



# **Capital Region Transportation Council**

## **Performance and Expenditure Report**

### **October 1, 2023 – March 31, 2024**

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## Introduction

The Unified Planning Work Program (UPWP) identifies transportation planning activities to be undertaken in the Capital Region during the state fiscal year (April 1 to March 31). Planning tasks in the UPWP are coordinated by the Capital Region Transportation Council (Transportation Council) for the metropolitan planning area that includes the counties of Albany, Rensselaer, Saratoga, and Schenectady (except the Town of Moreau and the Village of South Glens Falls). Each UPWP planning task includes a schedule and budget by fund source.

This Performance and Expenditure Report fulfills the requirements of Title 23 §420.117 of the *Code of Federal Regulations* related to monitoring and reporting requirements of Federal Highway Administration (FHWA) Metropolitan Planning funds by sub recipients “to assure that the work is being managed and performed satisfactorily and that time schedules are being met.” It additionally fulfills reporting requirements to the Federal Transit Administration (FTA) related to Metropolitan Planning Program (MPP) funds. These grants are included in the UPWP and indicated in this report as FHWA PL, FTA X033, and FTA X032. A summary of other federal and local funds budgeted and expended is provided for information only. A portion of Transportation Council planning (FHWA PL) funds are sub-allocated to the Capital District Regional Planning Commission (CDRPC), the use of which is included in this report.

## Summary of the Transportation Council’s Expenditures

### FHWA PL & FTA MPP Funds (October 1, 2023-March 31, 2024):

- FHWA PL - FHWA Metropolitan Planning (PL) Funds
- FTA X033 - FTA Section 5303 Metropolitan Planning Program (MPP) Funds for 2023-2024

TASK CODE	FHWA PL BUDGET	FHWA PL CHARGES	FHWA PL BALANCE	FTA X033 BUDGET	FTA X033 EXPENDED	FTA X033 BALANCE
1.51	50,000.00	39,402.48	10,597.52	30,000.00	21,852.73	8,147.27
1.61	70,000.00	55,147.15	14,852.85	-	-	-
1.65	25,000.00	23,986.05	1,013.95	15,000.00	16,245.70	(1,245.70)
1.66	30,000.00	26,973.93	3,026.07	30,000.00	26,232.09	3,767.91
1.69	50,000.00	36,321.91	13,678.09	-	-	-
1.70	70,000.00	33,012.81	36,987.19	25,000.00	16,101.13	8,898.87
1.73	25,000.00	37,118.87	(12,118.87)	-	-	-
2.25	138,304.00	47,799.31	90,504.69	10,000.00	5,475.06	4,524.94
2.28	20,000.00	1,160.51	18,839.49	20,000.00	2,810.97	17,189.03
2.29	70,000.00	46,924.31	23,075.69	30,000.00	6,784.65	23,215.35
3.11	60,000.00	25,469.36	34,530.64		-	-

3.21	20,000.00	8,859.56	11,140.44	-	-	-
3.31	40,000.00	34,482.93	5,517.07	5,000.00	6,384.95	(1,384.95)
3.35	45,000.00	38,391.97	6,608.03		-	-
3.41	55,000.00	32,878.83	22,121.17	35,000.00	34,099.12	900.88
3.51	10,000.00	23,816.24	(13,816.24)	4,140.00	2,326.12	1,813.88
3.22	40,000.00	469.26	39,530.74	15,000.00	802.63	14,197.37
3.32	120,000.00	93,152.69	26,847.31	5,000.00	1,234.82	3,765.18
4.17	45,000.00	10,202.50	34,797.50	15,000.00	6,295.28	8,704.72
4.21	110,825.00	26,771.00	84,054.00		-	-
4.35	15,000.00	3,464.35	11,535.65		-	-
4.60	40,000.00	11,870.81	28,129.19		-	-
4.64	131,583.00	85,806.10	45,776.90	20,000.00	6,050.79	13,949.21
4.67	25,000.00	5,265.29	19,734.71	35,000.00	18,759.53	16,240.47
5.01	40,000.00	36,821.14	3,178.86	30,000.00	3,413.80	26,586.20
5.21	10,000.00	1,629.33	8,370.67	10,000.00	2,005.33	7,994.67
5.51	20,000.00	3,971.19	16,028.81		-	-
6.12	15,000.00	7,599.28	7,400.72	30,000.00	9,200.62	20,799.38
6.13	15,000.00	3,427.70	11,572.30	40,000.00	20,249.97	19,750.03
6.14	40,000.00	6,906.71	33,093.29	30,000.00	7,264.22	22,735.78
6.16	30,000.00	21,253.29	8,746.71	25,000.00	16,840.38	8,159.62
6.17	20,000.00	3,686.09	16,313.91	-	-	-
7.20	-	-	-	20,000.00	7,329.79	12,670.21
7.21	30,991.00	4,464.82	26,526.18		-	
7.22	115,000.00	35,626.13	79,373.87		-	
7.23	24,214.00	5,860.33	18,353.67		-	
7.24	165,000.00	7,235.46	157,764.54		-	
7.25	90,000.00	19,990.72	70,009.28		-	
7.26	90,000.00	10,794.93	79,205.07		-	
7.70	58,911.00	15,982.94	42,928.06		-	
7.86	101,645.00	66,394.51	35,250.49		-	
7.87	35,000.00	40,670.33	(5,670.33)		-	
7.88	56,610.00	8,318.17	48,291.83		-	
	<b>2,263,083.00</b>	<b>1,049,381.29</b>	<b>1,213,701.71</b>	<b>479,140.00</b>	<b>237,759.67</b>	<b>241,380.33</b>

## Other Federal, State and Local Funds:

Other Federal, State and Local Funds expended between October 1, 2023 and March 31, 2024 include the following (Fund source acronym key below):

- Albany County – Albany County Local Funds
- Albany County DOH – Albany County Department of Health Funds
- Colonie Local Cash – GEIS Traffic Assessment Funds
- FHWA PL (Statewide Pool) - FHWA Metropolitan Planning Funds
- FHWA PL Set-Aside - FHWA Metropolitan Planning Funds: Complete Streets
- FTA SCI - Shared Cost Initiative Funds from the FTA
- NHPP - National Highway Performance Program Funds
- Malta Local Cash – GEIS Traffic Assessment Funds
- SPR Funds - FHWA State Planning and Research Funds
- SS4A: Safe Streets - Safe Streets and Roads for All Program Funds
- SS4A Local – Safe Streets and Roads for All Local Match Funds
- SS4A State – Safe Streets and Roads for All State Match Funds
- STBGP-Flex - Surface Transportation Block Grant Program - Flexible Funds
- USDOE - United States Department of Energy: Clean Cities Coalition Funds

UPWP TASK CODE	OTHER FEDERAL, STATE, AND LOCAL FUND SOURCES	2023-2024 UPWP BUDGET	TOTAL EXPENDED	BALANCE
1.68	FHWA PL (Statewide Pool) and SPR Funds	250,000.00	192,782.18	57,217.82
1.73	Albany County	9,000.00	883.94	8,116.06
2.25	Albany County	9,000.00	1,641.78	7,358.22
2.30	Albany County	12,000.00	5,793.74	6,206.26
4.17	Albany County DOH	20,000.00	22,670.26	(2,670.26)
4.70	USDOE	110,000.00	44,498.52	65,501.48
5.61	NHPP/STBGP	135,000.00	19,948.15	115,051.85
6.16	SS4A: Safe Streets	1,150,400.00	15,952.96	1,134,447.04
	SS4A: Local	247,700.00	12,746.66	234,953.34
	SS4A: State	40,300.00	-	40,300.00
7.10	Colonie Local Cash	45,000.00	4,800.00	40,200.00
7.11	Malta Local Cash	25,000.00	6,446.21	18,553.79
7.20	FTA SCI	84,269.12	84,119.82	149.30
7.21	FHWA PL Set-Aside (Complete Streets)	33,509.00	-	33,509.00
7.23	FHWA PL Set-Aside (Complete Streets)	62,786.00	16,654.80	46,131.20
<b>TOTAL</b>		<b>2,233,964.12</b>	<b>412,284.22</b>	<b>1,725,384.90</b>

# Performance Summary: Transportation Council Staff Activities Per UPWP Task

## 44.21.00 Program Support & Administration

### 1.51 Committee Activities

**Goal:** To support ongoing administrative activities related to the Transportation Council's Policy Board, Planning Committee, Administrative and Finance Subcommittee, and other Policy Board subcommittees.

