



Capital District Transportation Committee

Performance and Expenditure Report for April 1, 2021 – September 30, 2021

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For further information contact:

Sandra Misiewicz, AICP
Executive Director
Capital District Transportation Committee
1 Park Place, Suite#101
Albany, New York 12205
Telephone: 518-458-2161
Fax: 518-729-5764
smisiewicz@cdtcmpo.org

TABLE OF CONTENTS

INTRODUCTION.....	3
SUMMARY OF CDTC EXPENDITURE REPORT: FHWA PL & FTA FUNDS.....	3
SUMMARY OF CDTC EXPENDITURE REPORT: OTHER FEDERAL & LOCAL FUNDS.....	5
CDTC STAFF ACTIVITIES PER UPWP TASK DESCRIPTION.....	7
44.21.00 PROGRAM SUPPORT AND ADMINISTRATION	7
1.51 Committee Activities.....	7
1.61 Certification Review	8
1.64 Americans with Disabilities Act (ADA) Compliance	8
1.65 Unified Planning Work Program Development	9
1.66 Environmental Justice Compliance, Title VI, and DBE	9
1.67 Prospectus: Continuing Operations Plan & Operating Procedures	10
1.68 NYSAMPO Administration.....	11
1.69 AMPO/NYSAMPO/TRB Committees and Working Groups	12
1.70 Public Participation	14
1.71 Provision of Community Services	15
1.73 CDTC/CDRPC Technical Assistance	15
1.75 Linkage Program Administration and Technical Support	16
44.22.00 GENERAL DEVELOPMENT AND COMPREHENSIVE PLANNING	17
2.25 Data Collection.....	17
2.28 Census	17
2.29 Geographic Information Systems (GIS).....	18
2.30 Highway Condition Inventory	19
2.30.1 Highway Condition Inventory Albany County.....	19
2.30.2 Highway Condition Inventory City of Albany	20
44.23.01 LONG-RANGE TRANSPORTATION PLANNING (LRTP) - SYSTEM LEVEL.....	21
3.11 STEP Model Development and Maintenance	21
3.21 Energy, Climate Change Initiative, Air Quality and Environment	21
3.31 Infrastructure & Financing Planning	22
3.41 New Visions and RTP Refinement.....	23
3.51 Performance-based Planning & Programming	24
44.23.02 LONG-RANGE TRANSPORTATION PLANNING (LRTP) - PROJECT LEVEL	24
3.22 Regional Operations and Congestion Management.....	24
3.32 Regional Signal Timing Program	25
44.24.00 SHORT RANGE TRANSPORTATION PLANNING (SRTP)	25
4.17 Complete Streets/Arterial Management	25
4.21 Freight Planning	26

4.23 Every Day Counts	27
4.25 Energy Efficient Logistics Grant	28
4.30 Smart Communities	28
4.60 Capital Coexist.....	29
4.67 Bike/Pedestrian Planning.....	30
4.68 Capital District Trails Plan Implementation	31
4.70 Clean Communities	31
44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP).....	32
5.01 TIP Development and Maintenance	32
5.10 Project Delivery and Tracking	34
5.51 Provision of Technical Services	34
5.61 TIP Project Development Support	35
44.26.00 PLANNING EMPHASIS AREAS (PEAS)	35
6.12 Human Service Agency Transportation	35
6.13 Transit Planning	36
6.14 Regional Travel Demand Management Effort	37
6.16.1 Safety Planning	38
6.16.2 Security Planning.....	38
44.27.00 OTHER ACTIVITIES	39
7.10.1 Town of Colonie GEIS Support.....	39
7.10.2 Town of Malta GEIS Support	39
7.20 Shared Transit Service Planning and Analytics Initiative.....	40
7.40 Ballston Spa Pedestrian & Bicycle Master Plan	41
7.50 Menands Land Use Regulations Update	41
7.60 Scotia Downtown Connections Plan	42
7.70 East & North Greenbush Route 4 Corridor Study.....	42
7.80 City of Troy: Federal Street Corridor Study.....	43
7.85 City of Rensselaer: Rensselaer Waterfront.....	44

Introduction

The Unified Planning Work Program identifies transportation planning and programming activities that are to be undertaken in the Capital Region during the upcoming two years. The intent of the comprehensive work plan is to coordinate all federally funded transportation-related planning activities in the region.

This Performance and Expenditure Report fulfills the requirements of Title 23 §420.117 of the *Code of Federal Regulations* related to monitoring and reporting requirements of Federal Highway Administration planning and research funds by sub recipients “to assure that the work is being managed and performed satisfactorily and that time schedules are being met.”

SUMMARY OF CDTC EXPENDITURE REPORT: FHWA PL & FTA FUNDS

Task#	Task/Project Description	Budgeted FHWA Funds	Expended FHWA Funds	Budgeted FTA Funds	Expended FTA Funds
1.51	Committee Activities	62,730	21,125	17,270	12,633
1.61	Certification Review	3,000	0	2,000	0
1.64	ADA Compliance	64,500	11,740	3,000	2,979
1.65	UPWP Development	10,000	0	10,000	10,101
1.66	Environ. Justice/Title6/DEB Report	20,000	15,007	10,000	12,553
1.67	Prospectus	0	0	1,000	0
1.68	NYS MPO Administration SCI	150,000	0	0	0
1.69	NYSMPO/ AMPO/ TRB	40,000	14,271	20,000	6,595
1.70	Public Participation	3,955	3,909	36,045	6,444
1.71	Provision of Community Services	15,000	3,816	30,513	6,433
1.73	CDTC/CDRPC Technical Assistance	47,212	14,291	0	0
1.75	Linkage Administrative/ Technical	40,000	20,416	0	0
2.25	Collection of Transportation Data	55,000	3,962	20,000	16,334
2.28	Census	13,000	153	7,000	2,768
2.29	GIS	74,688	31,675	10,312	8,125
2.30	Non-Fed. Hwy Condition Inventory	25,000	8,563	0	0
2.301	Albany County: Hwy Cond. Inventory	0	0	0	0
2.302	City of Albany: Hwy Cond. Inventory	0	0	0	0
3.11	STEP Model Development	28,371	536	21,629	9,280
3.21	Energy/ Climate/ Air Quality	25,000	12,943	0	0
3.31	Infrastructure & Financial Planning	92,500	71,441	0	0
3.41	New Visions & RTP Refinement	65,000	6,597	30,000	12,510

3.51	Performance-Based Planning	30,000	1,525	0	0
3.22	Regional Operations/ Congestion	30,000	28,389	0	0
3.32	Regional Signal Timing	60,000	0	0	0
4.17	Complete Streets/ Arterial Mgmt.	69,841	47,010	22,228	21,744
4.21	Freight Planning	148,875	32,626	0	0
4.23	Every Day Counts	5,000	178	0	0
4.25	Energy Efficient Logistics	10,000	0	10,000	866
4.30	SMART Communities	115,000	7,938	0	0
4.60	Capital Co-Exist	73,728	17,195	0	0
4.67	Bikeway/ Pedestrian Planning	105,000	54,546	0	0
4.68	Capital District Trails Plan	81,182	0	0	0
4.70	Clean Communities	30,000	0	0	0
5.01	TIP Development & Maintenance	180,000	109,464	20,000	22,688
5.10	Project Delivery & Tracking	20,000	6,608	0	0
5.51	Provision of Technical Services	20,000	697	10,000	7,288
5.61	Project Development Support	0	0	0	0
6.12	HSA Transportation	37,060	2,916	22,940	8,829
6.13	Transit Planning	230,000	13,464	15,000	8,045
6.14	Regional TDM Effort	70,000	21,553	20,000	7,806
6.161	Safety Planning	60,000	4,650	10,000	4,608
6.162	Security Planning	20,000	235	0	0
7.101	Town of Colonie: GEIS Support	0	0	0	0
7.102	Town of Malta: GEIS Support	0	0	0	0
7.20	NYS MPO Transit SCI	0	0	10,000	2,837
7.40	Village of Ballston Spa Linkage: Bike/Pedestrian Master Plan Study	75,000	19,383	0	0
7.50	Village of Menands Linkage: Land Use Regulations Update	90,000	27,797	0	0
7.60	Village of Scotia Linkage: Downtown Connections Plan	75,000	13,538	0	0
7.70	Towns North & East Greenbush Linkage: Route 4 Corridor Study	37,500	6,030	0	0
7.80	City of Troy Linkage: Federal Street Corridor Study	33,750	3,669	0	0
7.85	City of Rensselaer Linkage: Waterfront Connectivity Study	37,500	6,517	0	0

SUMMARY OF CDTC EXPENDITURE REPORT: OTHER FEDERAL & LOCAL FUNDS:

