

**CAPITAL DISTRICT TRANSPORTATION COMMITTEE
PROGRESS REPORT**

October 1, 2007 - March 31, 2008

**FHWA Additional 1% Planning Funds
FTA Project NY 80-X015 (2006-07)
FTA Project NY 80-X016 (2007-08)
FTA Project NY-80-X017 (2008-09)
FHWA STP Project Development**

Introduction

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

Work Performed

The work described in this report was performed solely by the Capital District Transportation Committee Staff (CDTC). This is a progress report that includes all work completed in the six month period beginning October 1, 2007 and ending March 31, 2008.

TASK 1.51 Committee Activities

Three Planning Committee meetings were held during the period. The Policy Board and Administrative and Financial Standing Subcommittee met three times, and the Nominating Subcommittee met once.

Three special presentations were made. CDTA's Executive Director, Ray Melleady, presented CDTA's BRT plan that calls for 100 miles of high quality "rail-like" transit in the region. Second, David Jukins, CDTC's Deputy Director, presented the findings of a NYSMPO Association shared-cost study about integrating transportation and land use planning & design in New York State and in the Capital District. In the third presentation, the findings of the Hudson River Crossing Study, a cooperative effort between CDTC and NYSDOT, were presented by Bergmann Associates, the consultant for the study.

In response to an invitation from NYSDOT, John Poorman and Chairman McDonald participated in NYSDOT's Transportation Needs Roundtable on February 15, 2008.

Brian Rowback was introduced to the Policy Board as the new NYSDOT Region 1 Regional Director, replacing Tom Werner who retired. Brian was a member of CDTC staff in the late 1970's.

TASK 1.52 Financial Administration

The Administrative and Financial Subcommittee of the Policy Board met three times. Dave Jukins was promoted to the newly created position of Deputy Director. The open receptionist and transportation planner positions were

filled by Kelly Monty and Jennifer Ceponis, respectively. The A&F also approved line item budget revisions and authorized CDTA/CDTC to pursue a Section 211 waiver to allow the Staff Director the latitude to work more hours per year.

Other financial tasks that were completed during the period include:

- Preparation of cash flow estimates to help CDTA with cash management. Recent cash flow is around \$500,000. While not an "urgent" concern, CDTC staff has been discussing the need for NYSDOT to process reimbursements promptly to keep the cash flow level manageable.
- The 2006-07 audit was presented to and accepted by the A&F. While the report contains no significant findings, it did recommend that CDTC create a formal general ledger. Exploration of accrual vs cash accounting will be part of this effort.
- Six PL and FTA bills were submitted for payment. Bills were also submitted to Albany County and Town of Colonie for transportation planning and traffic engineering services related to Airport Area FGEIS reviews and other work.
- Payments were processed for work completed by consultants for CDTC's linkage studies.
- Contracts with the Town of Colonie for Airport Area and Lisha Kill Area FGEIS work were received. A new contract to support Boght Area planning was executed.

TASK 1.61 Certification Review

Self-certification was completed and approved in 2007 in conjunction with the 2007-12 TIP. A formal certification by USDOT will occur sometime in 2008 based on SAFETY-LU's four year certification cycle.

The 2008 certification review officially began in March with correspondence to CDTC from USDOT that identified primary topics of the review. A meeting was tentatively scheduled for April 15-16.

TASK 1.65 UPWP

The following UPWP tasks were completed during the period:

- Solicitation, review, and approval of five new linkage projects for 2008-09.
- The 2008-2010 UPWP was developed, discussed, and approved. This two year program contains a wide range of study activity and is the first work program to be based on the recently-adopted New Visions 2030 plan. Follow-up work and implementation efforts on both new and reaffirmed policies are featured within it. CDTC will build upon the successful Linkage program and consider modification and expansion of that effort. Additional "big ticket" explorations are called for to complement the greenway exercise of 2007.

- The UPWP continues to reflect a considerable amount of contractual activity. Staff continues to monitor consultant activity related to CDTC's linkage program and NYSMPO shared-cost studies.

TASK 1.66 DBE Program Update/Environmental Justice

Civil rights and environmental justice assessment of CDTC's planning program continued to be primary areas of investigation and application in the following ways:

- EJ staff continues to educate other CDTC staff on regulations, issues, and components.
- Collaboration with NYSDOT and other MPO's regarding their approach to EJ implementation.
- Staff formulated a standard procedure that allows for realistic implementation and documentation of EJ analysis and principles.
- Met with ARISE about EJ issues, and with NYSDOT regarding LEP.

CDTC anticipates future EJ efforts to examine additional aspects of transportation system performance in EJ areas and compare that to performance elsewhere. CDTC will also continue to explore improved participation of traditionally under represented groups in the planning process.

TASK 1.67 Prospectus Update

The basic documentation defining the roles and responsibilities of the various CDTC agencies is its five year Continuing Operations Plan (Prospectus). CDTC recognizes that the current Prospectus needs refreshing. Over the last year, CDTC staff has updated all sections of the prospectus but has not issued a revised document. Some additional work remains to reflect the outcome of NYSDOT's internal transformation process and new federal planning requirements before the document is released for review. Until the new Prospectus is released, CDTC's Reference Guide to the Capital District Transportation Committee continues to provide an accessible description of roles, responsibilities, and policies of CDTC. The Guide is updated annually, the last update being September 2007.

TASK 1.68 Statewide MPO Association Support

CDTC continued to host the NYSMPO Association staff administration under contract with Sarah Siwek & Associates, and beginning in December 2007, with Wilbur Smith Associates. Both of these firms organized statewide meetings, conferences, and technical training sessions. Facilitating discussion on emerging transportation issues has been a key responsibility. Discussions over the six month period focused on helping NYSDOT assess local transportation needs, planning for NYSMPO's annual meeting, and addressing budget issues, and a variety of planning issues. It is expected that budget issues and the program update will remain the focus of attention through 2008.

Both the firms also assisted in technical work associated with NYSMPO's shared-cost initiatives. The status of statewide initiatives now underway is reported on the Association's website www.nysmpos.org.

