federal, state and local safety partners in New York State. CDTC staff chairs the group which had five conference calls. CDTC staff continued to represent the MPOs on the NYS Pedestrian Safety Action Plan implementation committee, the Strategic Highway Safety Plan core team, the Traffic Records Coordinating Committee and the NYS Association of Traffic Safety Boards' Engineering Committee. The group updated the work plan for 2017 to include coordination on safety performance measures, to develop one safety fact sheet, and to offer NYSDOT feedback on the Accident Location Information System as they prepare to update the application.
- The Bicycle and Pedestrian Working Group continues to be the lead on statewide coordination between the MPOs and NYSDOT. Staff represented CDTC at a Working Group meeting via conference call in December. CDTC staff contributed to the development of the Working Group's 2017 Work Plan and NYS MPO Conference planning. The Working Group will work closely with NYSDOT to develop tasks and possible deliverables that will benefit individual MPOs, the NYSMPO Association and NYSDOT.
- CDTC staff chairs the NYSAMPO Modeling Working Group, which was tasked with assessing data needs for integrated planning. The Working Group held monthly advisory committee meetings for NYSDOT's contract with UAlbany's University Transportation Research Center, which will develop a robust tool for analyzing National Performance Management Research Data Set data. The tool will be available for use by NYSDOT and MPOs.
- Staff reviewed the NYS MPO GIS Working Group 2016-2017 Work Plan and attended the November 2016 in-person meeting.
- Staff chairs the NYSAMPO Climate Change Working Group, which held conference calls in November and February. CDTC staff has been active in the NYS AMPO Conference planning, which will coincide with an in-person Working Group meeting.
- Staff attended the Annual TRB Conference as a member of the TRB Access Management Committee.
- Staff participated in several NYSAMPO Transit Working group calls during the reporting period. Information regarding release of NYSDOT's 5310 2017 solicitation was shared, among other items of importance to MPO staff working on public transit and human services transportation.

- CDTC staff assumed the role of chair of the NYSAMPO Freight Working Group in October. The Freight Working Group met twice, in December and January, and developed the NYSAMPO Local & Regional Freight Planning – Freight 101 fact sheet. The primary focus of the Freight Working Group is development of the FHWA Freight Performance Measures and the New York State Freight Plan.

TASK 2.16 STEP Model Development and Maintenance

Initial work began 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. These updates will be integrated with the transit model component, completed in the previous period.

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 Vehicle Miles Traveled forecasting, the maintenance of the Congestion Management System Plan, the STEP model calibration and validation, and individual project level analysis; and is vital to project development work that addresses highway deficiencies and proposed mitigation actions.

Data collection is typically a very intense effort, relying on the help of graduate school interns. Work completed during this reporting period included:

- Continued to collect sidewalk presence/absence data for the Capital Region. This will support analysis for ADA sidewalk and crossing compliance on the local highway system.
- Continued to collect photographs of completed transportation projects. The goal is to create a catalogue of photographs of planned and completed Transportation Improvement Program projects that can be used to tell the story of development in the Capital District.
- Completed an inventory of land use and driveway data for use in the Albany Shaker Road Linkage Study and other corridor planning efforts.
- Confirmed trip generation of recently completed development projects in the Airport area of the Town of Colonie. Interns collected peak hour and mid-day traffic data at three locations in the Town of Colonie.
- Collected additional speed limit compliance data for the Route 9 corridor in the Town of Malta to support complete street planning.
- Additional red light running assessment at the Wolf Road at Central Avenue intersection in Colonie, and found more than 200 violations per day on two

approaches. Red light running has become a serious problem in the region, especially in the Route 5 corridor.

TASK 2.28 Census/Household Travel Survey

Staff worked with CDRPC to analyze population data for the Environmental Justice Analysis as well as the Ladders of Opportunity emphasis area. CDRPC drafted updated community fact sheets and reviewed them with CDTC staff.

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, GIS tasks that were completed or are underway include:

- Performed GIS management activities, including data backups and database maintenance. Provided internal GIS technical support and assistance. Shared GIS data files and information with staff, municipalities and consultants. Coordinated GIS setups for staff and interns.
- Viewed several GIS webinars.
- Downloaded/Received various updated databases and new databases/GIS files, including NYS Roads, NYS Tax Parcels & Centroid Points, Tax Parcel Centroid Points for Albany, Rensselaer, Saratoga and Schenectady Counties, 2016 Rensselaer and Saratoga County Tax Parcel Data, NYS School Districts and K-12 Schools, 2016 Zip Code Tabulation Areas, 2016 ADA Ratings for NYS-owned sidewalks, curb ramps and crosswalks from NYSDOT, CDTA Transit Routes and Stops, NYS civil boundaries, CDRPC data of roads built between 2005 and 2015, and Street and Address Maintenance data.
- Expanded CDTC's ArcGIS Online mapping content and updated CDTC's ArcGIS Online TIP Mapping Application.
- Attended the NYSDOT Highway Data Workshop and Northeast Arc User Group Fall GIS Conference.
- Created new trail and sidewalk data, and performed corrections to GIS sidewalk data and trail data for various locations within the four county planning area.

TASK 2.30 **Routine Highway Condition Inventory**

Staff continued to build, update and maintain master databases and maps for the Routine Highway Condition Inventory. New staff was trained on Field Scoring and GPS unit operation.

The 2016 Albany County Inventory data was collected, reviewed, and compiled. A second scoring team completed several field checks. The condition data file and a brief summary of findings was forwarded to Albany County DPW for use in planning for the upcoming paving season.

TASK 2.31 **Traffic Volume Report**

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

TASK 3.02 **Safety Planning**

Accomplishments during the reporting period are listed below.

