

**ULSTER COUNTY TRANSPORTATION COUNCIL
Policy Committee Meeting**

A G E N D A

**Friday, March 22, 2013
10:00 am to 12:00 pm
SUNY Ulster College
Clinton Hall, Howard St. John Conference Room
Cottekill Road, Stone Ridge, NY**

1. Welcome/Introductions
2. Call for Citizen Comments
3. Approval of the November 29, 2012 Joint Technical/Policy Committee meeting summary
4. Correspondence
5. New Business

a) FFY 2012 Annual Obligation Report: Federal regulations require an annual listing of bridge, highway and transit projects, including pedestrian and bicycle facilities, which Federal transportation funds have been obligated in the preceding year; 2012 report will be available for review. The report is posted online at the following address:
http://www.co.ulster.ny.us/planning/uctc/tip/UCTC%20Obligation%20Report_FFY2012.pdf
Recommended Action: Information and discussion only (10 minutes).

b) Resolution 2013-01: SFY2013 Unified Planning Work Program (UPWP): A final draft of UCTC's State Fiscal Year (SFY) 2013/14 UPWP has been completed. In accordance with UCTC Operating Procedures, a 15 day public comment period was opened on March 7, 2013; any comments received will be presented to the Policy Committee prior to voting. Staff will present the Draft to the Committee for review and approval. The final draft SFY13 UPWP is posted online at the following address: <http://www.co.ulster.ny.us/planning/upwp.html>
Recommended Action: Discuss Resolution 2013-01, address any public or Committee comments, and consider adoption (20 minutes).

c) Amendment to the Federal Fiscal Year (FFY) 2011-2015 Transportation Improvement Program (TIP) to Include Safe Routes to School Projects in the City of Kingston and Village of Ellenville as Illustrated in Attachment 1. A draft resolution amending the 2011 TIP for SRTS projects in Kingston and Ellenville was presented to the UCTC Technical Committee at its February 22 meeting. That resolution was tabled pending further information from NYSDOT and City of Kingston staff re: engineering phases for PIN 876109. PIN 876114 which programs \$0.233 for the Village of Ellenville does not require any additional information. These Amendments cannot be acted on without 15 days prior public notice and must be deferred to the May 22 meeting of the Policy Committee; amendments will be included under new resolution as part of the 2014-2018 program update.
Recommended Action: Discuss Amendment, resolve any additional required information from NYSDOT or municipalities. Information and discussion only (20 minutes).

d) UCTC TIP Subcommittee – Federal Fiscal Year (FFY) 2014-2018 Transportation Improvement Program (TIP) Update: The UCTC TIP Subcommittee began meeting in

November to address the most recent program update; that work was completed in December. NYSDOT will provide an update to the MPO on TIP status. The final 2014-2018 Transportation Improvement Program (TIP) Update must be completed no later than June 29, 2013. UCTC awaits NYSDOT's state programs (Highway and bridges, Thruway, and Multi-County projects) for Ulster County.

Recommended Action: Information and discussion only (20 minutes).

e) Revisions to Federal-Aid Urban Area Boundaries and Metropolitan Planning Area Boundaries. The urbanized area designations based on the 2010 Census are available; NYSDOT has requested that MPOs coordinate revisions to urban area and Metropolitan Planning Area boundaries. MPO staff will show proposed boundary changes and explain the process.

Recommended Action: Review proposed Federal-Aid Urban Area Boundary and Metropolitan Planning Area Boundary changes; Information and discussion only (10 minutes).

f) Competitive Transportation Funding Opportunities. NYSDOT has made two recent announcements of large competitive funding sources –the Highway Safety Improvement Program (HSIP) and the Strategic Transportation Enhancements Program (STEP). A new web page has been created to publicize these opportunities to eligible UCTC members:
<http://www.co.ulster.ny.us/planning/fundopp.html>

Recommended Action: Discussion of funding opportunities and NYSDOT's methods for project selection and distribution (20 minutes).

5. Other/Old Business

6. Announcements/Project Updates (10 minutes)

7. Adjournment.

The next Technical Committee meeting has been scheduled for Tuesday April 23rd 2013.

The next Policy Committee meeting has been scheduled for Wednesday May 22nd 2013.

