

**CAPITAL DISTRICT TRANSPORTATION COMMITTEE  
PROGRESS REPORT**

**October 1, 2010 -April 1, 2011**

**FHWA Metropolitan Planning Funds**

**FTA Project NY 80-X016 (2007-08)**

**FTA Project NY-80-X017 (2008-09)**

**FTA Project NY 80-X018 (2009-10)**

**FTA Project NY 80-X019 (2010-11)**

**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, 2010 and ending March 31, 2011.

**TASK 1.51     Committee Activities**

Three Planning Committee meetings were held during the reporting period. The Committee approved various TIP Amendments and discussed 2010-15 TIP programming funding targets. Completing rounds 2 and 3 of the 2010-15 TIP update has been exceptionally difficult because of State budget issues and the lack of a new federal transportation bill.

Two Policy Board meetings were held in which members discussed and approved the 2011-12 Addendum to the 2010-12 UPWP and various TIP amendments. The Administrative and Financial Standing Subcommittee and Nominating Subcommittee met twice during the reporting period.

Two special presentations were made. Joe Rich from FHWA presented a PowerPoint summarizing some of the items that were published in a FHWA report that he authored, entitled, *A Federal Scan of Energy Efficiency and Climate Change Activities*. CDTA presented on the launching of BusPlus, which is a new service for the NY 5 Corridor beginning in Spring 2011. The Policy Board appointed new voting and alternate members.

**TASK 1.52     Financial Administration**

The Administrative and Financial Standing Subcommittee met twice and the Nominating Subcommittee met once. The A&F accepted the draft Audit Report, confirmed staffing structure for 2011, and approved a Social Networking Policy and Line Item Budget for next year. Election of officers and selection of at-large Planning Committee and Policy Board positions named by the Nominating Subcommittee were discussed and approved by the Policy Board.

Financial-related tasks that were completed during the period include:

- The Administrative and Financial Subcommittee continued to monitor the cash flow situation. Members were concerned with a shortfall of State operating assistance that is posing a cash flow challenge for CDTA.
- The draft audit report for 2010-11 was prepared and discussed with the A&F. The A&F approved the report for distribution to state and federal oversight agencies.
- Seven PL, FTA, and SPR bills were submitted for payment. Bills were also submitted to Albany County, City of Albany, and Town of Colonie for transportation planning services related to GEIS plan implementation, traffic impacts studies, highway condition scoring, and other work. State budget issues delayed payments to CDTA, making cash flow less manageable.
- Payments were processed for consultants related to CDTC's Linkage Program and NYSMPO's staff support contract.

**TASK 1.61      Certification Review**

Federal Highway (USDOT) last completed an in-person Certification Review in 2008. Bi-annual self-certification by CDTC is also required together with a TIP update. This self-certification process was last carried out with the adoption of the 2010-15 TIP. The next USDOT in-person review will take place in 2012.

**TASK 1.64      ADA Compliance**

Guidance on what is expected of MPOs to comply with ADA is currently being developed by NYSDOT and FHWA. CDTC has taken the lead among NYS MPOs in working with NYSDOT to organize a meeting and eventual training on sidewalk accessibility ratings and condition inventories for all the MPOs. CDTC also obtained a GIS layer of sidewalk, crosswalk and ramp accessibility ratings for the State system from NYSDOT.

**TASK 1.65      UPWP**

The following UPWP tasks were completed during the period:

- 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.
- The 2010-11 Addendum to the UPWP was released for a formal 60-day public review period. Follow up to any comments received adhered to the adopted public participation policy.
- CDTC began the New Visions 2030 Update.
- Linkage Program solicitation was completed. Five applications requesting \$350k in federal funds were received and evaluated by a multi-agency review committee.

Planning Committee approved all five projects for funding in 2011.

- The Schenectady Transit Gateway Linkage Study was Presented at the November 2010 Planning Committee meeting.

**TASK 1.66     DBE Program Update/Environmental Justice**

CDTC remains in full compliance with Title VI and Environmental Justice requirements; both continue to be a critical component of CDTC's activities. A renewed emphasis on Title VI issues and environmental justice has become a more integral focus of the transportation planning and programming process. This renewed commitment is reflected in CDTC's work program, publications, public involvement efforts, and general way of doing business.

Staff, with the help of CDRPC, will conduct additional Environmental Justice analyses to understand additional aspects of transportation system performance in EJ areas and to compare to performance elsewhere. CDTC will continue to explore improved participation of traditionally under-represented groups in the planning process.

CDTC staff attended a FHWA sponsored training in June focused on requirements and sharing useful strategies related to Title VI, Environmental Justice and ADA transition plan activities among NYS MPOs.

**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* called the *Prospectus*. CDTC staff previously completed a new document that reflects current working relationships and federal regulations, including a new MPO planning agreement that was approved by the Policy Board. The full document, with an updated description of roles and responsibilities and a discussion of upcoming planning and financial issues is nearing completion. Next steps would be to develop a five year planning agenda and financial plan. Completion of the Prospectus is dependent upon Congressional approval of a new transportation bill.

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 was recently updated in March.

**TASK 1.68     Statewide MPO Association Support**

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

funds to support planning activities of a mutually beneficial nature.

As ISTEPA, TEA-21, and SAFETEA-LU legislation increased the roles and expectations of New York's MPOs, the ability of MPO staffs to carry out all aspects of the Association's activities in addition to their responsibilities to their individual MPOs became very demanding. In order to assist the Association, the Policy Boards of all thirteen MPOs authorized the use of pooled funds to contract with an individual or planning firm to provide staff support. Contractual services have been successfully provided since 2000 and managed by CDTC.

CDTC continues to manage the statewide contract which is currently provided by Wilbur Smith Associates. Major accomplishments over the last year include a Directors Retreat in February 2011; completion and publication of *Safety Assessment Guidelines* (outlines a process for improving safety on local transportation facilities), *Transit Supportive Development Guidelines* (including Capital District case study), and *Assessment of New York MPOs During the TEA Era*.