Task#	Task/Project Description	Other Federal Funding	Expended Other	Local Funding	Expended Local
1.51	Committee Activities	0	0	0	0
1.61	Certification Review	0	0	0	0
1.64	ADA Compliance	0	0	9,000	0
1.65	UPWP Development	0	0	0	0
1.66	Environ. Justice/Title6/DEB Report	0	0	0	0
1.67	Prospectus	0	0	0	0
1.68	NYS MPO Administration SCI	250,000	57,003	0	0
1.69	NYSMPO/ AMPO/ TRB	0	0	0	0
1.70	Public Participation	0	0	0	0
1.71	Provision of Community Services	0	0	0	0
1.73	CDTC/CDRPC Technical Assistance	0	0	0	0
1.75	Linkage Administrative/ Technical	0	0	0	0
2.25	Collection of Transportation Data	0	0	0	0
2.28	Census	0	0	0	0
2.29	GIS	0	0	0	0
2.30	Non-Fed. Hwy Condition Inventory	0	0	0	0
2.301	Albany County: Hwy Cond. Inventory	0	0	12,000	7,976
2.302	City of Albany: Hwy Cond. Inventory	0	0	21,780	21,344
3.11	STEP Model Development	0	0	0	0
3.21	Energy/ Climate/ Air Quality	0	0	0	0
3.31	Infrastructure & Financial Planning	0	0	0	0
3.41	New Visions & RTP Refinement	0	0	0	0
3.51	Performance-Based Planning	0	0	0	0
3.22	Regional Operations/ Congestion	0	0	0	0
3.32	Regional Signal Timing	0	0	0	0
4.17	Complete Streets/ Arterial Mgmt.	0	0	0	0
4.21	Freight Planning	0	0	0	0
4.23	Every Day Counts	0	0	0	0
4.25	Energy Efficient Logistics	0	0	0	0
4.30	SMART Communities	0	0	0	0
4.60	Capital Co-Exist	0	0	0	0
4.67	Bikeway/ Pedestrian Planning	0	0	0	0

4.68	Capital District Trails Plan	0	0	18,000	2,173
4.70	Clean Communities	109,000	24,672	0	0
5.01	TIP Development & Maintenance	0	0	0	0
5.10	Project Delivery & Tracking	0	0	0	0
5.51	Provision of Technical Services	0	0	0	0
5.61	Project Development Support	135,000	1,927	0	0
6.12	HSA Transportation	0	0	0	0
6.13	Transit Planning	0	0	0	0
6.14	Regional TDM Effort	0	0	0	0
6.161	Safety Planning	0	0	0	0
6.162	Security Planning	0	0	0	0
7.101	Town of Colonie: GEIS Support	0	0	45,000	6,803
7.102	Town of Malta: GEIS Support	0	0	30,000	3,573
7.20	NYS MPO Transit SCI	448,590	12,129	0	0
7.40	Village of Ballston Spa Linkage: Bike/Pedestrian Master Plan Study	0	0	15,000	15,000
7.50	Village of Menands Linkage: Land Use Regulations Update	0	0	20,000	0
7.60	Village of Scotia Linkage: Downtown Connections Plan	0	0	15,000	0
7.70	Towns North & East Greenbush Linkage: Route 4 Corridor Study	0	0	22,500	0
7.80	City of Troy Linkage: Federal Street Corridor Study	0	0	12,500	0
7.85	City of Rensselaer Linkage: Waterfront Connectivity Study	0	0	15,000	0

CDTC STAFF ACTIVITIES PER UPWP TASK DESCRIPTION

44.21.00 PROGRAM SUPPORT & ADMINISTRATION

Task 1.51 Committee Activities

Established Goal: To support ongoing administrative activities related to CDTC meetings, maintenance of committee membership and structure, personnel management, and other organizational activities.

Actual Performance:

- Sandra Misiewicz, AICP, was hired as CDTC’s Executive Director, replacing Michael V. Franchini.
- Four Planning Committee meetings were held; discussion items included CDTC’s TIP project delivery updates, NYSDOT’s project delivery schedule and status reports on CDTC, state, regional and local government planning activities.
- Planning Committee approved updated TIP solicitation and evaluation process materials, 25 TIP amendments, adjusted budget estimates for TIP fiscal constraint, three Community Planning Technical Assistance Program project awards, 2021 Capital Coexist mini-grant planning projects, NYSDOT 2022 Safety performance measure targets, 2020-2021 UPWP close out budget amendments and a 2021-22 freight planning project.
- Two Policy Board meetings were held.
- Policy Board authorized CDTC staff to solicit for new 2022-2027 TIP projects and approved the 2022 TIP update process materials, 15 TIP amendments, the NYSDOT 2022 Safety performance measure targets and the solicitation for new planning activities related to the 2022-2023 UPWP.
- Presentations to the Planning Committee and Policy Board included the City of Albany Bicycle and Pedestrian Master Plan, Albany County Airport Authority’s New Airport Master Plan, CDTA’s Red Line BRT Upgrades, Regional Bridge Program update by CDTC and NYSDOT Region-1, Albany Port District Commission and CDTC’s 2022-2027 Transportation Improvement Program Update.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
62,730	21,125	41,605	17,270	12,633	4,637	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.61 Certification Review

Established Goal: To support staff activity related to FHWA and FTA certification of CDTC as the MPO for the Capital Region of New York. The certification review process ensures CDTC is satisfactorily meeting the planning requirements as defined in Federal laws and regulations.

Actual Performance:

- The last formal USDOT certification review was completed September 2020
- Reviewed Certification Review recommendations with FHWA to identify implementation opportunities.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
3,000	0	3,000	2,000	0	2,000	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.64 Americans with Disabilities Act (ADA) Compliance

Established Goal: To ensure ADA compliance by monitoring CDTC’s policies, practices, and procedures including publications, public meetings, the website, and the office space. Staff support is also provided for municipal development of ADA Transition Plans.

Actual Performance:

- Staff provided GIS sidewalk data to the consultant for the ADA Transition Plans.
- The consultant completed the Town of Glenville ADA Self-Analysis and Transition Plan, which was adopted by the Town Board.
- City and consultant staff completed data collection in Saratoga Springs and the consultant began drafting the Transition Plan.
- After soliciting municipal applications at the beginning of the reporting period, the consultant began data collection on an ADA Self-Analysis and Transition Plan for the City of Albany.
- CDTC presented on its involvement in municipal transition plan work in a webinar sponsored by the FHWA Office of Civil Rights.
- CDTC’s website consultant conducted an accessibility scan and made a number of changes to improve accessibility.
- An accessibility statement along with a way to contact CDTC for anyone experiencing accessibility difficulties was implemented at <https://www.cdncmpo.org/accessibility-statement>.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
64,500	11,740	52,760	3,000	2,979	21	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.65 Unified Planning Work Program (UPWP) Development

Established Goal: To develop and maintain CDTC’s UPWP which describes all metropolitan transportation and air quality planning activities anticipated within a two-year period, regardless of funding source. The UPWP is developed in cooperation with NYSDOT, CDTA, and other CDTC members. Staff will continue to carry out the UPWP and monitor planning activity progress. The 2022-2023 UPWP will shift to a one year work program.

Actual Performance:

- Developed a UPWP solicitation for planning projects for the 2022-2023 UPWP with Policy Board and Planning Committee approval. Moving forward, CDTC will develop a new UPWP annually.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
0	0	0	10,000	10,101	-101	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.66 Environmental Justice, Title VI, and Disadvantaged Business Enterprise

Established Goal: Take reasonable steps to secure access to opportunities that ensure no person is denied benefits of CDTC’s planning process on the basis of minority and/or low income status, and to identify and address disproportionately high and adverse human health or environmental effects of CDTC’s programs, policies, and activities on minority and low income populations. Staff accomplishes this by promoting collaborative problem solving on issues related to Environmental Justice and Title VI, and providing input on the most effective methods to engage and respond to Environmental Justice and Title VI populations.

Actual Performance:

- CDTC remains in full compliance with Title VI and Environmental Justice (EJ) requirements.
- Participated in an FHWA/AMPO GIS Peer Exchange on Equity.
- Continued to collaborate with NYSDOT, CDTA and various federal agencies to meet the requirements and keep informed of recent and proposed federal requirements.
- Attended monthly FHWA EJ and Equity Screening Tools Peer Network webinars.
- Developed guidance on mapping and documenting EJ and Limited English Proficiency (LEP) populations for CDTC regional studies

- Produced EJ and LEP mapping for the City of Rensselaer Waterfront Connectivity Linkage Study, the East & North Greenbush Route 4 Corridor Linkage Study and the Troy Federal Street Corridor Linkage Study.
- The Equity Advisory Committee (EAC) met three times during the reporting period.
- Continued work on the now renamed “Transportation and Race and Poverty” analysis, to which staff added additional analysis showing municipalities with many times more low income jobs than low income residents, and began to outline the connection between zoning and the job-residence mismatch for low income residents.
- Continued EAC discussion on the tracker of planning and construction projects underway in CDTC-designated environmental justice areas. Transportation, Race and Poverty Report is 95% complete.
- Provided NYSDOT with a semi-annual DBE report in April 2021.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
15,000	15,007	-7	10,000	12,553	-2,553	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.67 Prospectus: Continuing Operations Plan & Operating Procedures

Established Goal: To maintain the basic documentation defining the roles and responsibilities of CDTC member agencies in CDTC’s five-year Continuing Operations Plan, called the Prospectus. The Prospectus describes CDTC’s planning approach, agency roles and responsibilities as well as the procedures used to carry out the federally-mandated transportation planning process.