- Staff participated in the update of the New York State Strategic Highway Safety Plan (SHSP) as a member of the core SHSP team. CDTC attended two statewide stakeholder workshops, in addition to several core team meetings to discuss the format and approach to the SHSP and participation in two of six emphasis area teams (intersection crashes and speed and age related crashes). The plan is tentatively scheduled for completion in June 2017.
- Staff attended the bi-monthly Albany County Traffic Safety Board Meetings to begin networking and coordinating on local safety initiatives.
- Staff spent considerable time developing a regional profile of Capital Region Fatal and Serious Injury Crash data to be used in regional safety planning efforts. This work is ongoing.
- Staff developed a preliminary draft RFP for a regional safety plan and data analysis services. The draft RFP will be vetted with NYSDOT and the Regional Operations and Safety Committee, among others. The RFP should be issued in late spring.
- Staff attended the October 2016 NYS Highway Safety Conference and participated in several training webinars.
- Staff continued to utilize safety data from the Accident Location Information System in CDTC Linkage Program planning studies.

- CDTC coordinated with NYSDOT on the likely approach to identifying the New York State safety performance targets per federal legislation.

TASK 3.03 Energy, Climate Change Initiative, Air Quality and Environment

The CDTC and A/GFTC are not required to make a transportation conformity determination under the new 2008 8-Hour Ozone NAAQS.

The Central Avenue LED Lighting project moved forward as the RPI Lighting Center worked with National Grid to finalize the agreement that will allow project funds to reimburse the utility for the removal costs of existing lighting ahead of installing new LED lighting. They also worked with Creighton Manning to fine tune the photometric analyses with the latest LED product data and checked the poles, arm lengths and wattages, especially at the intersections, to ensure the best lighting is installed for safe pedestrian street crossings. The Town and Village of Colonie have agreed to help get the initial survey on the existing sodium lighting out to residents this spring so the project team can compare how well the new lighting will have improved the visual conditions after installation. There will also be a one-night "show and tell" (possibly at the Village Hall) to allow people to see the difference between color temperatures and different optical designs in Spring/summer 2017.

TASK 3.05 Infrastructure Planning

Staff took the first steps toward forecasting transportation system conditions and financial needs for the region. A very technically intense and time-consuming effort, the information derived from this exercise will be used to supplement the financial assessment contained in the New Visions 2040 Plan.

- CDTC conducted additional interviews with local owners of transportation infrastructure in order to better understand conditions, investment levels, needs, and other issues. The interviews concentrated on roads and bridges. Interviews revealed trends and information on treatment effectiveness.
- Staff entered all collected data into the Highway Condition Projection Model (HCPM) to forecast conditions. Several investment scenarios were tested and results analyzed and documented. Staff is currently testing scenarios for the State-owned system.
- Local bridge condition data was updated, and will be used to assess changes over time. Because NYSDOT's bridge model is not available to us, bridge condition will be forecast using a computer-assisted sketch-planning approach. Information for State-owned bridges is being culled from NYSDOT's draft Asset Management Plan.

- Information on the transit program is being prepared using CDTA's 2016 Operating and Capital Plan. Information for the Port and Airport is being collected in the same way.

A summary of key findings will be prepared over the next several months. The findings will be used to construct a supplemental financial plan for New Visions.

TASK 3.07 Regional Operations and Congestion Management

The committee will develop performance measures consistent with MAP-21 requirements in the coming months.

TASK 3.11 I-787 Livable Corridor Study

CDTC staff modeled the traffic impacts of one long term strategy being considered for inclusion the draft report. That effort led to the refinement of the long term strategies and a more detailed fatal flaw assessment of reconfiguring the waterfront Interstate infrastructure. The consultant team delivered a preliminary draft report in March 2017 with the next public involvement process anticipated to begin in June.

TASK 3.77 New Visions

The New Visions 2040 Plan was completed in September 2015. Work to implement the plan is distributed throughout the work plan. One major new task relates to performance measures. Staff participated in numerous training opportunities on performance measures and began to establish baseline measurements. This will be a major task in the coming year.

TASK 3.90 Transition to Performance-based Planning & Programming

Staff participated in training on official measures proposed by FHWA on the use of baseline data in establishing appropriate targets and the use of online tools established by the FHWA. Staff also reviewed FHWA pavement and system performance final rules and summaries. Staff is researching new methods of collecting relevant data, including prospective environmental modeling to measure transportation related air pollution. Information collected through the ongoing project delivery initiative has also been used to provide more up to date information on Complete Streets related performance measures on infrastructure project elements. Baseline data that changes on an ongoing (as opposed to the usual annual) basis has been updated as well, including the number of local municipalities adopting Complete Streets Ordinances and the number of Complete Streets training sessions held in the calendar year.

TASK 4.07 Human Service Agency Transportation/ADA

CDTC's Regional Transportation Coordination Committee (RTCC) met in October to review the Tools of the Trade Workshop summary, results of the 2016 5310 solicitation

and to discuss the planned 2017 solicitation. NYSDOT asked the MPO's for input on the 5310 application process. The CDTC evaluation committee, which included representatives from NYS Departments of Transportation, Health and Aging, in addition to CDTC staff, thought that the application made it difficult for applicants to write about their programs. CDTC staff noted that the evaluation committee tried to structure their recommendation to the CDTC Planning Committee in a way that would fund all eligible applicants for at least part of their project. CDTC staff is planning county based meetings to discuss potential future collaborative 5310 projects with the initial focus on county offices for aging and providers of senior transportation. During the reporting period, two meetings were held in Schenectady and a meeting in Albany County was scheduled. In addition to facilitating discussions of potential collaborative 5310 projects, the information learned through these meetings will be useful during the next Coordinated Plan update and will be reported back to the full RTCC.

TASK 4.17 Complete Streets/Arterial Management

CDTC's Complete Streets Advisory Committee held its 12th meeting during the reporting period to review progress and outstanding items in the Advisory Committee's Work Plan established through the New Visions 2040 plan development process. Accomplishments to date include training on complete streets through completion of the first round of Complete Streets Workshops and current planning for the next round, as well as initiation of the project tracking process for Locally Sponsored Federal Aid Projects programmed in CDTC's TIP. The group discussed Work Plan tasks to be tackled next and decided that staff should begin work on a set of draft regional Complete Streets Guidelines. The group suggested staff use local examples as much as possible and address all types of communities found in the Capital District, including urban, suburban and rural. In addition, guidelines should be applicable to town, city, and village governance frameworks.