The Association is looking at reduced support in the next two years in face of federal rescissions. SCI efforts will be scaled back, at least for 2010-11 and 2011-12. The reduced annual budget will provide sufficient resources to manage the day-to-day operational needs of the Association, organize training opportunities, and coordinated with other state and national associations. The Association has solicited for a new consultant for 2011-12; consultant selection is expected in April 2011.

The Bicycle and Pedestrian Working Group has taken the initial steps to be the lead on statewide coordination between the MPOs and NYSDOT. The Working Group will work closely with NYSDOT to develop tasks and possible deliverables that will benefit individual MPOs, the NYSMPO Association and NSYDOT.

The status of statewide initiatives now underway is reported on the Association's website [www.nysmpos.org](http://www.nysmpos.org).

#### **TASK 2.16     Highway Computer Model Refinement**

CDTC received approval from the Air Quality Conformity Interagency Consultation Group (ICG) for use of the latest generation of the STEP Model in air quality conformity analysis. The STEP Model update is documented in the report, *Systematic Transportation Evaluation and Planning Model: The CDTC STEP Model*, CDTC, April 2010. The report provides a stronger documentation of the CDTC Model in base year 2000; provides a validation of the model against year 2007 counts; and also reexamines the issue of VMT growth. CDTC revised its methodology for estimating daily VMT from a peak hour model in a way that is consistent with NYSDOT Environmental Science Bureau suggested practice. The result is a stronger agreement between the model and HPMS (Highway Performance Monitoring) estimates of daily VMT.

At the request of CDTA, staff started work to develop a mode split model using the VISUM platform. The mode split module will be used to support BRT planning in the region.

Some model development and refinement work will continue, including time period modeling and validation, and development of the mode split model. The mode choice model will require consultant support.

#### **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. This continuing project collects and processes travel data for federal-aid street and highway system. Data collected provides input to VMT forecasting, the maintenance of the Congestion Management System Plan, the STEP model calibration and validation, individual project level analysis; and is vital to project development work that addresses highway deficiencies and proposed mitigation actions.

CDTC has made a renewed commitment through New Visions 2030 to facilitate data collection. Data collection over the last two years has been extensive. With the help of Graduate Student interns, the staff has compiled more than 30 traffic and pedestrian counts at 20 intersections with detailed observations at each site. The use of graduate students has proven to be a very cost-effective way of collecting data and will continue for the foreseeable future. All of the data that CDTC collects is organized and maintained for access by municipalities, public and non-profit agencies and groups, consultants, and other interested parties.

With the purchase of GPS technology in 2009, staff has incorporated GPS into data collection efforts. This has allowed for detailed inventories of roadway features such as signs, sidewalks, transit shelters, trail alignments, etc.

CDTC, together with the other 12 New York MPOs, continues to participate in a Data Collaboration Scan sponsored by NYSDOT. The purpose of the scan is to determine how New York's MPOs and NYSDOT (1) can share data already collected, and (2) use data collection resources more efficiently to avoid duplication.

The following data was collected during this reporting period:

- 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. Three 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.
- Continued assessment of before/after conditions of recently constructed transportation projects using traffic, land use, and safety data.
- The MPO continues to work with NYSDOT regarding the new traffic count program on federal aid roadways to meet federal requirements for the HPMS and future changes to the functional classification system. Other data collection needs are also being discussed.

#### **TASK 2.28    Census/Household Travel Survey**

The Census has begun releasing data sets from the American Community Survey and the 2010 Decennial Census. CDRPC began to prepare customized data sets about the region's population. As more and more data are released, the effort will include working with CDTC and CDTA to evaluate the released files, ascertain those data sets of interest, and identify the most appropriate means to communicate the data for internal and external use. The Census is expected to provide information on basic travel behavior; additional data can be collected outside of the Census if necessary.

Staff participated in several Census sponsored and related webinars, including a tutorial on the TAZ modification software that will be released in April 2011.

#### **TASK 2.29    Regional Geographic Information System**

GIS is an important planning tool that provides benefits to CDTC, its member agencies, and others by supporting state, regional, county, and local planning projects. GIS is the integration of hardware, software, and data used to collect, store, analyze, and display spatially referenced information. Visualizing information is an integral part of nearly every project and GIS is highly utilized to create maps necessary for meetings and reports. In the Capital District, work under this task is a joint CDTC/CDRPC effort.

Staff continues to work on gaining access to NYSDOT's existing internal data viewers, CDTC was successful in gaining access to NYSDOT's Environmental Viewer for all of the NYS MPOs. This viewer is a web-based GIS application that delivers nearly 100 environmental data layers. It provides a quick and efficient way to assess environmental issues associated to transportation projects and programs.

New technical advances and methodologies to provide geospatial information in an efficient manner for use in various technical projects by CDTC, its member agencies, and others will be continuously reviewed by CDTC and CDRPC. Enhancements to existing geospatial data will include the expansion and

refinements of attributes and the improvement of the positional accuracy of features.

CDTC will continue to increase the use of geospatial technology in data collection and analysis. GPS technology will be utilized to enhance existing geographic data, specifically in regard to trail mapping and highway condition scoring.

CDRPC will continue to process and assemble data and clip the information specific to the Capital Region and the communities within the region. New data coverages will continue to be added as mapped and statistical data become available. CDRPC will work with CDTC and CDTA staffs to coordinate availability of data, including the ACS data, and prepare customized maps to meet the needs of each agency without duplicating efforts. As a member of the NYS GIS Coordinating Body, CDRPC will continue to participate in meetings and dialogue with GIS users statewide in developing policies and protocols regarding distribution of data.

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: Providing staff with GIS imagery, maps, and data. Providing various consultants and agencies with relevant GIS data, maps, and imagery. Revising, updating, and creating several miscellaneous maps and data sets. Downloaded updated data from NYS GIS Data Clearinghouse. Receiving updated GIS basemap data and software upgrades, including ArcGIS version 10 from NYSDOT. Continue to assist interns and staff with GIS applications and software. GPS technology was utilized for several data collection efforts. CDTC staff attended the NYSDOT Highway Data Workshop and several ESRI and other GIS Software/GIS Applications webinars and seminars.