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**Agenda Item 4a
New Business (10 minutes)**

FFY 2012 Annual Obligation Report: Federal regulations require an annual listing of bridge, highway and transit projects, including pedestrian and bicycle facilities, for which Federal transportation funds have been obligated in the preceding year. According to data provided by NYSDOT Region 8 staff, a total of **\$7.114** million in Federal Highway Administration aid was obligated for various local and state highway, bridge and trail project phases in Ulster County in FFY 2012. Of that, **\$6.027** million in federal aid was obligated for state projects in 2012 while a total of **\$1.088** million was obligated in local projects. Emergency relief and economic recovery funding represented the bulk of federal aid obligations in Ulster County in 2012. While nearly 70% of funds scheduled in the 2011-2015 TIP for state projects were obligated in 2012, only roughly 25% of funds scheduled for local projects was actually obligated by local sponsors in 2012.

Recommended Action: Information and discussion only (10 minutes).

**Agenda Item 4c
New Business (20 minutes)**

Resolution 2013-02: Amendment to the Federal Fiscal Year (FFY) 2011-2015 Transportation Improvement Program (TIP) to Include Safe Routes to School Projects in the City of Kingston and Village of Ellenville as Illustrated in Attachment 1.

Attachment 1:

**** ULSTER COUNTY TRANSPORTATION COUNCIL **
TIP AMENDMENT: UCTC 13-1A-01**

Thursday, February 21, 2013

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AGENCY PIN WORKTYPE <AQ STATUS>	PROJECT DESCRIPTION	FUND SOURCES & OBLIGATION DATE	TOTAL 5-YEAR PROGRAM in millions of dollars	PHASE	5-YEAR PROGRAM (FFY) Starting October 01, 2010						
					PRE FFY 2011	FFY 2011	FFY 2012	FFY 2013	FFY 2014	FFY 2015	POST FFY 2015
AQ CODE	COUNTY	TOTAL PROJECT COST									

From

LOCAL 876109 MOBIL <Exempt>	KINGSTON CITY SCHOOL DISTRICT AND NEAR ST. JOSEPH'S CATHOLIC SCHOOL PEDESTRIAN IMPROVEMETNS. CITY OF KINGSTON, ULSTER COUNTY										
AQC:N/A	ULSTER	TPC: <\$0.75 M	TOTAL 5YR COST:	0.000		0.000	0.000	0.000	0.000	0.000	0.000

To

LOCAL 876109 MOBIL <Exempt>	KINGSTON CITY SCHOOL DISTRICT AND NEAR ST. JOSEPH'S CATHOLIC SCHOOL PEDESTRIAN IMPROVEMETNS. CITY OF KINGSTON, ULSTER COUNTY	SAFE RT SCH 10/2013 SAFE RT SCH 10/2013	0.032 0.457	CONINSP CONST					0.032 0.457		
AQC:N/A	ULSTER	TPC: <\$0.75 M	TOTAL 5YR COST >	0.489		0.000	0.000	0.000	0.000	0.489	0.000

Ballot Comment:

From

LOCAL 876114 MOBIL <Exempt>	ELLENVILLE CENTRAL SCHOOL DISTRICT PEDESTRIAN IMPROVEMENTS AND SAFETY EDUCATION. VILLAGE OF ELLENVILL, ULSTER COUNTY										
AQC:N/A	ULSTER	TPC: <\$0.75 M	TOTAL 5YR COST:	0.000		0.000	0.000	0.000	0.000	0.000	0.000

To

LOCAL 876114 MOBIL <Exempt>	ELLENVILLE CENTRAL SCHOOL DISTRICT PEDESTRIAN IMPROVEMENTS AND SAFETY EDUCATION. VILLAGE OF ELLENVILL, ULSTER COUNTY	SAFE RT SCH 04/2013 SAFE RT SCH 10/2013 SAFE RT SCH 10/2013 SAFE RT SCH 10/2013	0.030 0.031 0.155 0.017	PRELDES CONINSP CONST MISC				0.030	0.031 0.155 0.017		
AQC:N/A	ULSTER	TPC: <\$0.75 M	TOTAL 5YR COST >	0.233		0.000	0.000	0.000	0.030	0.203	0.000

Ballot Comment:

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Agenda Item 4e New Business (20 minutes)

Revisions to Federal-Aid Urban Area Boundaries and Metropolitan Planning Area Boundaries.