**Actual Performance:**

- Three Policy Board and four Planning Committee meetings were held at which:
  - Multiple amendments to the 2022-2027 TIP were approved.
  - Updated TIP amendment guidelines were approved.
  - Five resolutions were passed to:
    - Approve the 2023 Update of the Congestion Management Process (CMP)
    - Adopt the Coordinated Public Transit-Human Services Transportation Plan for the Capital Region
    - Support NYSDOT Targets for Safety Performance Measures
    - Adopt the 2024-2025 Unified Planning Work Program (UPWP)
    - Adopt the Capital Region Transportation Council's Public Participation Plan
  - The Bridge NY 2023 Project solicitation was approved.
  - The Metropolitan Transportation Plan Task Force and planning process were approved.
  - The Title VI Assurances were updated and the Limited English Proficiency (LEP) Plan was approved.
  - The ADA Transition Plan solicitation was authorized.
  - The Regional Truck Parking Study was approved.
- The Administrative and Finance Subcommittee met twice.
- Maintained membership lists, meeting calendars, and website content.
- Developed and distributed Policy Board, Planning Committee, and Administrative and Finance Subcommittee meeting notices, agenda packages, and meeting summaries.
- Monitored federal transportation related legislation and federal rulemakings.
- Prepared for, promoted, and participated in the FHWA and FTA Certification Review of the Transportation Council.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 1.61 CDTC Operations and Management



**Goal:** To manage the day-to-day operations of the Transportation Council and its staff to implement the metropolitan transportation planning process.

**Actual Performance:**

- Continued administrative activities related to staff supervision, recruitment, and staff meetings.
- Continued working with GTM Payroll services to develop an updated Employee Handbook.
- Prepared resolutions, memoranda of understanding (MOUs), and local agreements.
- Prepared and administered consultant and vendor contracts.
- Managed financial records and coordinated with CDTA’s accounting staff.
- Hired one new planner and provided training through Udemy.
- For Community Planning/Linkage Program administration:
  - Coordinated Community Planner Forum meetings in December and March.
  - Updated and maintained the Transportation Council’s administration procedures and project management guidance related to Community Planning Program support.
  - Updated and maintained the Transportation Council’s project management requirements related to Americans with Disabilities Act, Environmental Justice, Environmental Mitigation, Limited English Proficiency, Public Participation, etc.
  - Coordinated with staff to update and maintain interactive mapping applications, project databases and summaries.
  - Track the status of ongoing Linkage and other regional planning initiatives.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 1.65 Unified Planning Work Program (UPWP) Development and Reporting

**Goal:** To prepare and maintain the Transportation Council’s UPWP and to report performance and progress.

**Actual Performance:**

- Maintained the 2023-2024 UPWP with additional FHWA funds through the Safe Streets and Roads for All Program to initiate the Vision Zero Action Plan project.
- Monitored expenditures and program progress.
- Developed solicitation materials and guidance for the preparation of the 2024-2025 UPWP.
- Approved the 2024-2025 UPWP.
- CDRPC prepared the status report.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 1.66 Environmental Justice and Title VI

**Goal:** To take reasonable steps to ensure no person is excluded from participation in, or denied the benefits of, the Transportation Council's metropolitan planning process based on race, color, national origin, sex, age, disability, or economic status, and to identify and address disproportionately high and adverse human health or environmental effects of the Transportation Council's programs, policies, and activities on minority and low-income populations.

### **Actual Performance:**

- Staff completed the training on "*Building Skills for a Culture of Accountability to Diversity, Equity and Inclusion (DEI)*" held early November 2023.
- Held debriefing conversations with each staff member after the training to gather ideas on steps that the Transportation Council can take to address diversity, equity, and inclusion in its work.
- Completed building an Equity Assessment Tool, which is a map-based tool that will be piloted during the MTP update to identify locations to target for public engagement and assess the effectiveness of engagement efforts in reaching historically disadvantaged populations.
- Researched MPO-based DBE policies for consideration.
- Updated the [Limited English Proficiency Plan](#) (LEP Plan) and expanded policy to provide meaningful access to a larger population than federal regulations require.
- Integrated equity more fully within the updated [Public Participation Plan](#).
- Developed a work plan to re-launch the Equity Advisory Committee with the first meeting to be held in Spring 2024.
- Participated in the Equitable Decarbonization and Evaluation Program (E-DEP) with ecoLong.
- Mapped language group specific LEP data for each Census Tract. Data will be used to ensure that appropriate preparations are taken to support LEP populations when developing regional and sub-regional Public Involvement Plans.
- Identified that Equity should be included as a Goal in the updated MTP, drafted Equity Goal and Actions.
- Began an equity audit of the 2019-2024 TIP and the Community and Transportation Linkage Program (2019 – 2023).

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 1.68 NYSAMPO Administration

**Goal:** To support the New York State Association of Metropolitan Planning Organizations (NYSAMPO) by administering the staff consultant contract on behalf of the association.

**Actual Performance:**

- Transportation Council staff coordinated with NYSDOT on the administration of the NYSAMPO staff consultant contract.
- Consultant team coordinated and facilitated the following Working Group meetings and initiatives:
  - Bicycle & Pedestrian Working Group
    - December 14<sup>th</sup> – virtual meeting
  - Climate Change Working Group
    - January 18<sup>th</sup> – virtual meeting
  - Freight Working Group (FWG)
    - October 25<sup>th</sup> – virtual meeting
    - January 25<sup>th</sup> – virtual meeting
    - Coordinated with MPOs and NYSDOT to address local truck routing activities and requirements.
    - Discussed development of a truck routing resource for local governments and began developing outline.
    - Began developing truck routing resource for MPO staff and local governments.
  - GIS Working Group
    - October 11<sup>th</sup> – virtual meeting
  - Modeling Working Group
    - October 27<sup>th</sup> – virtual meeting
    - December 15<sup>th</sup> – virtual meeting
    - January 26<sup>th</sup> – virtual meeting
    - March 1<sup>st</sup> – virtual meeting
  - Safety Working Group
    - November 29<sup>th</sup> – virtual meeting
    - January 24<sup>th</sup> – virtual meeting
    - March 27<sup>th</sup> – virtual meeting
    - Developed CLEAR Safety MPO Training Needs Survey
    - Developed CLEAR Safety MPO Data Use and Sharing Reference. Coordinated with MPOs, NYSDOT, and other agencies to incorporate latest legal references, data sharing policies, and guidelines regarding access to CLEAR Safety and sharing of data.
    - Coordinated with MPOs and NYSDOT to hold CLEAR Safety training on December 13<sup>th</sup>.
  - Transit Working Group
    - December 12<sup>th</sup> – virtual meeting
  - Transportation Systems Management and Operations Working Group
    - February 1<sup>st</sup> – virtual meeting
  - Public Engagement Community of Practice Group
    - October 12<sup>th</sup> – virtual meeting
    - December 20<sup>th</sup> – virtual meeting
    - February 29<sup>th</sup> – virtual meeting
    - Started transition from a Community of Practice Group to a Working Group; identified chair and co-chair.