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

Both CDTC's long-range plan and capital program rely on pavement condition data that is comprehensive, reliable, and easily accessible. Staff conducts regular surveys of Capital District roads. In 2009, survey based data collection was shifted to a GPS/GIS platform for the non-state federal aid system.

In the Summer and Fall of 2010, the every-fourth-year survey of non-state, non federal aid roads was undertaken. The annual survey of Albany County-owned roads and biennial survey of City of Albany roads was repeated under contract with those jurisdictions. All survey work will use CDTC's GPS/GIS platform.

CDTC prepared a comprehensive report for the City of Albany roads. CDTC staff provided extensive GIS/GPS assistance and support work in undertaking the annual and biennial surveys.

### **TASK 2.31     Traffic Volume Report**

CDTC continues to maintain a web-based traffic volume report using traffic counts compiled by CDTC staff, NYSDOT, counties and municipalities, and consultants. The report is continuously updated with traffic volume data as it becomes available from NYSDOT and other local sources. A comprehensive update of the report will be repeated in 2011.

### **TASK 3.01     Safety and Congestion Management Systems**

Internal CDTC safety planning activities included:

- CDTC staff continued to work on its Rensselaer County safety pilot project, focusing on county and local road systems as time allowed. Staff also began developing a regional profile of crash data using Rensselaer and Schenectady counties as starting points. This project is ongoing.
- CDTC staff continues to utilize safety data in its Linkage Program planning studies.
- CDTC and NYSDOT staff participated in a roundtable discussion on roundabouts and their safety benefits based on recent before and after studies around the Capital Region.

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, actively participated in the development of the safety working groups' safety goals for 2011, and attended numerous state level safety related meetings on behalf of the MPO's. CDTC staff continues its lead role in ensuring the MPO's are at the table on safety related issues in NYS as the Department of Transportation and other state agencies implement SAFETEA-LU requirements. More information on the safety working group can be found at [www.nysmpo.org/safety\\_working\\_group.html](http://www.nysmpo.org/safety_working_group.html).

Staff effort regarding the Safety Working Group (SWG) centered on the following tasks:

- Staff continued to work with the MPO SWG on its Comprehensive Safety Planning and Management Task. Tasks have included training on the AASHTO Highway Safety Manual and the development of templates and other material for use by the MPO's in their safety planning activities.
- SWG Goals for 2011 were finalized by the SWG and CDTC staff continues to serve as Chair of the working group.
- Staff attended and presented at the NYS Highway Safety Conference in the fall of 2010. The session included an overview of safety working group activities and a lengthy discussion and video on enforcement agencies and their role in the quality of crash data.
- Led by NYSDOT, staff participated on a committee looking to create a NYS crash data quality video. Due to budget constraints, a video from Ohio will be slightly modified to include a NYS introduction. A podcast on data quality is also in development and will include direct

participation by CDTC staff.

- Staff continued to participate in the NYS Traffic Records Coordinating Council including the development of the 2011 Traffic Safety Information Systems Strategic Plan. Staff participated on the crash systems subcommittee to support the new Strategic Plan.
- Staff continued to participate in meetings of the NYS Association of Traffic Safety Boards.
- Staff attended several safety training webinars regarding rural safety and safe road maps through the University of Minnesota's Center for Excellence in Rural Safety.
- A survey of the 13 MPO's regarding their safety planning activities was undertaken by the Safety Working Group. The results were summarized and shared with the MPO Directors, the NYSDOT Main Office safety staff and the NYSDOT Regional Planning and Program Managers, Safety Evaluation Engineers and Regional Traffic Engineers.
- Staff planned for a joint meeting of the MPO Safety Working Group and the GIS working group to discuss crash data issues and opportunities.

#### **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 2010-15 TIP. A new draft conformity analysis was prepared for the New Visions Plan maintenance update, extending the analysis horizon to 2035.

Staff also participated in several phone conference meetings of the Inter-Agency Coordination Group for air quality.

Staff participated in several phone conference meetings for the New York State MPO Association working groups for air quality and climate change.

#### **TASK 3.05     New Visions Infrastructure Financial 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**

A freight spot improvement program was funded as part of the 2010-15 TIP update. The program details and solicitation will be developed in the coming year.

CDTC staff participated in a pilot freight study utilizing Census Bureau's commodity flow survey data to derive potential commodity flows from the Railroad Avenue linkage study area. The conceptual study was also presented as a poster at the 2010 Commodity Flow Survey Workshop hosted by TRB in Washington, DC on November 16, 2010.

### **TASK 3.10 I-87/US 9 Integrated Corridor Study**

CDTC staff has a continuing role as co-manager of the consultant contract. The primary goal of the study is to identify ways to reduce traffic congestion in the corridor through effective incident management derived from an integrated corridor management plan. Integrated corridor management recognized that the Northway is part of a larger travel corridor that includes Route 9, connecting arterials and collectors, and bus routes. From a holistic perspective, the goal is to optimize travel in the whole corridor, not just the Northway or Route 9.

A Request for Qualifications (RFQ) was advertised. The project selection committee selected four firms from the RFQ submittals who were invited to submit proposals. The result of the selection process was the selection of PB Americas for the Study. The contract was executed and the study began in December 2010. Two Steering Committee meetings, one Advisory Committee meeting and one Stakeholders meeting have been held, and several working meetings have been attended by staff.