Complete Streets Educational & Technical Assistance Workshop summaries for the Town of Malta and Albany County workshops were developed and distributed to the sponsor and workshop participants. The summaries included the workshop format, a list of attendees, and an overview of information and materials presented during the workshop. The summaries make note of issues raised and comments made during the workshop, and document suggested next steps to be utilized by the local jurisdiction, NYSDOT, etc. Staff presented the first round of workshops at the 2017 Saratoga Co. Planning Conference.

Staff, with input from the Complete Streets Advisory Committee, continued development of the 2017-18 Complete Streets Educational & Technical Assistance Workshop Series. The primary goal of the Workshop Series is to assist local governments in developing and implementing Complete Streets policies. CDTC has developed a revised workshop format, a new consultant solicitation, and revised sponsor application. 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 FAC held two meetings during the reporting period – one on November 16, 2016 and one on February 15, 2017. The meetings featured speakers from General Electric, the Golub Corporation, and the Port of Albany. CDTC continues to encourage participation on the FAC, particularly from private sector freight interests.

Staff continues to promote the projects in the recently adopted Regional Freight & Goods Movement Plan (March 2016), and responds to freight-related data and planning information requests on an as-needed basis. Staff recently assumed the role of chair of the NYSAMPO Freight Working Group.

Staff continued to participate in development of the New York State Freight Plan, including providing information to the project team, and reviewing/commenting on all draft Freight Plan documents. Likewise, staff has provided comments to the federal government on the designation of the National Multi-modal Freight Network, the Critical Urban Freight Corridors network, and freight-related Notices of Proposed Rulemakings (NPRMs). Staff continues to participate in all available FHWA Talking Freight Seminars, and any other freight-related training opportunities.

Staff developed the scope of work for the South Pearl Street Heavy Vehicle Travel Pattern Study, a joint effort of the Freight and Environmental Justice tasks.

TASK 4.22 **Security Planning**

The role of CDTC in security planning continued through involvement with Local Emergency Planning Committees at the county level.

TASK 4.23 **Every Day Counts Initiative**

CDTC staff continues to receive, review, and distribute the “EDC News” sent by the Federal Highway Administration (FHWA) Center for Accelerating Innovation.

Staff attended the EDC IV Summit in Albany on November 1 & 2, 2016, and gave a presentation regarding the Summit and the new EDC-4 Innovations to the NYSAMPO Executive Directors at their November 8, 2016 conference call meeting. Staff also attended the webinar for the Every Day Counts initiative on Models of Cooperation on November 30, 2016.

TASK 4.60 **Capital Coexist**

Staff continues to maintain the Capital Coexist website. CDTC honors requests for printed materials such as the activity and comic books as well as posters, palm cards, reflective zipper pulls and clip-on blinking lights.

As part of Capital Coexist’s education efforts, CDTC purchased a series of webinars from the Association for Pedestrian and Bicycle Professionals (APBP) for the “Capital Coexist 2017 Education Series.” CDTC served as a host site for 12 APBP webinars and invited members of various advisory committees to attend at no cost. CDTC will also host and/or provide registration information to members on related Pedestrian & Bicycle Information Center, Institute of Transportation Engineers, and FHWA webinars.

In December 2015 CDTC launched the “Traffic Safety Ambassador Program,” (a/k/a “mini-grants) providing \$20,000 in Federal funding, annually, toward bicycle and pedestrian safety education and training. The objective of the program is to achieve the following New Visions 2040 goals:

- Improve bicycle and pedestrian safety by reducing the number of vehicle crashes involving bicyclists and pedestrians, and
- Increase the number of bicycle and pedestrian trips (especially commuting trips) in the Capital Region

The 2017 mini-grant recipients are the City of Cohoes, Capital Roots with Albany PAL, Hudson Crossing Park, Seton Health Foundation, the NY Bicycling Coalition, Friends of Saratoga Battlefield, Schenectady County Environmental Advisory Council, and Troy Architectural Program. The planned projects and programs include pop-up events, bike demonstrations, and walking school buses. Additional funding was added to the program in order to provide \$21,770 in funding for all eight projects.

As part of this program and Capital Coexist promotion activities, CDTC staff attended, promoted, and distributed materials for Walk to School Day on October 5th.

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 five 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 2016 Trail Counts and the Hudson River Valley Greenway’s Trail Gaps Analysis Study. Work completed by the staff includes the following:

- Continued to manage Trail Map requests and the Map Distribution database.
- Attended a Technical Advisory Committee meeting for the Hudson Valley Greenway Trail Gap Analysis Study on October 31st, and reviewed the draft plan.
- Participated in the City of Albany’s Fall Bike Counts.
- Continued to work with the Albany County Department of Health, through their IMPACT Grant, to create an ArcGIS Online Mapping Application for Sidewalks in Albany County communities. CDTC and Department of Health staff met to

review the inventory and identify gaps in pedestrian infrastructure for phase two programming.

- Provided technical assistance to various towns, cities, and villages on bicycle and pedestrian planning issues.
- Met with Assemblywoman Fahy to discuss CDTC's bicycle and pedestrian planning program, upcoming Regional Trails Perspective and Greenway Plan update(s).
- Continued to manage Trail Map requests and the Map Distribution database and began to create an Interactive ArcGIS Online application of the Mohawk - Hudson Bike-Hike Trail Map.
- Continue to enhance and update existing trail and pedestrian facilities GIS databases for use in future trail mapping and bike/ped related projects.
- Reviewed materials for and participated in a conference call meeting for NYSDOT's Statewide Integrated Bicycle Data Project, regarding incorporating local trail data into NYSDOT's online mapping application.
- Provided Sidewalk Inventory Status & Map updates to the Bicycle/Pedestrian Task Force.