TASK 2.16 Highway Computer Model Refinement

Staff updated the VISUM post processor developed by PTV America: an operating cost calculation was added.

TASK 2.25 Collection of Transportation Planning Support Data

Data collection to keep CDTC's data systems current remains a critical element of CDTC's work program. Data collection over the six month period was modest because of winter weather conditions. Nevertheless, with the help of a graduate student intern, CDTC staff completed the following:

- Continued scanning old NYSDOT traffic count files. Electronic files will eventually replace the 50 binders of paper reports collected since the 1970's.
- Staff continues to examine traffic flow and incident data available through NYSDOT's TMC. This data has been very helpful in maintaining CDTC's STEP model.
- Continued to collect extensive field information on site-based trip generation routes. This information helps validate previous planning efforts, notably those involving CDTC's STEP model. Six trip generation studies were conducted during this period.
- Continued maintenance of CDTC's web-based traffic Volume Report using traffic counts compiled by CDTC staff, NYSDOT, counties and municipalities, and consultants.
- Began an assessment of before/after conditions of recently constructed transportation projects using traffic, land use, and safety data.

TASK 2.28 Census/Household Travel Survey

CDTC staff corresponded with NYSDOT about sample sizes for the upcoming National Household Travel Survey. Approximately 1365 households will be sampled from the Capital District. The NHTS survey will be conducted in 2008.

TASK 2.29 Regional Geographic Information System

This task involves the creation, modification, conversion, and maintenance of map features in conjunction with CDRPC's regional GIS effort. GIS continues to play an important role in CDTC's safety management planning, data systems support, and environmental justice work. During the last six months, GIS that was completed or is underway includes:

- Provided staff with GIS imagery and maps.

- Provided various consultants and agencies with relevant project GIS data and imagery.
- Revised, updated, and created several miscellaneous maps and data sets.
- Downloaded updated tax point data from NYS GIS Data Clearinghouse.
- Received updated GIS basemap data and software upgrades and application tools from NYSDOT, including ArcInfo Software.
- Continue to assist interns and staff with GIS applications and software.
- Participated in ARCIMS, Internet Mapping meeting with Region One, NYSDOT.
- Participated in Web GIS workshop. Attended NYS GIS Conference.

TASK 2.30 Routine Highway Condition Inventory

CDTC conducts regular surveys of the condition of Capital District federal-aid and non-federal-aid non-state roads and highways. The biennial survey on non-state federal-aid roads, the annual survey of Albany County-owned roadways and a survey of Albany City-owned streets were completed in November 2007. The condition survey of Albany County and City of Albany facilities was undertaken under contract with the County and City, respectively. Previously collected condition data was used in developing the *New Visions 2030 Finance Plan*. Condition data has also been used to identify candidate TIP projects.

In 2008, the every-fourth-year survey of a sample of non-state, non-federal aid roads will be undertaken. The annual survey of Albany County-owned roads will also be completed under the County's contract with CDTC. Collection of condition survey data may be repeated for City of Albany roadways in 2008.

CDTC will explore the use of GPS to help define more precise score locations for the condition inventory. In addition staff will explore shifting the entire survey data base to a GPS/GIS platform.

TASK 2.31 Traffic Volume Report

CDTC continues to maintain a web-based report.

Produced a summary of Functional Class changes and began updating most recent volumes in the GIS.

Staff continues to update the report with traffic volume data as it becomes available from NYSDOT and other local sources. A comprehensive update of the report will be undertaken in 2008 as NYSDOT works with the MPOs to implement a new count program on federal aid roadways to meet federal requirements for the HPMS.

TASK 3.01 Safety and Congestion Management Systems

Staff effort centered on the following tasks:

- CDTC staff updated the CDTC Congestion Management System. It is now called the Congestion Management Process. Three new congestion management principles were added. New performance measures related to non-recurring delay were added. The newly formed Regional Operations Committee will be asked to help further develop and refine CMP performance measures related to operations and management. The CMP was approved by the CDTC Policy Board as part of the New Visions 2030 Plan.
- CDTC staff continues its involvement in the NYSMPO's Safety Working Group. CDTC has represented the group at safety related conferences, participated in monthly conference calls, has actively participated in the development of the safety working groups' safety goals for 2008, has attended numerous state level safety related meetings on behalf of the MPO's and has had a lead role in ensuring the MPO's are at the table on safety related issues in NYS as the Department of Transportation implements SAFETEA-LU requirements. The group has built a website to disseminate safety information at www.nysmpo.org/workinggroups/safety_wg.htm.
- CDTC staff participated in the NYSMPOs Safety Assessment project for non-state owned roadways. The project was funded through a NYSDOT State Planning and Research grant. Bergmann Associates with Eng-Wong Taub and Synectics are conducting the study. Project tasks have thus far included a review of existing road safety audit processes and a preliminary report documenting a proposed safety assessment process for use by the MPOs and their member agencies. To test the process, three sites will be identified and tested throughout the state in the early Spring and the project will likely be completed by the end of the summer.
- CDTC staff continues to work with NYSDOT on the development of average local accident rates for NYS. NYSDOT is waiting on finalization of the traffic volume data collected for 2007. Once the data is available, NYSDOT Staff will test the methodology and will meet again with MPO staff and other stakeholders on the results and next steps. This project is on-going.
- CDTC staff continues to work with the NYSDOT's main office to develop the Accident Location Information System's Query Reporting Analysis (QRA) Module. This module will allow users to query NYS safety data records and analyze them in a variety of ways. Staff worked with NYSDOT and the consultant on the reporting format for the QRA module. QRA development has been slowed by system bugs and will be undergoing a final test in June 2008 after which, the QRA should be put into production. The ALIS LESQR module (Location Editing/Simple Query and Report) is now in production and will be made available for use by the MPOs in the summer 2008.
- CDTC staff continued to participate in the NYS Traffic Records

Coordinating Council. The group reviewed NHTSA's findings regarding their Traffic Records Assessment conducted in May 2007 and also reviewed New York's response to their findings. The group reviewed the progress of projects using Year 2 of the Section 408 funds and also reviewed the progress attained with regard to each of the core data systems (crashes, enforcement/adjudication, drivers, injury surveillance, vehicles, and roadways). The update of the Strategic Plan for data systems will be undertaken in the Spring 2008.