### **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:

- CDTC completed a draft version of the maintenance update of the New Visions Plan. An update of the New Visions Plan will be needed by October 2011. This short time frame will not allow an in-depth, comprehensive update to the plan. It will be a maintenance update that should extend the plan horizon to 2031 or 2035 to reaffirm the New Visions Plan and meet the federal requirements. It will also draft the game plan for the next phase, which will be a more in-depth update with a 2040 horizon; that could be completed as late as 2015. Draft Policy Board approval is expected in June, after which there will be a public review period; and, after public comments are addressed, final approval is expected in September.
- CDTC in partnership with the Capital District Regional Planning Commission (CDRPC) continued to design a website for a Sustainable Development/New Visions Guidebook for planning boards, zoning boards and local officials. The goal of the guidebook is to present local examples through fact sheets on projects, plans and programs that best incorporate smart growth principles to illustrate that these kinds of efforts can be undertaken in the Capital Region and describe how they came to be. The Linkage Forum continues to be used as a sounding board on the project.
- CDTC's New Visions plan and the Linkage Program were featured as a case study in the FHWA/FTA Livability in Transportation Guidebook. [http://www.fhwa.dot.gov/livability/case\\_studies/guidebook/](http://www.fhwa.dot.gov/livability/case_studies/guidebook/)
- Staff wrote summary papers on key New Visions topics (i.e. Quality Region/Integrated Design, Congestion Management/Expressways, Safety, Environmental Impacts/Sustainability, the Transportation Improvement

Program, etc.) to highlight what has changed since 2007 when New Visions 2030 was adopted, what this means for the 2035 plan and subjects for further consideration in the 2040 plan.

#### **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. The RTCC met twice in December 2010 and an April meeting is scheduled. Staff scheduled the meetings and prepared meeting notes. Notes are posted to CDTC's website under "Task Forces."

CDTC participated in the Transportation Workgroup that was formed as part of the Schenectady Long Term Care Consortium. Two meetings of this group were held between October 2010 and April 2011. CDTC staff will continue to participate in the Forum. Staff also participated in a similar group formed in Saratoga County; staff attended three meetings that this group held, to discuss coordination activities and potential New Freedom projects.

The JARC funding opportunity was released in early November and applications were due December 10<sup>th</sup>. One submittal was received from CDTA. CDTA proposed to continue the successful JARC activities that they have been conducting for over a decade. An evaluation committee was formed to evaluate CDTA's proposal and found that it was consistent with the recommendations of the 2007 Coordinated Plan. CDTA was awarded the JARC monies allocated to the region.

Staff drafted the 2011 New Freedom solicitation and advertised and distributed the solicitation in February 2011 with applications due in April. A workshop for potential applicants was held in February. An evaluation committee will be formed to review the project submissions and select projects for funding. The projects should commence sometime in the summer of 2011.

CDTC staff actively participated in two the City of Watervliet's New Freedom project which resulted in a Fixed Route Shuttle in connecting two ends of the City and Green Island. Staff attended two meetings with Watervliet staff and businesses to tweak the shuttle route, fee structure and operation.

CDTC staff prepared "coordinated plan sign-off letters" for those human service agencies applying for 2011 section 5310 funding. Letters were provided only if the applicants met the Section 5310 coordination specifications outlined in the 2007 Coordinated Plan.

Staff began to update the 2007 Coordinated Plan as per the requirements of the SAFETEA-LU legislation. The draft will be distributed to Planning Committee members for their review in May. In concert with the update, staff revised the human service agency survey that was conducted in 2006 to gather information regarding needs, barriers and gaps in transportation service. Staff met with United Way to discuss the potential of contracting with United Way to conduct the survey and provide the results to CDTC. CDTA prepared two grant applications (with the aid of CDTC staff) to help cover the cost of the survey effort. The survey will be conducted in late summer/early fall 2011.

**TASK 4.18     ITS Architecture and Integration**

Although 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. Other than participation in NYSDOT meetings and workshops related to ITS strategic planning, there is no other activity to report. Any changes to architecture will have to be identified and approved this year by the Policy Board.

**TASK 4.19     Trail and Property Owners Survey**

Staff will conduct additional analysis of the data to produce detail mapping tools for 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**

The Capital District Transportation Authority is undertaking a major route restructuring of its services in Albany County. CDTC staff has been collaborating with CDTA in its public outreach and route planning efforts.

**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:

- Participated in 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.
- Capital Coexist, the localized bicycle education campaign continued to be successful. The capital coexist website continues to be updated with related information and now consists of a discussion forum which serves as model public participation opportunity. The Capital Coexist posters and palm cards are frequently requested. Capital Coexist will be sponsoring events at the Tri-City Valley Cats games and will have material in new driver information packets.
- Staff collaborated with CDTA on the second year of Regional Bike Rack Program. TDM funds were used to solicit and distribute bike racks throughout the region. Round 2 delivery is expected in early May. The program is expected to continue annually
- Staff worked closely with stakeholders and facilitated discussions related to bicycle and pedestrian accommodations on the Livingston Avenue Bridge.
- Staff represented the NYSMPO Association on NYSDOT's statewide Bicycle and Pedestrian Advisory Council as well as on a committee looking at developing a statewide Pedestrian Action Plan.

#### **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 the 2010-2015 TIP update:

- Working with NYSDOT Region 1 staff, CDTC staff resolved several discrepancies between the TIP and proposed STIP amendments.
- Several amendments to the 2010-15 TIP were prepared and approved.
- E-STIP Maintenance: CDTC staff worked with NSYDOT Region One on a regular basis to make changes to the STIP. Staff participated in an interview as part of the SHRP2 C16 project, funded by TRB that aims to compile and disseminate methods and tools for quantifying the impact of smart growth on peak period travel demand. RSG is conducting interviews with agencies to understand how smart growth is (or is not) taken directly into consideration in your ongoing transportation planning processes.
- CDTC's Planning Committee reviewed the status of Round 2 programming as it related to the 2010-2015 TIP update process. Once again, federal funding remains uncertain and as a result the Planning Committee tabled the remaining programming process until funding levels are better known. These projects will remain the first to be considered for funding at that time.

#### **TASK 5.01     Railroad Avenue Corridor Study**

Work on this study continues, with focus on developing the draft Railroad Avenue Corridor Revitalization Plan; it should be complete by the next reporting period.

#### **TASK 5.03     Town of Guilderland: Neighborhood Master Plan for Guilderland Center**

This is a follow-up study identified in the Town's Comprehensive Plan and is funded through the Linkage Program. Behan Design and Creighton Manning Engineering were selected for the study. The study was completed and approved by the Town Board of the Town of Guilderland.