- General Working Group Initiatives
  - Completed update to Working Group Work Plans for FY 2024-2025
  - Updated and maintained Working Group rosters and webpages as requested.
  - Regularly forward items of interest to Working Group members from partners and incorporated into meeting agenda where appropriate.
- Transportation Performance Management activities
  - Developed 2024-2025 timeline of TPM deadlines and activities for MPOs and coordination with NYSDOT.
  - Reviewed new FHWA GHG performance measure final rule and identified requirements and timeline for MPOs.
- Provided information to MPOs about FHWA’s final GHG performance measure rule and requirements for MPOs.
- Reviewed FHWA proposed rule for changes to the performance measure requirements and summarized information for the MPOs.
- Reviewed FHWA proposed HSIP rule for changes to the safety planning process and summarized information for the MPOs.
- Developed a salary survey, conducted survey, and collected responses and presented to the MPO Directors Group.
- Coordinated MPO review and comments on NYSDOT draft Carbon Reduction Strategy document.
- Training
  - Identified Adobe (Photoshop, Illustrator, and InDesign) and Canva training courses. Compiled course details, costs, and dates and coordinated with Directors to identify staff. Began to register staff for Canva courses and secured payment process for Adobe courses.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

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

**Goal:** To support the Transportation Council staff involvement in Committees, Working Groups, training, and conferences related to the New York State Association of Metropolitan Planning Organizations (NYSAMPO), the Association of Metropolitan Planning Organizations (AMPO), and the Transportation Research Board (TRB).

## Actual Performance:

- Staff participation in NYSAMPO Working Groups:
  - Climate Change Working Group (Transportation Council staff chair)
    - One (1) virtual meeting on January 18<sup>th</sup> was scheduled and attended.
    - Staff coordinated updates from NYSDOT on the anticipated Resilience Improvement Plan and the NYS Energy Research and Development Authority (NYSERDA) on the Charging and Fueling Infrastructure Grant Awards and Clean Mobility Program.
    - Staff continued to coordinate with NYSDOT on the development and review of the Carbon Reduction Plan.
  - Bicycle/Pedestrian Working Group
    - Staff attended two (2) online meetings in December and March.
    - Staff edited and reviewed the work plan for the upcoming year.
  - Public Engagement Working Group
    - Attended quarterly meetings to discuss current challenges and community building activity.
    - Presented Draft Public Participation Plan for discussion and input.
  - GIS Working Group
    - Attended a virtual meeting.
    - Reviewed the 2024 Work Plan and provided comments and suggestions.
    - Attended joint Bike/Ped, Safety, and GIS Joint Working Group webinar.
    - Coordinated and consulted with NYSDOT and SMTC staff regarding GIS software licenses and accounts.
  - Freight Working Group
    - Held two (2) virtual meetings in October and January.
    - Discussed the Regional Truck Parking Study, the updated FHWA/BTS Freight Analysis Framework (FAF), establishing truck routes and truck restrictions, and the NY State Freight Plan Update.
    - Discussed the development of an MPO Truck Routing Resource, the 2024 Work Plan, and the NY State Freight Plan Update.
    - Began development of a NYSAMPO Truck Routing/Truck Restrictions resources, including scoping and several coordination meetings.
    - Staff continues to serve as chair.
  - Modeling Working Group
    - Held four (4) virtual meetings on October 27<sup>th</sup>, December 15<sup>th</sup>, January 26<sup>th</sup>, and March 1<sup>st</sup>.
    - Discussed the AVAIL NPMRDS web tool, Replica data, Data Axle employment data, Transearch Freight Data, VMT estimates, ActivitySIM, and travel demand modeling best practices and use cases.
    - Staff continues to serve as vice-chair.
  - Transit Working Group
    - Attended two (2) virtual working group meetings
    - Discussed the NCDOT S-Line TOD Study, Rochester's Regional Transit Service transition to a 100% zero-emission fleet, NYMTC's Transit Service Coordination Needs Project, and the upcoming NACTO Transit Street Design Guide trainings
    - Solicitations of the 5310 and 5311 grant programs.
  - Safety Working Group
    - Attended three (3) virtual working group meetings.

- Presentations and topics of discussion included the Notice of Proposed Rulemakings, CLEAR Safety training, data use and sharing policies, Speed limit reductions, and GTSC's County Crash Dashboards.
- AMPO Policy Committee - Participated in quarterly meetings discussing the top priorities for the Policy Committee and legislative strategies.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 1.70 Public Participation

**Goal:** To support implementation of the Transportation Council's Public Participation Plan and maintain the Transportation Council's website, manage social media, and produce a newsletter.

### Actual Performance:

- Updated website with press releases, events, and supported staff with updates or creation of new webpages and links.
- Liaised with website consultant for more complex updates and issues.
- Managed preparation of website migration including site organization, drafting copy, and editing content.
- Created, designed, and managed paid and organic social media campaigns and presence in support of meetings, events, and planning activities.
- Designed and created materials and attended several in person outreach events.
- Reviewed and evaluated Linkage Program REIs for public participation strategy and plans.
- Assisted staff with public participation elements of Community Planning studies, including designing, and reviewing materials, offering strategic input to consultants, and creating and managing outreach campaigns.
- Drafted, revised, refined, new Public Participation Policy (PPP); conducted public outreach.
- Managed a consultant to develop and design the In Motion website.
- Collaborated on the development of the Metropolitan Transportation Plan (In Motion) public involvement plan and began execution.
- Completed the public involvement plan for the UPWP and executed plan.
- Assisted in development with new Limited English Proficiency policy as it relates to public participation, included a copy in PPP.
- Designed, drafted, distributed, and promoted monthly newsletter.
- Revised, refined, and managed press release workflow, including providing templates, guides, and process for execution.
- Maintained press contacts and documented press coverage.

**CDRPC Actual Performance:**

- Organized and held the Future Leaders in Planning (FLIP) program at the University at Albany, fourth year of program. Program awarded University at Albany President's Award for Distinguished Public Engagement on April 25, 2023.
- In 2023, CDRPC continued with virtual trainings offering 11 webinars with 400 Registrants.
- Fall Planning and Zoning Workshop - 150 registrants.
- 34 Targeted Eblasts with 37% open rate, 18 News Posts, six Newsletters and DataNews Blasts, and 14 DataNews Posts.
- 10% year over year increase in social media followers.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 1.73 Transportation Council/CDRPC Technical Assistance Program

**Goal:** To provide Technical Assistance through staff time to local governments undertaking small community planning initiatives. Projects must be small in scale and scope, result in a defined product, and relate to the principles of the Transportation Council's metropolitan transportation plan.

**Actual Performance:**

- Completed four projects between October 2023 and March 2024:
  - City of Saratoga Springs Reconnecting the Westside
  - Village of Castleton on Hudson: Riverside Avenue Access Improvements
  - City of Saratoga Springs Truck Study
  - City of Mechanicville Depot Square Intersection Redesign and Improvement Pilot Project
- Maintained a rolling solicitation for small scale local government technical assistance planning projects.
- For Albany County:
  - Collected and compiled trail use data at three separate locations on the Albany County Rail-Trail.
  - Estimated monthly, seasonal, and annual trail use on the Albany County Rail-Trail based on collected trail use data; provided comparisons to historical data.
  - Delivered a technical memorandum to Albany County containing a profile of the Albany County Rail-Trail and its use.

**CDRPC Actual Performance:**

- Coordinated with the Transportation Council to undertake and complete four projects:
  - City of Saratoga Springs Reconnecting the Westside
  - Village of Castleton on Hudson: Riverside Avenue Access Improvements
  - Saratoga Springs Truck Study
  - Mechanicville Depot Square Intersection Redesign and Improvement Pilot Project

**Two Projects Began in 2023:**

- Village of Mechanicville Depot Square Intersection Redesign and Improvement Pilot (**Saratoga**): The project will provide concept designs to reimagine the Village's Depot Square to enhance safety and aesthetics.
- Completed technical assistance projects in Saratoga and Rensselaer County.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 44.22.00 General Development and Comprehensive Planning

### 2.25 Transportation Data Collection

**Goal:** To collect and analyze transportation related data to support the metropolitan transportation planning process.

