



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

**Progress Report**

April 1, 2019 to September 30, 2019

Prepared by  
Capital District Transportation Committee Staff

For  
CDTC Planning Committee Review and Approval

April 2019

**SUMMARY OF KEY ACCOMPLISHMENTS DESCRIBED IN THE  
April 1, 2019 - September 30, 2019 PROGRESS REPORT  
PREPARED FOR CDTC'S PLANNING COMMITTEE**

Some of the key accomplishments of CDTC's 2018-20 Unified Planning Work Program (UPWP) for the period beginning April 1, 2019 and ending September 30, 2019 include:

- Staff worked with NYSDOT and other members on the development of the new 2019-24 Transportation Improvement Program (TIP), including:
  - Developing planning targets (available federal funding by fund source and year)
  - Reviewing existing TIP project costs and schedules
  - Reviewing set-aside and transit projects
  - Evaluating 100 new project applications requesting more than \$553 million in funding
  - Reviewing project evaluations with 6 advisory committees
  - Addressing comments received during the 60-day public comment period and the public meeting
  - Reviewing and ensuring that the TIP is fiscally constrained
  - Programming 50 new projects with an estimated cost of almost \$170 million, 78% of which were the highest rated projects in their project category
  - Transferring the new data to the State Transportation Improvement Program (STIP)
  
- The Policy Board approved eight TIP amendments. Additionally, the Policy Board voted to approve the resolutions endorsing the Transportation Improvement Program and certifying the Urban Transportation Planning Process in the Capital District Metropolitan Area is in conformance with Federal Requirements, both of June 6, 2019.
  
- For the bi-annual NYS Association of Metropolitan Planning Organizations' (NYSAMPO) Conference staff assisted in organizing workshop sessions, assigning panelists, and scheduling speakers. Staff also attended and participated in this conference. Staff led the joint Safety/Bicycle & Pedestrian working groups meeting as well as the joint Climate Change/TSMO (Transportation System Management & Operations) working groups meeting. Additionally, staff moderated and presented in two conference sessions.
  
- CDTC completed a Local Road Safety Action Plan, formerly titled Regional Safety Action Plan. The plan reviews crash data on roadways owned by Counties, Cities, Towns and Villages to identify high frequency crash locations, common crash types and transportation system risk factors. A variety of engineering, education and enforcement strategies were identified that have the greatest potential to reduce fatal and serious injury crashes. The need to emphasize systemic treatments that proactively address common crash types and risk factors is a key finding for local governments.
  
- The update of our Coordinated Public Transit-Human Services Transportation Plan for the Capital District was completed. The plan reviews regional

demographics and inventories existing public transit and specialized transportation services. It also identifies issues and opportunities as well as needs, gaps, and barriers to public-transit human services transportation coordination to better serve transportation disadvantaged populations. Finally, the plan outlines a number of draft strategies and actions to address gaps and improve efficient service delivery. The Planning Committee and the Policy Board approved the updated plan. The new plan will become part of our updated long-range regional transportation plan, New Visions 2050.

- CDTC in partnership with the Capital District Regional Planning Commission funded a second year of Community Planning Technical Assistance Projects in Bethlehem, Coeymans, Menands, Rensselaer and Scotia.
- CDTC hosted a two-day FHWA Workshop on Planning for Reliability: Advancing Reliability through Operations at the University at Albany in September 2019. The workshop helped transportation planners and system operators learn how to integrate reliability and operations into transportation planning using a performance-based approach. Participants learned about the new federally required travel time reliability performance measures and operational tools and techniques that can improve the reliability of the regional transportation system.
- Staff completed an air quality conformity analysis for the 2019-2024 A/GFTC and CDTC TIPs, the A/GFTC 2040 Ahead MTP, the CDTC New Visions 2040 MTP, and the Capital Program of Transportation Projects in Greene, Montgomery and Schoharie Counties, which demonstrates that these planning documents meet the Clean Air Act and Transportation Conformity rule requirements for the 1997 ozone NAAQS. CDTC staff had discussions with FHWA and Adirondack-Glens Falls Transportation Council to prepare for this conformity analysis, with help from the NYSDOT Environmental Science Bureau. The draft conformity document underwent interagency and public review, and all comments received were incorporated in the final documentation. The draft conformity documentation and project lists were posted to the A/GFTC, CDTC and NYSDOT web sites. The draft conformity documentation was summarized at a public meeting on May 7, 2019 at the Colonie Public Library.
- CDTC released a solicitation for Smart Communities projects in early September 2018 and the Smart Communities Task Force evaluated the proposals and chose one project for funding. The Saratoga Smart LED Streetlight Guidebook will be developed by a consultant team led by Planning 4 Places. Meetings occurred throughout 2019, with a NightSeeing LightWalk Event occurring in September.
- CDTC staff launched a subcommittee of the Bicycle and Pedestrian Advisory Committee to test various bicycle and pedestrian Level of Service methodologies. The subcommittee met twice and completed an analysis of several Level of Service methodologies. Level of Traffic Stress (LTS) was identified as preferred for network analyses and Bicycle Level of Service (BLOS) was identified as the preferred methodology for evaluating design alternatives. These planning contexts are typical in CDTC's Transportation and Community Linkage Studies and will be CDTC's preferred methods in such studies unless stated otherwise. CDTC will also further explore the use of the LTS method to

develop a bicycle suitability map for the region. A memo was written and will be included as part of the Bike/Ped White Paper in New Visions 2050.

- In December 2018 CDTC launched the “Traffic Safety Ambassador Program” (mini-grants) providing \$25,000 in Federal funding, annually, toward bicycle and pedestrian safety education and training. After releasing a solicitation for projects, CDTC received 10 project proposals in February 2019 and chose 10 projects, totaling \$24,978, for funding. These projects include a variety of bicycle and pedestrian safety training, events, and demonstrations. Project sponsors must complete their projects by December 31, 2019.
- CDTC received training in the use of the VERPAT (VisionEval Rapid Policy Assessment Tool). CDTC staff will use the VERPAT tool in the New Visions Plan update.
- The 2019 Bike to Work Day Workplace Challenge had 678 participants, a 30% increase over 2018. Participants rode 6,732 bicycle miles, conserved 270 gallons of fuel, prevented 2.7 tons of CO<sub>2</sub> from being released, and burned about 310,700 calories.
- CDTC staff completed a comprehensive update to the Systematic Traffic Evaluation Model (STEP Model), CDTC’s regional travel demand model. The update included many refinements to the modeled roadway network, an evaluation of trip generation, and a comparison of estimated traffic volumes to actual traffic volumes.

# **CAPITAL DISTRICT TRANSPORTATION COMMITTEE PROGRESS REPORT**

**April 1, 2019 - September 30, 2019**

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

**FHWA STP Project Development**

## **Introduction**

This report is submitted in compliance with Chapter II, Section B7B (2) of the External Operating Manual, Federal Transit Administration (FTA), U.S. Department of Transportation (USDOT), Washington, D.C., August 1972, and Volume 1, Chapter II, Paragraph 42 of the Highway Planning Programming Manual.

## **Work Performed**

The work described in this report was performed solely by the Capital District Transportation Committee (CDTC) staff, by the Capital District Regional Planning Commission (CDRPC) staff or by consultants. This is a progress report that includes all work completed in the six month period beginning April 1, 2019 and ending September 30, 2019.