#### **TASK 5.06     Town of New Scotland: Hamlet of New Scotland Area Master Plan**

This is a new study approved for the 2010-11 Linkage Program. CDTC Staff worked with Town volunteers and board members to develop a scope of work, and advertised the study in the NYS Contract Reporter. A consultant selection committee chose Behan Planning with Creighton Manning Engineering. The selected consultant will prepare a master plan concept, zoning code language and design guidelines/standards for future growth in the hamlet of New Scotland area. The kick-off meeting for the study was held in March 2011 and the first public workshop is scheduled for early Spring 2011.

#### **5.07 Town of Rotterdam: Five Corners Land Use and Transportation Study**

CDTC Staff assisted the Town of Rotterdam with developing a scope of work and advertising the study in the NYS Contract Reporter. CDTC staff organized a consultant selection committee and documented the results of the selection

process. BFJ, the selected study consultant, will prepare a land use and transportation management plan for the redevelopment of the Five Corners area of the Town of Rotterdam. This effort will help the town implement the recommendations of its Comprehensive Plan including access management and driveway consolidation policies, transit amenities, and pedestrian/bicycle improvement plans in the area. The study will also develop design standards for this area of the town and provide conceptual improvements for the reconfiguration of intersections and any other roadway improvements. The kick-off meeting for the study was held in March 2011 and the first public workshop is scheduled for April.

**TASK 5.08 Town of Clifton Park: Clifton Park Town Center Plan**

CDTC staff in partnership with the Town of Clifton Park selected Behan Planning and Design with Dover, Kohl and Partners for the project. The project will begin in late spring 2011.

**TASK 5.09 Wilton Exit 16 Corridor Study**

CDTC staff in partnership with the Town of Wilton selected Barton & Loguidice for the contract. CDTC staff collected and analyzed supplemental traffic data for the Wilton Exit 16 Linkage Study including traffic counts, signal timing plans an extensive GIS inventory of tax parcels, property owners and uses, current zoning and crash data. The project will begin in late spring 2011.

**TASK 5.22 Town of Bethlehem: Delaware Avenue Enhancement Study**

The final public meeting was held on the draft street and building design guidelines/standards document and the transportation improvement plan. This was a well attended meeting with participants supporting proposed improvements to improve walkability of the study area and other recommended draft concepts. Public and agency comments were incorporated into the study products resulting in completion of the consultant portion of the study. CDTC and Town staffs are finishing up the implementation plan portion of the study. Materials will be presented to the Town Board for consideration of adopting the final study products early in the next reporting period.

**TASK 5.27 Transit Oriented Development (TOD)**

CDTA, in partnership with the City of Albany, is using CMAQ funding from the Corridor Management Initiative to develop Transit Oriented Development Zoning in the City of Albany related to the three highest priority corridors for Bus Rapid Transit. Responses to a Request for Expressions of Interest resulted in the identification of three teams for interviews. A consultant will be selected in spring 2011.

**TASK 5.28 Scotia Waterfront/Master Plan Overlay**

This study is complete.

**Task 5.30 City of Albany Bicycle Master Plan**

This project is complete.

**Task 5.31 Altamont Bicycle Master Plan**

This project is complete.

**TASK 5.32     Town/Village of Schaghticoke: Route 40 Corridor Study**

This project is complete.

**TASK 5.33     City of Mechanicville: Central Corridors Linkage Study**

This study is complete.

**TASK 5.34     Schenectady Rte 5 Transit Gateway Study**

This study is now complete and developed a useful set of products to assist the City, Metroplex, and others involved in Lower State Street redevelopment/infrastructure renewal efforts.

The project team held numerous stakeholder interviews, developed a graphically rich land use and transportation concept plan, met with NYSDOT Region 1 staff regarding potential I-890 and Washington Avenue/State Street intersection reconfiguration concepts and held two well attended public meetings. The consultants and study team/advisory committee prepared and reviewed detailed future alternative street designs, redevelopment concepts, and a housing market analysis.

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

This study is complete.

**Task 5.42     Albany Education District Study**

CDTC staff continues to work with the City of Albany, the College of St. Rose and the University at Albany on this important planning initiative in the heart of the City of Albany. The effort focused on Crime Prevention through Environmental Design strategies, especially in the pedestrian environment. A draft report is in internal review and will be made available to the study advisory committee in early spring 2011. The study should be completed by summer 2011.

**Task 5.43     Colonie/Watervliet/Menands: Route 32 Redevelopment Plan**

The study began in early 2010. Two meetings of the Study Advisory Committee were held between October 2010 and March 2011. CDTC staff and the consultant met with NYSDOT Region 1 in early October to identify outstanding issues. The study was completed in early 2011.

**Task 5.44     Sand Lake Hamlet Linkage Study**

The final report for this study has been completed. Follow up work with the consultant and the Town continues regarding creation and acceptance of a resolution for the Town Board.