TASK 4.68 Regional Trails Perspective Update

The Capital Region has over 100 miles of multi-use trails. Some of these trails were measured for use and conditions in 2006 in the Regional Trails Perspective. CDTC is updating this report, which will include data for 9 multi-use trails – the Mohawk-Hudson Bike-Hike Trail, Zim Smith Trail, Uncle Sam Bikeway, Railroad Run, Spring Run Trail, Ballston Veterans Trail, Albany County Helderberg Rail Trail, Albany Shaker Trail, and the Delaware Avenue Trail/ Black Bridge. CDTC created a project website with an online map, located at <http://regionaltrailperspectives.weebly.com>. The following data was developed into baseline data, and where possible compared to 2006 data:

- Trail user survey (online and on-trail)
- Residential property owner survey
- Trail maintenance survey
- Realtor and business owner survey
- Manual trail counts
- Automated trail counts

CDTC continued work with Parks & Trails NY (PTNY) to perform trail counts. PTNY trained volunteers to perform manual counts during Fall 2016 to verify the automated count data. The data was submitted to the National Bicycle and Pedestrian

Documentation Project's(NBPDP) , following their methodology for collecting national walking and biking data.

Staff provided GIS data to PTNY and created mapping for the final report. The Final Trail Counts were submitted in January 2017. CDTC staff continues to develop the report which summarizes and analyzes trail survey results. The data collected for this study will be used to update the region's greenway concept, which was originally released in 2006 and titled *Tech Valley Trails*. This report will revisit the 2006 study to prioritize trail projects and identify new opportunities and connections. The Regional Trails Perspective website, developed by CDTC staff, is www.cdtcmpo.org/trails.

TASK 490 Project Delivery & Tracking

Staff presented a spreadsheet to members at each Planning Committee meeting detailing the progress of local Federal Aid projects in the region. Two to three sponsors have delivered project briefs at each meeting for projects currently in their design phases. Staff used information collected in recent efforts to bring the TIP into fiscal constraint while minimizing disruption to project schedules. The Complete Streets and Bike/Ped Advisory Committees provided feedback on the initiative's usefulness for their New Visions goals. Staff also held private talks with local sponsors to gather more information and perspective on the federal aid project process to make the initiative as useful to committee members as possible. Information gathered has expanded since the project's inception to include three preliminary steps prior to the hiring of a consultant to provide reminders to sponsors when consultant aid is not yet available. Staff will begin collecting design documents for local projects to check information on project elements and gather more complete pricing data for use by staff and municipalities alike.

TASK 497 Transportation Improvement Program Development & Maintenance

Development and maintenance of CDTC's TIP requires a high level of staff time. CDTC adopted the 2016-21 TIP during the previous reporting period. During this reporting period, CDTC received notice from FHWA that it would be required to correct some over-programming in the TIP. Therefore, much of the effort in this period focused on this fiscal constraint effort.

Every financial element of every project in the first three years of the TIP was examined as a candidate for deferral. Options for meeting fiscal constraint were jointly produced by CDTC and DOT Region One staff working together. The Planning Committee met an additional time to take action to make these deferrals. Policy Board action was sought due to the fact that these changes, taken together, constitute a significant change to the TIP. CDTC staff made the approved changes to the TIP and STIP.

CDTC staff also put significant time into maintaining the newly adopted 2016-21 TIP. Approximately 60 TIP projects received amendments including those requiring delays to meet fiscal constraint requirements.

CDTC staff worked with NYSDOT Region One and CDTA on a regular basis to make changes to the current STIP. The Department of Transportation adopted a new STIP early in this reporting period. Shortly thereafter, E-STIP editing was enabled, and CDTC staff added all the changes made to the TIP before the new STIP was adopted.

CDTC staff evaluated three proposed projects for funding through the Highway Safety Improvement Program solicitation for local projects. The CDTC Merit Score rating system was used in the evaluating the projects along with the NYSDOT safety benefit calculation procedure. Projects were funded in Clifton Park and Niskayuna and partial funding was awarded to a project in Schenectady. All were eventually added to the TIP and the online TIP mapping application.

TASK 5.05 Town of Guilderland: Westmere Corridor Study

This study looks into land development and redevelopment (use, density, form, etc.), access management, streetscape improvement, and pedestrian and bicycle facilities in the Route 20 corridor between Route 155 and Church Road. The final draft report was completed in September 2016 and the Guilderland Town Board provided final approval in November 2016. This project is complete.

TASK 5.19 Albany Shaker Road Corridor Study

The scope of services for the Study was developed in consultation with Albany County and the Town of Colonie. A Request for Expressions of Interest (REI) was advertised for this study and a consultant was selected. Two meetings of the Steering Committee were held, and the first meeting of the Advisory Committee was scheduled. Preliminary work compiling and analyzing traffic counts and developable parcels in the corridor was accomplished.

TASK 5.20 Freemans Bridge Road Complete Streets Feasibility Study & Policy

The Freemans Bridge Road Complete Streets Concept Plan will analyze existing conditions and research alternatives for future roadway design and land use controls that will enable safe, attractive, and comfortable access and travel for all users of Freemans Bridge Road. Using a Complete Streets design approach, the Study will consider the convenient access and mobility on the road network for motorists, pedestrians, bicyclists and public transportation users. The purpose of the study is to develop recommendations for alternative design concepts that will create a more welcoming built environment and accommodate the needs of all users.

Staff developed the final scope of work with input from the Town and NYSDOT. The Request for Expressions of Interest (REI) was released on January 23 with a due date of February 17. CDTC convened a selection committee made up of representatives from the Town, CDTC, NYSDOT, CDTA, and CDRPC to review and rank the letters of interest. Five consulting teams submitted letters of interest. The committee selected the team led

by Planning4Places, with sub-consultant Sam Schwartz Engineering, to lead the project. The contracting process with the consultant team is underway.