**Actual Performance:**

- Managed On-Demand Count Data Collection Contract.
- Counts were taken to support the following UPWP Tasks: Complete Streets, Metropolitan Transportation Plan, Safety Planning (SS4A grant), Albany County Broadway Flood Resilient Multi-Modal Corridor Linkage Study, Mechanicville Depot Square Technical Assistance, and Rotterdam Curry Road and Guilderland Avenue Multi-Modal Linkage Study, as well as a municipal request to support Traffic Control Analysis in the Town of East Greenbush.
- Analyzed data from completed trail counts on the following trail facilities: Albany County Helderberg-Hudson Rail Trail, Albany Skyway, Edison Street Pedestrian Bridge, Zim Smith Trail, and Albany South End Connector Trail.
- Maintained three Eco Counter PYRO Boxes, including software updates and battery replacements.
- Delivered trail count data and used estimates to relevant municipalities and organizations.
- Performed data analysis on vehicle and bicycle/pedestrian count data.
- Analyzed data from Replica.
- Performed data analysis on transit ridership data from CDTA.
- Collected trail data, sidewalk data, and bicycle infrastructure data.
- Updated Transportation Council's Trails database.
- Updated Transportation Council's Sidewalk database and mileage inventory.
- Updated Transportation Council's Bicycle Infrastructure database and mileage inventory.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.



**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 2.28 Census and Capital Region Indicators

**Goal:** To use and disseminate data from the US Census, the American Community Survey (ACS), and other national, state, and regional data sets to support regional and local planning, the development of regional and local plans and studies, and to make current data products more accessible and useful for communities and stakeholders.

**Actual Performance:**

- Managed the 2020 Decennial Census Urban Area update in coordination with NYSDOT.
- Continued to prepare for a potential upcoming STEP Model update, including assessments of the 2020 Census data and (future) Census-based forecasts of population, households, and employment.
- Downloaded, mapped, and analyzed ACS data to support Equity Planning.

**CDRPC Actual Performance:**

- Updated CDRPC's website's data.
- CDRPC has partnered with Cornell's Program on Applied Demographics to draft municipal population projections as well as age cohort projections. This projection model has been updated from previous projection models CDRPC has used in the past. Tapping into our local planners will be the next step in finalizing the projections. Household size projections and employment projections will be calculated in the near future.
- Continued to work on 2022 improvements to [www.capitalregionindicators.org](http://www.capitalregionindicators.org) that will include better data and mapping features. The site has been updated to include indicators by zip code and school district.
- Updated Building Permit Issuance Count - Tableau

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 2.29 Geographic Information Systems (GIS)

**Goal:** To use geospatial technologies such as GIS in data warehousing, data analysis, and map production to inform the metropolitan transportation planning process and to support the development of planning studies, programs, and products.

**Actual Performance:**

- Maintained and upgraded Transportation Council's GIS software, hardware, and staff access to equipment.
- Provided GIS technical assistance and training to staff.

- Created GIS maps and mapping to support the metropolitan transportation planning process.
- Maintained and enhanced existing GIS databases.
- Maintained access to and acquired updated and new GIS data from municipal, regional, and state agencies.
- Maintained and enhanced Transportation Council's existing Online Mapping Applications and mapping content on the Transportation Council's website.
- Managed Transportation Council's GIS data.
- Created and launched an Online Trail Map.
- Responded to internal and external GIS data requests.
- Created Environmental Mitigation maps for planning studies.
- Researched software products and technologies.

**CDRPC Actual Performance:**

- Worked with Transportation Council staff to develop a GIS Story Map which will serve as a prelude to the public planning process for the regional transportation plan update. [Regional Growth StoryMap](#). Other GIS data maintained or created include:
  - [GCAR Housing Data](#)
  - [Land Use Land Cover Analysis – In final stage](#)
  - [Housing Affordability Analysis](#)
  - [CDRPC Greenhouse Gas Inventory](#)
  - [NYC / Capital Region Migration](#)

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 2.30 Pavement Condition Inventory Albany County

**Goal:** To carry out the annual pavement condition survey of Albany County-owned roads (signed County Routes) under contract to Albany County.

**Actual Performance:**

- Managed inventory and performed in field pavement ratings.
- Created and sent final maps, database, and GIS files to the County.
- Created and sent final report to the County.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 44.23.01 Long-Range Transportation Planning (LRTP) – System Level

### 3.11 STEP Model Development and Maintenance

**Goal:** To update and enhance the Transportation Council’s Systemic Transportation Evaluation and Planning (STEP) Model to incorporate the latest Census data for population and households, and fully incorporate CDRPC forecasts of population, households, and employment, as well as recent traffic counts. STEP Model is a four-county travel demand model that includes all federal-aid roads and highways in the Transportation Council’s metropolitan planning area.

**Actual Performance:**

- Made refinements to the Systemic Transportation Evaluation and Planning (STEP) model roadway network, traffic analysis zones, and other background assumptions.
- Continued to monitor and incorporate the latest available traffic counts and Vehicle Miles Traveled (VMT) updates.
- Continued to prepare for a potential upcoming STEP Model update, including assessments of the 2020 Census data and (future) Census-based forecasts of population, households, and employment.
- Researched methods for incorporating Replica, NPMRDS, Data Axle, and other location-based data sources for model calibration/validation and surveying/capturing household travel patterns household travel survey data.
- Continued to build travel demand modeling proficiency for staff including on-the-job and formal training opportunities, such as PTV VISUM software training.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 3.21 Climate Change Initiative

**Goal:** To coordinate with local, regional, and State partners to develop more sustainable transportation networks, prioritize low carbon transportation investments and air quality improvement programs, and work to reduce Greenhouse Gas (GHG) Emissions.

**Actual Performance:**

- Staff completed work on the NY State Climate Assessment, funded by NYSERDA. This project began in 2021 and staff participated in the Transportation Working Group, authoring, and reviewing material for the Assessment.
- Coordinated with NYSDOT on the review of the Draft Carbon Reduction Plan.
- Coordinated with CDRPC on the development of the Climate Action Plan Input Tool that will be used to guide the strategies included in the Climate Pollution Reduction Plan.

- Worked with the Capital District Regional Planning Commission to develop transportation strategies for the EPA funded Climate Pollution Reduction Plan (Priority Climate Action Plan).
- Staff tracked climate related legislation and guidance related to the Bipartisan Infrastructure Law (BIL) and NYS Climate Leadership and Community Protection Act.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 3.31 Infrastructure Planning

**Goal:** To implement the infrastructure and financial planning recommendations of the Transportation Council’s New Visions 2050 Metropolitan Transportation Plan. Key recommendations of New Visions 2050 are to document highway and bridge condition and to maintain assets in a state of good repair.