The urbanized area designations established in Census 2010 are used to establish FHWA and Metropolitan Planning Area boundaries. Adjusting the Census urban area boundaries is a necessary first step in the roadway functional classification review. While there is no requirement in law or regulation to adjust the 2010 Census urban area boundaries, adjusted or “smoothed” FHWA boundaries can facilitate planning and programming activities and are to be drawn to include the areas expected to become urbanized within a 20-year horizon. Adjusted urban area boundaries are subject to approval by USDOT and need to be forwarded to FHWA and FTA with an approval letter from NYSDOT. In Ulster County, the 2010 Census urbanized area boundaries have resulted in a need to include portions of the Towns of Kingston, Hurley and Woodstock as well as a small portion of Green County in its adjusted FHWA urbanized area boundary. These additions are shown on the attached map. The UCTC Metropolitan Planning Area will also need to be revised. The MPA must include at a minimum 2010 Census urbanized areas and is currently defined by UCTC as the whole of Ulster County; therefore, the small portion of Green County will need to be included as part of the UCTC MPA. In addition, adjustments to small urban area boundaries must be approved by a local responsible elected official. This applies to the Ellenville Urban Cluster.

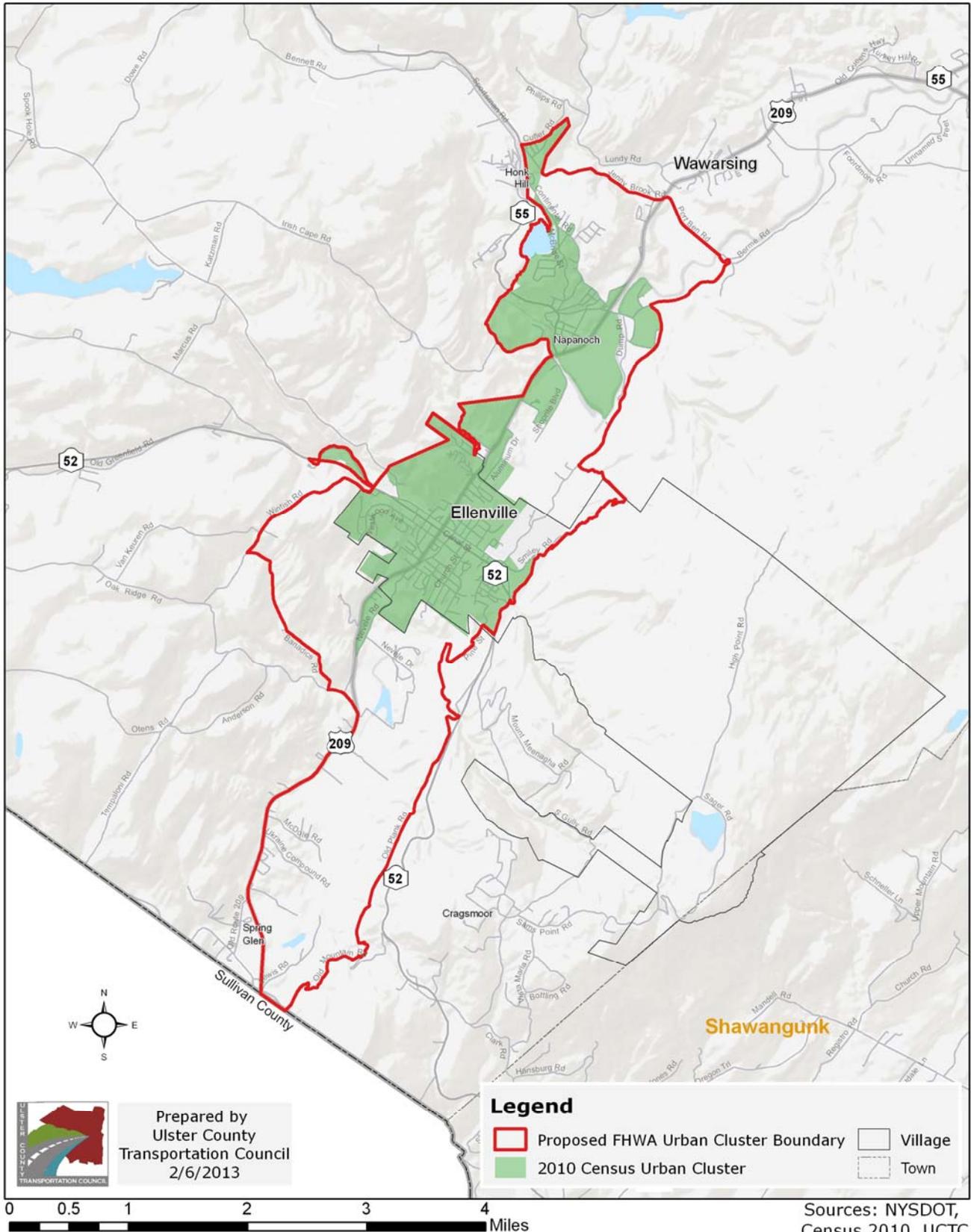
The steps for review and approval are outlined below:

- 1) NYSDOT distributes revision guidance and Census block GIS data to MPOs (January 2013)
- 2) MPOs prepare draft UAB adjustments, send files back to NYSDOT Main Office for review (February 2013)
- 3) NYSDOT Main Office Signs off on draft UABs – currently pending
- 4) MPOs determine if Metropolitan Planning Area revisions are necessary (affirmative for UCTC)
- 5) MPOs vote to approve adjusted UABs and MPA via resolution
- 6) Regions secure local approval for small urban area revisions (applies to the Ellenville urban cluster).