- CDTC staff participated in the Governor's Traffic Safety Committee's Annual Highway Conference and gave a presentation on MPO safety planning efforts.
- CDTC staff continues to work on its Rensselaer County safety pilot project, focusing on county and local road systems as time allows. Reportable data is now available through the end of 2006 leading to an update of much of the work, including the mapping, that had been completed previously using far more dated data. This project is ongoing.
- CDTC staff continues to utilize safety data for use in its Linkage Program planning studies.
- Performed several crash data analyses and summaries. Continued participation in the development and testing of a GIS web-based application for crash data analysis through NYSDOT and NYSOFT.

TASK 3.02 Air Quality Planning

The Capital District remains an ozone non-attainment area. Conformity determinations were previously completed for New Visions, 2030 and the 2007-12 TIP. This effort will be repeated for the 2009-12 TIP.

Staff participated in one meeting of the NYSMPO Air Quality Working Group. Staff also participated in several phone conference meetings of the Inter-Agency Coordination Group for air quality. Staff participated in discussions and reviewed technical analysis about the development of State Implementation budgets.

TASK 3.05 Infrastructure Planning

No activity to report. The work previously completed under this task is documented in CDTC's *New Visions 2030 Financial Plan*. Next steps involve broadening the needs dialogue on this issue with NYSDOT, legislative representatives, and the general public.

Task 3.06 Goods Movement Planning

During 2007 a workshop was held to engage the freight community on various issues. CDTC will hold another conference or workshop in the coming year to engage the freight community in regional issues, TIP development and New Visions planning. Emerging issues will be explored through presentations by local and national experts.

TASKS 3.10 I-87/Quebec-New York Trade Corridor Planning

Staff attended one meeting of the Quebec New York Corridor Coalition for transportation.

TASK 3.77 New Visions 2030 / New Visions for a Quality Region

CDTC has completed a major New Visions 2030 Update reflecting its "quality region" initiative. Considerable effort has been spent over the last six months pulling together technical papers and other documents that will form the plan as follows:

- The New Visions 2030 update included new principles, some of which were needed to comply with requirements of SAFETEA-LU. New principles are related to safety, security, consideration of roundabouts, tradeoffs between capacity and other project considerations including community context, a commitment to "managing" any new capacity considered on the expressway system, and environmental stewardship. Data analysis and mapping for CDTC's Draft Environmental Mitigation Report were provided.
- The New Visions 2030 long range regional transportation plan (RTP) was adopted by the Policy Board at its October 2007 meeting.
- CDTC staff presented New Visions 2030 material to a wide variety of local groups including a session at the Saratoga County Planning and Zoning Conference, the Capital District Planners Association and the Council of Albany Neighborhood Associations. Public outreach on the plan will be ongoing.
- CDTC worked on preparing a brochure which summarizes the New Visions Plan for the average reader. CDTC hired a consultant to develop the brochure. Staff developed the text and reviewed layout options. The brochure is expected to be complete in June 2008.
- Designed, edited, and produced the first edition of CDTC's new quarterly newsletter *In Motion*. Researched graphics and publishing software for future versions.

TASK 4.07 ADA/Human Service Agency Transportation Options

The SAFETEA-LU legislation requires recipients of JARC, New Freedom and 5310 funds to certify that their projects were derived from a "locally developed, coordinated public transit-human services transportation plan". CDTC staff formed a new committee, called the Regional Transportation Coordination Committee (RTCC) to work on the new SAFETEA-LU coordination requirements. The RTCC built upon the existing JARC committee that CDTA formed in early 2000.

CDTC staff, with the aid of the RTCC began to draft the solicitation for New Freedom projects in November 2007. The RTCC met in January 2008 to review the draft solicitation. The solicitation was finalized and

advertised using Legal Notices in area newspapers. Direct mailings were sent to CDTC's mailing list of Human Service Agencies as well. The New Freedom Funding availability was also advertised on CDTC's website and notices were emailed to RTCC member agencies. The New Freedom funding applications were due on March 24th 2008. Two applications for three separate projects were received. CDTC staff and several members of the RTCC will evaluate the applications in early April.

CDTC staff, at the request of NYSDOT, attended a workshop for human service agencies that was hosted by NYSDOT to answer questions about the coordinated plan and the new Section 5310 requirements related to the plan. Staff also attended two meetings of the Schenectady Long Term Care consortium to develop strategies to aid agencies with transportation problems and educate them on the benefits of coordination. A seminar is planned in June with this group. CDTC staff will be a presenter at the seminar.

CDTC staff became involved in Saratoga's Vital Aging Network Working Group in February 2008. The next meeting of the work group is scheduled for April 2008.

During the upcoming months, staff will continue to meet with the RTCC. CDTC staff will review the FFY 2008 Section 5310 applications and prepare "coordinated plan sign-off letters" for those agencies that meet the Section 5310 specifications outlined in the Coordinated Plan. A subcommittee of the RTCC will also be formed to evaluate the two New Freedom applications that were received. The evaluation has been delayed because staff is waiting for a response from FTA regarding the eligibility of one of the projects.

TASK 4.18 ITS Architecture and Integration

NYSDOT has taken the lead in articulating ITS structures, the federal government looks to the MPO to ensure that all TIP candidates are consistent with the regional architecture. Staff participated in several NYSDOT meetings and workshops related to ITS strategic planning.

Staff met with NYSDOT staff to discuss plans for updating the regional architecture. The next generation of the regional architecture will include the Adirondack Glens Falls Transportation Council (A/GFTC).

CDTC staff hired a consultant to investigate options for developing a new congestion management structure for ITS and incident management. One model that was explored is that of the Niagara International Transportation Technology Coalition (NITTEC).

TASK 4.19 Trail and Property Owners Survey

The survey document was previously completed, printed and distributed to trail stakeholders. Staff is conducting additional analysis of the data collected to produce detail mapping tools for use in future trail planning. Staff will follow through with the offer to assist trail stakeholders with data needs that may not have been prioritized as part of the survey document.