**Actual Performance:**

- Managed Bridge NY 2023 Program. Developed application and evaluation process; received and reviewed 19 applications. Coordinated with NYSDOT staff on bridge condition data and funding options. Prepared funding recommendations for Planning Committee and Policy Board.
- Continued management of the TIP Task Force. Meetings held in October 2023, December 2023, and February 2024.
  - Discussed Congestion Management Process Programming and Implementation, TIP Amendment Guidelines, design-only projects, and TIP Evaluation Update Process.
  - Final TIP Amendment Guidelines presented to Planning Committee.
- Participated in FHWA/FTA Highway Asset Management Integration Virtual Peer Exchange in November 2023.
- Received and reviewed data on federal-aid roadway condition and bridge age and condition from NYSDOT; to be used in upcoming Metropolitan Transportation Plan performance management section and financial plan.
- Prepared write-up on ‘Planning for the Future of Our River Crossings’ for Metropolitan Transportation Plan.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 3.35 Town of Hoosick Asset Management Plan

**Goal:** To develop an asset management plan for Town roads in the Town of Hoosick.

**Actual Performance:**

- Held a Study Check-in meeting on November 6<sup>th</sup> with the consultant.
- Consultant processed and analyzed the pavement ratings and created budget recommendations and a maintenance/rehabilitation plan.
- Consultant created and delivered a Draft Final Report.
- Reviewed and provided comments on Draft Final Report.
- Held a meeting with the consultant and Town to review the Draft Final Report on January 23<sup>rd</sup>.
- Consultant delivered data, maps, and GIS files.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 3.41 New Visions 2050 and MTP Refinement

**Goal:** To continue to implement New Visions 2050, the Metropolitan Transportation Plan (MTP), for the Transportation Council's planning area and to prepare for the MTP update due September 2025.

**Actual Performance:**

- Provided feedback on MPO programs and projects as they related to New Visions 2050 principles.
- Coordinated with local, regional, and state organizations on long-range planning initiatives.
- Established the In Motion: The Plan to 2050 brand for the MTP.
- Launched the In Motion Plan project website ([www.inmotionplan.org](http://www.inmotionplan.org))
- Collaborated with CDRPC to publish the In Motion Plan Regional Trends "StoryMap."
- Proposed and planned a session for the CDRPC/NYPF Fall Workshop titled "*The Road Ahead: Solutions for Transportation and Land Use Challenges*," which focused on the recommendations of the Coordinated Plan and Congestion Management Plan. Staff included an interactive polling exercise on transportation investment priorities with the audience.
- Collected and compiled, data and information, drafted the Regional Trends Report.
- Completed and released the In Motion Public Involvement Plan.
- Completed and released the In Motion System Performance Report.
- Completed and released the In Motion Policy Integration Memorandum.
- Coordinated public involvement activities with other staff, CDTA, and NYSDOT.
- Developed In Motion Plan outreach materials.
- Planned for the In Motion Task Force.
- Created the Equity Assessment Tool.
- Drafted the In Motion Goals and Planning Framework.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**CDRPC Actual Performance:**

- No significant activity to report this period.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 3.51 Performance-Based Planning

**Goal:** To include national performance goals for the Federal-Aid Highway and Federal Transit Programs in the Transportation Council's metropolitan transportation planning activities.

**Actual Performance:**

- Developed and presented information to Planning Committee on 2024 PM1 – Safety Performance Measure Target Updates.
- Policy Board approved 2024 PM1 Performance Measure Target Updates at December 2023 meeting.
- Coordinated with CDTA to receive the most recent transit asset and safety targets.
- Researched and attended webinars on upcoming greenhouse gas (GHG) performance measures rule.
- Developed and presented information on Performance based planning and programming for FHWA certification review.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 44.23.02 Long-Range Transportation Planning (LRTP) – Project Level

### 3.22 Regional Operations and Congestion Management

**Goal:** To implement the operations recommendations of the Transportation Council's New Visions 2050 Metropolitan Transportation Plan and update the Transportation Council's Congestion Management Process (CMP).

**Actual Performance:**

- Managed quarterly meetings of the Regional Operations and Safety Advisory Committee (ROSAC). Arranged speakers, hosted meetings, and prepared meeting summaries. ROSAC serves as the steering committee for the Vision Zero Safety Action Plan.
- Development and adoption of the Congestion Management Process:
  - Prepared draft CMP Report; conducted second round of outreach including stakeholder meetings, social media engagement, and public survey.
  - Prepared online interactive map of CMP performance measures.

- Prepared final CMP Report; prepared final performance measures, trends, congestion problems and needs summary, list of strategies, and project programming and implementation actions.
- CMP Report presented to October and November Planning Committee meetings; adopted at December Policy Board.
- Presented CMP at CDRPC Planning and Zoning Conference at HVCC.
- Presented CMP to Freight Advisory Committee in November.
- Continued to use Replica data platform; met with Replica staff to explore use cases for travel demand modeling, transit modeling, and more.
  - Analysis of new Replica data offerings including scenario planning tools, network speeds viewer, transit equity scores, safe streets planner, and more.
  - Worked with CDTA staff on Replica transit planning and forecasting scenarios.
- Participated in ITE Live Web events, NOCoE webinars on TSMO, USDOT Cutting Carbon webinars, RITIS NPMRDS workshops, USDOT Advanced Air Mobility series, and more.
- Prepared materials relating to ITS and Congestion Management Process for FHWA/FTA MPO Certification review in March, 2024.
- Prepared write-up and graphics on 'Planning for Emerging Technologies' for Metropolitan Transportation Plan update.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 3.32 Regional Signal Timing Program

**Goal:** To identify candidate locally owned signalized roadways for traffic signal optimization, and to manage a consultant effort to develop and implement optimized timing plans in the field.

**Actual Performance:**

- Continued project management of consultant study; GPI is lead consultant.
- Data collection, modeling, and development of coordinated timing plans for three corridors in Saratoga Springs, Schenectady, and Albany. Coordination with local signal owners for timing plan and controller software data.
- Implementation of optimized coordinated timing plans on West Ave in Saratoga Springs and on Erie Boulevard and State Street in Schenectady.
- Development of optimized coordinated timing plan for New Scotland Ave in Albany; implementation pending.
- Before-and-after data provided by consultant for use in evaluating effectiveness of timing optimization.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 44.24.00 Short-Range Transportation Planning (SRTP)

### 4.17 Complete Streets

**Goal:** To support planning and implementation of Complete Streets in the region.

**Actual Performance:**

- Evaluated four proposals for Complete Streets training consultant assistance and executed a contract with a team led by Planning4Places.
- Conducted a Complete Streets training in conjunction with Albany County Department of Health.
- Solicited for municipalities to host local Complete Streets trainings. Due to lack of local capacity, the Planning Committee requested the development of best practices materials with local examples in lieu of the trainings. The consultant training contract was amended for this change.
- Continued to collect usage data at locations of upcoming infrastructure projects that will include significant complete streets elements.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**CDRPC Actual Performance:**

- There was no activity on this task.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 4.21 Freight Planning

**Goal:** To further the Transportation Council's freight planning efforts by facilitating the Freight Advisory Committee and augmenting the Transportation Council's Regional Freight & Goods Movement Plan (Freight Plan) recommendations.

**Actual Performance:**

- Held two (2) hybrid Freight Advisory Committee (FAC) meetings:
  - November 15 - featured a presentation on the Reimagine I-787 Planning and Environmental Linkage (PEL) Study, and several other discussions including the New York State Freight Transportation Plan, the International Maritime Industry, the Congestion Management Plan and an update from Capital District Clean Communities.
  - February 21 – featured a presentation from RPI on highlights and takeaways from several of the freight initiatives, and several discussions including the Regional Truck Parking, Capital District Clean Communities, and the New York State Freight Transportation Plan update.



- Substantially completed the Regional Truck Parking Study, which inventoried public and private truck parking supply and demand in the region, identified major factors and trends affecting overnight truck parking, developed a local truck-parking toolkit, and made recommendations to improve truck parking conditions in the region.
- Participated in the National Coalition on Truck Parking.
- Participated in development of the New York State Freight Transportation Plan Update as a member of their 'Freight Working Group,' and assisted NYSDOT with planning and implementing projects, programs, and policies identified in the Transportation Council's Freight Plan and NY State Freight Transportation Plan.
- Continued to strengthen the relationship between the Freight Planning program and the Clean Communities program.
- Continued to encourage participation in the FAC, particularly from private sector freight interests, and to reach out to new potential members.
- Participated in all available FHWA Talking Freight Seminars, and other online freight-related training opportunities.
- Continued to build a working relationship with regional higher education institutions, including the Rensselaer Polytechnic Institute (RPI), to support their freight-related activities and develop new initiatives.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

#### 4.35 Health Impact Assessments

**Goal:** To develop a Health Impact Assessment (HIA) tool in coordination with local health department staff to inform decision-making about transportation planning, policy, and projects impacting public health.