TASK 5.51 Provision of Technical Services

The CDTC staff routinely provides ‘on-call’ technical assistance to various public agencies and communities in the Region. The CDTC response to requests for technical assistance during the last six months was fairly extensive, as follows:

- Continued to assist Town of Malta officials in sorting out issues concerning modifying the town’s mitigation fee protocol. Modeled on the Town of Colonie Airport GEIS process, staff developed an approach for the town of Malta to use to evaluate the impact of development projects in the town. A contract was prepared and fully executed with the town and CDTA. Staff completed two reviews, one re-evaluation of a previous project and the second of a proposed housing subdivision.
- Conducted an analysis of traffic patterns for Buckingham Drive and nearby streets in the City of Albany and evaluated potential strategies to reduce through traffic and calm traffic speeds.
- Continued GEIS contractual work for the Town of Colonie by completing traffic and mitigation cost reviews for four new development projects in the Airport, Boght, and Lisha Kill GEIS areas of the Town. Each review takes between three and five days to complete.
- Completed work on a possible scope of services for updating the transportation element of the Airport GEIS Plan in the Town of Colonie to help the Town prepare for a planned update.
- Sponsored a series of transportation webinars related to bike/ped applications, engineering ethics, design and target speed, complete streets, etc.
- Provided crash data to the City of Schenectady and Schenectady County.

TASK 5.52 Provision of Community Services

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

- Spoke at length to a representative of the Save Historic Slingerlands group. Gave CDTC’s perspective on traffic growth and trip generation for suburban land use types. Provided information on complete streets and regional planning in general.

- Responded to a resident of the Buckingham Drive area of the City of Albany regarding traffic levels in the area, and cut-through traffic on Tampa and Friebel Avenues. Indicated that CDTC is working with City traffic staff to evaluate options.
- Responded several times to a Clifton Park resident who is advocating for sidewalks on NY 146 in the town.
- Continued to work with the Bicycle/pedestrian Safety Group in the Town of Bethlehem.
- Responded to three requests by developers, real estate brokers, and consultants for traffic count information and growth forecasts for development sites in Saratoga and Albany counties.
- Attended the Saratoga County Planning & Zoning Conference.
- Provided GIS data and travel time data to a Doctoral Student Research Assistant at the University of Utah Metropolitan Research Center.
- Staff continued to participate on the statewide Highways to Boulevards working group.

TASK 5.60 Transit Planning Support

CDTC continued to support transit planning in partnership with CDTA by supporting the implementation of the Transit Development Plan as well as transportation demand management project management. CDTC staff coordinated with CDTA on the next steps of River Corridor and Washington/Western BRT implementation and the development of Transit Asset Management performance targets.

TASK 5.61 Project Development Support

CDTC continues to provide on-going assistance to NYSDOT Region 1 and other capital project sponsors in developing traffic forecasts and compiling other information for project development and design. Specific support ranges from analysis of Maintenance and Protection of Traffic plans related to bridge or lane closures to sketch planning analysis of traffic diversions from alternative roadway routings.

Technical and modeling support was provided to the Town of Colonie for the Maxwell Road Extension. Traffic analysis for diversions resulting from construction for the Michigan Avenue Bridge Replacement project in the City of Schenectady were completed and provided to NYSDOT. Traffic analysis for diversions resulting from construction for the Hamburg Avenue project in the Town of Rotterdam were completed and provided to NYSDOT. Preliminary assessments of traffic counts and refinement of the STEP Model were prepared.

TASK 5.62 New Scotland Zoning Refinements and Site Design Guidelines

The Town has assembled a Committee to usher the proposed new zoning to adoption. The committee includes members of the Town Board, Zoning Board, and Planning Board. The consultant, AECOM (f/k/a URS Inc.), and CDTC staff met with the committee several times during Fall 2016 and early 2017 to review the zoning recommendations and answer questions. Final zoning language was developed and submitted to CDTC and the Town at the end of March. The consultant presented the zoning to the Town Board on March 29th. The Town has begun the required SEQRA review process.

TASK 5.63 Regional Travel Demand Management Initiative

Bike to Work Day is an annual event held each spring throughout the country that promotes bicycling as a fun way to commute to work. Staff began organizing this year's competition, which will be held on May 19th.

NYSDOT Main Office's rideshare contractor continued meeting with area employers, focusing on the education, health care, and state government sectors. The contractor also organized and attended a pilot "Carpool Coffee Event" at a popular park and ride lot with transit services, providing early morning coffee and information about carpooling and vanpooling. All iPool2 rideshare outreach is coordinated with the regional vanpool provider as appropriate. Staff met with NYSDOT Main Office to provide insight as part of that office's statewide TDM planning efforts.

Staff maintained and updated the Capital Moves website and iPool2 database with the current vanpool groups to remain in compliance with Federal Transit Administration regulations for transit formula funding. Capital Moves was updated to PHP7 and a secure https login. Staff coordinated transit trip requests from iPool2, performed Guaranteed Ride Home registrations, and responded to numerous transit and park-and-ride information requests via phone and website contact forms.

TASK 5.64 Stillwater Route 4 Zoning and Site Design Standards

This joint Town and Village project aims to promote walkable mixed-use development where there is existing development and preserve rural and historical areas, including north of the Village and near the Saratoga Historic Battlefield. The second public workshop was held in December, opening the 45-day public comment period for the project. The consultant team finalized the zoning codes and design standards and presented them to the Town and Village Boards in a joint hearing, beginning the adoption process. This project is complete.

TASK 5.66 **Saratoga Springs Bicycle, Pedestrian & Public Transit Master Plan**

CDTC assisted the City of Saratoga Springs with the development of a bicycle, pedestrian and public transit master plan (aka Complete Streets Plan) which was finalized and adopted by the City Council during the reporting period. Staff attended several City Council meetings which included discussions of the draft Complete Streets Plan and a draft update to the City’s existing Complete Streets Policy. Ultimately, the City Council decided to adopt the Complete Streets Plan and to continue working on the draft policy update. This project is complete.