TASK 4.62 Transit Operations Planning

Staff participation in the transit supportive development case study for the New York State Metropolitan Planning Organizations for Incorporating Intermodal Transportation into the New Downtown Albany Convention Center. A consultant team was been hired for this study. CDTC staff attended several Study Advisory Committee meetings for the study; many interesting concepts have resulted from the study. The study should be complete by June 2008.

Staff attended the NYPTA conference that was held in November 2007 in Albany.

Task 4.67 Bikeway/Pedestrian Facility Planning

Bicycle and pedestrian planning continued to receive substantial attention consistent with Policy Board direction. Work completed by the staff includes the following:

- Attended Bicycle Pedestrian Task Force meetings and compiled minutes for Bicycle Pedestrian Task Force meetings.
- Continued to assist with distribution of CDTC's Regional Bike-Hike Map and Mohawk-Hudson Bike-Hike Trail Map. Responded to several bike/ped related data requests.
- Discussed options and schedules for future bike map reprints and updates. Began outreach for update of Mohawk-Hudson Trail Map with Task Force members. Attended Safe Routes to School Workshop.
- Assisted with defining and mapping of Pedestrian Buffers for existing Bike/Ped Priority Network.
- Began integration of BLOS and PII data into GIS.

TASK 4.72 TIP Project Planning and Development Work (TIP Funded)

NYSDOT continues project planning and development work for a number of projects on CDTC's TIP. This work defines the range of feasible alternatives to be considered in preliminary engineering based on traffic operations, cost, and right-of-way impacts. Although NYSDOT has the lead on this TIP-funded project, CDTC has assisted the Department.

TASK 4.97 TIP Development, Monitoring and Update

Development and maintenance of CDTC's TIP requires a high level of staff time. Effort centered on approval of amendments and developing an approach for selecting projects for CDTC set-asides as follows:

- CDTC staff put together a revised Project Justification Package as part of the solicitation for projects related to the 2007-12 TIP. Various amounts of funding related to different categories of projects were set aside in the 2007-

12 TIP including: ITS for Local Traffic Signals; Alternative Fuel Retrofit; Bicycle/ Pedestrian projects; Intersections/Queue Jumpers/Roundabouts; Safety for Non-State Roads; and New Freedoms. A solicitation letter was distributed in February with project submittals due in late March or early April, depending on which set-a-side funding is requested.

- Several other set-asides were solicited in February 2008 including RG 39: ITS for Local Signals, RG102: Alternative Fuel Retrofit, RG103: Bicycle/ Pedestrian, RG104: Intersections/Queue Jumpers/Roundabouts and New Freedoms (T79 and T79A). Staff developed solicitation material, updated the TIP evaluation process and expanded the project justification packages for applicants.
- CDTC staff worked with NYSDOT, the Adirondack Glens Falls Transportation Council, Essex and Greene Counties to develop program and solicitation guidelines for TIP Project RG105: Safety Set-Aside for Non-State Roads. After a lengthy discussion, CDTC developed solicitation and program guidelines for its share of the Region 1 pool of safety funds for this program. The solicitation material was made available in February 2008 with an application deadline of March 2008. Project evaluation and programming will occur in the Spring and Summer of 2008.
- At the request of NYSDOT, CDTC staff provided a letter, along with other MPO's in New York State, which effectively requested that the STIP be extended while approval of a new STIP was delayed, and explaining how CDTC accommodates inflation in the TIP.
- Amendments to the 2007-12 TIP: Several amendments were approved, including a group of amendments to accommodate differences between the TIP and STIP, and the addition of a group of projects funded with STP Enhancement funds.

TASK 5.01 Railroad Avenue Corridor Study

The previous progress report indicated that there were no responses to CDTC's solicitation in the Contract Reporter. In response, the study advisory committee agreed to explore alternative ways to undertake the study, including assigning staff time to the study, refining the scope, or finding additional resources for the study. A decision on an approach is expected by early April.

TASK 5.02 Village of Menands: Broadway (Route 32) Transportation, Access and Land Use Improvement Study

The study is underway. Memoranda documenting existing and future conditions, and draft conceptual designs/trail access locations were prepared and discussed with the study advisory committee. Planning for a public meeting is being discussed.

TASK 5.03 Village of Colonie: Streetscape Guidelines & Architectural Design Standards

This task is completed.

TASK 5.04 Clifton Park/Halfmoon Exit 9 Land Use and Transportation Plan

The consultant, Buckhurst Fish & Jacquemart, Inc., completed several key study tasks during the past six months. They included the existing conditions assessment, the first of two formal public workshops, the development of project goals and objectives including a vision for the study area and the development of preliminary land use and transportation concepts and strategies for the study area. A second public workshop will be held in May 2008 followed by the development of a draft report.

TASK 5.05 NYS Thruway Exit 26 & I-890 Land Use and Transportation Study

The study kick-off meeting was held late October. The first public meeting was held in early December. CDTC provided traffic and crash data for the study area to the consultant.

CDTC staff was involved in the study as a Study Advisory committee member throughout the winter. The second public workshop was held in February. This workshop was well attended and the preliminary recommendations presented were well received. The SAC will meet in early April to review the draft final report with the consultant. The study should be complete sometime in May.

TASK 5.09 Sixth Year Linkage Program Reserve

The solicitation for the eighth year of the Linkage Program (2008-09) was undertaken in September 2007. For the 2008-09 program, \$225,000 was reserved for consultant assistance on new studies. Eight studies were submitted for consideration for funding totaling over \$360,000 for consultant assistance.

An evaluation team comprised of CDTC, CDTA, NYSDOT and CDRPC staff reviewed the submissions and ranked them based on the evaluation criteria. Before the studies were programmed, the evaluation team recommended that study costs be revisited as many estimates appeared to be too low for what was being asked for, based on CDTC experience with Linkage Program study costs.

After acceptance of this approach by CDTC's Planning Committee, CDTC staff revisited study costs with the highest ranking project sponsors and each agreed to an increase in the study cost, including an increase in the local cash match. This resulted in five studies being programmed for the 2008-09 Linkage Program which will be included in the 2008-2010 Unified Planning Work Program. The funded studies are in Schaghticoke (Town and Village), Schenectady (City), Mechanicville, Altamont and Albany (City).