**Actual Performance:**

- Attended monthly Leadership Team meetings for Albany County's Department of Health "Closing the Gap Accelerator Plan."
- Reviewed and commented on draft and final Closing the Gap Accelerator Plan materials.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**CDRPC Actual Performance:**

- Developed a Health Indicators Dashboard for the Saratoga County Community of Excellence partnership effort. <https://www.saratogahospital.org/classes/community-of-excellence>

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 4.60 Safety Education/ Encouragement Program

**Goal:** To provide traffic safety information and resources to all users of the transportation system, with safety programming and messaging focusing on recommendations in the Transportation Council's Local Road Safety Action Plan (2019).

**Actual Performance:**

- Approximately 70% of the safety and educational materials previously purchased have been distributed to schools and non-profit organizations.
- Finalized administrative processing of past Bike Safety Training and Local Road Safety Program events.
- Provided support to the Saratoga County Sheriff's Department for its "Slow Down – Traffic Safety Campaign."
- Assisted in planning three (3) bike skills training events for youth in Schenectady County to take place in October, which were cancelled for various reasons.
- Boosted and posted social media messages that promoted traffic safety.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 4.64 Americans with Disabilities Act (ADA) Planning

**Goal:** To support municipalities toward the development of ADA Transition Plans.

**Actual Performance:**

- Completed data collection and public input into the prioritization methodology in the City of Troy and published the draft Self Analysis and Transition Plan for public comment.
- Completed a draft Self Analysis and Transition Plan for internal review with the Town of Guilderland.
- Prepared and posted a draft Self Analysis and Transition Plan for the Village of Ballston Spa for public comment, subsequently finalizing the document for approval by the Village Board.
- Monitored regional progress toward creating transition plans.
- Provided technical assistance to two additional communities creating their own Self Analyses and Transition Plans.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 4.67 Active Transportation Planning

**Goal:** To plan for active transportation through numerous initiatives related to safety, community assistance with trail, sidewalk, and bike path/lane planning and alignments, and the promotion of walking, bicycling and electric assist devices like electric bikes, scooters, and mobility-assistance devices.

**Actual Performance:**

- Planned and hosted two Active Transportation Advisory Committee meetings.
- Coordinated with NYSDOT Region 1 staff to plan and host an Active Transportation Stakeholder meeting to gather input as part of the Re-imagine 787 Study.
- Provided technical assistance, data, and feedback on active transportation related initiatives and projects to municipalities and regional organizations.
- Provided assistance to Transportation Council staff on Task 4.17 Complete Streets.
- Collaborated with Transportation Council staff on the development and release of the online regional trails database and interactive mapping tool.
- Collected and compiled data related to active transportation facilities and infrastructure.
- Analyzed trail count data for eight (8) locations.
- Developed trail profiles for five (5) trail facilities based on collected trail user data.
- Facilitated active transportation planning coordination amongst regional stakeholders and Transportation Council member agencies/communities.
- Completed and released the 2023 Trail Count Program report.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 4.70 Clean Communities

**Goal:** To host the Capital District Clean Communities Coalition (CDCC) and contribute to reduced emissions in the Capital Region through the promotion of alternative fuel vehicles as part of the U.S. Department of Energy's (USDOE) Clean Cities Program.

**Actual Performance:**

- Completed and submitted Clean Cities Alternative Fuels Price Tracking and Reporting for October 2023, and January 2024.
- Completed Clean Cities Quarterly reporting documents for October 2023 and January 2024.
- Sent online survey to track and verify new alternative fuel station and vehicle costs in the coalition boundaries for October 2023 and January 2024.
- Participated in six monthly USDOE conference calls with Clean Cities coordinators from the Northeast Region.
- October 2023 Quarterly stakeholder meeting was held to discuss coalition activities.
- December 2023 Quarterly Stakeholder meeting was held to discuss coalition activities.
- March 2024 Quarterly Stakeholder meeting was held to discuss coalition activities.

- Coalition staff developed and submitted a coalition strategic plan to help guide coalition activities for the next 3-4 years.
- Sent approximately 18 coalition newsletters and update emails during the reporting period.
- Participated in the City of Schenectady Drive Electric week event.
- Participated in multiple advisory calls for the Capital Region Mobility Hubs Project.
- Coordinated with CDRPC on work for the transportation sector of the Climate Pollution Reduction Grant
- Had multiple discussions with providers of Electric Vehicle technician training to begin planning a training event for Clean Cities Region.
- Began planning for an Electric Vehicle landscaping equipment demonstration event.
- Coordinated with coalition stakeholders and other Clean Cities Coalitions in the Northeast and Mid-Atlantic regions to support five Concept Papers for a USDOE Funding Opportunity Announcement.
- Coordinated with coalition stakeholders to collect alternative vehicle usage data for 2023 Annual Report.
- Coordinated with NYS Office of General Services (OGS) to participate in an EV fleet show in May 2024.
- Coordinated with City of Glens Falls to participate in an Earth Day event in April 2024
- Continued to work with stakeholders to explore technical assistance project needs.
- Attended and participated in various webinars about alternative fuels and advanced vehicle technologies.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 44.25.00 Transportation Improvement Program (TIP)

### 5.01 Transportation Improvement Program (TIP) Development and Maintenance

**Goal:** To develop and maintain a multi-modal program of transportation projects called the Transportation Improvement Program (TIP). The Transportation Council's goal is to produce a balanced TIP that contributes to implementation of the Metropolitan Transportation Plan, New Visions 2050, as well as NYS DOT's Transportation Asset Management Plan.

**Actual Performance:**

- Performed ongoing maintenance to the current TIP / STIP including processing TIP amendments and administrative changes.
  - During the reporting period there were thirty-two (32) Project Selection (Administrative) changes and sixteen (16) Amendments.

- Held three (3) meetings of the TIP Task Force to discuss the TIP development process and gather feedback on how to update the Transportation Council’s TIP development and maintenance procedures for future updates. (Coordination with UPWP Task 3.31)
  - TIP Amendment Guideline revisions were finalized by the TIP Task Force in December 2023 and approved by the Policy Board in March 2024.
  - The Task Force also began discussions on updating the TIP project selection process.
- Developed updated TIP project categories and presented them to the TIP Task Force.
- Developed outline for Draft TIP Scoring criteria and presented to TIP Task Force.
- Coordinated with local project sponsors, consultants, and NYSDOT to receive detailed updates on existing TIP projects.
- Update the Transportation Council local project delivery spreadsheet and provide it to the Planning Committee at each meeting to track data on the TIP project scope, schedule, and budgets.
- Performed ongoing maintenance to the TIP webpage.
- Performed ongoing maintenance to the current TIP GIS database and online mapping tool.
- Performed ongoing monitoring of Fiscal Constraint and TIP / STIP performance.
- Developed and presented information on TIP Development and Performance for FHWA certification review.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 5.21 Air Quality Conformity

**Goal:** To ensure the Transportation Council is meeting air quality conformity requirements under the Clean Air Act. The Transportation Council’s metropolitan planning area continues to be in ‘Nonattainment’ for the 1997 Ozone National Ambient Air Quality Standards (NAAQS), requiring air quality conformity for TIP projects, and is in ‘Attainment’ for all other NAAQS.