NYSDOT deadline for adjustments is September 30, 2013. **Maps of proposed boundary changes are attached on pages 6 and 7 for your reference.**

Recommended Action: Review proposed Federal-Aid Urban Area Boundary and Metropolitan Planning Area Boundary changes; Information and discussion only (20 minutes).

2010 Proposed FHWA Urban Cluster Boundary



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Agenda Item 6 Announcements/Project Updates (10 minutes)

44.22.03: Traffic Monitoring Program: UCTC has received 2012 count data collected by the consultant Tri-State Traffic Data Inc. The data were collected in the weeks of May 7-11, May 14-18, May 21-25, June 4-8, and June 11-15 2012. The remaining count data was collected in the week of August 6, 2012. The 2012 counts include locations in the southern corridor of the county that were last counted in 2009. UCTC is currently awaiting counts from NYSDOT to complete the report; anticipated 2012 report completion is April 2013. In addition, UCTC is presently assessing locations for traffic counts in the greater Kingston area for 2013. Those counts will occur on a similar schedule as in 2012.

44.22.04: Ulster County Greenway Compacts: The Ulster County Greenway Compact looks to establish priority growth and priority conservation areas. These areas would serve as tools for encouraging development and managing growth. Work will focus on creating policies and recommendations for these areas by integrating elements of the County's comprehensive plan, including its long-range transportation element, and municipal comprehensive plans. Regional Plan Association has been hired as a consultant for this project; a kick-off meeting was held in January 30 with the Technical Advisory Committee.

44.23.02-01: Initiate a Study of the Need and Location for an Intermodal Facility to Serve the Greater New Paltz Area: A Request for Proposals was released by UCTC on January 31 for consultant solicitation with a deadline of March 4. A Technical Advisory Committee consisting of local officials as well as state and county representatives has been formed and will assist in the review of proposals received. This study will examine the existing location of transit facilities in the Village of New Paltz and consider alternatives available to ensure that transit facilities can continue to meet the needs of residents and visitors in the New Paltz area. The deadline for proposals was March 4th; the selection committee will begin evaluating proposals around March 11th.

44.23.02-02: Initiate a Safe Routes to School (SRTS) Demonstration Project: This project was originally written to offer planning assistance to two municipalities to conduct SRTS action plans. A project solicitation was sent to Ulster County municipalities in October; three responses were received: the Town Shawangunk, Town of Lloyd and a joint application from New Paltz Village/Town. Each application was well prepared and made a strong argument for performing work locally. Based on those applications it was determined that the project budget could be revised to allow for three action plans. Award letters were sent to each municipality in January; an RFP for consultant selection is being prepared.

44.23.02-04: Boices Lane Rail Safety Study: The purpose of the study is to assess the traffic operations and safety at the existing railroad crossing on Boices Lane in the Town of Ulster, including the adjacent intersections with Morton Boulevard and John Clark Drive, and to evaluate alternatives to reduce congestion and address safety issues identified as part of the study. To date, existing and future traffic conditions have been analyzed and the draft plan has been submitted to the Technical Advisory Committee for review.

44.23.02-05: Analysis of Priority Investigation Location (PIL) Data among Congested Roadway Segments in Ulster County PILs: In a continual effort to reduce traffic fatalities in Ulster County and improve overall traffic safety, this study will seek to build upon existing NYSDOT PIL and other similar data sources. PIL data will be combined with data from UCTC's Congestion Management Process and related/subsequent Travel Time Survey to identify and measure

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correlations between highly-congested areas and frequent accident occurrence. Where such correlations are identified, recommendations may include simple non-capital work, such as site-specific traffic control and/or maintenance improvements, to capital safety projects and/or safety enhancements to other capital projects.

Transit Development Plan (TDP): The contract with Nelson/Nygaard Consulting Associates and Fitzgerald & Halliday, Inc. to complete at transit systems coordination and development plan ended on February 1, 2013. All final project deliverables have been received and are available on the project website, <http://www.co.ulster.ny.us/planning/tdp.html>. The project was presented to the Kingston Common Council Public Safety Committee and the public on January 24; approximately 20 people were in attendance. Hard copies of the final plan are available from UCTC staff upon request.