## **44.21.00 PROGRAM SUPPORT & ADMINISTRATION**

### **TASK 1.51 Committee Activities**

Four Planning Committee meetings and two Policy Board meetings were held during the reporting period. Topics discussed included CDTC's TIP programming, TIP amendments, the TIP process, TIP projects, Complete Streets Workshops, Capital Coexist Traffic Safety Ambassador Mini-Grant Program, Smart Communities grant program, the CDTC/NYS DOT/CDTA Performance Management Agreement, the CDTC/CDRPC Technical Assistance Program, NYS BridgeNY Program updates, Regional and Statewide Safety Plan and Performance Targets, the FAST Act rescission, CDTC's project delivery updates, and NYSDOT's project delivery schedule.

The Planning Committee approved 44 new TIP projects and 8 TIP amendments, as well as the CDTC/CDRPC Technical Assistance Program and the UPWP progress report for the reporting period October 1, 2018 – March 31, 2019.

The Policy Board approved 8 TIP amendments. Additionally, the Policy Board voted to approve the CDTC Coordinated Public Transit-Human Services Transportation Plan.

Six special presentations were made during the reporting period: the Albany Shaker Road Corridor Linkage Study; the Albany Patroon Creek/Washington Avenue Corridor Study; the Capital Region Coordinated Public Transit-Human Services Transportation Plan; Ithaca's Vision Zero Strategy; and two presentations on New York State Climate Leadership & Community Protection Act.

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

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

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

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

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

The ADA Working Group met in June 2019 and learned about the Town of Niskayuna's curb ramp and sidewalk inventory as well as the Town's method for prioritizing improvements. There is municipal progress on developing ADA Transition Plans, but infrastructure condition ratings remain a barrier to improvement.

Staff is in the process of compiling sidewalk maintenance laws throughout the region as well as snow clearing practices, which differ both among and within municipalities. Staff began implementing CDTC action items in the ADA Self-Analysis and Transition Plan and communicated necessary improvements outside of the office to the building owner.

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

- Attended ADA Transition Plan Training at AGFTC
- Attended June meeting of CDTC ADA Working Group Meeting

- Provided data and information regarding the Regional Sidewalk Inventory to NYSDOT.
- Sent the town of East Greenbush their sidewalk data package to use for Complete Streets planning.

**TASK 1.65 Unified Planning Work Program Development**

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

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

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

- Development of a Regional Safety Plan
- Update of our Coordinated Public Transit Human Services Plan
- Identifying Ladders of Opportunity by organizing local focus groups and completing a report of focus group findings.

Staff completed the development of the new 2019-24 Transportation Improvement Program (TIP), including developing planning targets (available federal funding by fund source and year), soliciting for and evaluating new TIP projects, reviewing existing TIP project costs and schedules, programming new projects, ensuring fiscal constraint, reviewing the TIP narratives, holding a public meeting, seeking public input, and inputting the final TIP data into the State TIP (STIP). The 2019-24 TIP was approved by our Policy Board at their meeting held on June 6, 2019.

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

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

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

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

CDTC remains in full compliance with Title VI and Environmental Justice (EJ) requirements, which continue to be a critical component of CDTC's activities. CDTC continues to collaborate with NYSDOT, CDTA and various federal agencies to meet the requirements and keep informed of recent and proposed federal requirements.

The Equity Advisory Committee met three times during the reporting period, and welcomed one new member. The Advisory Committee also met with the UAlbany Science & Technology Entry Program to discuss the truck traffic routing study and to learn from the students about their work on a living green wall that could be located on South Pearl Street. Staff continued to update the table of planning and construction projects underway in CDTC-designated environmental justice areas to share with the group at each meeting and post online. CDTA staff discussed the Title VI Analysis that CDTA will begin in the next reporting period.

Staff researched data sources to use for the Transportation and Poverty report and compiled census data to be used in the report. Staff communicated actionable items from the focus groups results to CDTA and drafted a presentation for the CDTC Planning Committee., a preferred public outreach method, Transportation Improvement Program applications, and New Visions 2050.

The Advisory Committee discussed the approach that New Visions 2050 would take related to equity considerations. Each chapter of the plan will consider equity issues using data and maps on the rates and distributions of people based on various demographic factors, namely age, people who are minority defined as non-white and not Hispanic/Latino, people who have a disability, households without a vehicle, people who don't have Internet access, and people who speak English less than very well. In this way, equity should be addressed systemically in each area of the plan rather than being treated as a stand-alone issue. The group stressed the importance of public involvement, and discussed ideas including hands on engagement, the importance of getting kids involved, and the need to take the event to a space where people are accustomed to engaging.

Staff continued to assist with outreach for Cornell University's Yang-Tan Institute on Employment and Disability's Transit Research & Accessibility Center project.

CDTC continued to demonstrate success in DBE contracting and purchasing. The semi-annual report for April 1 2019 and September 30, 2019 was prepared and submitted to NYSDOT. About 12.5% of FTA expenses and 25.2% of FHWA expenses were paid to Women Business Enterprises and/or Disadvantaged Business Enterprises between April 1 2019 and September 30, 2019.

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

CDTC's *Continuing Operations Plan* – commonly referred to as the *Prospectus* – presents a detailed description of CDTC, its organizational structure and related responsibilities, as well as the procedures used to carry out the federally-mandated transportation planning process in the Capital District region. This document also provides an overview of how other agencies are involved in the regional planning process, and a brief description of the federal planning requirements and guidelines. The Prospectus document has been completed for some time now. Work on updating the 2011 Prospectus, including a financial operating plan, began this year.

Staff expects to complete this update during the last 6 months of the current fiscal 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 20 weekly Executive Committee teleconference meetings, and 4 biweekly Directors/NYS DOT teleconference meetings.

Staff was heavily involved in the planning of the 2019 NYSAMPO Summer Conference, held from July 16-17, 2019 in Syracuse, New York, including organizing the working sessions, obtaining speakers and panelists, and speaking at the conference. A majority of the staff was also able to attend this conference.

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

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

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

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

- Staff continued to coordinate with several NYS MPO's regarding obtaining access to NYSDOT's Non State Federal Aid Roadways pavement scoring data. Staff helped to develop the agenda for the May 2019 NYSAMPO GIS Working Group in-person meeting. Staff joined the newly created AMPO GIS Working Group and viewed the first webinar in April.
- Staff participated in the bi-annual NYS Association of Metropolitan Planning Organizations' (NYSAMPO) Conference. Staff led the joint Safety/Bicycle & Pedestrian working groups meeting as well as the joint Climate Change/TSMO (Transportation System Management & Operations) working groups meeting. Additionally, staff moderated and presented in two conference sessions.