Actual Performance: There has been no change as the Continuing Operations Plan was updated in June 2020.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
0	0	0	1,000	0	1,000	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.68 NYS MPO Administration

Established Goal: To support the New York State Association of Metropolitan Planning Organizations (NYSAMPO) by administering the staff consultant contract on behalf of the association. The Policy Committees of all fourteen MPOs authorize the use of pooled funds to contract with an individual or planning firm to provide staff support. CDTC manages this statewide contract. The Association is the focal point for the Shared Cost Initiative program – collaborative statewide planning efforts that use pooled State (FHWA SPR) and Federal (FHWA PL and FTA MPP) funds to support planning activities of a mutually beneficial nature.

Actual Performance:

- Continued to participate with the fourteen other New York MPOs in the Statewide Association to manage the T.Y. Lin International staff support contract.
- Attended 24 weekly Executive Committee teleconference meetings, and 7 biweekly Directors/NYSDOT teleconference meetings.
- The consultant team led by T.Y. Lin accomplished the following:
 - Supported NYSAMPO Director’s Group meetings with Agendas, Meeting Notes, and Technical information.
 - Coordinated and produced a LRTP system performance report outline and TIP anticipated effects narrative.
 - Coordinated with NYSDOT on an FHWA annual performance and expenditure reporting template along with supporting information.
 - Supported eight Working Group Meetings with Agendas, Minutes, and Technical Information.
 - Organized and supported an FHWA Planning for Reliability training series held 7/26/21 to 7/28/21.
 - Updated working group forums on NYSAMPO website and updated the website as requested.
 - Developed timeline of key Transportation Performance Management dates for internal review.
 - Developed and expanded shared Google Doc containing public engagement resources and best practices.
 - Organized for virtual meeting training, including updates of participant rosters and coordination.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
150,000	0	0	0	0	0	100,000*	57,003*	42,997*

*FHWA SPR

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.69 NYSMPO/AMPO/TRB Committees and Working Groups

Established Goal: CDTC staff training and peer exchange by participating on committees and working groups related to the Association of Metropolitan Planning Organizations (AMPO) and the New York State Association of Metropolitan Planning Organizations (NYSAMPO). Staff also attends Transportation Research Board meetings.

Actual Performance: Activity related to NYSAMPO Working Groups included:

Bicycle/Pedestrian Working Group - two virtual meetings held

- Provided bicycle and pedestrian planning and programming updates.
- Participated in trail count subcommittee which is researching automated counting technologies and developing models for MPOs to share and display trail count and other trail use data.

Climate Change Working Group (CDTC staff Chair) - two virtual meetings held

- Research and compiled information related to resiliency planning best practices.
- Facilitated discussion amongst NYSMPOs, NYSDOT, NYSEC and NYSERDA on mobility and the COVID-19 pandemic and anticipated recovery.
- Continue to coordinate with USDOT, USDOE, and NYS agencies on VW Settlement disbursement, NYS Clean Transportation Roadmap planning, the Climate Assessment working groups, and monitoring the implementation of the NYS Climate Leadership and Community Protection Act (CLCPA).
- CDTC staff has coordinated and scheduled training by FHWA headquarters staff on the USDOT Transportation Climate Change Sensitivity Matrix for October 21, 2021.

Freight Working Group (CDTC staff Chair) - four seminar sessions held

- Awarded assistance from the FHWA Resource Center for a NYSAMPO Freight & Land Use Seminar.
- Participated in the development of the seminar agenda and content.

Modeling Working Group (CDTC staff Vice-Chair) – 6 virtual meetings & three seminar sessions

- Awarded assistance from the FHWA Resource Center for a NYSAMPO Forecasting & Modeling Seminar.
- Participated in the development of the seminar agenda and content.
- Modeling Working Group continues to serve as a steering committee for the development of the SUNY Albany Visualization and Informatics Lab (AVAIL) NPMRDS Web-tool.

Public Engagement Working Group - three virtual meetings held

- Established in June 2021 to facilitate the sharing of information and ideas for virtual public engagement strategies and computer software and hardware, meeting once a month or as needed.
- Shared best practices for virtual public engagement in the long range plan development process.
- Created a Google Doc to help facilitate the continued sharing of information.

Safety Working Group (CDTC staff Chair through August 2021) – six virtual meetings held

- Assembled an internal memo for NYSAMPO related to the MUTCD Notice of Proposed Amendments and Comment Period highlighting the proposed changes.
- Presentations included FHWA's Safe System Based Framework for Assessing Intersections, USLIMITS2, the Safe System Approach and HSIP.
- Supported the update of the NYS Traffic Records Strategic Plan for FFY 2022.
- Developed an HSIP flow chart for local governments in assessing candidate projects for federal safety funds.
- Participated in the NHTSA Pedestrian Safety Pilot Project and the NYS Pedestrian Safety Action Plan update.

- Members discussed the relationship of New York State’s recreational marijuana legislation to traffic safety, traffic counts and progress made on the safety performance measures in 2019 and 2020.
- Organized an ESRI and NYSDOT led webinar training for safety data and GIS.

Transit Working Group – 2 teleconference meetings

- Staff in Rochester presented on Reimagine RTS and the new Transit app.
- CDTC leads and provided an update on the Shared Cost Initiative Transit Analytics Project.
- Members provided updates on population shifts during the COVID-19 pandemic, public engagement for TCAT’s Transit Development Plan, American Rescue Plan transit funding, electric propulsion in transit fleets, NYSDOT Mobility Services RFI, the Section 5310 solicitation, corridor transit and land use strategies, and the NYS Comptroller’s report on pandemic impacts on transit.

Activity related to AMPO Working Groups included:

AMPO Urban Area Changes Working Group – 3 virtual meetings

- AMPO’s Urban Area Changes Working Group which was formed in response to the Census Bureau’s proposed changes to the UAB update process in the 2020 Census, published in the Federal Register. The working group is made up of volunteers from members of AMPO’s Technical and Policy Committees, and Data and GIS & Data Visualization Working groups and its purpose is to explore the potential impacts, share analyses and prepare formal comments for submittal.
- Reviewed meeting minutes and draft AMPO Proposed Changes to the Urban Area Resource Guide.
- Provided CDTC’s sample Urban Area Boundary Update Exercise to AMPO, which was published in AMPO’s Proposed Changes to the Urban Area Resource Guide.
- Reached out to NYSAMPO for feedback on the Urban Area Boundary update proposed delineation criteria.
- Submitted comments on behalf of CDTC, its members and NYSAMPO to be included in the official AMPO response letter to the Federal Register.

AMPO Public Involvement Working Group – 2 virtual meetings

- MPO staff discussed topics including equity and Title VI, engagement with hard-to-reach communities and strategies for virtual public engagement.

AMPO Data Working Group – 1 virtual meeting & 2 virtual events

- Participated in AMPO Data Working Group Meeting (1)
- Attended AMPO Vendor Roadshow and AMPO Vendor Roadshow Debrief (2)

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
45,000	14,271	30,729	20,000	6,595	13,405	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.70 Public Participation

Established Goal: To support implementation of CDTC’s Public Participation Plan and to maintain CDTC’s website, manage social media, publish a quarterly newsletter and support consultant led public participation initiatives.

Actual Performance:

- June and September 2021 newsletters were printed and distributed to the approximately 1,700 address mailing list (includes hardcopy mail-outs and email).
- Researched new electronic newsletter distribution methods that could help better engage newsletter recipients and track interaction with newsletter articles.
- Regularly updated social media accounts, including Facebook, Twitter, and YouTube with public meeting notices, project updates, requests for public comment, and other announcements and information. This included the development of content to promote CDTC meetings, events, funding opportunities, and New Visions goals and messaging, live streaming of CDTC meetings to YouTube, as well as cross promotion of information and events with NYS agencies like NYSDOT and regional partners like CDRPC and CDTA. Below provides an overview of CDTC social media activity during the reporting period:

Social Media Activity Apr. 1 – Sept. 16, 2021		
Platform	Posts	Engagements
YouTube	28	714
Twitter*	138	67,888
Facebook	42	4,464

**does not include replies*

- Continued to explore new virtual public involvement techniques, equipment, and strategies.
- Promoted meetings and events related to the Village of Ballston Spa Ballston Spa Pedestrian and Bicycle Master Plan, the Village of Scotia Downtown Connections Study and the Village of Menands Zoning Update.
- Developed a number of informational and training webinars that were available to the public via the CDTC YouTube channel.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
3,955	3,909	46	36,045	6,444	29,601	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.71 Provision of Community Services

Established Goal: Provide traffic data and other limited technical assistance to members, local agencies, businesses, the development community, engineering and planning consultants, students, and various community groups. These efforts are simple with short timelines requiring limited staff resources.