TASK 5.67 **Linkage Program Administrative and Technical Support**

CDTC issued a solicitation for new Linkage Program studies in November 2016 with a deadline at the end of December. Two proposals were submitted and one was selected for funding: the Albany Patroon Creek/Washington Avenue Corridor Study. To support that study, staff updated Linkage Program Administrative Guidelines.

Linkage Study progress was monitored through monthly updates of the “Status of Linkage Program Studies.” The table includes an estimate of the number of months needed to complete the study. Staff updated the static Linkage Program map and continued to develop an ArcGIS Online Mapping Application for the Linkage Program.

Two Linkage Forum meetings were held, in December and March, with a presentation on the Albany Complete Streets Guidebook and discussion regarding numerous local planning projects.

CDTC interns are developing brief summaries of all Linkage Studies which contain direct references to the transportation recommendations/strategies for use by NYSDOT Roadway Designers, consultants and the general public. Once completed, these summaries will be available on CDTC’s website.

Staff created study area mapping for the Malta Route 9 Reconfiguration Feasibility Study and the Troy Bicycle Facilities Guidelines Linkage Study, and Environmental Justice and Environmental Mitigation mapping for the Schodack Zoning Code Amendments and Site Design Guidelines Linkage study.

TASK 5.68 **Carshare**

CDTC provided technical assistance and support to Capital CarShare by funding marketing efforts and has facilitated a collaboration between Capital CarShare and CDTA to improve operational efficiencies. CDTC processed monthly reimbursements for Capital CarShare, which currently has a fleet of 7 vehicles and over 230 members. The organization is exploring expansion to the City of Troy.

TASK 5.69 Bikeshare

CDTC continued to coordinate the Capital Region Bikeshare Task Force, bringing together public and private sector parties interested in providing significant support to start a program in the region, with anticipated locations in the Cities of Albany, Saratoga Springs, Schenectady, and Troy. Staff assisted CDTA with reviewing RFPs and interviewing bike share vendors. CDTA contracted with Social Bicycles to implement regional bikeshare for part of 2017 at 160 bikes, about half the size of the full contract, and for the full number of bicycles for the duration of the 2018 and 2019 seasons. CDTA secured a fiscal sponsor, health insurance company CDPHP and began public outreach. CDTC staff will serve a coordination role with the involved municipalities.

TASK 5.70 Albany Patroon Creek/Washington Avenue Corridor Study

CDTC and the City of Albany will study a segment of Washington Avenue roughly bounded by NY-85, I-90, the Harriman Campus and the University at Albany's Uptown Campus. This particular area has had and continues to undergo development such as private dormitories, hotels and other commercial uses, leading to increases in vehicular and pedestrian traffic. Due to the width of Washington Avenue and the locations of the campuses in this area, pedestrians seek to cross at unsignalized locations, creating potential conflicts between pedestrian and vehicular traffic. Through this effort, the City intends to examine the study area to make recommendations for pedestrian and traffic safety improvements and to better align the transportation network with the built environment.

This study is scheduled to be completed in September 2018.

Requested Consultant Total: \$90,000 (\$67,500 federal funds, \$22,500 local match).
Requested CDTC Staff Technical Assistance: \$10,000.

TASK 5.71 Albany Complete Streets Policy and Design Manual

CDTC assisted the City of Albany to implement the City's Complete Streets ordinance, which went into effect in October 2013 and called for the development of guidelines, including street typologies, design guidance, and implementation. The project team further discussed and refined the implementation section as well as an internal City process to ensure smooth implementation of the manual. The Study Advisory Committee held its final meeting in November and the consultant transmitted the final documents in December. These will be posted online to officially close the project once they have been delivered to the City's Common Council.

TASK 5.72 Malta Route 9 Reconfiguration Feasibility Study

The Study Advisory Committee reviewed the first part of the study that compiled reliable, basic engineering and planning data. This information, documented for the first

time since the adoption of the form-based code plan, was essential to the analysis of the proposed US 9 complete street alternative.

During the past nine months, the study team used this information to complete the second half of the study – the assessment of the geometric fit of the proposed cross-section, a much more challenging process than anticipated. Because of the very modest study budget, the team relied on using data from secondary sources for the evaluation.

A twelve-page technical memorandum has been completed, and is currently being reviewed by NYSDOT staff for completeness. A discussion with the advisory committee will follow, hopefully sometime in April. Presentation to the Town Board and general public is expected in June.

TASK 5.73 Schodack Zoning Code Amendments and Site Design Guidelines

The Schodack Town Center Form Based Zoning code has gone through multiple revisions as it is vetted with the Town’s Planning Board and Town Board and is reconciled with the ongoing update of the town wide zoning code. A final draft of the Town Center Zoning was developed in February 2017 and will be considered by the Town Board for acceptance in April 2017.

TASK 5.80 City of Albany Waterfront Multi-use Path Connection Feasibility Study

The primary purpose of this project is to examine alternatives and methods for connecting the Mohawk-Hudson Bike-Hike Trail and the Albany County Rail Trail in a way that best accommodates all users.

The Technical Advisory Committee met on October 12, 2016. The consultant developed a draft preferred alternative and draft report. The consultant is currently summarizing the results of the stakeholder and public outreach efforts, and is developing the final concept and alternative for public review.

TASK 5.81 Bethlehem Delaware Avenue Complete Streets Feasibility Study

CDTC is assisting the Town of Bethlehem with development of a complete streets feasibility study on Delaware Avenue from Elsmere Avenue to the Normans Kill Bridge to develop concepts for future roadway improvements based on a complete streets framework. Strategies to be evaluated include access management, bicycle, pedestrian and transit user improvements, the feasibility of a road diet (lane reduction) on Delaware Avenue, streetscape enhancements and potential zoning adjustments.