*NYSAMPO Working Group Support:* The primary goal of the working groups is to cooperatively identify and address opportunities and issues of statewide significance as they relate to New York's 14 MPOs. NYSDOT is also a participant. Below is a summary of the activity of the 10 working groups for the last 6 month period:

- Bicycle/Pedestrian Working Group – 1 in-person meeting and 2 teleconference meetings

- Participated in a subcommittee on micromobility and to develop a safety education toolkit for the NYSAMPO website
  - Researched and developed materials on bicycle/pedestrian safety and e-mobility
- Climate Change Working Group – 2 teleconference meetings and 1 in-person meeting
  - Working with the Bike/Ped Working Group to compile information on new, e-mobility and its implications for cities and transportation systems
  - Working with the NYSDEC and NYSERDA to provide feedback on the Georgetown TCI Low Carbon Transportation Initiatives and coordinating to promote programs funded through the VW Settlement
- Freight Working Group – 1 web-conference meetings
  - Topics include the New York State Freight Plan, Truck Travel Time Reliability (TTTR) index target setting and reporting, freight planning best practices, and truck parking
  - Implementation of the 2019-2020 Work Plan, including a freight facility tour, and efforts to increase participation.
- Safety Working Group – 5 teleconference meetings; 1 in-person meeting
  - Organized and held an in-person meeting at the NYSAMPO Conference jointly with the Bicycle & Pedestrian Working Group.
  - Organized training at the NYSAMPO Conference on the Traffic Safety Statistical Repository (TSSR) maintained by the Institute for Traffic Safety Management and Research. TSSR is the public crash data application available online at [www.itsmr.org](http://www.itsmr.org).
  - Coordinated with the Governor's Traffic Safety Committee during May Bike Month to run one of the Safe Cycling Videos on cable television through the state's media buy. An MPO bicycling social media campaign was also developed and held in May.
  - Supported the development of the NYS Traffic Safety Information Systems Strategic Plan FFY 2020
  - Partnered with FHWA and NYSDOT to select four communities to undertake a Pedestrian Road Safety Audit on locally owned roads.
  - Provided input on a NYSAMPO draft resource summary on micro-mobility, including bike share, e-scooters, e-bikes, etc.
- GIS Working Group – one in-person meeting
- Transit Working Group – 2 teleconference meetings
- Travel Demand Modeling Working Group – one in-person meeting and 6 web-conference meetings
  - Continued work as advisory committee for UAlbany AVAIL research on use of NPMRDS data set
  - Developed presentations CTPP, Latch (BTS), NHTS, and Long Range Plans and Scenario Planning.

**TASK 1.70 Public Participation**

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

During this period, CDTC staff completed the following:

- Continued to refine CDTC's website through a contract with Web Instinct and Creative Advantage for [www.cdtdcmo.org](http://www.cdtdcmo.org) including technical updates to the website software, software training, long term hosting services, development of a park and ride map, development of a New Visions electronic survey, and ongoing website maintenance. Completed tasks include installing a new text editor and page builder, training staff on the use of the editor and page builder and correcting numerous website glitches.
- CDTC staff updates Facebook, Instagram and/or Twitter accounts almost every day with public meeting notices, project updates, requests for public comment, and other announcements and information related to transportation in the Capital Region. Following the launch of the new CDTC website, social media staff has made a concerted effort to drive traffic to the website with links to calendar postings and content. CDTC regularly produces and shares maps, the newsletter, and other materials as a way to bolster community awareness of the open resources CDTC has to offer the public.
- CDTC used social media to promote several transportation safety campaigns supported by NHTSA and September's National Drive Electric Week. Public meetings and surveys for Linkage Studies and other regional projects are promoted via social media, as well as upcoming transportation-related events and projects news.
- CDTC also supports other state and local agencies through social media such as NYSDOT, NYSDEC, CDTA, CDRPC, etc. and cross-promotes content on Twitter and Facebook.
- June 2019 and September 2019 newsletters were printed and distributed to the approximately 1,700 address mailing list (includes hardcopy mail-outs and email). Multiple CDTC staff members contributed articles.
- Staff tabled for two days at Crossgates Mall during the Albany County Traffic Safety Awareness Weekend. Safety educational resources were distributed, and a survey related to local road safety was conducted.

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

CDTC staff continues to provide traffic data and other limited technical assistance to businesses, developers, consultants, students, and community groups to support economic development and good normative planning in the region. Staff continued to inform communities about on-going projects and activities through distribution of newsletters, press releases, and paid advertisements. In addition staff met with business groups and individuals on non-policy oriented projects, and responded to several requests for TIP project information. Also, responded to several telephone calls and emails requesting general planning information. Packages of information were prepared and distributed as applicable. Some of the more notable requests included:

- Attended public hearings on various local and statewide issues affecting the transportation services.
- Provided the City of Albany with GIS data for City pavement ratings, sidewalk inventory and TIP projects.

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

CDRPC and CDTC funded five projects in the 2019-2020 Community Planning Technical Assistance Program. The communities receiving funding are Bethlehem, Coeymans, Menands, Rensselaer and Scotia. The Scotia project has been completed with the others expected to be completed by the end of March 2020. Project details are as follows:

- Town of Bethlehem – Development Growth Trends Analysis: Provide data on Town development trends, including population and economic analysis, GIS mapping and compare to regional trends.
- Town of Coeymans – Guidance to Support a Coeymans Comprehensive Plan Update: Provide existing data and base mapping, information on best practices for comprehensive planning, frame a public involvement process and develop a public survey tool.
- Village of Menands – Farmers Market Best Practices and Feasibility: Provide data on current access to healthy food, provide information on methods of healthy food provision (i.e. farmers market, veggie mobile, etc.) and participate in village committee meeting to identify options to increase food accessibility.
- City of Rensselaer – General Community Planning Assistance: Provide guidance on data needs for economic development planning and toward the update of the Comprehensive Plan. Provide guidance in prioritizing and strategizing implementation of recommendations from various existing planning studies.
- Village of Scotia - This effort evaluated, at a conceptual level of detail, travel conditions at the NY 5/Mohawk Ave and NY 50/N Ballston Ave intersection, in the context of providing a safe and enjoyable experience for all roadway users, including pedestrians, bicyclists, and transit riders. The information provided will assist the Village in assessing the need to undertake a more detailed planning study of the entire NY 5/Mohawk Ave corridor through the Central Business District in the future. During the reporting period staff completed the vast majority of the project including data collection, data analysis, on-site meetings, and development of a draft report.

**TASK 1.75 Linkage Program Administrative and Technical Support**

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

- CDTC developed solicitation material for the 2020-2021 fiscal year which was issued in October.

- Two Community Planner Forum meetings were held (June and September) with several presentations including the City of Cohoes – Building a Walkable, Livable Community, CDRPC’s Regional Indicators Dashboard, CDTC’s Local Road Safety Action Plan and CDTC’s Regional Transportation Plan update. The group also reviewed the content of CDTC’s Learning Center which includes video resources intended to provide insight and training on various transportation planning issues.
- Staff continues to maintain the Linkage Program Interactive Map on the CDTC website.
- Staff updated the Master Linkage GIS database
- Staff created Environmental Justice and Environmental Mitigation mapping for the Craig Main and Hoosick Hillside studies

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

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

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

##### **TASK 2.25 Data Collection**

This continuing project collects and processes travel data for the federal-aid street and highway system. Data collected provides input to VMT forecasting, the maintenance of the Congestion Management System Plan, the STEP model calibration and validation, and individual project level analysis. Data collection is vital to project development work that addresses highway deficiencies and proposed mitigation actions. Data collection is typically a very intense effort, relying on the help of graduate school interns. Work completed during this reporting period was unusually light, and included:

- Continued to collect photographs of completed transportation projects. The goal is to create a catalogue of photographs of planned and completed Transportation Improvement Program projects that can be used to tell the story of development in the Capital District.
- Confirmed trip generation of recently completed development projects in the Airport area of the Town of Colonie.
- Continued to collect field data of bicycle and pedestrian infrastructure.