Actual Performance:

- Provided 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.
- Met with business groups and individuals on non-policy oriented projects
- Responded to several telephone calls and emails requesting general planning information.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
20,000	3,816	16,184	30,513	6,433	24,080	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.73 CDTC/CDRPC Technical Assistance Program

Established Goal: To provide Technical Assistance through staff time to local governments undertaking small community planning initiatives. Projects must be small in scale and scope, result in a defined product, and relate to the principles of CDTC’s regional transportation plan. Work under this task is a joint CDTC/CDRPC effort.

Actual Performance: Worked with CDRPC staff on the administration of the technical assistance program including management of program guidelines, meetings with potential applicants, maintenance of the application form and coordination on project budgets and scopes. Technical assistance projects initiated or completed in the reporting period include:

Saratoga Greenbelt – Wilton Connector Trail (initiated)

- Saratoga County, the Town of Wilton, and City of Saratoga Springs are jointly evaluating trail connections and routing options.
- Held kick-off meeting on September 22, 2021 and a site visit has been scheduled for October 25, 2021.

Town of Guilderland - Development Growth Trends Analysis (initiated)

- Initiated the transportation analysis portion of the project, including project kickoff and data collection

Town of North Greenbush - Existing Conditions and Resource Mapping Project (initiated)

- Award letter was sent and Project Kick-off meeting was held
- CDTC mapping products were created and sent to CDRPC for review and to share with the Town

City of Troy - Regional Growth and Infrastructure Capacity Analysis (initiated)

- Completed the transportation analysis portion, including specification of the issue(s), data collection, travel demand modeling and forecasting, and a technical memorandum

Town of Glenville – Hoffman Hill Road Safety Analysis (completed)

- Provided draft report to Town of Glenville staff for review and feedback
- Presented findings to Town of Glenville stakeholders on April 9th, 2021
- Completed final report; final deliverables sent to the Town of Glenville.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
52,212	14,291	37,921	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 1.75 Linkage Program Administration and Technical Support

Established Goal: To provide administrative support to CDTC’s Community and Transportation Linkage Planning Program (Linkage Program). This task provides staff support for Linkage Program management, Planner Forum meetings and development of annual project solicitation materials. Planning initiatives funded through the Linkage Program are listed as individual tasks in the UPWP.

Actual Performance:

- Updated the Linkage Program Administration Guidelines, providing them and draft Memorandum of Understanding documents to 2021-2022 Linkage Program sponsors.
- Updated CDTC’s Linkage Program ArcGIS Online mapping application.
- Held two Community Planner Forum meetings with presentations on the proposed Urban Area Boundary changes and potential impacts, the CDTC/CDRPC Technical Assistance Program, CDTA’s Micro Transit Flex Pilot and New Visions 2050 Planning and Implementation tools. Discussion was held on the development of a transit access toolkit, the 2020 U.S. Census and regional and local planning project updates.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
40,000	20,416	19,584	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

44.22.00 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING

Task 2.25 Collection of Transportation Data

Established Goal: Data collection is a critical component of CDTC’s work program and is an ongoing need. Sites will be selected using criteria developed by CDTC staff. Under this task, a consultant will be hired to collect traffic volume data and horizontal curve safety data to support future planning efforts.

Actual Performance:

- Developed RFP following stakeholder discussions
- Released RFP on June 7th, 2021; proposals due July 9th, 2021
- Corresponded with local stakeholders and CDTC staff to develop list of count locations
- Met with Freight Advisory Committee (8/18) and ROSAC (7/22) to present data collection locations for discussion and feedback
- Quality Counts, LLC selected as consultant; scope negotiations in progress. Consultant shall conduct approximately 60 traffic counts and collect safety data on 75 centerline miles of curves. Kickoff expected early October when contract is finalized.

Progress in Meeting Schedules:

This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
55,000	3,962	51,038	20,000	16,334	3,666	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 2.28 Census

Established Goal: CDTC will work jointly with CDRPC to synthesize data related to the 2020 Decennial Census. CDRPC will work with CDTC to prepare customized data sets and update the Capital Region Indicators website with American Community Survey (ACS) and decennial census data. Annual updates will be made as data sets are released by the U.S. Census Bureau. Work under this task is a joint CDTC/CDRPC effort.

Actual Performance:

- Attended 2021 ACS Data User Conference and various Census Webinars .

- Participated in the AMPO Urban Areas Changes Working Group formed in response to the Census Bureau’s proposed changes in the Federal Register to the Urban Area Boundary update process in the 2020 Census.
- Coordinated with CDRPC on 2020 Census related data and programs.
- CDRPC staff maintained the Regional Indicators Website and provided training on the use of the site.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
13,000	153	12,847	7,000	2,768	4,232	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 2.29 Geographic Information Systems (GIS)

Established Goal: CDTC will work with CDRPC to use geospatial technologies including GIS and GPS in data collection, data analysis and map production for topics such as trail mapping, bicycle and pedestrian infrastructure and highway condition scoring. CDTC will also continue to maintain and update its interactive online GIS mapping applications. CDRPC will continue to process, manipulate and map information specific to the region and products will be posted on CDRPC’s website (cdrpc.org) for public consumption. Work under this task is a joint CDTC/CDRPC effort.

Actual Performance:

Ongoing management of CDTC’s Geographic Information Systems included:

- Managed GIS software and hardware
- Managed GIS staff
- Provided technical assistance to staff
- Responded to internal and external GIS data requests
- Performed GIS data backups
- Updated the Maps page on CDTC’s Website
- Downloaded updated GIS data sets from the NYS GIS Clearinghouse
- Researched and explored GIS software and applications
- Provided an inventory of GIS and GPS software installations and hardware to CDTC’s Executive Director
- GIS Training
 - Continue to learn and utilize ArcGIS Pro software
 - Attended GeoEd’21 Virtual Conference and received training on several ESRI GIS products
 - Attended 2021 ESRI Virtual Annual Users Conference
 - Viewed several GIS Webinars

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
74,688	31,675	43,013	10,312	8,125	2,187	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 2.30 Highway Condition Inventory

Established Goal: To conduct regular pavement condition surveys of Capital Region roads by CDTC staff. CDTC's Metropolitan Transportation Plan and the Transportation Improvement Program rely on pavement condition data that is comprehensive, reliable, and easily accessible.

Actual Performance:

- Reviewed materials and feedback from CDTC staff and NYSDOT staff regarding Automated Pavement Condition Inventories.
- Ongoing management of CDTC's Highway Condition Inventory Program.
- Updated CDTC's Non-State Federal Aid Road database with 2019-2021 paving data, corrected roadway alignments and began rating pavements for the 2021 Inventory.
- Updated CDTC's Local Road Sample and County Road Inventory databases with 2019-2021 paving data and corrected roadway alignments.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
25,000	8,563	16,437	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 2.30.1 Highway Condition Inventory Albany County

Established Goal: Carry out the annual survey of Albany County-owned roads (signed County Routes) under the ongoing contract with Albany County. Contract deliverables include pavement ratings, tables, charts and maps, as well as GIS files and a final report summarizing current and historical pavement condition.

Actual Performance:

- Developed and received the 2021 MOU in coordination with Albany County.
- Received the 2021 highway Improvement list from the Albany County Department of Public Works.
- Updated the Albany County Road Inventory with 2021 paving data; prepared database for field ratings.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
NA	NA	NA	NA	NA	NA	12,000*	5,804*	6,196*

*Albany County

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 2.30.2 Highway Condition Inventory City of Albany

Established Goal: The biennial survey of Albany City-owned roads will be carried out under the biennial contract with the City of Albany. Contract deliverables include pavement ratings, tables, charts and maps, as well as GIS files and a final report summarizing current and historic pavement condition.

Actual Performance:

- Completed database enhancements as requested by the City for the 2021 Inventory.
- Updated databases with 2020 & 2021 paving data and completed pavement ratings for the 2021 Inventory.
- Sent draft pavement ratings ratings and maps to the City for review.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
NA	NA	NA	NA	NA	NA	21,780*	21,344*	436*

*City of Albany

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

44.23.01 LONG-RANGE TRANSPORTATION PLANNING (LRTP) - SYSTEM LEVEL

Task 3.11 STEP Model Development and Maintenance

Established Goal: To update and enhance the CDTC’s STEP Model to incorporate the latest Census data for population and households, and fully incorporate CDRPC forecasts of population, households, and employment, and recent traffic counts.