During the reporting period several Study Advisory Committee and Technical Advisory Committee meetings were held and an existing conditions analysis of the corridor study area was completed. Over 100 people attended the first public meeting to review the existing conditions analysis and to provide input on corridor issues and ideas for

improvement. The consultant developed the traffic simulation model. CDTC staff provided technical assistance and STEP model forecasts for testing the impacts of various complete streets design concepts. The third SAC meeting will be held early during the next reporting period to review the results of the first public meeting and to provide additional input on the future roadway improvement concepts to be tested.

TASK 5.82 Schenectady Urban Bike Infrastructure Master Plan

The consultant team continued to work with CDTC, the City and the study advisory committee on the draft plan. Particular emphasis was paid to the bicycle priority network, which required several site visits, multiple technical discussions and detailed mapping of a phased approach to bike infrastructure implementation. Weekly conference calls were established with the consultant in January to touch base on progress. A second round of public meetings is expected in late spring/early summer 2017 once a draft plan has been fully developed.

TASK 5.83 Troy Bicycle Facilities Guidelines

CDTC is assisting the City of Troy with a consultant effort to develop a detailed set of bicycle facility guidelines to create a cohesive bicycle network throughout the City. The city passed a Complete Streets policy in the summer of 2014 and is looking to provide a well-designed bicycle network in urban neighborhoods and identify safety-enhancing bicycle facility designs. Key project elements include developing a roadway hierarchy related to bicycle facility types and identifying standards and guidelines for bicycle facilities in the City including bike parking. CDTC staff developed a scope of work in coordination with City staff. The REI was released in February and proposals were due mid-March.

TASK 5.86 Clean Communities

The U.S. Department of Energy's (USDOE) Clean Cities Program is a voluntary, locally-based government and industry partnership to advance economic and energy security by reducing the use of petroleum fuels in vehicles. Clean Cities carries out this mission through a network of more than 100 volunteer coalitions which develop public/private partnerships to promote alternative fuels and vehicles, fuel blends, fuel economy, hybrid vehicles, idle reduction and VMT reduction. CDTC is in its fourteenth year leading the coalition in the Capital District, and is the only MPO in New York to directly host the Clean Communities Program. CDTC entered directly into a contract with USDOE in January 2017 for \$45,000 between January 1 and December 31, 2017.

Efforts focus on alternative fuels and coalition meetings provide a forum for CDTA, the Albany County Airport Authority, local governments, and private sector entities to jointly explore new technologies. In addition, CDTC's involvement will assure coordination with regional planning and programming activities, including TDM, transit, and ridesharing efforts. In 2017 Clean Communities will add Smart Cities projects and technologies to its portfolio of petroleum and emission reduction strategies.

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:

- In November 2016 CDCC formed a Steering Committee to assist with long-term Coalition planning. The Steering Committee met in October and November. They brainstormed a work plan for 2017 and reviewed the Annual Operating Plan which was submitted to USDOE.
- The CDCC held a quarterly meeting in March which featured Smart Cities best practices and local projects.
- CDTC staff performed outreach to various fleets in the Capital Region, mostly focusing on municipalities interested in the NYSDEC ZEV Rebate program.
- CDTC staff participated in the Northeast Diesel Collaborative, led by CALSTART, in planning and coordinating the Clean Corridors Meeting in early November at RPI. CDTC staff participated as panel speakers and moderators for the event.
- CDTC staff attended the Smart Cities Forum at the NYS Capitol in November and the Governor's announcement of ZEV Rebates in late March.
- CDTC staff participated in the Schenectady EV District planning workshop series throughout February and March. Staff will continue to provide technical assistance to the City as needed.
- CDTC staff coordinates with CDRPC's Clean Energy Communities Coordinator on local EV/EVSE projects and programs.
- CDTC staff met with NYSDEC to discuss low carbon transportation strategies and potential for coordination.
- CDTC staff submitted updates to the USDOE Alternative Fuel Station Locator.
- Staff submitted 2 alternative fuel price reports.
- CDTC staff collected photos and verified data for all alternative fuel stations, including propane, natural gas, E85, electric charging stations, and biodiesel, throughout the greater Capital Region. These were submitted as part of an expanded outreach task in the 2016 Clean Cities Contract.
- 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 completed the I-90 EVSE Study, which launched in 2015. The study included a working group to develop recommendations for strategic infrastructure deployment to facilitate inter-regional and intra-regional travel in Upstate NY and to review study documents and maps. Staff attended the final presentation and meeting with NYSERDA in November. Staff received notice of NYSERDA funding for implementation of the I-90 EVSE Study and will continue to work in 2017 to assist communities in installing Level 2 charging stations.
- CDCC continues to maintain their websites, Facebook and Twitter accounts.
- CDTC staff has been working with Energetics Inc and other Clean Cities Coalitions on Workplace Charging outreach.

TASK 5.89 New Visions Guidebook/Training

Resources related to the Guidebook are in development and will be part of CDTC’s new website in 2017.

TASK 5.90 Public Participation

The website is a key component of CDTC’s public participation efforts. Content management for CDTC’s new website is an ongoing shared responsibility of CDTC’s staff as the new website has been in place for over six months. Additional content will be incorporated to maintain a professional, engaging resource for CDTC’s members and the general public.

CDTC began updating its social media policy, which guides the use of sites such as Twitter and Facebook. CDTC staff updates Facebook and/or Twitter accounts almost every day with public meeting notices, project updates, requests for public comment, and other announcements and information related to transportation in the Capital Region. Following the launch of the new CDTC website social media staff has made a concerted effort to drive traffic to the website with links to various calendar postings and reminders on content that we regularly offer such as maps and the newsletter 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 including National Districted Driving Awareness Month and specialized drunk driving awareness campaigns regarding the Super Bowl, St. Patrick ’s Day, Christmas, New Years, etc.

CDTC also supports other state and local agencies through social media such as NYSDOT, NYSDEC, CDTA, CDRPC, etc. For example, the forthcoming rollout of

CDPHP *Cycle!* by CDTA has received a fair amount of coverage on our social media pages and on our website.