##### **TASK 2.28 Census**

Staff coordinated efforts with CDRPC to participate in the Participant Statistical Areas Program (PSAP) in preparation for the 2020 Decennial Census. CDTC received and

approved the final list of proposed changes that were submitted by local counties from CDRPC. CDTC staff will continue to coordinate with CDRPC on any changes proposed by stakeholders within the region.

The Port of Albany Functional Classification Change Request was approved by FHWA and relayed to CDTC by NYSDOT Region 1. CDTC staff updated relevant GIS databases and documents to reflect the changes.

Staff provided feedback to CDRPC regarding data to include in the Community Indicators Regional Dashboard Project. Staff attended Project Update meeting and began reviewing and gathering internal feedback on the Beta Version of the tool. Staff provided assistance to the Ithaca MPO regarding participation in the TAZ and UAB US Census Bureau programs.

Staff attended a virtual workshop hosted by NYMTC to discuss issues with CTPP data.

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

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

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

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

Visualizing information is an integral part of nearly every project and GIS is highly utilized to create maps necessary for meetings and reports. In the Capital District, work under this task is a joint CDTC/CDRPC effort.

During the last six months, CDTC's GIS tasks that were completed or are underway include:

- Performed GIS management activities, including data backups and database maintenance. Provided GIS/GPS technical support, training and assistance to staff and interns. Shared GIS data files and information with staff, municipalities and consultants. Coordinated GIS setups for staff and interns.
- Updated CDTC's GIS Basemap Files Directory.

- Downloaded/Received various updated databases and new databases/GIS files, including 2017 HPMS data for NYS, 2019 Significant Ecological Communities, 2019 NYS Legislative Boundaries, CDTA Bus Routes & Stops, NYS Roads, NYS Civil Boundaries, 2018 NYS State Owned Tax Parcels, 2018 Tax Parcel Centroid Points for Albany, Rensselaer, Schenectady & Saratoga Counties, 2019 School District Boundaries, 2019 Rensselaer County Tax Parcels and 2019 NYSDEC Natural Heritage Important Areas.
- Responded to various data/map requests internally and externally
- Updated and maintained CDTC's ArcGIS Online Mapping Applications.
- Created new GIS data and performed updates to existing major GIS databases, including trails, sidewalks and crosswalks.

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

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

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

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

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

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

City of Albany Pavement Condition Survey Staff completed work to improve the existing Albany City Pavement database to prepare for the 2019 pavement scoring season. Staff

incorporated 2018 and 2019 paving lists received from the City into the master database. CDTC staff participated in discussions regarding the inventory data with the City's consultant in regards to incorporating the data into a web-based application in development by the consultant. CDTC staff rated all roadways and performed a preliminary review of the data.

Non-State Federal Aid Pavement Condition Survey – CDTC staff updated and prepared the 2019 database and began pavement scoring.

Albany County Pavement Condition Survey – CDTC staff reviewed the final 2018 Albany County Pavement Condition Survey and sent the final report to Albany County. Staff completed updates to the 2019 database.

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

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

Work continued on an update to incorporate the latest Census based CDRPC forecasts of population, households, and employment; incorporate an assessment of declining rates of VMT growth; calibrate model speeds against the NPMRDS data; and incorporate the latest EPA MOVES Model.

Staff completed an update to the STEP travel demand model network and inputs. As part of the 2019-2024 Transportation Improvement Program (TIP) update process, staff made many refinements to modeled roadway network. Staff has developed a more rapid methodology for comparing modeled traffic volumes and actual traffic volumes. The modeled traffic volumes and network are now more accurate than in previous iterations. Staff is currently updating the Validation of the CDTC STEP Model documentation.

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

Because the Albany-Schenectady-Troy area is in attainment for the 2008 8-Hour Ozone NAAQS, based on a previous rule, CDTC has not been required to make a transportation conformity determination under the new ozone standard since 2013. However, a decision by the U.S. Court of Appeals for the D.C. Circuit in the case of South Coast Air Quality Management District v. EPA addressed implementation requirements for the 2008 ozone NAAQS and requirements associated with the revocation of the 1997 NAAQS. As a result, an air quality conformity determination for the next CDTC TIP and New Visions Plan update are now required.

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

All projects on the TIPs, MTPs and Capital Programs are exempt for the purposes of transportation conformity as per 40 CFR Part 93, 6 NYCRR Part 240 and the interagency consultation process, except for CDTC TIP project RG131, Bus Rapid

Transit. A list of projects and their exempt codes was attached to the conformity statement.

The draft conformity document underwent interagency review and all comments received were incorporated in the final documentation. Consistent with planning rule requirements in 23 CFR Part 450, the public was provided an opportunity to review and comment on the draft conformity determination and supporting documentation from May 1 – May 30, 2019. The draft conformity documentation and project lists were posted to the A/GFTC, CDTC and NYSDOT web sites. The draft conformity documentation was summarized at a public meeting on May 7, 2019 at the Colonie Public Library.

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

CDTC staff also updated the template and GIS layers utilized for Environmental Mitigation mapping.

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

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

The following work was completed:

- Developed a work plan for *New Visions 2050* update. Staff developed a broad outline but acknowledged that specific tasks will depend on the availability of information from NYSDOT. The protocols for pavement and bridge condition have changed and will influence the approach for the update. This will require further discussion with DOT.
- Initiated discussions with NYSDOT planning staff about the availability of data for state-owned facilities. Under new rules, data may have to be requested under FOIL.
- Infrastructure work under *New Visions 2030* was guided by an Infrastructure Task Force. A similar approach will be taken for the 2050 plan update. Staff has reviewed retirements of previous members, and has identified candidate replacements. An invitation letter will be sent by April 30. Continued examination of changes in infrastructure condition since adoption of the 2040 Plan. Various

summaries have been prepared for discussion with the new Infrastructure Task Force.

- Pavement and bridge condition data collection and analysis.
- New Visions 2050 Infrastructure Working Group was identified and working group meeting #1 was held on June 20<sup>th</sup> 2019 to discuss white paper update approach.
- Staff coordinated with Albany Port District Commission and Albany County Airport Authority to document needs of infrastructure beyond State and local highway and bridge infrastructure
- Continuing analysis of long-term funding needs and funding opportunities.
- Continuing analysis of New Visions goals and State performance targets.
- Staff created and distributed a summary of the 2019 NYSDOT Highway Data/National Highway Data Workshop. Staff created a historical map series for federal aid and NHS roads by pavement ratings. Staff produced road and bridge data summaries.
- Participated in Infrastructure Task Force Meetings.
- Provided information to be used in CDTC's Highway Condition Pavement Model.

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

The New Visions 2040 Plan was completed in September 2015. Work to implement the plan is distributed throughout the UPWP. Staff continued the process of updating the New Visions Plan. The New Visions Plan will be updated by September 2020. Eleven committees will be used to develop white papers for eleven different topic areas. The eleven committees include seven existing advisory committees and task forces and four task forces established for the update.

In preparation for the New Visions update for 2050, CDTC staff reviewed materials from the 2040 Plan and participated in staff coordination and update meetings. Staff continued coordination on content for the authoring White Papers, including exchanging data, maps, and narratives. Staff also participated in discussions and research regarding public outreach methods and technologies.