TASK 5.13 Harriman Research and Technology Development Corporation (HRTDC): The Harriman Campus-University at Albany-Fuller Road Corridor Transportation Study

Due to the regional significance of the Harriman Campus study area, CDTC considered adopting the Linkage Study as part of New Visions 2030. Much of 2007 and the beginning of 2008 was spent educating the City of Albany

officials on the recommendations of the study and encouraging the City to formally endorse the recommendations of the study. Once this is accomplished by the City (which is expected in April 2008) the CDTC resolution will be brought back to the Planning Committee for its consideration.

CDTC staff also met with the implementation team to review next steps including the development of a scope of work for the Conceptual Design study of the Washington/Western Bus Rapid Transit system and the Transportation Management Association Feasibility study.

TASK 5.14 Town/Village of Stillwater: Route 4 Main Street Plan

This study is complete.

TASK 5.15 City of Saratoga Springs: Downtown Improvement Plan

CDTC worked with the City and the consultant to make final changes to the language of the technical report in order to produce CDTC's final product. The study report was finalized and the study is considered complete.

CDTC is worked with the consultant and City staff to finalize the technical report for the study, which was completed in the fall of 2007. This study is considered complete and the report is available on the CDTC website.

TASK 5.16 Guilderland Hamlet Neighborhood Master Plan

This study is complete.

TASK 5.17 Route 9W Corridor Study

One Study Advisory Committee meeting and one public workshop were held during the reporting period. The SAC meeting focused on a consultant presentation and SAC discussion of revised Draft Rt. 9W improvement options, preliminary recommendations and planning for the public workshop that was held in early March.

A workbook and improvement priorities worksheet/comment sheet were prepared by CDTC and Town staff and the consultant for distribution at the March 2008 public workshop. Over 100 participants attended the session which started with an open house using four stations illustrating potential improvement concepts for the northern, central and southern sections of the 9W Corridor, and for the Selkirk Bypass. This was followed by a presentation of the draft study proposals by the consultant with subsequent public comments and questions. The session ended with a resumption of the open house stations. 70 priorities worksheets/comment sheets were submitted by town residents.

TASK 5.19 Town of Berne: East Berne Hamlet Study

This study is complete.

TASK 5.21 City of Albany: North Swan Multimodal Accessibility Study

The final public workshop was held in October 2007 and the final study

advisory committee meeting was held in December 2007 to finalize the draft report. The final report was completed in early 2008 and is available on the CDTC website. This study is considered complete.

TASK 5.22 Town of Bethlehem: Delaware Avenue Enhancement Study

The CDTC assisted the town in drafting a scope of work for the study. The Request for Expressions of Interest will be advertised early in the next reporting period. This consultant study will identify actions to strengthen the main street characteristics of the corridor between Elsmere Avenue (NY 335) and Adams Street consistent with the goals of the Town's Comprehensive Plan. The study will address: 1) urban design guidelines/standards including building scale, massing, design and setbacks; 2) streetscape guidelines including a typical street cross-section; 3) parking and circulation for vehicles and bicycles; and 4) operational and management actions including advanced traffic signal technology, driveway consolidation and other arterial management actions, etc on Delaware Avenue.

Task 5.23 City of Cohoes Van Schaick Island Linkage Project

A preferred development alternative has been selected by the study advisory committee. This preferred alternative was presented and discussed at a public meeting held on January 29th. The consultant is working on incorporating comments into the report. A draft final report will be distributed to the SAC in early April; final public meeting to follow.

TASK 5.24 Towns of Guilderland and Princetown: Land Use and Transportation Study for the Route 20 Corridor

A study advisory committee meeting was held in January. The consultant for the study presented draft materials based on public input received at the first public meeting held in November. The consultant will develop a draft report based on public comments and SAC guidance. After review by the SAC, a final public meeting will be scheduled for April-May.

TASK 5.26 NY 7/NY 146 Land Use and Transportation Plan

During the reporting period, town staff met with the consultant several times to work on the zoning language in the report. A final study advisory committee will be held in early April to provide detailed input on the final report. The consultant will complete the study by May 2008..

TASK 5.27 City of Schenectady/CDTA: NY5 Transit Oriented Development Mixed Use Catalyst Project

During the beginning of the reporting period a SAC meeting was held to review and discuss the draft action plan and draft land use and transportation recommendations. The transportation improvement concepts were closely coordinated with CDTA's ongoing NY 5 BRT efforts with respect to stations and related roadway elements including crosswalks, bulbouts, median treatments, etc.

Two additional SAC meetings were held to discuss the revised action plan and land use/transportation recommendations, along with preliminary results of the market analysis and other items.

The study advisory committee met for the last time at the end of March to review the final draft plan and to discuss the progress on the feasibility study for the Hamilton Hill Plaza catalyst economic development project. The SAC was satisfied with the discussion and decided to finalize the draft plan and hold the final public meeting early in the next reporting period.

TASK 5.28 Scotia Waterfront/Master Plan Overlay

The Village of Scotia accepted the findings of the Waterfront Committee and agreed to pursue the Linkage Study in 2008. It is anticipated that this study will be initiated in mid 2008.

TASK 5.29 City of Troy: Congress & Ferry Short Corridor Mixed-Use Development Linkage Study

The study is on-hold until the privately-funded Ferry/Congress Street Master Plan is completed.

TASK 5.33 City of Mechanicville: Central Corridors Linkage Study (new task)

CDTC staff will meet with the town's planning staff in early April to initiate the development of the scope of work. The scope will be prepared by the city and CDTC staff will make changes as necessary. The study will be advertised in the Contract reporter sometime in June 2008, with Letters of interest due by the end of July.

TASK 5.40 Town of Clifton Park/Town of Halfmoon: Exit 9 Land Use and Transportation Plan

The first study advisory committee meeting for this study was held in November 2007. A second study advisory committee meeting was held in early January in preparation for the first public workshop. The first public workshop was held in late January and was well attended. The third study advisory committee meeting was held in late February. A meeting with area developers/business owners was also held at this time. This Linkage study is progressing steadily. Staff reviewed interim products and reports. A study advisory committee meeting is scheduled for late April and the second public workshop is scheduled for early June. The study should be complete by late summer.