In addition to the Policy Board and Planning Committee, CDTC provided opportunity for public participation through task forces, Linkage Study outreach, and Capital Coexist programs.

December 2016 and March 2017 newsletters were printed and distributed to the approximately 1,500 address USPS and email mailing list. All staff contributed articles.

Staff worked on an update to the CDTC Limited English Proficiency (LEP) policy, which will be completed next quarter. An update to the Public Participation Policy will include the updated LEP policy and documentation of policies for public review of CDTC's Environmental Justice/Title VI Analysis as well as the Public Participation Policy.

TASK 5.91 Bus Rapid Transit Planning

CDTC staff continued to assist CDTA in developing funding requests and vetting station concepts for the Washington/Western and River Corridor BRT systems.

TASK 6.01 NYSAMPO Shared Cost Initiatives

This fund source is used by NYSAMPO to fund the consultant support contract and several training initiatives, including the University Transportation Research Center (UTRC) and CUNY School of Professional Studies course in "Facilitation for Consensus" which was presented in December 2016.

While assisting in the development of the above web-based, instructor-led course during this period, staff reviewed course outlines and presentations, and attended bi-weekly teleconference meetings with UTRC and CUNY staff and other MPO Directors. Staff also participated in the actual course session on December 12, 2016.

Staff continued to review and approve consultant support invoices. Staff also worked with other MPO Directors to begin planning for the NYSAMPO biennial conference to be held in June 2017.

TASK 6.02 State Planning Research (SPR) Funded Efforts

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

- Improve access to the Hudson River
- Improve/enhance pedestrian access in the study area
- Support waterfront revitalization and economic development opportunities
- Integrate previous studies and fresh ideas through an involved stakeholder process
- Support multi-modal transportation objectives

- Guide future planning
- Improve transportation, community, and environmental compatibility
- Account for life-cycle costs of roads and bridges
- Explore potential reductions in maintenance costs over time

See UPWP Task 3.11 for more detailed information.

NYSAMPO Working Group Support: The primary goal of the working groups is to cooperatively identify and address opportunities and issues of statewide significance as they relate to New York’s 14 MPOs. NYSDOT is also a participant. Below is a summary of the activity of the 10 working groups for the last six-month period:

- Bicycle/Pedestrian Working Group – 1 teleconference meeting
- Climate Change Working Group – 1 teleconference meeting and 2 web-conference meetings
- Freight Working Group – 2 teleconference meetings
- GIS Working Group – 1 in-person meeting
- Integrated Planning Working Group – 3 teleconference meetings
- MAP-21/FAST Act Implementation Working Group – 1 teleconference meeting
- Safety Working Group – 5 teleconference meetings
- Transit Working Group – 2 teleconference meetings
- Transportation Systems Management & Operations Working Group – 2 web-conference meetings
- Travel Demand Modeling Working Group – eleven web-conference meetings and one in-person meeting

TASK 6.03 American Recovery and Reinvestment Act

No activity.

CDTC's Internship Program

CDTC continues to offer internships to graduate students who are pursuing a career in transportation planning or engineering. CDTC's program encourages the exchange of knowledge between the classroom and CDTC. The program is designed to help students develop skills, abilities, and experience at both the technical and personal level. In return, CDTC benefits from good quality work that supports CDTC's ongoing planning program. During the last six months, CDTC employed one intern to help with the ADA sidewalk inventory, various Linkage studies, and traffic data collection. The program will continue into the Summer with the hire of one new intern after the current intern leaves in April.

Computer Support Services

Keeping CDTC's computer capabilities current requires a fair amount of staff time. Computer-related tasks completed during the period include:

- A centralized process to regularly backup CDTC staff individual PC's was continued.
- CDTC's TIP software produces project listings for the CDTC website. Staff added the new website menus to most of CDTC's project listing pages.
- CDTC and CDRPC shared the cost of the purchase of a 70 inch touch-screen monitor for use primarily in both agencies' conference rooms. The purchase includes a small Windows-based computer, mounted behind the monitor. CDTC staff configured that computer and its laptops to work with the monitor as a touch-screen.
- CDTC's web site was updated regularly as needed, including material related to the following: UPWP, TIP, Planning Committee and Policy Board minutes and materials and Linkage projects.
- Staff participated in software training and continued to work with a consultant on refining the TIP project search tool. A contract was established with Tailwind Associates to provide website development services and training in 2017. The website was also switched to a new webhost.

PROBLEMS ENCOUNTERED

Finding highly committed students for CDTC's internship program is becoming a challenge. With internships being offered by local engineering consultants and other planning agencies, interest in CDTC has been waning. Hudson Valley Community College's civil engineering program may become a source of interns for the near future.

No other problems were encountered.

MEMBERSHIP CHANGES

Saratoga County Board of Supervisors Chair Ed Kinowski replaces Supervisor Author "Mo" Wright

Supervisor Steven Tommasone replaces Supervisor John Clarkson

Supervisor Kevin Tollisen replaces Supervisor Louis Desso

MEETINGS HELD

October 5- Planning Committee

October 12- Regional Transportation Coordination Committee

October 25- Bicycle/Pedestrian Advisory Committee

November 2- Planning Committee

November 16- Freight Advisory Committee

December 1- Policy Board

December 7- Linkage Forum

December 13- Bicycle/Pedestrian Advisory Committee
December 15- Capital District Clean Communities
January 4- Planning Committee
January 10- Bicycle/Pedestrian Advisory Committee
February 1- Planning Committee
February 14- Bicycle/Pedestrian Advisory Committee
February 15 - Freight Advisory Committee
February 28 - Complete Streets Advisory Committee
March 1- Planning Committee
March 2- Policy Board
March 10- ADA Working Group
March 14- Bicycle/Pedestrian Advisory Committee
March 16- Capital District Clean Communities
March 23- Linkage Forum