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

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

CDTC is required to adopt these statewide targets or develop and establish targets for the metropolitan area.

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

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

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

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

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

The Regional Operations and Safety Advisory Committee met twice during the reporting period. The committee served as an Advisory Committee for the development of the Regional Local Roads Safety Plan. Congestion management plans based on the NPRDS will be reviewed by this committee. The Advisory Committee will develop two white papers for the New Visions Plan Update.

CDTC hosted a two-day FHWA Workshop on Planning for Reliability: Advancing Reliability through Operations at the University at Albany in September 2019. The workshop helped transportation planners and system operators learn how to integrate reliability and operations into transportation planning using a performance-based approach. Participants learned about the new federally required travel time reliability performance measures and operational tools and techniques that can improve the reliability of the regional transportation system.

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

CDTC staff participated in this Study which is funded by NYSERDA. The study involved developing five scenarios for the future of the CDTC region using a tool called the VisionEval Rapid Policy Analysis Tool (VERPAT). A VERPAT model was developed for the Capital District and five scenarios were defined. CDTC staff ran the VERPAT tool for five different scenarios, plus the trend scenario. CDTC staff provided text discussing the planning implications of the results. CDTC staff will use the VERPAT tool in the New Visions Plan update.

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

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

CDTC's Complete Streets Advisory Committee (CSAC) met in June and September 2019. Topics discussed include upcoming paving and signal projects, TIP project tracking, progress on the regional complete streets guidelines/complete streets toolkit, progress on CDTC's 2018 complete streets workshop series, and New Visions 2050 scenarios.

Staff completed a draft of the sidewalks chapter of the Complete Streets Design Guide. Tracking of completed TIP projects with some complete streets elements continued with photo/video documentation of A555 (Cardinal Ave and Whitehall Rd Mill & Fill, City of Albany), S219 (Helderberg Ave sidewalks, Schenectady County), SA282 (Malta "Share the Road" Signage, Town of Malta), S218 (Niskayuna Soccer Fields Multi-Use Path Connection, Town of Niskayuna), S231 (Central Park Downtown Trail Connection, City of Schenectady), S239 (Michigan Avenue Bridge, NYSDOT), S229 (Hamburg Street, NYSDOT), SA300 (East High and Crescent Avenue Bridges, NYSDOT), and S216 (Mohawk Hudson Bike Trail Bollard Gate Retrofit).

Staff followed up with the 2018 Complete Streets Educational & Technical Workshop recipients to document progress and challenges post-workshop.

### **TASK 4.21 Freight Planning**

The Freight Advisory Committee (FAC) held two meetings during the reporting period. The May 15, 2019 meeting featured Mike Izdebski from General Electric (GE). Mike Izdebski presented a conceptual idea to build a more efficient green supply chain in the Capital Region. The presentation outlined how a Barge Feeder Service could operate out of the Port of Albany, with the potential to shift the transportation of thousands of containers per year from trucks to ships and barges, resulting in reduced congestion and emissions. The August 21, 2019 meeting agenda was focused development of the Freight White Paper for the New Visions 2050 update. CDTC continues to encourage participation on the FAC, particularly from private sector freight interests, and has been reaching out to new potential members.

Staff continues to promote the projects in the Regional Freight & Goods Movement Plan (March 2016), and responds to freight-related data and planning information requests on an as-needed basis. Staff continues to promote the recommendations from the City of Albany S. Pearl St. Heavy Vehicle Travel Pattern Study (2018), and has participated in several follow-up efforts. Staff chairs the NYSAMPO Freight Working Group. Staff participated in six (6) FHWA Talking Freight Seminars, and any other freight-related training opportunities.

Staff continued to participate in development of the New York State Freight Plan, including providing information to the project team, and reviewing/commenting on all draft Freight Plan documents.

Staff has been developing a draft Freight White Paper, a component of the 2050 New Visions long range transportation plan. The Freight White Paper was developed with guidance from the Freight Advisory Committee. Staff developed several new sections of

the paper including issues and trends, recommendations, and performance measures. As part of the process, the Freight Priority Network was reviewed and revised.

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

- National Cooperative Highway Research Program (NCHRP) 15-62 - Design and Access Management Guidelines for Truck Routes,
- Collaborative Approaches to Energy-Efficient Logistics in the Albany - New York City Corridor, and
- NCHRP 08-111 Effective Decision-Making Methods for Freight-Efficient Land Use.

Staff served as a guest lecturer for a RPI Transportation Planning and Traffic Engineering course.

Staff reviewed the proposed changes to the Freight Priority Network for the New Visions 2050 Plan update and attended the May Freight Advisory Working Group Meeting.

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

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

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

Staff attended the New York State STIC meeting and the National STIC video conference meeting at the FHWA New York Division offices in Albany, NY on April 11, 2019.

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

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

Staff has worked with the project team and private sector freight stakeholders to develop further initiatives in the region. Staff has participated in steering committee and stakeholder meetings, as needed.

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

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

CDTC released a solicitation for Smart Communities projects in early September 2018 and the Task Force evaluated the proposals and chose 1 project for funding. The Saratoga Smart LED Streetlight Guidebook will be developed by a consultant team led by Planning 4 Places. A NightSeeing Tour was held in September as part of the public planning process to develop the guidebook. The final guidebook is due by the end of the year.

CDTC staff presented on its Smart Communities efforts with the City of Saratoga Springs at the NYS Parking and Transportation Association Meeting in Saratoga Springs in 2019.

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

CDTC is evaluating available training opportunities and schedules for early 2020.

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

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

As part of Capital Coexist's education efforts, CDTC purchased a series of webinars from the Association for Pedestrian and Bicycle Professionals (APBP) for the "Capital Coexist 2019 Education Series". CDTC has served as a host site for these webinars since 2016 and invites members of various advisory committees to attend at no cost. On occasion, CDTC will also host and/or provide registration information to members on related Pedestrian & Bicycle Information Center, Institute of Transportation Engineers, and FHWA webinars, as part of the Education Series, as well.

In December 2018 CDTC launched the "Traffic Safety Ambassador Program" (mini-grants) providing \$25,000 in Federal funding, annually, toward bicycle and pedestrian safety education and training. The objective of the program is to achieve the following New Visions 2040 goals:

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

After releasing a solicitation for projects, CDTC received 10 project proposals in February 2019 and chose 10 projects, totaling \$24,978, for funding. These projects include a variety of bicycle and pedestrian safety training, events, and demonstrations. Project sponsors must complete their projects by December 31, 2019.

As part of this program and Capital Coexist promotion activities, CDTC staff attended, promoted, and distributed materials for various bicycle and pedestrian safety related events. CDTC coordinated the 2019 Bike to School Day Challenge and distributed over 2,000 LED safety bracelets and child-size safety vests to local schools as part of the event.