### Actual Performance:

- Consulted and coordinated with the NYS Interagency Consultation Group (ICG) for two (2) TIP amendments for Albany County and the Thruway Authority.
- Consulted and coordinated with the NYS Interagency Consultation Group (ICG) to determine the exempt status for nineteen (19) candidate Bridge NY projects.
- Participated in statewide bi-monthly NYS Interagency Consultation Group (ICG) meetings.
- Researched the applicability of EPA’s new emissions model, Motor Vehicle Emission Simulator 4 (MOVES4).

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 5.51 Travel Demand Modeling Services

**Goal:** To provide small scale on-demand services to the region's municipalities for travel demand modeling related to local transportation planning and traffic engineering initiatives.

**Actual Performance:**

- Utilized the Systematic Transportation Evaluation and Planning (STEP) model to develop future year PM peak hour background traffic assumptions for projects in the Town of Bethlehem, Town of Colonie, Town of Rotterdam, Town of Halfmoon, and Town of Wilton.
- Developed and presented several methodologies for utilizing the STEP model for incident management applications.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 5.61 TIP Project Development Support

**Goal:** To support Transportation Improvement Program sponsors with the development of traffic forecasts and other material for TIP project development and design purposes.

**Actual Performance:**

- Participated in the development of the Reimagine I-787 Study, including:
  - Participated on the Study Advisory Committee and Traffic Modeling team.
  - Developed, transferred, and supported ongoing coordination of the regional travel demand model analyses.
  - Participated in the initial round of public and stakeholder engagement.
  - Held stakeholder engagement forums with the Freight Advisory Committee and Active Transportation Committee.
- Provided technical support to NYSDOT for the NY 378 Troy-Menands Bridge PEL Study, including:
  - Participation on the Study Advisory Committee and the Transportation Partnering Committee.
  - Developed a detailed future concept analysis of regional travel using the STEP model and coordinated with the project team to incorporate findings into mesoscopic and microscopic traffic engineering analyses.
  - Reviewed and provided comments on the PEL scoping document and study reports.
- Continued development of several analyses of traffic patterns and estimated turning movement volumes for the City of Troy's TIP 1761.61/R339, NY 2 Corridor Project & River/Ferry St Intersection Improvements project.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 44.26.00 Planning Emphasis Areas (PEAs)

### 6.12 Human Service Agency Transportation

**Goal:** To fulfill requirements related to the 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities and convene the Regional Transportation Coordination Committee (RTCC), now known as the Human Services Transportation Advisory Committee.

**Actual Performance:**

- Maintained the Human Services Transportation Advisory Committee and held two meetings, generally held quarterly.
- Began planning for the 2024 Tools of the Trade Workshop for Human Services Transportation Providers, to be held in conjunction with a Saratoga County Transportation Taskforce summit.
- Continued to participate in the Saratoga County Transportation Taskforce led by CAPTAIN Community Human Services.
- Coordinated a regional review committee for the FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities grant program, reviewed seven proposals and submitted regional ranking and scoring to NYSDOT's Transit Bureau.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 6.13 Transit Planning

**Goal:** To provide transit system planning support to the Capital District Transportation Authority (CDTA) and private operators and to support CDTA in meeting its Federal Transit Administration (FTA) requirements.

**Actual Performance:**

- Participated on CDTA's Transit Development Plan Study Advisory Committee.
  - Attended internal committee meeting.
  - Analyzed data from public survey.
- Attended FHWA/FTA Transit Asset Management Peer Exchange.
- Participated on CDTA's BRT Expansion Study Advisory Committee (SAC).
- Collected and analyzed CDTA bus stop boarding and alighting data.

- Worked with CDTA on several data analyses using Replica.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 6.14 Transportation Demand Management Initiatives

**Goal:** To build the capacity of the region to enable travel behavior change through Transportation Demand Management (TDM) initiatives that minimize traffic congestion and reduce greenhouse gas emissions. TDM refers to various programs, policies, and services that encourage travel behavior change and more efficient travel patterns such as shifts from peak to off-peak periods, from single-occupancy vehicle (SOV) to other modes including transit, biking, walking, carpooling and vanpooling, and from dispersed to closer destinations.

### **Actual Performance:**

- Released a Request for Proposals (RFP) for a Driver Mode Shift Survey on January 8<sup>th</sup>. Only one unsatisfactory proposal was received.
- Released a modified RFP for a Driver Mode Shift Survey on March 25<sup>th</sup> which addressed feedback received from consultants who requested the full RFP but did not submit a proposal. Specifically, the second version removed requirements related to oversampling and administering the survey in multiple languages. Proposals are due on April 23<sup>rd</sup>.
- Updated the list of subsidized vanpools operating in the region and submitted it for posting on the 511NY Rideshare Capital Moves website.
- Fielded ad hoc carpool, vanpool, Guaranteed Ride Home (GRH), and Park & Ride lot inquiries from the general public.
- Processed GRH enrollment requests through the Capital Moves website.
- Worked with 511NY Mobility Services and CDTA staff to update regional GRH program procedures and onboard the CDTA team into the backend of the 511NY Capital Moves website so they can verify enrollment when ride requests come into the regional program.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 6.16 Safety Planning

**Goal:** To provide tools, data, and resources to reduce crashes, particularly fatal and serious injury crashes, on all public roads. Following the Transportation Council's Local Road Safety Action Plan and highlighting a



Safe Systems approach, staff will provide resources to empower and enable local governments to access available safety funding.

**Actual Performance:**

- Utilized the NYSDOT Crash Location Engineering and Analysis Repository Crash Data Viewer to retrieve data for local agencies and local planning studies.
- Continued to include safety messaging on social media.
- In conjunction with Task 3.22 Regional Operations/Congestion Management, held two Regional Operations and Safety Advisory Committee meetings.
- Optimized signal timing plans have been implemented on West Ave in Saratoga Springs and on Erie Boulevard and State Street in Schenectady. The updated timing plans have updated and MUTCD-compliant safe crossing intervals. The timing plan for New Scotland Ave in Albany is pending implementation.
- Supported implementation of the NYSDOT Roadway Departure Safety Action Plan and Pedestrian Safety Action Plan.
- Attended Saratoga and Schenectady traffic safety board meetings, as well as safety related trainings, webinars, and events.
- Completed signing of MOU's with partner municipalities, and executed the FHWA grant agreement for the Safe Streets and Roads for All grant. Hired a consultant team led by Cambridge Systematics and kicked off the project at a Regional Operations and Safety Advisory Committee meeting.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 6.17 Resilience and Security Planning

**Goal:** To work with public and private stakeholders to enhance the security of people, operations, assets, and infrastructure by identifying and assessing the vulnerability of Federal-Aid eligible transportation infrastructure and development guidance to ensure transportation projects are planned, designed, and constructed to be resilient to potential hazards and disruption.

**Actual Performance:**

- Researched and identified data sources related to conducting infrastructure vulnerability assessments.
- Compiled climate event data.
- Provided data and other information to Saratoga County related to the update of their Hazard Mitigation Plan.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 44.27.00 Other Activities

### 7.10 Town of Colonie GEIS Support

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

**Actual Performance:**

- Continued management of Colonie GEIS program. Transportation review of proposed development applications in the three GEIS areas in the Town of Colonie.
- Completed five GEIS reviews in this period.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 7.11 Town of Malta GEIS Support

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

**Actual Performance:**

- Continued management of Malta GEIS program. Transportation review of proposed development applications in the Town of Malta.
- No Malta GEIS reviews were received this period.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 7.20 Shared Transit Service Planning and Analytics Initiative

**Goal:** To assess transit mobility planning and analysis tools and conduct pilot studies to apply the tools to ongoing MPO planning activities.