TASK 5.51 Provision of Technical Services

The CDTC staff routinely provides "on-call" technical assistance to various public agencies and communities in the Region. The CDTC responded to more than ten requests for technical assistance as follows:

- Provided CDTA with stats and figures for several press conferences that were held to announce use of bio-fuels and to announce earth day events.
- CDTC staff met with staff from the City of Mechanicville regarding funding opportunities to help the City in its revitalization efforts.

- CDTC staff provided comments on the Draft Generic Environmental Impact Statement for the proposed Albany Convention Center.
- CDTC staff attended the NYSDOT Land Use/Transportation Connection Workshop and the ITE Transportation and Planning Symposium.
- After coordinating with CDTA, CDTC staff submitted comments on the Federal Transit Administration's Proposed Policy Guidance on Evaluation Measures for New/Small Starts.
- After coordinating with NYSDOT, CDTC staff submitted comments on FHWA's Proposed Amendments to 49 CFR 662 and 23 regarding Environmental Impact and Related Procedures to highlight the importance placed on linking the transportation planning and NEPA processes.

TASK 5.52 Provision of Community Services

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

- CDTC hosted on behalf of the Capital District Planners Association two audio conferences sponsored by the American Planning Association and the Lincoln Institute of Land Policy.
- CDTC staff responded to over 20 requests for transportation data over the period including traffic counts, transportation growth rates and trip generation data.

TASK 5.57 Commuter Support Services

CDTC's carpool/bus/bike/walk "Guaranteed Ride Home" program and Commuter Register program continues. Staff drafted a scope of work to advertise in an RFP for firms with the experience of converting the carpool matching feature of the Commuter Register to a GIS based routing system. CDTA completed the RFP and solicited for proposals. CDTC and CDTA staffs evaluated the two proposals that were received. Follow-up telephone interviews with the two proposers were necessary to make a selection. GreenRide was selected to transform the Commuter Register to a GIS based system. The contract should be finalized in May and the conversion will occur during June and July. The new system will be up and running by August 2008 the latest. A new branding theme will be advanced at the same time. "IPOOL2" will be the new brand, to go hand in hand with CDTA's "iride" campaign. CDTA will assist in a promotional campaign once the conversion is complete.

Meanwhile, CDTC staff will work on refreshing the pages that will be linked to the new Carpool site, changing the color scheme, reposting PDF's and ensuring that all links to bus schedules, park and ride information is current.

TASK 5.60 Public Transit Planning Support

CDTC hosted a Transit Roundtable meeting in December. Staff drafted

meeting notes for the December meeting. The May meeting will be held at the Rensselaer Rail Station and will be hosted by CDTA.

TASK 5.61 Project Development Support

CDTC continues to provide on-going assistance to NYSDOT Region 1 staff in developing traffic forecasts and compiling other information for project development and design. Specific support ranges from analysis of MPT plans related to ridge or lane closures to sketch planning analysis of traffic diversions from alternative roadway routings. CDTC's effort over the last six months was again fairly substantial, preparing traffic forecasts for the following:

- I-87 Exit 3 or 4 Airport Connector; A240; PIN 1721.51; Town of Colonie, Albany County
- NY 22 Bridge Over the Walloomsac River, Bridge Replacement: R184; PIN: 1130.60.101, Town of Hoosick, Rensselaer County
- Four Bridges in Albany County, PIN 1806.49:

910A	Bethlehem	Rt. 32 to Rt. 335
443	Bethlehem	County Rt. 301 to County Rt. 308
85	New Scotland	Rt. 85A west to Rt. 85A east
156	Knox	Rt. 157 to Main St. Altamont

- NY 67 from I-87 to NY 50: Resurfacing; TIP Number SA185; PIN 1188.31; Saratoga County
- NY 9J, from Columbia County Line to Castleton Line: Reconstruction; R183; PIN: 1097.05; Rensselaer County
- Latham Circle Bridges over Route 9; Town of Colonie; Albany County
- Route 22 over Kinderhook Creek, Town of Stephentown: Bridge Replacement; TIP Number R185; PIN: 1130.63; Rensselaer County
- Commercial Access Highway Improvements: Round Lake Gateway; Route 9/Maltaville Road/George Avenue; SA225, PIN 1757.55; Village of Round Lake, Saratoga County.
- This task supports staff activity on a number of Linkage Program studies that do not involve direct CDTC technical work. Activity under this category includes work with project sponsors to develop requests for expressions of interest, to evaluate proposals, select consultants, develop contracts, participate in study advisory committees, monitor work progress and solicit and evaluate proposals for future Linkage Program projects.
- Staff has begun to review the implementation status of completed

Linkage Program studies to evaluate the progress being made and to possibly identify areas of additional assistance. Site visits and meetings with local staff are part of this effort. A report will be generated following the review of the plans at the end of 2008.

TASK 5.62 Assessment of Land Use and Transportation Concepts in the NY 5 Corridor

CDTC staff continues to assist CDTA in the implementation of Bus Rapid Transit in the Route 5 corridor. Staff has participated in numerous meetings related to the two implementation studies being conducted by CDTA covering NY 5 BRT operations and stations planning. Both of these efforts will be moving toward completion during the next reporting period.

CDTC staff also assisted CDTA in draft scope development for an RFP for the NY5 BRT Roadway Components project that will progress Transit Signal Priority, Queue Jumper design and an Arterial Management for the corridor.

TASK 5.98 North Greenbush I-90 Exit 8 Connector Land Use Study

This study is complete. The Town is following up with a town-wide comprehensive plan.

TASK 5.63 Travel Demand Management Initiative

ARISE, a PEF Representative, CDTC and CDTA staff met with Judith Enck, the Deputy Secretary for Environmental Affairs to discuss TDM programs that could be implemented in the Albany area. CDTC staff compiled literature and background information for distribution at this meetings.