#### **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 Capital District Local Road Safety Plan, Empire State Trail, Bike to Work Day Debrief, and review of the proposed 2019-24 TIP projects. Work completed by the staff includes the following:

- Continued to manage Trail Map requests and Map Distribution database. The last copy of the 2010 Mohawk-Hudson Bike-Hike Trail Map was distributed. This map is no longer in print. Worked with bike/pedestrian staff on several data collection and mapping initiatives. Attended Bike/Pedestrian Task Force meetings. Responded to several trail data requests.
- Continued to enhance and update existing GIS databases of trail and other bicycle and pedestrian facilities for use in future trail mapping and bike/pedestrian related projects.
- Continued indexing existing data files and collecting new data to determine the location of on the pavement bicycle infrastructure in the region, such as bicycle lanes and sharrows. Updated the GIS-based Bicycle Infrastructure database.
- Reviewed the data elements required for several Bicycle Level of Service methodologies and identified data available to CDTC from internal and external GIS datasets.
- Continued to enhance and update existing GIS databases of trail and pedestrian facilities for use in future trail mapping and bike/pedestrian related projects.
- Continued creation of Crosswalk GIS database. Data consolidation of existing data from various GIS layers is ongoing.
- Planned and hosted seven Bicycle and Pedestrian Advisory Committee meetings.
- CDTC staff attended several Transport Troy meetings to discuss trail development and Complete Street policy implementation in the City.
- CDTC staff launched a subcommittee of the Bicycle and Pedestrian Advisory Committee to test various bicycle and pedestrian Level of Service methodologies. The subcommittee met twice and completed an analysis of several Level of Service methodologies. Level of Traffic Stress (LTS) was identified as preferred for network analyses and Bicycle Level of Service (BLOS) was identified as the preferred methodology for evaluating design alternatives. These planning contexts are typical in CDTC's Transportation and Community Linkage Studies and will be CDTC's preferred methods in such studies unless stated otherwise. CDTC will also further explore the use of the LTS method to

develop a bicycle suitability map for the region. A memo was written and will be included as part of the Bike/Ped White Paper in New Visions 2050.

- Developed a bicycle visual preference survey to be used to calibrate the level of traffic stress model.
- Provided technical assistance to various towns, cities, and villages on bicycle and pedestrian planning issues.

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

The Capital Region has over 100 miles of multi-use trails. CDTC has measured use and opinions on trails in 2006 and 2016. This data was used for the draft Capital District Trails Plan which was released in early 2019, an update to the 2007 *Tech Valley Trails* greenway vision. CDTC contracted with a consultant team led by Behan Planning in late 2017 to begin the planning process. This project included 5 tasks:

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

After a series of stakeholder and county meetings, a draft plan and video were released in the fall 2018 and the final Capital District Trails Plan was released in January 2019.

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

- Presented the plan at the Scotia Complete Streets Workshop in October.
- Presenting the final plan to the NYS Sustainability Coordinators Luncheon in February
- Providing data and information related to the plan to Transport Troy for the update of the City's trails map.
- Met with the Albany Business Review to discuss Trails Plan and the next steps.
- CDTC staff presented the plan at the International Trails Symposium in Syracuse, NY in late April 2019.
- Provided technical assistance to communities on trail plans and communities implementing projects proposed in the regional trails plan.
- CDTC will participate on a Study Advisory Committee for Scotia's Town Trails Plan

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

The U.S. Department of Energy's (USDOE) Clean Cities Program is a voluntary, locally-based government and industry partnership to advance economic and energy security by reducing the use of petroleum fuels in vehicles. Clean Cities carries out this mission through a network of more than 100 volunteer coalitions which develop public/private partnerships to promote alternative fuels and vehicles, fuel blends, fuel economy, hybrid vehicles, idle reduction and VMT reduction. CDTC is in its fourteenth year leading the coalition in the Capital District, and is the only MPO in New York to directly host the Clean Communities Program. CDTC entered directly into a contract with USDOE in January 2017 for \$45,000 between January 1 and February 28, 2018.

CDTC submitted its request for a 2019 contract in January. It has received its Statement of Project Objectives (SOPO) for February 2019 – January 2018 from the Department of Energy. CDTC will receive \$75,000 in exchange for the deliverables outlined in the SOPO.

CDTC staff participates in USDOE monthly conference calls with other Clean Cities coordinators. Other Clean Cities' activities and tasks completed during this reporting period include:

- Capital District Clean Communities (CDCC) held two quarterly meetings, one in June and one in September.
- CDCC has tracked and commented on NYSDEC's management of the VW Settlement.
- CDTC staff performed outreach to various fleets in the Capital Region, mostly focusing on municipalities interested in the NYSDEC ZEV Rebate program.
- CDTC staff coordinated with NYSDOT to hold a Fleet Electrification Workshop in September.
- CDTC staff is coordinating with the Propane Council to plan and host a Propane Workshop for fleets in November.
- CDTC staff attended the U.S. Department of Energy Vehicle Technologies Office Annual Merit Review to audit the Energy Efficient Mobility Systems (EEMS) program presentations. CDTC staff participated in several conference calls leading up and following the review and submitted a questionnaire to assist the Clean Cities program in integrating EEMS into its portfolio.
- CDTC staff attended the annual Clean Cities Meeting in Salt Lake City in August. Staff participated as part of a speaker panel on EEMS.
- CDTC staff continued to coordinate with NYSDEC, NYSERDA, and NYSDOT on the Low Carbon Transportation Network initiative coordinated by the Georgetown Transportation & Climate Initiative (TCI)

- CDTC worked with the Clean Energy Communities Coordinator at CDRPC on various EV planning initiatives around the region.
- CDTC staff submitted updates to the USDOE Alternative Fuel Station Locator.
- Staff submitted 2 alternative fuel price reports.
- Staff submitted the Coalition Annual Report which estimated the displacement of over 4 million gallons of petroleum in 2019.
- 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 held a listening session with EV Drivers in May and has scheduled a listening session with EV Fleet Managers for October. The information collected in the listening sessions will be reported to the U.S. Department of Energy Vehicle Technologies Office and used in the development of research programs and initiatives.
- CDTC staff provided input on NYSERDA's new mobility planning initiatives through a series of phone calls and meetings as well as a participant of NYSERDA PON review committees.
- CDTC promoted National Drive Electric Week in September and attended the regional NDEW event in Delmar on September 21<sup>st</sup>.
- CDTC continues to maintain their websites, Facebook and Twitter accounts.

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

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

Staff spent considerable time finishing the 2019-24 TIP, covering the five Federal Fiscal Years (FFYs) between October 1, 2019 and September 30, 2024. Activities that occurred after March 31, 2019 include the following:

- The NYSDOT Main Office needed CDTC to provide a new summary table so NYSDOT could pursue fiscal constraint of unmatched federal funds prior to the adoption of the TIP and import of data into the STIP. This required the coding of the new table into CDTC's custom TIP software. The table has been added to the CDTC website and document as Table 5. Unlike CDTC's fiscal constraint Table 4, Table 5 includes fund sources for which CDTC is not responsible for fiscal constraint.

- CDTC Staff worked with Region One Staff to adjust Budget Estimates in the CDTC TIP to help provide fiscal constraint at the Regional level.
- Produced the 2019-24 TIP document.
- Included state-funded projects above \$0.500 M in cost in the TIP project listings for information only.
- After NYSDOT Region One TIP data was imported into the STIP, CDTC staff checked every item for every project to construct project data for the draft STIP. This task included making sure that summary tables in the E-STIP match the corresponding TIP summary tables.
- CDTC staff documented the differences between the Draft STIP and the adopted TIP, and then sent the appropriate letter to Region One certifying that with those exceptions, the Draft STIP accurately reflected the adopted TIP.