**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:

- CDTC Staff responded to a request from a consultant working on a FHWA project for information and data associated with the 1983 Household Travel Survey.
- CDTC staff continues to participate in meetings with NYSDOT, the Town of North Greenbush, Rensselaer County, RPI Tech Park staff and others regarding the proposed down-scaled I-90 Exit 8 Phase 2 Connector roadway project. This most recent effort has resulted in draft RFP that the Town of North Greenbush may use to engage consultant services to determine appropriate southern end connections, general design and realistic cost estimate for the reduced scope project.
- CDTC staff participated in a training session at NYSDOT regarding a new pedestrian crossing tool called a HAWK signal, recently approved for use in the 2009 Manual of Uniform Traffic Control Devices or MUTCD.
- Staff participated in several in the series of Designing for Pedestrian Safety webinars sponsored by FHWA and PBIC.
- CDTC staff is participating on the Mohawk-Erie Multimodal Transportation Corridor Study as a member of the Capital District/Eastern New York Regional Project Advisory Committee (RPAC) and as a member of the Corridor-wide Project Advisory Committee (CPAC). Staff has participated in a number of meetings and has provided work products and data to the consultant team for the study.
- CDTC Staff is participating in the Empire Corridor Project Advisory Committee (EPAC) for the High Speed Rail Empire Corridor Project. Staff has attended several meetings for this project.
- Staff responded to multiple requests from consultants, developers, real estate companies, and SUNYA students for various traffic and land use data.
- CDTC staff attended an MPO Peer Exchange at the Atlanta Regional Commission sponsored by FHWA, FTA and the Volpe Center on the New Visions 2030 plan and the Community and Transportation Linkage Planning Program, CDTC's Livability Program. A report summarizing the findings of the peer exchange is being developed by the Volpe Center on behalf of FHWA and FTA for the Transportation Planning Capacity Building Program.
- CDTC staff participated in an FTA Peer Exchange at the American Public Transit Association Annual Meeting in San Antonio, TX to discuss the Linkage Program and the collaboration of CDTC and CDTA on planning activities. A report summarizing the findings of the exchange is being developed by the Volpe Center on behalf of FHWA and FTA for the Transportation Planning Capacity Building Program.
- CDTC staff attended the TRB Tools of the Trade Conference: Transportation Planning for Small and Medium sized communities in Williamsburg, VA. Presentations were given at two sessions: Challenges of Integrating Safety into the Planning Process and Linking Transportation and Land Use Planning for Sustainable Communities.

- Staff continued to participate in the Strategic Highway Research Program (SHRP2) committee on "A Community Visioning Approach to Support the SHRP2 Collaborative Decision Making Framework for Highway Investments". A national committee guided the consultant and the final products include a report and a project website which is still under development at <http://shrp2visionguide.camsys.com/index.htm>.
- Staff participated in several webinars on the HUD/EPA/DOT Sustainable Communities planning grants and TIGER II programs.
- Staff participated in an interview as part of the SHRP2 C16 project, funded by TRB that aims to compile and disseminate methods and tools for quantifying the impact of smart growth on peak period travel demand. RSG is conducting interviews with agencies to understand how smart growth is (or is not) taken directly into consideration in your ongoing transportation planning processes.
- Staff met with NYSDOT and the City of Albany regarding a proposed I-787 Integrated Corridor Planning Study. The CDTC Planning Committee and Policy Board incorporated this initiative into the 2010-2012 Unified Planning Work Program.
- Staff responded to multiple requests from consultants, developers, real estate companies, and SUNYA students for various traffic and land use data including traffic counts and traffic growth rates.
- CDTC staff attended an MPO Peer Exchange in Orlando, Florida for the Florida Division of the FHWA. The focus was on integrating livability into the planning process. A report summarizing the findings of the peer exchange is being developed by FHWA.
- CDTC staff presented at the 10<sup>th</sup> Annual New Partners for Smart Growth Conference in Charlotte, NC. The session topic was on livability planning in medium and rural regions and the presentation focused mainly on New Visions 2030 and the Linkage Program.

#### **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:

- Staff met with representatives from the Town of Schodack regarding the draft Comprehensive Plan. CDTC staff suggested the town pursue a Linkage type study at some point on Routes 9 & 20 to complete a visioning exercise for this important section of town.
- Staff presented at the NYS Association of Traffic Engineers Conference regarding New Visions and the Linkage Program, a session on integrating livability into transportation planning.
- CDTC staff attended and presented at the Environmental Clearinghouse of Schenectady's Sustainability Conference. The presentation topic was on Complete Streets.

- CDTC staff supported and attended the annual Saratoga County Planning and Zoning Conference.
- CDTC hosted on behalf of the Capital District Planners Association three 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.
- Staff continues to participate in meetings of the Capital District Smart Growth Forum along with CDRPC, NYSDHCR, Schenectady County ECOS, Habitat for Humanity, Better Neighborhoods, Empire State Future, League of Women Voters, and the Saratoga, Schenectady, Schoharie Realtors Association representatives for the purposes of discussing smart growth efforts/New Visions 2030 implementation efforts in the region.

#### **TASK 5.57      Commuter Support Services**

The Commuter Register was converted to a GIS-based system, called iPool2 in August, 2008. Since then, staff presented information about the program and the iPool2 employer module to area businesses. CDTC worked with RPI and SEFCU to instruct administrators of these institutions about the features of iPool2 and the iPool2 employer module. The employer module gives businesses access to some of the administrative features of iPool2.

In spring 2009, VPSI, a national vanpool firm, partnered with CDTC, CDTA and the Downtown Albany BID to conduct a pilot vanpool program in the Capital District. Fourteen vanpools were formed by March 30, 2011 (five during this reporting period), eliminating over 700,000 vehicle miles traveled. Initially, monies from a NYSERDA/NSYDOT grant were used to subsidize the vanpool costs by \$300 per month; this amount was reduced to \$300 per month in March 2011 in order to keep the project moving.

Staff also worked with CDTA, VPSI and Action Research to develop a plan to market the Vanpool Pilot to employers. Action research developed a survey that was administered to larger employers to determine interest in the vanpool pilot. Staff participated in two conference calls to discuss the results of the survey and to develop an appropriate marketing plan.

Staff participates in monthly conference calls arranged by VPSI to discuss marketing efforts and next steps for the program.

GreenRide, the company that developed the software behind ipool2 has upgraded their software to a more sophisticated platform called GreenRide Connect. iPool2 will begin to use the upgrade platform by the end of summer 2011; a meeting to discuss particulars of the upgrade is scheduled in June. CDTC staff will work with the consultant during July and August and will review the beta site before the upgraded site is available to the public.

#### **TASK 5.60      Public Transit Planning Support**

CDTC Staff actively participated in CDTA's Park and Ride Lot Needs Assessment consultant study. Staff attended several meetings arranged by Buckhurst, Fish and Jacquemart, the consultant. Staff helped arrange for a meeting with the consultant and the Private Commuter Bus carriers in the region, as well

as representatives from the Region's counties. The study will continue through the summer of 2011; CDTC staff will continue to participate in meetings and will review the draft report.