Actual Performance:

- Made refinements to the Systematic Transportation Evaluation and Planning (STEP) model roadway network, traffic analysis zones, and other background assumptions.
- Continued to monitor and incorporate the latest available Vehicle Miles Traveled (VMT) updates.
- Investigated methods to incorporate and combine the latest EPA MOVES Model outputs with STEP Model outputs.
- Coordinated with NYSDOT to review the 2018 National Household Travel Survey (NHTS) MPO add-on data and reporting.
- Continued to prepare for the upcoming release of the 2020 Census data and (future) Census-based CDRPC forecasts of population, households, and employment.
- Continued to research methods for incorporating NPMRDS data for model calibration/validation.
- Continued to research the availability and use of big-data sources as a supplement for household travel survey data.
- Participated in the NYSAMPO Forecasting & Modeling Seminar.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
28,371	536	27,835	21,629	9,280	12,349	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 3.21 Energy, Climate Change Initiative, and Air Quality

Established Goal: To ensure CDTC’s is meeting is air quality conformity requirements under the Clean Air Act. CDTC’s metropolitan planning area continues to be in Nonattainment for the 1997 Ozone National Ambient Air Quality Standards (NAAQS), requiring air quality conformity for TIP projects. Staff will also work to collaborate with resource and infrastructure agencies to integrate information on best practices related to green infrastructure, low impact development, transfer of development rights/open space preservation and sustainability in land use/transportation planning activities.

Actual Performance:

- Consulted with the New York State Interagency Consultation Group (ICG), as required, for all TIP amendments during the reporting period.
- Coordinated with the ICG to assign exempt/non-exempt status and apply appropriate codes to new TIP projects.
- Received concurrence from ICG on exempt status for all new TIP projects.
- Produced Environmental Mitigation mapping for the following planning studies:
 - City of Rensselaer Waterfront Connectivity Linkage Study
 - East & North Greenbush Route 4 Corridor Linkage Study
 - Troy Federal Street Corridor Linkage Study

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
25,000	12,943	12,057	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 3.31 Infrastructure & Financial Planning

Established Goal: Manage the Local Bridge Preservation Study (consultant team led by CDM Smith) along with managing CDTC’s infrastructure planning related to the evaluation of pavement and bridge projects for the next TIP update. Staff will seek opportunities to implement the recommendations of CDTC’s Infrastructure White Paper developed as part of New Visions 2050.

Actual Performance:

- Continued coordination with Local Bridge Preservation Study Steering Committee on Bridge NY applications and field visits in-depth investigations; results of in-depth reviews included in draft report.
- Met with consultant team to discuss Bridge Computed Condition Rating methodology and worksheet development (to be used in upcoming TIP project solicitation)
- Presented draft workbook and draft report for discussion and feedback. Feedback incorporated into final report.
- Presented the study methodology and results to CDTC’s Planning Committee.
- Study completed in August with delivery of final report and worksheet.
- Developed methodology for computing bridge condition and calculating benefit-cost ratios for upcoming TIP project solicitation.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
122,500	71,441	51,059	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 3.41 New Visions and RTP Refinement

Established Goal: New Visions 2050 was adopted September 2020. CDTC will develop training materials for Planning Committee, Policy Board, and citizens on New Visions implementation. Short- and long-term actions and related performance measures will be monitored and CDTC will develop tools to assist local governments in transportation and land use planning initiatives. CDTC will coordinate and meet with regional, state, and federal partners regularly to assess ongoing challenges and planning topics in the Region.

Actual Performance:

- Planned, coordinated, and hosted six webinars as part of the New Visions Virtual Learning Series, including a 3-part Complete Streets Summer Series.
- Uploaded all New Visions webinars to the CDTC YouTube channel.
- Maintained the New Visions 2050 resource webpage.
- Created a new webpage for the New Visions Virtual Learning Series.
- Scheduled a New Visions Complete Streets training workshop for the Town of Colonie for October.
- Continued monitoring mobility, economic recovery, and other trends related to COVID-19 to assess what amendments might be needed to New Visions.
- Tracked resiliency planning best practices and ongoing efforts in the region to develop an updated “Security & Resiliency” chapter for New Visions.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
65,000	6,597	58,403	30,000	12,510	17,490	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 3.51 Performance-Based Planning

Established Goal: To include national performance goals for the Federal-Aid Highway and Federal Transit Programs in CDTC planning activities. CDTC has adopted NYSDOT and CDTA performance measures and targets that correspond to national performance goals. This task will monitor CDTC performance measures, explore new ways to present performance measures to the public and review the TIP project selection process as it relates to performance measures.

Actual Performance:

- Staff continued to collect and analyze data for over 50 CDTC-specific performance measures corresponding to each of the 13 New Visions planning and investment principals.
- Staff continued performance measure data collection for NYSDOT and CDTA performance targets.
- Hosted a New Visions Learning Series webinar to educate the public and CDTC members on the performance-based planning and programming approach and coordinated with FHWA to include information on performance measures from a federal perspective. Webinar link - <https://www.youtube.com/watch?v=n6C654XPbAQ&t=9s>.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
30,000	1,525	29,848	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

44.23.02 LONG-RANGE TRANSPORTATION PLANNING (LRTP) – PROJECT LEVEL

Task 3.22 Regional Operations and Congestion Management

Established Goal: To facilitate the Regional Operations and Safety Advisory Committee (ROSAC) to plan for the implementation of ITS, incident management, congestion management and safety. Staff will also maintain the ongoing Congestion Management Process. Staff will support the establishment of a Traffic Incident Management Committee as well as monitor traffic and develop a signalized intersection inventory for the region.

Actual Performance:

- Continued monitoring of traffic data related to impact of COVID and shared data with CDRPC for the purpose of updating Capital District Indicators.
- Continued testing of AVAIL NPMRDS tools.
- Held two ROSAC meetings with a presentation on COVID mobility impacts and discussed the Smart Communities project and the Data Collection Services project.

- Presented COVID monitoring data to Freight Advisory Committee on 5/19.
- Participated in a three-day NYSAMPO FHWA Reliability Workshop and presented on CDTC Congestion Management Process in a workshop session.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
60,000	28,389	31,611	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 3.32 Regional Signal Timing Program

Established Goal: Staff will create a formal Regional Traffic Signal Timing Program that includes region-wide signal screening to identify signal re-timing candidate locations, hiring a traffic engineering firm to conduct turning movement counts, develop optimized timings, and field-implement the timing directives, conduct before-and-after studies to quantify the benefit of the retiming and establish a proactive signal retiming monitoring system.

Actual Performance: Project remains on hold due to impact of COVID on traffic.

Progress in Meeting Schedules: Project remains on hold due to impact of COVID on traffic; no hours billed to date.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
60,000	0	60,000	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

44.24.00 SHORT-RANGE TRANSPORTATION PLANNING (SRTP)

Task 4.17 Complete Streets / Arterial Management

Established Goal: Staff will support Complete Street planning and implementing by organizing Complete Streets Advisory Committee meetings and carrying out efforts as directed by the Advisory Committee including

development of a Complete Streets Design and Implementation Guide, documentation of TIP project outcomes, and provision of staff and consultant resources for the Complete Streets Educational & Technical Assistance Workshops.

Actual Performance:

- Developed three Complete Streets Workshop virtual sessions, conducted as part of the New Visions Learning Webinar Series, on Obstacles to Complete Streets, Demonstration Projects, and Open Streets.
- Held the Schenectady County Complete Streets Virtual Workshop focusing on coordination between the County’s municipalities and organizations.
- Held two Complete Streets Advisory Committee (CSAC) meetings. Topics discussed included upcoming state paving and signal projects, TIP project tracking, progress on the regional complete streets guidelines/complete streets toolkit, and CDTC’s 2020 Complete Streets Educational and Technical Workshop series.
- The Complete Streets Design Guide continues to be developed. In this reporting period, staff completed the Curbside Management chapter and edited the chapters completed to date. Staff expects to finish the guide by the end of March 2022.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
69,841	47,010	22,831	22,288	21,744	544	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 4.21 Freight Planning

Established Goal: CDTC's Freight Advisory Committee (FAC) meets quarterly and is a sustained meaningful outreach to regional public and private freight stakeholders. This task continues implementation of the Regional Freight & Goods Movement Plan through regional freight planning initiatives.

Actual Performance:

- Held two Freight Advisory Committee (FAC) meetings.
- Continued to encourage participation on the FAC, particularly from private sector freight interests, and continued to reach out to new potential members.
- Continued to promote the projects in the Regional Freight & Goods Movement Plan (March 2016), and respond to freight-related data and planning information requests on an as-needed basis.
- Initiated a Regional Truck Parking Study and sought consultant assistance through a Request for Expressions of Interest. The study will inventory public and private truck parking supply and demand in the region, identify major factors and trends affecting overnight truck parking, develop a local truck-parking toolkit, and make recommendations to improve truck parking conditions in the region.