Development and maintenance of CDTC's TIP requires a high level of staff time. During this reporting period, CDTC staff maintained the 2016-21 TIP until adoption of the 2019-24 TIP and then maintained the 2019-24 TIP. Staff also maintained the 2017-20 E-STIP, (the draft 2020-24 STIP remained a draft at the end of this reporting period) which included the following:

- 2016-19 TIP: Seventeen amendments were made to the TIP.
- 2019-24 TIP: Eight amendments were made to the TIP after its adoption in June.
- E-STIP Maintenance: CDTC staff worked with NYSDOT Region One and CDTA on a regular basis to make changes to the current STIP. 56 projects received changes to their listings in the STIP. Of those, eight will need to be repeated when the 2020-24 STIP becomes the active STIP.
- CDTC staff worked with NYSDOT staff and some members to add projects to the TIP outside the TIP update process. This includes projects funded by the State's statewide TAP/CMAQ program.
- Staff updated the 2016-21 Online TIP Mapping Application to reflect TIP amendments.

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

CDTC staff continues to collect information on the progress of locally sponsored federal aid projects. This data is included in a tracking spreadsheet presented to the Planning Committee at each meeting. Staff continues to schedule TIP project updates from three sponsors prior to each Planning Committee meeting. Sponsor's project updates to the Planning Committee continue to be short verbal updates, supplemented by a written Project Delivery Questionnaire. These reporting methods have aided CDTC staff in collecting comprehensive project data from a wider array of local sponsors, and ensured that information on all locally sponsored projects is collected each year.

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

- NYSDOT
- Town of North Greenbush
- City of Troy
- Town of Clifton Park
- City of Albany
- Town of Sand Lake
- Town of East Greenbush
- City of Rensselaer
- Village of Voorheesville
- City of Mechanicville
- City of Schenectady
- Rensselaer County
- Town of Nassau

#### **TASK 5.51 Provision of Technical Services**

The CDTC staff routinely provides 'on-call' technical assistance to various public agencies and communities in the region. The CDTC response to requests for technical assistance during the last six months was modest as follows:

- Continued GEIS contractual work for the Town of Colonie performing traffic and mitigation cost reviews for land development projects in the Airport and Boght GEIS areas of the Town. During the reporting period, CDTC staff completed 4 GEIS reviews for the Town of Colonie. Each review takes between three and five days to complete.
- Continued GEIS contractual work for the Town of Malta performing mitigation cost reviews. During the reporting period, CDTC staff completed 2 GEIS reviews for the Town of Malta. Because of the smaller scale of Malta projects, reviews take less than two days to complete.
- Provided STEP Model growth rate forecasts for development proposals in Stillwater, Clifton Park, Ballston, Albany, Malta, the Village of Colonie, and Guilderland.
- Evaluated the impacts of a proposed new Residential/Mixed-Use project on Rapp Rd, near the Crossgates Mall, in the Town of Guilderland, using the STEP Model.
- Developed traffic forecasts for NYSDOT for a conceptual ramp configuration change on I-890 in the City of Schenectady.
- Developed traffic forecasts for the City of Albany to evaluate potential traffic flow changes in/around Washington Park.
- Developed traffic forecasts for the City of Schenectady to evaluate a potential new roadway alignment near Schenectady's Downtown.

#### **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.

### **44.26.00 PLANNING EMPHASIS AREAS (PEAs)**

#### **TASK 6.12 Human Services Agency Transportation**

CDTC's Regional Transportation Coordination Committee (RTCC) met in April and July 2019. The primary topics discussed were the update of the Coordinated Public Transit-Human Services Transportation Plan for the Capital District and public participation, the senior transportation guidebook, the next "Tools of the Trade" planned for 2020, and the Accessible Ridesharing Report by the state legislature's task force on the topic. Saratoga County and Colonie Senior Serve Centers presented about the Retired and Senior Volunteer Program.

The Planning Committee and the Policy Board approved the updated Coordinated Public Transit-Human Services Transportation Plan for the Capital District. The plan reviews regional demographics and inventories existing public transit and specialized transportation services. About 60 agencies responded to a survey about their transportation services. The plan also identifies issues and opportunities as well as needs, gaps, and barriers to public-transit human services transportation coordination to better serve transportation disadvantaged populations. Finally, the plan outlines a number of draft strategies and actions to address gaps and improve efficient service delivery.

Staff continued working with the Albany Guardian Society to produce a senior transportation guide. It is expected online in the fall of 2019, and printed in early 2020.

#### **TASK 6.13 Transit Planning**

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

- A Transit Task Force was reestablished to support the development of a Transit White Paper for the New Visions Regional Transportation Plan update. The Transit Task Force completed the following tasks:
  - Assessed implementation progress on the 2015 Transit White Paper recommendations.
  - Reviewed draft regional development scenarios and the potential impacts to transit.

- Reviewed transit system data and assessed transit related performance measures.
- Reviewed growth and development trends in the region.
- Discussed CDTA's Microtransit pilot and had CDTA staff provide a presentation and background information on the project.
- Brainstormed on the future of transit in the region.
- Coordinated with CDTA on the next steps of River Corridor and Washington/Western BRT implementation. To further increase coordination, CDTC staff participates on project development teleconference calls held monthly with CDTA and the Federal Transit Administration.
- Staff coordinated with CDTA staff on several ongoing initiatives including service planning, expansion of CDPHP Cycle!, route performance data evaluation and received updates on numerous capital projects in the region.

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

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

Staff successfully concluded the 2019 Capital Region Bike to Work Day Workplace Challenge. This year's Challenge featured expanded website content, new events, a raffle and a Ride Buddy option to appeal to more commuters as well as increased outreach. The extra effort resulted in a 30% increase in participation from last year.

Staff is examining past and present TDM activities in the region. Staff will convene a new task force for New Visions 2050, the Mobility Management Task Force, to assess existing TDM efforts of municipalities, employers, developers and property managers in the region. The task force will also give recommendations on how best to increase support for TDM.

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

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

- CDTC completed a Local Road Safety Action Plan, formerly titled Regional Safety Action Plan. The plan reviews crash data on roadways owned by Counties, Cities, Towns and Villages to identify high frequency crash locations,

common crash types and transportation system risk factors. A variety of engineering, education and enforcement strategies were identified that have the greatest potential to reduce fatal and serious injury crashes. The need to emphasize systemic treatments that proactively address common crash types and risk factors is a key finding for local governments.

A 30-day public comment period opened in June 2019 following a public meeting at the Colonie Library. The final report was completed in September 2019.

- CDTC staff worked with VHB on the second phase of the Local Road safety project which involves identifying 10 locations with high crash frequencies and exploring some of the causal factors for these crashes. A detailed review of crash data was undertaken with field work to begin in the fall of 2019.
- Staff began work on a Safety & Security White Paper to support the update of the New Visions Regional Transportation Plan. The Regional Operations & Safety Advisory Committee will provide input to the White Paper.
- CDTC staff represents the NYSAMPO Safety Working Group on the New York City MPO Safety Advisory Working Group to provide updates on transportation safety issues of statewide significance to MPOs. Several teleconference calls were held.
- Staff continues to serve on the NYS Pedestrian Safety Action Plan (PSAP) Implementation Committee which meets monthly.
- Staff participates on the FHWA Pedestrian and Bicycle Focus Cities and States quarterly calls. Two calls were held.
- Staff represented NYSAMPO on the Traffic Records Coordinating Committee and one meeting was held in the reporting period.
- Staff represented NYSAMPO on the NYS Association of Traffic Safety Boards, serving as Engineering Committee chair. Two meetings were held in the reporting period.
- Staff continued to utilize safety data from the Accident Location Information System (ALIS) in CDTC Linkage Program planning studies, the Local Road Safety Action Plan and in development a regional crash profile for the Safety & Security White Paper.
- Staff participated in several training webinars on topics including Taking Action to Reduce Rural Roadway Departures Systemically and Intersection Safety.
- Staff attended the quarterly monthly Albany County Traffic Safety Board Meetings to continue networking and coordinating on local safety initiatives.