Financial Report: The latest UCTC Financial Report is attached on the following page for your information and reference. UCTC saw a steady decrease in reimbursable expenses during the close of calendar year 2012, resulting primarily from the completion of the Transit Development Plan and the departure of Sweta Basnet in September 2012. The third quarter of FY 2012-13 had \$37,876 in contractual expenses. Reimbursable expenses will continue this trend until new 2013 projects are commenced in the first and second quarters of 2013. At the end of the third quarter, UCTC had expended nearly 64% of its budget for operational expenses, and a little over 30% for contractual activity, accounting for a combined expense of less than half of its total program budget.

Upcoming UCTC Meetings. The next Technical Committee meeting has been scheduled for Tuesday April 23rd 2013. The next Policy Committee meeting has been scheduled for Wednesday May 22nd 2013. For more information, contact Brian Slack.

Agenda Supplement

1	UCTC 3rd Quarter Financial Report									
2	Reporting Period: October 1, 2012 to December 31, 2012									
3	Prepared: January 2013; Updated March 2013									
4	Expenses (Excluding Contracts)	Amount Budgeted	1st Qtr Actual	2nd Qtr Actual	3rd Qtr Actual	4th Qtr Actual	TOTAL EXPENSES	% Expended	Funds Remaining	% Remaining
5										
6										
7	Salaries/Benefits/Admn. Costs	\$231,115	\$60,190	\$48,609	\$41,500		\$150,299	65.0%	\$80,816	35.0%
8										
9	Travel	\$5,100	\$1,092	\$574	\$244		\$1,910	37.5%	\$3,190	62.5%
10										
11	Equipment/Supplies	\$4,250	\$2,066	\$132	\$0		\$2,198	51.7%	\$2,052	48.3%
12										
13	Indirect Expenses	\$20,000	\$4,128	\$3,641	\$3,895		\$11,664	58.3%	\$8,336	41.7%
14										
15	Sub Total	\$260,465	\$67,476	\$52,956	\$45,639		\$166,071	63.8%	\$94,394	36.2%
16										
17	Contracts for Professional Services	Amount Budgeted	1st Qtr Actual	2nd Qtr Actual	3rd Qtr Actual	4th Qtr Actual	TOTAL EXPENSES	% Expended	Funds Remaining	% Remaining
18	(Contracts Only)									
19	City/County Transit Development Plan	\$100,250	\$21,594	\$37,632	\$12,961		\$72,187	72.0%	\$28,063	28.0%
20	New Paltz Intermodal Study	\$84,000					\$0	0.0%	\$84,000	100.0%
21	Safe Routes to School Project	\$31,000					\$0	0.0%	\$31,000	100.0%
22	UC Traffic Monitoring Program	\$29,000		\$15,225			\$15,225	52.5%	\$13,775	47.5%
23	Study of County Bridge Program	\$50,000					\$0	0.0%	\$50,000	100.0%
24	Boices Lane Rail Safety Study	\$54,000			\$24,914		\$24,914	46.1%	\$29,086	53.9%
25	Saugerties Area Mobility Analysis	\$0	\$5,000				\$5,000	-	-	-
26	(outstanding late payment)									
27										
28	Sub Total	\$348,250	\$26,594	\$52,857	\$37,876	\$0	\$117,327	33.7%	\$230,923	66.3%
29	Program Total	\$608,715	\$94,070	\$105,813	\$83,515	\$0	\$283,398	46.6%	\$325,317	53.4%
30										
31	Federal & State Reimbursements	Mailed	Received	Amount Received	Amount Outstanding					
32	Status									
33		10/17/12	11/26/12	\$88,536.64	-	NOTE: This table has been developed for discussion purposes only. This table combines FTA and FHWA planning funds to illustrate overall SFY 2012-13 UPWP expenditures and receipts for the period of April 1, 2012 to March 31, 2013. This is a draft document and subject to further revision.				
34		01/09/13		\$99,808.80						
35		01/17/13		\$78,758.26						
36										
37										
38	Total Receipts Received/Outstanding			\$88,536.64	\$178,567.06					
39										
40	Cost of MPO Operations to Ulster County			\$194,861.06		Please also note that the reimbursement figures for 1/09 and 1/17 included in the 2/22/13 Technical Committee Agenda were inaccurate; corrected figures are shown herein.				
41										
42	Unprogrammed Funds (matched PL only)			\$375,272.00						
43										