- Continued to build a working relationship with Freight and Logistics experts at the Rensselaer Polytechnic Institute (RPI), and participated in RPI-led freight projects initiatives:
 - NCHRP 08-111 Effective Decision-Making Methods for Freight-Efficient Land Use, and
 - Collaborative Approaches to Energy-Efficient Logistics in the Albany - New York City Corridor
- Participated in the development of the City of Albany Waterfront Access, Vitality, and Economic Strategy (WAVES) project, and has provided background information, data, and participated in stakeholder and committee meetings.
- Continued to strengthen the relationship between the Freight Planning program and the Clean Communities program.
- Participated in all monthly FHWA Talking Freight Seminars, the NCHRP 20-102: State and Local Impacts of AV Freight Systems Workshops, NYSAMPO Freight & Land Use Seminars, the International Urban Freight Roundtable, and other online freight-related training opportunities.
- Participated in all available forums for discussing the effects of the COVID-19 pandemic on the supply chain and movement of freight.
- Created updated GIS layers for Truck Routes and Truck Volumes from NYSDOT’s 2020 Roadway Inventory System.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
148,875	32,626	116,249	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 4.23 Every Day Counts Initiative (EDC)

Established Goal: CDTC’s goal is to speed up the delivery of highway projects and to address the challenges presented by limited budgets. EDC is a state-based model to identify and rapidly deploy proven but underutilized innovations to shorten the project delivery process, enhance roadway safety, reduce congestion and improve environmental sustainability.

Actual Performance: Staff continues to receive, review, and distribute the “EDC News” email sent by the FHWA Center for Accelerating Innovation and other relevant correspondence to staff and NYSAMPO Directors.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
5,000	178	4,822	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 4.25 Energy Efficient Logistics Grant

Established Goal: In collaboration with private sector companies and local transportation agencies— CDTC will aim to foster changes in freight demand patterns to reduce energy use, enhance the quality of life, improve economic productivity, incorporate efficient practices into freight logistics, and publish lessons learned.

Actual Performance:

- Participated in the development and dissemination of project surveys.
- Assisted the RPI project team to identify potential pilot/test projects.
- Provided modeling data and demographic data to the RPI project team.
- Assisted with coordination between the RPI project team, CDTC’s Freight Advisory Committee, and other private sector freight contacts.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
10,000	0	10,000	10,000	866	9,134	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 4.30 Smart Communities

Established Goal: The Smart Communities program identifies projects for funding that integrate technology into transportation systems and improve operations, safety, and mobility. It will improve the local knowledge in the field of new technologies and how they can improve or work alongside mobility and transportation, including autonomous vehicles, internet of things, and improved traffic systems.

Actual Performance:

- CDTC selected the consultant team of WSP with River Street Planning to develop a regional Smart Communities Toolbox.
- Two meetings were held with an advisory committee consisting of members from CDTC’s Smart Communities Task Force and Regional Operations and Safety Advisory Committee.
- Two draft memorandums were reviewed, focusing on defining Smart Cities and the existing landscape of advanced technologies and Smart City ideas and concepts being implemented throughout the region as well

as a review of peer metros and cities that have implemented technologies and projects that address the goals laid out in New Visions 2050.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned. Consultant effort is scheduled to be completed by April 2022.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
115,000	7,938	107,062	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: The development of a Capital Region Smart Communities Roadmap & Best Practices Guide is a change in task scope as there were no proposals in response to a solicitation for local Smart Communities projects.

Task 4.60 Capital Coexist

Established Goal: CDTC will distribute safety education activity and comic books, safety tip rack cards, guidebooks, and other safety-related gear like reflective bracelets and LED bike lights, as requested by schools, community organizations, and municipalities in the CDTC-area. In addition, CDTC staff will continue support for Traffic Safety Ambassador Mini-Grant Program, maintain a Capital Coexist page on CDTC’s website.

Actual Performance:

- CDTC approved 12 “Capital Coexist Traffic Safety Ambassador Program” or “Capital Coexist 2.0 mini-grants” in 2021. The updated program expanded project eligibility to include all types of traffic safety education and outreach. Of the approved projects, seven were new projects and another five were projects that could not be completed in 2020 due to COVID-19. To date, four of the projects have been completed and the remaining will be implemented before December 31, 2021.
- As part of the ongoing education and outreach component of the Capital Coexist program, CDTC purchased LED bracelets for bicycle and pedestrian safety. CDTC has received nine requests for Capital Coexist materials, including activity books, *See! Be Seen!* and Capital Coexist palm cards, and other printed booklets that promote bicycle and pedestrian safety messaging. Over 1,000 LED bracelets have been distributed through community events and Walk/Bike to School Day events and programs.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
73,728	17,195	56,533	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 4.67 Bikeway/Pedestrian Planning

Established Goal: CDTC’s Bicycle and Pedestrian Planning program includes numerous initiatives related to safety, community assistance with trail, sidewalk, and bike path/lane planning and alignments, and the promotions of walking and bicycling as viable modes of transportation. As part of this task, CDTC manages a Bicycle and Pedestrian Advisory Committee (BPAC), which meets monthly to discuss current events, trends, and standards for developing safe walking and bicycling facilities.

Actual Performance:

- The BPAC met virtually five times during the reporting period, as well as in-person in May on the Albany-Hudson Electric Trail (AHET) in East Greenbush for a short, guided walk by Town of East Greenbush Planning staff, law enforcement, the project engineer, and Andy Beers from Hudson River Valley Greenway.
- Staff reviewed and commented on multiple ongoing state, regional and local bicycle and pedestrian planning initiatives, such as the New York State Trail Plan which was released in June.
- As part of CDTC’s expanding data collection initiative, researched automated counting equipment which was purchased for conducting trail counts.
- Developed a regional trail count program that will employ the recently purchased Eco-Counter PYRO boxes.
- Coordinated trail count efforts with local governments, NYS agencies, and Parks & Trails New York.
- Researched and compiled examples of Health Impact Assessments (HIA) and how they can be applied to the MPO bike/ped planning process.
- Updated CDTC’s Regional Sidewalk Inventory GIS database and mileage inventory.
- Updated CDTC’s Bicycle Infrastructure GIS database and mileage inventory.
- Updated CDTC’s trails GIS database and mileage inventory.
- Reviewed final NYS OPRHP Statewide Greenways Plan.
- Reviewed the Mohawk Scenic Byway Corridor Management Plan, provided comments, represented CDTC at public meeting, and reviewed the plan’s public participation document.
- Reviewed the City of Schenectady’s Bike Master Plan Implementation Status.
- Managed requests for trail maps and trail map resources.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
105,000	54,546	50,454	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 4.68 Capital District Trails Plan Implementation

Established Goal: The plan sets a goal of constructing ten miles of trail per year and has prioritized the Core Trails based on demand, population density, proximity to environmental justice areas, and the “readiness” of the project which refers to the availability of funding, funding already secured and available right-of-way.

Actual Performance: Staff initiated the Patroon Greenway Feasibility Study, competitively selecting Bergmann and LandArt Studio for the consultant contract. To date the following tasks have been completed:

- Developed a Public Engagement Plan.
- Hired two community liaisons to assist with public outreach efforts.
- Participated in a community bike ride to promote the study and ask for feedback and presented the project concept to the Arbor Hill Neighborhood Association.
- Conducted two site visits and collected GIS and photo data and information on the corridor to assist with evaluating alignment alternatives.
- Met with the Citizen Advisory Committee and Project Advisory Committee.
- Attended two stakeholder meetings.
- Staff contracted with Albany County to study the feasibility of the Albany County Loop Trail proposed in the Capital District Trails Plan. Completed an Existing Conditions Assessment report and will provide recommendations for incremental improvements.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
81,182	0	81,182	0	0	0	18,000*	2,173*	15,827*

*Albany County

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 4.70 Clean Communities

Established Goal: To host the Capital District Clean Communities Coalition (CDCC) and contribute to reduced emissions in the Capital Region through the promotion of alternative fuel vehicles. The coalition is part of the U.S. Department of Energy’s (USDOE) Clean Cities Program and is a voluntary, locally-based government and industry partnership. It is designed to advance the national economic and energy security of the nation by supporting local decisions to reduce use of petroleum fuels in vehicles. The USDOE Clean Cities Program carries out this mission through a network of nearly 100 volunteer coalitions which develop public/private partnerships to promote alternative fuels and vehicles, fuel blends fuel economy, hybrid vehicles, and idle reduction.