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

There was no activity this period.

## **44.27.00 OTHER ACTIVITIES**

### **TASK 7.30 Albany Bicycle-Pedestrian Master Plan**

This Linkage Study was funded in the 2019-2020 fiscal year with \$90,000 in consultant assistance and \$30,000 CDTC staff technical assistance. The City of Albany applied to update the 2009 Bicycle Master Plan to reflect physical changes in the City and current industry standards while also integrating the needs of pedestrians to create a new Bicycle and Pedestrian Master Plan. The update will reassess the 2009 plan goals, update the City's vision for an improved bicycle and pedestrian network, identify gaps and opportunities for the cycling/pedestrian community and prioritize plan implementation in order to serve cyclists and pedestrians of varying demographics. One of the primary considerations of this plan is transportation-related needs of people who traditionally experience transportation disadvantages. The scope of work will include a review of existing plans and local policies, inventory and assessment of existing bicycle and pedestrian facilities and conditions, an extensive public participation program and the development of a plan with recommendations. The outcome will include clear direction on priority locations and desired design treatments for inclusion in street repaving or reconstruction projects. The pedestrian component will identify existing pedestrian infrastructure and recommend policies and/or Americans with Disabilities Act-compliant infrastructure for comfortable and safe pedestrian travel.

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

This project is complete.

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

CDTC and the City of Schenectady are performing complete streets study along Craig Street – Main Avenue (Craig-Main) from Albany Street to Crane Street in the City of Schenectady. This corridor currently experiences high bicycle and pedestrian activity, however, lacks the appropriate infrastructure to safely accommodate existing and future demand. With this study, the City intends to develop a series of recommendations for improved bicycle and pedestrian infrastructure along the project corridor and to secondary locations that include nearby businesses, educational, and community facilities. Place Alliance is the lead consultant for the project

During the reporting period, four Study Advisory Committee meetings were held, two local stakeholder focus group discussions were held, a three-day design charrette was held (which included a project launch party, open house, and design reveal public meeting), and a follow up open house style public meeting was held to connect further with local neighborhoods. During the reporting period, the consultant team also worked on developing alternative concepts and the Draft Final Report.

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

The City of Troy has held two study advisory committee meetings and a field walk through the study area. The consultant team collected data and drafted an existing conditions report. Two public workshops are planned for late October, following

extensive neighborhood and business outreach, a website launch, and the distribution of a survey.

### **NYSAMPO Shared Cost Initiatives**

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

Staff continued to review and approve consultant support invoices. As a member of the NYSAMPO Executive Committee, staff also worked with other MPO Directors to manage this consultant effort.

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

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

*NYSAMPO Working Group Support:* The primary goal of the working groups is to cooperatively identify and address opportunities and issues of statewide significance as they relate to New York's 14 MPOs. NYSDOT is also a participant. Below is a summary of the activity of the 8 working groups for the last 6 month period:

- Bicycle/Pedestrian Working Group – an in-person meeting at the NYSAMPO Summer Conference on July 15, 2019 and a bike tour/inspection on the same day
- Climate Change Working Group – an in-person at the NYSAMPO Summer Conference on July 15, 2019
- Freight Working Group – no activity this period
- GIS Working Group – an in-person meeting on May 23, 2019
- Modeling Working Group – 5 teleconference meetings on April 26, 2019, May 31, 2019, June 28, 2019, July 26, 2019, and September 6, 2019; and 2 in-person meetings on June 19, 2019 and September 27, 2019
- Safety Working Group – 5 teleconference meetings on April 10, 2019, May 22, 2019, June 19, 2019, August 21, 2019, and September 18, 2019; and 1 in-person meeting on July 15, 2019 in Syracuse, NY
- Transit Working Group – 1 teleconference meeting on May 21, 2019
- Transportation Systems Management & Operations Working Group – 1 in-person meeting on July 15, 2019

### **CDTC's Internship Program**

CDTC offers internships to graduate students who are pursuing a career in transportation planning or engineering. CDTC's program encourages the exchange of knowledge between the classroom and CDTC. The program is designed to help students develop skills, abilities, and experience at both the technical and personal level. In return, CDTC benefits from good quality work that supports CDTC's ongoing planning program. Because of federal budget issues and the potential federal funding rescission, this program will be suspended for at least the next six months.

## **Computer Support Services**

Computer-related tasks completed during the period include:

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

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

*Temporary Data Center:* A temporary data center was setup in the CDTC offices. All equipment in the permanent data center that wasn't built-in was moved to the temporary location, providing CDTC staff with normal access to all computer functions with no practical downtime.

*PC Purchase:* CDTC purchased a PC for the newly hired transportation engineer and another to start testing implementation of the Windows 10 operating system.

## **PROBLEMS ENCOUNTERED**

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

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

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

## **MEMBERSHIP CHANGES**

### Planning Committee Changes

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

### Policy Board Changes

- Christopher M. Briggs has replaced Shawn Morse as the Mayor of the City of Cohoes
- Stephen Goodman has replaced Marilyn G. Shazor as the Regional Administrator of the Federal Transit Administration.
- Richard J. Marquis has replaced Michael Canavan as the Albany Division Administrator of the Federal Highway Administration.

## **MEETINGS HELD**

April 1<sup>st</sup> Regional Transportation Coordination Committee  
April 3<sup>rd</sup> Planning Committee Meeting  
April 9<sup>th</sup> Bicycle and Pedestrian Advisory Committee  
May 1<sup>st</sup> Planning Committee Meeting  
May 8<sup>th</sup> Equity Advisory Committee  
May 14<sup>th</sup> Bicycle and Pedestrian Advisory Committee  
May 14<sup>th</sup> Regional Operations and Safety Advisory Committee  
May 15<sup>th</sup> Freight Advisory Committee  
June 4<sup>th</sup> Complete Streets Advisory Committee  
June 6<sup>th</sup> Policy Board  
June 18<sup>th</sup> ADA Working Group  
July 3<sup>rd</sup> Planning Committee Meeting  
July 9<sup>th</sup> Bicycle and Pedestrian Advisory Committee  
July 10<sup>th</sup> Equity Advisory Committee  
July 11<sup>th</sup> Transit Task Force  
July 15<sup>th</sup> Regional Transportation Coordination Committee  
August 6<sup>th</sup> Bicycle and Pedestrian Advisory Committee  
August 7<sup>th</sup> Planning Committee Meeting  
August 21<sup>st</sup> Freight Advisory Committee  
September 3<sup>rd</sup> Complete Streets Advisory Committee  
September 5<sup>th</sup> Policy Board  
September 11<sup>th</sup> Equity Advisory Committee