**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 378 over Hudson River Shore: Rehabilitation; A449; R276; PIN 1045.11; Town of Colonie, Albany County; City of Troy, Rensselaer County.
- Dunn Memorial Bridge: Monodeck and General Repairs, Traffic analysis for MPT: A483/R269; PIN 1043.46; Cities of Albany and Rensselaer; Counties of Albany and Rensselaer.
- Maple Avenue Realignment; Realignment of northern "S" curve and safety improvement at Alplaus Avenue and Maple Avenue. S157; PIN 1756.01; Town of Glenville, Schenectady County.
- Route 85 Reconstruction, City of Albany, Albany County.
- Route 20 from Route 4 to Schodack, traffic forecasts, proposed NYSDOT project, Rensselaer County.
- Route 4/Mannix Road intersection improvement project. Staff provided revised turn movement forecasts and background information regarding the Town of East Greenbush's planning efforts and vision to transform Route 4 into a community street.

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

Staff continues to seek opportunities for outreach to municipal planning boards and others to disseminate tools developed as part of this effort, especially the Access Management Site Plan Review Checklist covering access needs/issues for all modes; and an educational slide show on the tools, techniques and benefits of access management in a retrofit environment.

**TASK 5.63     Travel Demand Management Initiative**

This project is led by CDTA with CDTC staff assistance.

A noteworthy achievement of this initiative was the launching of the vanpool program for the Capital Region. CDTC continues to work with CDTA and VPSI in identifying test markets and potential participating employers. Several "lunch and learn" sessions were provided to groups of employees from

interested employers. To date, fourteen vanpools have been formed and a fifteenth will be on the road in May 2011.

Additional CDTA efforts include:

- Staff support services for TDM at CDTA, including marketing;
- Occasional use parking arrangements for transit users;
- Urban homeowner incentive programs in partnership with urban renewal efforts;
- Refugee transit support to develop new transit markets;
- Free transfers from the private commuter carriers to CDTA;
- Ongoing support for iPool2, the regional ridesharing program;
- Support for the NYSEERDA and CMAQ funded vanpool programs;
- Pilot program to establish a bicycle parking program in the region by providing subsidies and simplified procurement for bicycle racks at both public and private destinations.

Each new program component is developed cooperatively with CDTC, with a project proposal, and project evaluations are prepared and shared upon project completion, including estimates of increased ridership, air quality benefits, and other performance measures.

In October 2010 CDTC staff "hosted" a TDM workshop that was arranged by NYSDOT. About 30 people attended the workshop. CDTC staff has participated in several follow-up TDM conference calls.

#### **TASK 5.64 Harriman Campus - University at Albany Linkage Study Implementation Support**

The City of Albany issued a resolution in support of the recommendations of the Harriman Campus Linkage Study in April 2008. CDTC passed a resolution in support of the Harriman Campus Linkage Study in June 2008. Since then, CDTC has continued to support implementation activities related to the Linkage study including the conceptual study of a Bus Rapid Transit System along Washington/Western Avenues in the City of Albany. A consultant, IBI Group, developed two alignment options for the system ultimately identifying the Western Avenue corridor as the preferred corridor. The final report is expected in spring 2011.

#### **TASK 5.67 Linkage Program Oversight**

The solicitation for the tenth year of the Linkage Program (2010-11) was undertaken in the Fall of 2009 resulting in five new studies for the 2010-11 federal fiscal year. The five funding studies are in Guilderland, New Scotland, Rotterdam, Clifton Park and Wilton.

The solicitation of the eleventh year of the Linkage Program (2011-12) is expected to occur in November 2010. Updated

solicitation material was prepared for the Planning Committee with a shift in the program focus away from conceptual planning and toward implementation activities.

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. The Forum gained in popularity and continues to meet quarterly. CDTC Staff held meetings with the Linkage Forum in June and September. The next meeting of this group is scheduled for January 2011.

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.

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. The Forum gained in popularity and continues to meet quarterly. CDTC Staff held meetings with the Linkage Forum in February 2011. The next meeting of this group is scheduled for May 2011.

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.

#### **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:

- CDTC Staff held meetings with the Linkage Forum in February 2011. The next meeting of this group is scheduled for May 2011.
- CDTC Staff met with a local consultant, Synthesis, to discuss their performance on prior Linkage Studies and to discuss how they can better address Linkage REI's.
- Produced base maps for various projects.
- Provided crash data to consultants for several Linkage Studies.

- Produced maps and provided GIS data and aerial photography for various projects. Provided EJ/EM Analysis and documentation of various study areas.
- CDTC Staff held a meeting with the Linkage Forum in January 2011. The next meeting of this group is scheduled for May 2011.
- CDTC staff collected and analyzed supplemental traffic data for the Wilton Exit 16 Linkage Study including traffic counts, signal timing plans an extensive GIS inventory of tax parcels, property owners and uses, current zoning and crash data.
- CDTC staff hired Stantec to collect additional lighting and sidewalk data for the Albany Education District Enhancement Linkage Study.
- Met with NYSDOT staff to review Linkage study concepts.

#### **TASK 5.85     Integrated Transportation and Community Design Phase 2**

In response to FHWA rescissions, this study has been deferred.

#### **TASK 5.86     Clean Communities**

The U.S. Department of Energy's Clean Cities Program 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. Clean Cities carries out this mission through a network of more than 90 volunteer coalitions which develop public/private partnerships to promote alternative fuels and vehicles, fuel blends, fuel economy, hybrid vehicles, idle reduction and VMT reduction. The Capital District Clean Communities coalition was formed in 1999 to take advantage of the environmental, public health, energy, and economic benefits that the program offers. In early 2001 CDTC agreed to assume the lead role in managing the program previously provided by Schenectady County. CDTC is in its ninth year leading the coalition in the Capital District, and is the only MPO in New York to directly host the Clean Communities Program in its region. CDTC received \$17,500 in 2010 from USDOE through a contract with LTI to support the Clean Communities mission in the region.