Actual Performance:

- Participated in USDOE monthly conference calls with other Clean Cities coordinators from the Northeast Region.
- Coordinated with a local manufacturing company to hold a Heavy Duty Battery Electric Yard Truck listening session to gather feedback on the performance and operations of a heavy duty electric vehicle in a real-world setting.
- Scheduled and coordinated a Propane School Bus Fleet managers listening session for October 2021.
- Transitioned data from CDCC’s website to a separate webpage on the CDTC website for improved maintenance and content updates with new webpages are still under development.
- Developed CDCC newsletter and will release the first monthly update the first week of October 2021.
- Coordinated with multiple local municipalities to participate in National Drive Electric Week events. Staff tentatively planned to attend at least three municipal EV focused events at the end of September 2021.
- Developed an MOU for Albany County Community Campaigns for dealerships to confirm participation in campaigns and potential Ride & Drive events.
- Paneled an Electric Vehicle (EV) Living in the Capital District Event hosted by the Albany Sustainability Committee and discussed current conditions for EVs in the region.
- Coordinated with two NYSERDA Clean Transportation prize applicants and provided feedback on initial concept plans and provided additional local support to the applicants.
- CDCC worked with the Town of Bethlehem to complete a Total Cost of Ownership analysis comparing new EV vehicles with transition to internal combustion engine replacements.
 - Staff compiled an initial list of municipally owned vehicles and coordinated with Town Staff to identify a subset of the fleet to analyze for Total Cost of ownership.
 - Staff worked with the Town to identify EV alternative vehicles for comparison.
- CDTC continues to maintain CDCC websites, Facebook and Twitter accounts.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
30,000	0	30,000	0	0	0	109,000*	24,672*	84,328*

*USDOE

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Task 5.01 Transportation Improvement Program (TIP) Development and Maintenance

Established Goal: To maintain the TIP, a multi-modal program of transportation projects within the Capital Region. Staff will process administrative TIP changes, monitor fiscal constraint and project delivery, coordinate with state,

regional and local sponsors on TIP amendments requiring Planning Committee and Policy Board approval and an update of the TIP solicitation and evaluation process leading into the 2022-2027 TIP update.

Actual Performance:

- E-STIP was maintained by CDTC staff, working with NYSDOT Region One and CDTA on a regular basis to make changes to the current STIP. Fifty-one (51) projects received changes to their listings in the STIP, in addition to 23 project amendments which included the addition of several new projects.
- Three teams were established by CDTC staff to complete three tasks: develop a web based project application, update the merit score sheet criteria and develop new data management tools for the TIP update.
 - Team A reviewed web based forms and other tools to use for project applications, weighing the pros and cons of each and selected Jotform to create the new project application.
 - Team A built six custom forms within Jotform related to road, bridge, pedestrian, bicycle, safety and “other” project types.
 - Team A worked with NYSDOT staff to produce more thorough definitions of preservation and beyond preservation work for possible use in the next TIP update.
 - Team B reviewed and evaluated the TIP project evaluation criteria and scoring methodology, recommended changes to language, criteria, and point values and met with stakeholders, such as NYSDOT, to discuss the evaluation criteria.
 - Team C developed new methods and protocols for collecting and storing TIP application and internal staff evaluation data, developed new processes for more rapidly producing TIP data outputs and developed updated TIP project Fact Sheets and Summary Tables.
- Presented the 2022-27 TIP solicitation process and draft materials to Planning Committee and Policy Board.
- A TIP virtual workshop was held for project applicants in September 2021.
- Developed content and resource materials for the 2022-27 TIP webpage.
- Monitored STIP performance in the 2021-22 FFY in collaboration with NYSDOT by confirming the status of local projects and changing the scheduling of construction phases for some projects.
- Fiscal constrained was continually monitored and two budget adjustments were approved by the Planning Committee to correct under- and overprogramming in the reporting period.
- CDTC’s 2019-2024 GIS databases and ArcGIS Online Map were updated to reflect recent TIP amendments.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
70,000	109,464	-39,464	20,000	22,688	-2,688	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 5.10 Project Delivery and Tracking

Established Goal: To continuously track data on the proposed project scope, schedule and budget on all locally administered TIP projects to aid in project delivery and TIP / STIP performance measures.

Actual Performance: Coordinated with project sponsors and consultants to receive detailed project TIP updates from the following sponsors:

- NYSDOT
- CDTA
- Town of Colonie
- Town of Edinburg
- Village of Scotia
- Town of Clifton Park
- City of Albany
- Town of Sand Lake
- Town of Glenville
- Town of North Greenbush
- City of Rensselaer
- Town of East Greenbush
- Town of Rotterdam
- City of Troy

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
20,000	6,608	13,392	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 5.51 Provision of Technical Services

Established Goal: To work with the region’s municipalities to assist in the review of traffic impact studies related to land development proposals as well as small scale planning and traffic engineering studies utilizing CDTC’s regional travel model.

Actual Performance:

- Utilized the CDTC Systematic Transportation Evaluation and Planning (STEP) model to develop future year PM peak hour background traffic assumptions for projects in the Village of Round Lake, Town of Ballston, City of Saratoga Springs, and two in the Town of Wilton.
- Utilized the STEP Model to analyze the potential impacts of traffic pattern changes in/around Washington Park in the City of Albany.
- Utilized the STEP Model to analyze the potential impacts/benefits of a new collector street network in the Town of Bethlehem.
- Coordinated with NYSDOT to utilize the STEP model to analyze the impacts of the Sitterly Rd bridge of I-87 closure in the Town of Clifton Park.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
20,000	697	19,303	10,000	7,288	2,712	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 5.61 TIP Project Development Support

Established Goal: Supports NYSDOT Region 1 in developing traffic forecasts and other material for project development and design purposes, including traffic diversion analysis for construction work. This effort is funded with Surface Transportation Program (STP) funds as part of the TIP.

Actual Performance:

- Participated in the development of the NY 378 Troy-Menands Bridge Planning and Environmental Linkages (PEL) Study by providing input to NYSDOT on the scope of work
- Began work on the travel demand model to prepare it to support the project.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
0	0	0	0	0	0	135,000*	1,927*	133,073*

*FHWA NHPP & STBG Flex

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

44.26.00 PLANNING EMPHASIS AREAS (PEAS)

Task 6.12 Human Service Agency Transportation

Established Goal: To fulfill requirements related to the 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities. Staff will continue to convene the Regional Transportation Coordination Committee (RTCC) and will reach out to additional potential committee members including representatives from appropriate federal and state agencies. The Coordinated Public Transit Human Services Plan for the Capital District was last updated in May 2019.

Actual Performance:

- Held the RTCC “Tools of the Trade” workshop virtually in April 2021. Topics included the health impacts of isolation, recruiting and retaining volunteers, the “Mobility as a Service” program underway in Ithaca, and CDTA’s new FLEX service.
- One RTCC meeting was held in July 2021. Discussion topics included human services transportation listings in 511, 211, and NY Connects, services for travel training, municipal ADA Transition Plans, and a review of Issues and Opportunities in the 2019 Coordinated Plan.
- The Guardian Society’s Senior Transportation Guide was made available in both paper and electronic formats for distribution.
- Presented at the Albany Guardian Society Institute on the Senior Transportation Guide.
- Participated in the Capital Region Villages Collaborative.
- Provided a letter of support to the Colonie Senior Service Centers for a Transportation Planning Grant from the National Aging and Disability Transportation Center.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
47,060	2,916	44,144	22,940	8,829	14,111	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 6.13 Transit Planning

Established Goal: Provide planning support to CDTA for general transit system planning and assist CDTA in meeting Federal Transit Administration (FTA) requirements. Staff will collaborate with CDTA on the development of a Bus Lane Feasibility Study.

Actual Performance:

- Issued a Request for Proposals for consultant assistance with a joint CDTC/CDTA Bus Lane Feasibility Study.
- Selected a consultant team led by Foursquare ITP with MJ Engineering & Land Surveying and the IBI Group to undertake the Bus Lane Feasibility Study.
- Held two study advisory committee meetings, bi-weekly project coordination meetings, completed a project management plan, public participation plan, previous plan and peer review and built a project website.
- Coordinated with CDTA on the implementation of the Washington/Western BRT project.
- Interviewed community planners to learn what materials would be of most value to include in a transit access toolkit for the region. The Community Planner Forum will work with CDTC staff to develop the toolkit.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
230,000	13,464	216,536	15,000	8,045	6,955	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 6.14 Regional Travel Demand Management Effort

Established Goal: Encourage a systemic shift in commute modes from predominantly single occupancy vehicle trips to carpool, vanpool, bus, bicycle, or walking trips. Transportation Demand Management (TDM) refers to various programs, policies and services that encourage or enable travel behavior change at the individual or systemic level. Relevant strategies encourage more efficient travel patterns such as shifts from peak to off-peak periods, from automobile to other modes, and from dispersed to closer destinations. CDTA and CDTC will jointly administer this project and collaborate on reporting requirements.