**Actual Performance:**

- Managed a contracted team led by AVAIL on behalf of the New York State Association of Metropolitan Planning Organizations (MPO), their planning partners at transit agencies, NYSDOT, and federal partners. The consultant team:
  - Created a Transit Planning Analysis Workflows Playbook to serve as a guide, offering blueprints for transit planners to replicate successful analysis workflows derived from real-life case studies.
  - Completed the Transit Planning Recommendations of both technology and institutional recommendations, as well as the Final Report.
  - Held a workshop for transit planning practitioners at MPO's and transit agencies in New York State to review the results of pilots as well as recommendations for future use, including a discussion of statewide possibilities.

**Progress in Meeting Schedule:** This task is now complete.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 7.21 Voorheesville All Access Complete Streets Feasibility Study

**Goal:** To conduct a community-wide pedestrian and bicycle safety assessment and prepare a Complete Streets Feasibility Study including preliminary concepts at certain high priority walking and bicycling areas that are known and perceived to present safety hazards for motorists, pedestrians, and bicyclists.

**Actual Performance:**

- The Request for Expressions of Interest (REI) was released on October 5<sup>th</sup>.
- Three submissions were received.
- A selection committee selected the team led by EDR in November 2023.
- The contract was fully executed on March 22<sup>nd</sup>.
- The project team is aiming to hold the kickoff meeting in April 2024.

**Progress in Meeting Schedule:** The contract execution was delayed due to staff availability at CDTA.

**Approved UPWP Revisions:** On June 1<sup>st</sup>, the Transportation Council amended the 2023-24 UPWP to assign \$33,509 from the 2.5% set-aside of PL funds for Complete Streets to this project, replacing carryover FHWA PL funds.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 7.22 Albany County Broadway Flood Resilient Multi-Modal Corridor Study

**Goal:** To identify and evaluate conceptual design alternatives that improve multi-modal transportation facilities and connectivity, increase the urban forest, and integrate green infrastructure and climate resiliency along the length of the Broadway/Route 32 corridor from Albany to Watervliet.

**Actual Performance:**

- Selected a consultant team to lead the study.
- Kicked-off study with the Project Team, including Albany County, CDTA, and the consultant team.
- Planned and held the first Study Advisory Committee and site visit tour in February.
- Compiled and organized data for the Baseline Conditions Report.
- Attended bi-weekly Project Team meetings.
- Reviewed and commented on initial public outreach tools and materials, including an online survey, social media content, a press release, and flyers.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 7.23 Village of Castleton-on-Hudson Complete Streets & Connections Plan

**Goal:** To develop concepts for Complete Streets, managed parking, and more pedestrian-friendly streets, identified as priorities in the Village's Comprehensive Plan. Trail connections between downtown and Schodack Island State Park will also be explored.

**Actual Performance:**

- Held a project kickoff meeting with village and consultant.
- Held two (2) study advisory committee meetings.
- Participated in monthly core team meetings.
- Completed existing conditions report.
- Created project website with public survey.
- Started planning for the first round of public engagement.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 7.24 Colonie Central Avenue West Corridor Study

**Goal:** To examine existing conditions and identify opportunities for potential development or redevelopment sites, improve access management, and develop Complete Streets concepts for the NY 5 Corridor from New Karner Road/Route 155 west to the Niskayuna town line.

**Actual Performance:**

- Finalized study scope of work. Released Request for Expressions of Interest (REI) in February 2024; received consultant responses in March. Formed consultant selection committee. Responses are under review.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 7.25 Rotterdam Curry Road & Guilderland Avenue Multi-Modal Study

**Goal:** To create a plan for a more balanced transportation system along the Curry Road and Guilderland Avenue corridors that includes safe and compliant ADA access for all users, including pedestrians, bicyclists, transit users and motorists.

**Actual Performance:**

- Released a Request for Expressions of Interest for the project, and hired a consultant team led by JMT of New York Inc.
- Held an initial coordination meeting with the project partners and extended invitations for the Study Advisory Committee
- Received vehicle and bicycle/pedestrian volume data for use during the study.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 7.26 Milton Town Center Plan Update

**Goal:** To prepare a Town Center Plan for the area surrounding the Geysers Road / Rowland Street Intersection in the Town of Milton, NY. The study will develop design concepts to improve the functionality of the Geysers Road / Rowland Street intersection and provide complete streets concepts to expand and improve bicycle and pedestrian facilities in the Town Center.

**Actual Performance:**

- Coordinated with the Town of Milton and other project partners to review letters of interest and select project consultant.
- The Labella Associates team was selected to be the consultant for the study.
- Project agreement was signed on February 2, 2024.
- Project Team kickoff meeting was held on February 27, 2024.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 7.70 East & North Greenbush Route 4 Corridor Study Update

**Goal:** To develop a plan for the Route 4 corridor in the Towns of East and North Greenbush that identifies a preferred corridor profile, based on a representative public input process, and a clear implementation strategy to improve transportation operations.

### **Actual Performance:**

- Continued development of the Route 4 Corridor Study update including:
  - Held one Study Advisory Committee meeting and monthly status update meetings.
  - Utilized the STEP Model, developed an analysis of service and access roadways.
  - Developed a detailed Future Operational Analysis with multiple concepts, and an initial draft implementation plan.
  - Executed the second and final round of public engagement.
  - Began development of the final study report.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

## 7.86 Town of Brunswick Hoosick Road Corridor Study

**Goal:** To identify potential solutions to issues associated with traffic through the core commercial area of the Town of Brunswick along NYS Route 7 between the City of Troy boundary and NYS Route 142 (Grange Road) including connecting neighborhood streets.

### **Actual Performance:**

- Continued management of the Hoosick Road Corridor Study. Consultant team led by Creighton Manning. Work completed in this period includes:
  - Prepared analysis of proposed concept connector roads using Visum STEP Model. Analysis provided to consultant team for use in concept report.
  - Consultant finalized traffic microsimulation models and analysis; shared Synchro model files with Project Team.
  - Consultant team prepared Draft Concept Report. Reviewed by staff and Project Team.
  - Held monthly status meetings with Project Team.
  - Hosted Study Advisory Committee meetings.

- Prepared online survey for second round of public engagement. Assisted consultant staff with preparation and recording of virtual workshop materials.
- Hosted Hoosick Road Open House with consultant team and Town of Brunswick staff; over 100 attendees.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 7.87 Sand Creek Road Complete Street Feasibility Study

**Goal:** To prepare a Complete Street Feasibility Study for Sand Creek Road, from Watervliet Shaker Road to Wolf Road in the Village and Town of Colonie.

**Actual Performance:**

- Held Study Advisory Committee Meetings 4, 5, and 6.
- Developed materials and held the 2<sup>nd</sup> Public Meeting on January 10<sup>th</sup>.
- Revised draft Complete Streets Concept Plan based on SAC and public feedback.
- Presented final Complete Streets Concept Plan recommendations to the Village Board on March 4<sup>th</sup>.
- The Final Complete Streets Concept Plan was adopted by the Village Board.
- Final Invoice was approved for payment on March 14<sup>th</sup>.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.

### 7.88 City of Schenectady Albany and Crane Streets Linkage Study

**Goal:** To perform a traffic analysis on in the Albany Street and Crane Street corridors of the City of Schenectady to be used in determining what transportation related projects would most benefit the Mount Pleasant and Hamilton Hill neighborhoods by improving the flow of vehicular traffic, parking availability, safety for pedestrians, cyclists, the disabled, and public transit riders, and the economic success of the commercial businesses.

**Actual Performance:**

- Reviewed and provided feedback on study drafts.
- Planned and assisted in facilitating the final public meeting to present the final report recommendations.
- Promoted public meetings and engagement opportunities on the final draft.

**Progress in Meeting Schedule:** The schedule was maintained sufficiently.

**Approved UPWP Revisions:** There were no revisions to this task.

**Other Pertinent Supporting Data:** There is no pertinent supporting data to be reported.