Efforts will continue to focus on alternative fuels and the coalition meetings will continue to provide a forum for CDTA, the Albany County Airport Authority, local governments, and private sector to jointly explore new technologies. In addition, CDTC's involvement will assure coordination with regional planning and programming activities, including TDM, transit, and ridesharing efforts. USDOE assistance will increase to \$20,000 in 2011.

CDTC staff must submit semi-annual progress reports to receive funding; staff must also complete quarterly Alternative Fuel Price Reports, develop an annual operating plan; complete an annual survey and must attend regional meetings and/or the annual AFVi Conference. During the reporting period, staff spent a large portion of time in collecting data from area fleets for submission to the annual survey. Staff also drafted the Annual

Operating Plan and submitted two fuel price reports to USDOE. Furthermore, staff took four on-line courses which Clean Cities coordinators are required to take every six months.

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 three conference calls between October 2010 and March 2011. In addition, the Capital District Clean Cities Coalition will receive about \$60,000 from NYSERDA for administrative activities related to ARRA/USDOE funding that coalition members received. Requirements for accessing these funds include verification visits to ARRA project sponsors. Staff conducted verification visits to Hoosic Valley Central School District, Gilboa-Conesville Central School District, UAlbany, National Grid, the City of Albany and Verizon during the reporting period. Staff will conduct a site visit to East Greenbush CSD and the Ballston Spa CSD in the upcoming reporting period. Staff also prepared paperwork to invoice USDOE for work performed for two quarters, one ending on December 31st and the second ending on March 31st.

Meetings of the Capital District Clean Communities Coalition (CDCC) were held in December 2010 and March 2011. The next meeting is scheduled for June 2011. 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. The website also includes separate pages for each of the ARRA projects. The website includes an on-line membership form.

Staff met with Idle Aire, a company that developed anti-idling technology for fleets at rest stops.

Staff attended a workshop sponsored by Jasper Engines in March 2011. The workshop showcased propane vehicle technology. About two dozen representatives from Capital region fleets attended the workshop. Staff will reach out to these fleets to follow-up and encourage their use of alternative fuel technology. This activity is a requirement in the contract with USDOE.

CDTC staff was asked to be part of a NYSERDA Technical Evaluation Panel for a funding program that was available to downstate companies for Alternative Fueled Vehicles and Fueling Infrastructure. Staff evaluated over 50 project proposals and will attend an all day meeting in mid-October to discuss and further evaluate the proposals.

Staff will attend a three day Clean Cities event in Indianapolis in June 2011. Attendance is required as part of the contract terms with USDOE. In addition, a second staff member will attend a "coordinator 101" workshop in the fall so that more than one CDTC staff person will be trained as a coordinator for the coalition.

#### **TASK 5.87     Hudson River Crossings Study**

This study is complete. Findings are being used by NYSDOT in the project

development work for the proposed bridge replacement.

#### **TASK 5.90     Public Outreach**

- CDTC continue to publish a quarterly newsletter, *In Motion*. The most recent edition focused on Capital Coexist and bicycle and pedestrian issues.
- CDTC adopted a social media policy guiding the use of sites such as Twitter and Facebook. The use of the social media sites has proven to be an effective public outreach tool.
- CDTC has converted the TIP mapping from static maps to interactive, mapping using a user-friendly google interface. The new format provides a lot of TIP information in one place.
- The Public Participation Plan has been updated to reflect the new social media policy, Limited English Proficiency, and updated TIP amendment procedures. The Plan will undergo a formal 45-day public review period starting in June

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

This study has been completed.

#### **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 the exchange of knowledge between the classroom and CDTC and vice versa. 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.

#### **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. There are currently six shared cost studies underway and are described in the UPWP. Several of these efforts, including the second phase of a statewide effort to educate stakeholders about methods of Integrating Community Design and Transportation System Design and the Mitigation Cost Sharing study, may be deferred because of recent FHWA funding rescissions.

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.nysmpos.org](http://www.nysmpos.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:* CDTC's web site was updated regularly

as needed, including material related to the following: UPWP, TIP, Pedestrian/Bike, Freight, Clean Communities, New Visions 2030, Planning Committee and Policy Board minutes and materials, Environmental Justice and Linkage projects. Some minor improvements were also made.

- *Servers:* The CDTC server was replaced and upgraded during the period before the period covered by this progress report. Early in this period there were several minor tasks related to the completion of the upgrades

#### **PROBLEMS ENCOUNTERED**

No significant problems encountered.

#### **MEMBERSHIP CHANGES October 1, 2010 - March 31, 2011**

Acting Mayor Gary McCarthy replaces Mayor Brian Stratton  
Supervisor Christopher Koetzle replaces Mayor James Gaughan  
Supervisor Frank Thompson replaces Supervisor Rick McCabe  
Chair Judith Dagostino replaces Susan Savage

#### **MEETINGS HELD October 1, 2010 - March 31, 2011**

October 1	-	MPO Meeting
October 6	-	Planning Committee
October 12	-	Bike/Ped Task Force
October 13	-	ICF/NYDOT TDM Conference
October 14	-	Railroad Ave Study Partners
October 18	-	Empire Quarter
November 3	-	Planning Committee
November 4	-	Transit Provider/Park & Ride Lot Meeting
November 9	-	Bike/Ped Task Force
December 2	-	Policy Board
December 14	-	Bike/Ped Task Force
December 14	-	Regional Transportation Coordination Committee
December 16	-	Clean Communities
January 4	-	New Scotland Hamlet Consultant Selection
January 5	-	Planning Committee
January 11	-	Bike/Ped Task Force
January 12	-	Linkage Evaluation Team Meeting
February 8	-	Bike/Ped Task Force
February 8	-	Planning Committee
February 9	-	Roundabout Meeting w/NYSDOT
February 17	-	Linkage Forum
March 2	-	New Freedom Information Workshop
March 3	-	Policy Board
March 7	-	Private Operators meeting w/ CDTA
March 7	-	Park and Ride Meeting with Counties
March 17	-	Clean Communities Meeting
March 24	-	BFJ/Park and Ride
March 29	-	Brookside Avenue TIP projects
March 31	-	Railroad Avenue