CDTC worked with Albany County and CDTA staff on an initiative to identify TDM activities that can be pursued during the construction phase of the Fuller Road. Construction is expected to last two years, with major traffic disruptions. CDTC staff developed an on-line survey that will be sent to Fuller Road employees, state Office campus employees and SUNYA employees. Staff began to analyze the results in March; additional analysis will be performed when all of the survey data is received.

At the request of the organizers of the Saratoga Springs dance Flurry, CDTC staff created an on-line rideshare board for dance flurry participants to encourage carpooling to the three day event. A follow-up survey was emailed to all rideshare board participants asking if they found a carpool through the site and if they would use that feature again. About 8 people found a rideshare arrangement through the site. Most were long distance travelers from Vermont, NYC and Boston.

CDTA and CDTC staff will continue to explore opportunities to develop TDM programs, particularly in concert with State employment sites and large developments, such as Harriman Campus, the Luther Forest Tech Park and the Albany Convention Center.

CDTC staff has been involved with CDTA staff, the Harriman Research and Technology Development Corporation (HRTDC), SUNYA and Albany County staff to develop an RFP for a Transportation Management Association (TMA) for the Campus Area. Forming a TMA was a recommendation of the Harriman Campus - University at Albany - Fuller Road Transportation Linkage Study. Staff met

with this group to draft an RFP for a TMA feasibility study. Proposals are due in April. Staff will aid in the evaluations of the proposals and will be involved with consultant interviews.

TASK 5.67 Linkage Program Oversight

This task supports staff activity on a number of Linkage Program studies that do not involve direct CDTC technical work. Activity under this category includes work with project sponsors to develop requests for expressions of interest, to evaluate proposals, select consultants, develop contracts, participate in study advisory committees, monitor work progress and solicit and evaluate proposals for future Linkage Program projects.

In February 2002, CDTC established an ongoing "Linkage Regional Coordination Forum" to meet regularly and review progress on the many Linkage and related local planning efforts. CDTC Staff held meetings with the Linkage Forum in October 2007 and January 2008. The next meeting of this group is scheduled for April 2008.

CDTC Staff prepares a status report for all linkage studies on a monthly basis and provides this information to the Planning Committee. Linkage study products, status of active studies and other Linkage Program information are provided on the CDTC website.

Staff will begin to review the implementation status of completed Linkage Program studies to evaluate the progress being made and to possibly identify areas of additional assistance. Site visits and meetings with local staff are part of this effort. A report will be generated following the review of the plans at the end of 2008.

TASK 5.68 Linkage Study Technical Support

Non administrative tasks related to Linkage studies such as data collection, analysis and technical writing are included as part of this task:

- Collected and analyzed supplemental traffic data for the Route 9W linkage study. Traffic counts at Bethlehem Center and track counts at Exit 22 of the Thruway were compiled.
- Arranged collection of land use data in support of the Delaware Avenue linkage study.
- Produced basemaps for various projects. Completed environmental justice evaluation for several linkage studies.

TASK 5.85 Integrated Transportation and Community Design Phase 2

CDTC will administer the contract for the second phase of this statewide effort to educate stakeholders about methods of integrating community and transportation system design. Scoping discussions are continuing.

TASK 5.86 Clean Communities

Meetings of the Capital District Clean Communities Coalition (CDCC) were

held in December 2007 and March 2008. The next meeting is scheduled for June 2008 and will begin at the Rensselaer rail Station and end with a tour of Sprague Energy, a bio-diesel blender, at the Port of Albany. CDTC staff created a web link on their homepage devoted to the Capital District Clean Communities effort. These pages list coalition members, provide links to meeting notes and meeting dates and provide links to upcoming area events and the National Clean Cities website.

Since April 2007 the USDOE has provided an opportunity for Clean Cities coalitions to submit for funds to help offset the cost of hosting the coalition. Semi-annual progress reports are required for the funding submittal; staff must also complete a quarterly Alternative Fuel Price Report and must attend regional meetings such as the Peer Exchange that was held in Pittsburgh in June. USDOE conducts monthly conference calls with other Clean Cities coordinators; CDTC staff is expected to join in these calls if scheduling permits. CDTC Staff joined in four conference calls between October 2007 and March 2008. To be a recognized Clean Cities coalition, the Clean Cities coordinator must submit an annual report to USDOE each February. Information on Alternative Vehicle inventories, Alternative Fuel usage, Alternative Fuel Fueling sites and other data must be submitted. Staff prepared the annual report and submitted the report to USDOE at the end of February.

CDTC submitted for \$5000 in funding for the second half of 2007; a submittal for an additional \$6500 will be prepared in June 2008.

\$2 million in CMAQ funds is programmed for non-CDTA diesel retrofits in the 2007-12 Transportation Improvement Program. Staff has worked with members of the CDCC to identify preferred aspects of a solicitation for projects. During January 2008 staff drafted a solicitation for \$500,000 in projects; applications are due April 4th 2008. Staff will evaluate the applications and prepare a summary for CDTC's Planning Committee and present the recommendations for action at the May Planning Committee meeting.

TASK 5.87 Hudson River Crossings Study

This new task was a joint CDTC-NYSDOT planning effort to study the system implications of alternative scopes for a potential Patroon Island Bridge replacement within the context of the other major Hudson River crossings in the region. The purpose of the study is to develop an understanding of the regional function of the Patroon Island Bridge as well as adjacent Hudson River crossings serving the overall needs of the Capital District.

The consultant team, led by Bergmann Associates, produced several tech memos dealing with potential for diversion of traffic to the Thruway Castleton Bridge; VISSIM microsimulation of traffic in the Patroon Island Bridge area; bicycle and pedestrian Hudson River crossing needs and opportunities; congestion management process for the river crossings, including analysis of future growth alternatives developed in the New Visions Plan. CDTC staff provided the consultant with detailed 2045 traffic forecasts for the future growth alternatives. The consultant team prepared VISSIM microsimulation analysis of these alternatives. Land use and development needs for communities on both sides of the river were incorporated into the study. Three Advisory Committee meetings were held. The final report was completed and approved by the SAC in February 2008.