Actual Performance:

- Continued to support the regional Guaranteed Ride Home (GRH) program through coordination with 511NY Rideshare and CDTA and through the provision of ad-hoc GRH enrollments.
- Continued to address travelers’ inquiries as they come in through 511NY Rideshare, the Capital Moves portal, phone calls and emails.
- Launched the Ditch the Car Challenge using a landing page on the CDTC website. The Challenge was held early June to early October with:
 - 80+ participants
 - 1,600+ trips logged
 - 22,800+ miles travelled
 - 18,200+ pounds of GHG emissions prevented
- Launched CDTC’s participation in the FHWA Smartphone Incentives Study.
- Created an ArcGIS Online Interactive Mapping Application for CDTC’s 2021 Ditch the Car Campaign.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
90,000	21,553	68,447	20,000	7,806	12,194	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 6.16.1 Safety Planning

Established Goal: To provide tools, data and resources to reduce crashes, particularly fatal and serious injury crashes, on all public roads. CDTC’s Local Road Safety Action Plan along with the State Strategic Highway Safety Plan identify strategies and actions that can be taken to reduce crashes in the key regional emphasis areas of intersections, lane departure, vulnerable users, age-related, road user behavior and speed.

Actual Performance:

- CDTC staff chaired the NYSAMPO Safety Working Group.
- Monitored regional transportation safety trends during the pandemic related to crashes and tickets.
- Provided safety content to CDTC’s Regional Operations and Safety Advisory Committee.
- Participate on the FHWA Pedestrian and Bicycle Focus Cities and States quarterly calls. Two calls were held.
- Continued to analyze crash data from the Accident Location Information System (ALIS) for CDTC Linkage Program planning studies, roadway departures and regional crash data profiles.
- Participated in several training webinars on safety topics including Traffic Safety for All Ages, Bicycle Safety, The Collision Analysis You Want Your City To Do - To Save Lives, and the ESRI Crash Analysis Solution Webinar.
- Participated in the Governor’s Traffic Safety Committee’s Diversity Town Hall.
- Participated in the NYMTC Safety Advisory Working Group monthly meetings.
- Participated in the development of the NYS Pedestrian Safety Action Plan 2.0.
- Staff attended one virtual Albany County Traffic Safety Board Meeting to continue networking and coordinating on local safety initiatives

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
80,000	4,650	75,350	10,000	4,608	5,392	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 6.16.2 Security Planning

Established Goal: To perform a vulnerability assessment and develop a resiliency/climate adaptation plan for vulnerable infrastructure.

Actual Performance:

- Researched the availability of GIS layers for Security Planning.
- Attended a webinar on FEMA’s Resilience Analysis and Planning Tool (RAPT).

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
20,000	235	19,765	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

44.27.00 OTHER ACTIVITIES

Task 7.10.1 Town of Colonie GEIS Support

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

Actual Performance:

- CDTC staff received 11 project applications from the Town of Colonie and completed six project reviews.
- CDTC is waiting on the approval of a renewed contract with the Town of Colonie to complete the remaining four project reviews.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
0	0	0	0	0	0	45,000*	6,803*	38,197*

*Town of Colonie

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 7.10.2 Town of Malta GEIS Support

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

Actual Performance:

- Performed traffic and mitigation cost reviews for land development projects in the Town-wide GEIS area.
- Four GEIS reviews were completed for the Town of Malta in the reporting period.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
0	0	0	0	0	0	30,000*	3,573*	26,427*

*Town of Malta

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 7.20 Shared Transit Service Planning and Analytics Initiative

Established Goal: The 14 New York State Metropolitan Planning Organizations (MPO), their planning partners at transit agencies, NYSDOT, and federal partners have partnered to assess transit mobility planning and analysis tools and conduct pilot studies to apply the tools to ongoing MPO planning activities. The results of these pilots will guide a potential broader statewide hosting of these tools for use by MPOs, NYSDOT and transit agencies in New York.

Actual Performance:

- CDTC received proposals in April, assembled a selection committee, and in June signed a contract with The Research Foundation for SUNY, which had the highest rated proposal.
- A project kick-off meeting was held.
- A survey was drafted and distributed to MPO and transit agency staff to gain an understanding of desired software to test as well as projects and analyses that could be undertaken with better data.
- Installed, hosted and deployed instances of Conveyal, TNext, TBest, Stops and Esri Transit Analysis Tools.

Progress in Meeting Schedules: The schedule for this task was maintained sufficiently.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
0	0	0	10,000	2,837	7,163	448,590*	12,129*	436,461*

*FTA MPP

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 7.40 Ballston Spa Pedestrian & Bicycle Master Plan & Linkage Study, Village of Ballston Spa

Established Goal: To create a new Pedestrian and Bicycle Master Plan for the Village of Ballston Spa, including alternatives for connecting to the Zim Smith Trail. The Plan will help the Village continue to pursue its goals of enhancing the Route 50 corridor, promoting economic development, improving safety, and creating a connected and integrated multi-modal transportation network for users of all ages and abilities. The desired outcome is to give identify priority locations and desired design treatments for inclusion in street restriping, signing, modification, repaving, or reconstruction projects, based on a representative public input process.

Actual Performance:

- Held two Study Advisory Committee meetings and one Open House
- Completed a study area field walk and sidewalk condition inventory of the project study area.
- Held four focus group meetings with local citizen groups and Saratoga County to discuss plans for Zim Smith Trail
- Completed bicycle and pedestrian counts at seven key locations within the study area.
- Installed a bike lane demonstration project on Hyde Boulevard.
- Met with local high school group to discuss the project and planning profession.
- Completed an Existing Conditions Report.
- Completed an initial Draft plan and distributed to the SAC for review.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
75,000	19,383	55,617	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 7.50 Village of Menands Land Use Regulations Update

Established Goal: Update and revise the Village land use regulations to improve walkability, encourage redevelopment of vacant or underutilized commercial sites, and foster infill development and compact design.

Actual Performance:

- Held a project kick off meeting and tabled at the Village Community Night to promote the project.
- Completed data gathering and began to confirm the future land use vision through broad public input.
- Notified the public about the project through newsletter articles, fliers, and a website.
- Launched a visual preferences survey that will close on October 1st.
- Began development of a youth survey for middle school students (6-8 grades)
- Scheduled stakeholder interviews and focus group meetings.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
90,000	27,797	62,203	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 7.60 Scotia Downtown Connections Plan, Village of Scotia

Established Goal: To identify opportunities to improve the pedestrian, bicycle, and transit experience in the Village of Scotia’s Central Business District along Mohawk Avenue (NYS Route 5).

Actual Performance: Concept development and public outreach for complete streets treatments on the Mohawk Ave corridor in Village of Scotia. Consultant team is led by MJ Engineering. Work completed during the period:

- Continued to hold monthly status meetings with consultant and Village of Scotia.
- Consultant prepared existing conditions report; CDTC staff contributed crash map, safety analysis, and traffic volume data. Village of Scotia conducted parking utilization counts over the summer.
- Held one Study Advisory Committee meeting and one Public Workshop.
- Compiled public feedback on existing conditions and complete streets treatments.
- Draft Concept Report under development by consultant team, to be presented and discussed at second public workshop.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
75,000	13,538	61,462	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 7.70 East & North Greenbush Route 4 Corridor Study

Established Goal: The Towns of East and North Greenbush will examine the US Route 4 corridor between Mannix Road and NY Route 43 to ensure that the transportation network can meet the demand of continued job growth, support mixed-use development, integrate quality of life desires, and is consistent with the East Greenbush

Comprehensive Plan Update. Existing and future land uses will be reviewed to identify potential multi-modal and operational transportation improvements.

Actual Performance:

- Executed the Memorandum-of-Understanding (MOU) with the Town of East Greenbush.
- Developed a Request for Expressions of Interest (REI) including a scope-of-work in coordination with NYSDOT, the Town of East Greenbush, and the Town of North Greenbush.
- Initiated the consultant selection process.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
37,500	6,030	31,470	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 7.80 City of Troy: Federal Street Corridor Study

Established Goal: To better connect Troy’s downtown with Federal Street; explore repurposing Federal Street into a raised boulevard bookended with Roundabouts at River Street and Sixth Avenue. Repurposing the corridor will support continued future commercial and residential redevelopment while accommodating non-automobile traffic.

Actual Performance: Staff worked with the City of Troy to draft a Request for Expressions of Interest and sought comment from project partners.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
33,750	3,669	30,081	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.

Task 7.85 City of Rensselaer: Rensselaer Waterfront

Established Goal: To explore multi-modal transportation options to support Hudson River waterfront redevelopment in the north end of the City of Rensselaer. The goal is to enhance the bicycle and pedestrian network for both safety and convenience, promote healthy and sustainable modes of transportation, and spur economic reinvestment.

Actual Performance:

- Developed a scope of work and REI that detailed the expectations for the study.
- Consultant proposals were received and are under review by a selection committee.

Progress in Meeting Schedules: This is an ongoing task with progress being made as planned.

Status of Expenditures:

FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance	Other Federal/Local Funding	Other Federal/Local Expended	Other Federal/Local Balance
37,500	6,517	30,983	0	0	0	0	0	0

Approved UPWP Revisions: There were no UPWP revisions this state fiscal year.

Other Pertinent Supporting Data: There are no pertinent supporting data to be reported for this state fiscal year.