TASK 5.98 North Greenbush I-90 Exit 8 Connector Land Use Study

Completed.

TASK 5.99 Balltown Road Linear Capacity and Land Use Refinement Study, Niskayuna and Clifton Park (Rolled back into TIP projectDevelopment)

No activity to report. As part of the 2003-08 TIP update, CDTC agreed to undertake a visioning study with the town's of Niskayuna and Clifton Park as part of the UPWP. This study was to be funded with TIP funds to support the eventual design process for the Balltown Road project, covering both phases of the project (Phase 1: Rexford Bridge and approaches, and Phase 2: Glenridge Road to River Road). Before the study could start, NYSDOT re-started the design work for the project. As a result, the \$100,000 reserved for the visioning effort was folded back into the TIP project development with the express purpose of supporting a rigorous context sensitive solutions (CSS) process.

CDTC's Internship Program

CDTC continues to offer internships to graduate students who are interested in pursuing a career in transportation planning or engineering. CDTC's program encourages students to bring what they learn in school to CDTC and bring back to the classroom what they've learned at CDTC. The program is designed to help students develop skills, abilities, and experience at both the technical and professional level. In return, CDTC benefits from good quality work that supports CDTC's ongoing planning program. During the last six months, CDTC employed one part-time intern from SUNYA's Geography Planning Department. Beginning in June, CDTC will employ two interns, one from SUNYA and the other from Clark University.

Statewide Shared Cost Initiatives

New York MPOs have dedicated a portion of the statewide allocation of planning funds to support activities of a mutually beneficial nature. The activities undertaken with pooled funds are called Shared Cost Initiatives (SCI). There are currently six shared cost studies underway and are described in CDTC's UPWP. CDTC will administer the contracts for two Shared Cost Initiatives. The first is the second phase of a statewide effort to educate stakeholders about methods of Integrating Community Design and Transportation System Design. CDTC will also manage the Mitigation Cost Sharing (SCI). This effort is intended to help New York's MPOs explore the practice of mitigation cost sharing to finance transportation improvements. Since CDTC has been an integral participant in the Albany County Airport GEIS and its mitigation cost sharing concept, CDTC was the logical choice to manage this activity on behalf of New York's MPOs.

The status of NYSMPO's shared cost initiatives and other activities is routinely reported at Planning Committee and A&F meetings. More detailed information is reported on NYSMPO's website www.nysmpo.org.

Computer Support Services

Keeping CDTC's computer capabilities current requires a fair amount of

staff time. Some examples of computer-related tasks completed during the period include:

CDTC Web Site Routine Updates: The UPWP, TIP, Pedestrian/Bike, Freight, Clean Communities, New Visions 2030, Planning Committee and Policy Board minutes and materials, TIP Update, Environmental Justice and Linkage projects sections were changed as needed to keep them up-to-date.

Computer Upgrades: Two computers with Duo Core processors were added to the CDTC staff network. The computers they replaced were freed up for two new staff members.

Software Upgrades: The latest versions of ArcGIS, VISUM, and VISSIM were installed on several computers as needed. Additionally, ArcInfo was provided for the GIS specialist.

Servers: The CDTC server has been deployed for over four years. Additionally, CDTC staff was approaching some software and hardware limits of its current setup. Therefore, new servers and software were purchased. Implementation of a test network began when time permitted.

Computer Network Switches: Network switches are essentially network hub devices with improved performance. CDTC's switches became defective and were replaced. This presented an opportunity to consider upgrading to faster switches. But with the low cost of replacing the switches without upgrading, and the urgency of the need for new switches, consideration of an upgrade was postponed to a later, more convenient time.

PROBLEMS ENCOUNTERED

No significant problems encountered.

MEMBERSHIP CHANGES (10/01/07 - 03/31/08)

Scott Johnson replaces Valerie Keehn, City of Saratoga Springs
Michael Manning replaces Robert Carlson, City of Watervliet
Paula Mahan replaces Mary Brizzell, Town of Colonie
John Cunningham replaces Mindy Wormuth, Town & Village representative
Mark Evers replaces Frank Quinn, Town & Village representative
George Hargrave replaces Phil Barrett, Saratoga County
Thomas Werner replaces Robert Phillips, Saratoga County
Jeffrey Kolb replaces Robert Arnold, FHWA

MEETINGS HELD (10/01/07 - 03/31/08)

October 4	--	Policy Board
October 16	--	Bike/Ped Task Force
October 23	--	Linkage Forum
October 24	--	Exit 26 Linkage
October 25	--	Linkage Evaluation
October 26	--	Menands Linkage
November 5	--	Bike/Ped Task Force
November 7	--	Planning Committee

November 8	--	Fuller Road
November 13	--	Harriman TMA
November 13	--	Bike/Ped Task Force
November 14	--	Hudson River Crossing
November 20	--	Fuller Road
November 20	--	A & F Standing Subcommittee
November 26	--	Rotterdam
November 29	--	Central Ave
December 5	--	Planning Committee
December 6	--	Transit Roundtable
December 6	--	Policy Board
December 7	--	MPO Staff Director
December 10	--	Local Safety
December 11	--	Fuller Road
December 11	--	Bike/Ped Task Force
December 12	--	N/S Transit Meeting
December 20	--	Clean Cities
December 21	--	A & F Standing Subcommittee
December 28	--	Fuller Road
January 9	--	Planning Committee
January 16	--	Exit 26 Linkage
January 16	--	Safe Routes To School
January 22	--	Safety Funds
January 22	--	Transit Signal Priority Webinar
January 24	--	Regional Transportation Coordination
January 25	--	Complete Streets
January 31	--	Linkage Forum
February 6	--	Planning Committee
February 12	--	Bike/Ped Task Force
February 13	--	Hudson River Crossing
February 13	--	Mastering Density
February 27	--	A & F Standing Subcommittee
February 27	--	Nominating Subcommittee
March 5	--	Design Guidelines for Small Towns & Rural Communities
March 6	--	Policy Board
March 11	--	Bike/Ped Task Force
March 12	--	Limited English Proficiency
March 18	--	NYS MPO Bike/Ped Working Group