

**ULSTER COUNTY TRANSPORTATION COUNCIL
Policy Committee Meeting**

A G E N D A

Wednesday, March 26, 2014

10:00 am to 12:00 pm

SUNY Ulster College

Clinton Hall, Howard St. John Conference Room

Cottkill Road, Stone Ridge, NY

1. **Policy Committee Call to Order – Welcome & Introductions (10:00am)**
2. **Roll Call**
3. **Call for Citizen Comments**
4. **Approval of the December 3, 2013 Policy Committee meeting summary**
5. **Communications and Announcements**
6. **New Business**
 - a) **Resolution 2014-01: Adopt the Ulster County Transportation Council’s SFY 2014/15 Unified Planning Work Program (UPWP).** Staff presented the draft UCTC State Fiscal Year (SFY) 2014/15 UPWP to the Technical Committee. The Technical Committee recommended that the draft be forwarded to the Policy Committee for approval; no comments or revisions were added. The Final Draft 2014/15 UPWP will be made available for review at the March 26 Policy Committee meeting and online at the following address:
<http://www.co.ulster.ny.us/planning/upwp.html>

Recommended Action: Discuss the Final Draft UCTC SFY14 UPWP and Resolution 2014-01, address any public comments, and consider adoption (20 minutes).
 - b) **Resolution 2014-02: Modification to the Highway Functional Classification within the UCTC Metropolitan Planning Area:** NYSDOT Region 8 staff has requested changes to the functional classification and National Highway System (NHS) status of State Route 28 from Route 209 to the Ulster/Delaware County line. Resolution 2014-02 would change the road classification from Minor Arterial to Principal Arterial. At the request of UCTC staff, NYSDOT provided additional justification for the change, which has been added to the resolution language.

Recommended Action: Discuss Resolution 2014-02, address any public or Committee comments, and consider adoption (10 minutes).
 - c) **Resolution 2014-03: Amendment to the UCTC Federal Fiscal Year (FFY) 2014-2018 Transportation Improvement Program (TIP) to modify costs for PIN 8TRU63 – Normal fleet bus replacement schedule, Ulster County Area Transit:** Resolution 2014-03 programs \$300,000 in Unallocated Mid-Hudson Valley Transportation Management Area FTA Section 5307 Formula Funds to UCAT for the purchase of new buses, raising the total project cost from \$650k to \$1.026m. The purpose of these additional funds is to restore funds lost after changes to National Transit Database reporting requirements under MAP-21 resulted in an unexpected

**ULSTER COUNTY TRANSPORTATION COUNCIL
Policy Committee Meeting**

decrease in funding to UCAT. TMA rules require the three Mid-Hudson Valley MPOs to coordinate and collaborate regarding the use and allocation of these funds. Resolutions in support of this allocation were or will be brought before the respective MPO Executive Committees on the following dates:

- UCTC Resolution 2013-12 approved December 3, 2014
- PDCTC Resolution 2014-04 before the Executive Committee on March 27, 2014
- OCTC Resolution 2014-01 before the Executive Committee on April 8, 2014

UCTC TIP Amendment rules requires UCTC to provide a 15 day public comment period regarding any proposed changes to the scope or cost of a project in excess of 25% (or \$500,000) of the original project phases. Public notice allowing public comment on the amendment was issued on February 26 ending on March 12th; no public comments were received.

Recommended Action: Discuss Resolution 2014-03, address any public or Committee comments, and consider adoption (10 minutes).

d) **Resolution 2014-04 Distribution of the FFYs 2013 Federal Transit Administration Section 5339 Bus and Bus Facilities Apportionments Attributable to the Kingston Urbanized**

Area: FTA Section 5339 funds are new under MAP-21; these funds can be used by public transit operators to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities. NYSDOT has indicated that 5339 allocations to the Kingston UZA in FY13 will be \$89,553.07; FFY14 dollars have not yet been allocated. Eligible recipients include Ulster County Area Transit and Kingston Citibus; these entities have agreed to a formula effectively splitting this allocation 21% to Citibus and 79% to UCAT. Full split figures are shown in the resolution attachment – the TIP amendment adds two new project PINs to the UCTC TIP which detail the split between the operators. UCTC TIP Amendment Procedures require UCTC to provide a 15 day public comment period regarding the addition or removal of any project to the TIP. Public notice allowing public comment on the amendment was issued on February 26 ending on March 12th; no public comments were received.

Recommended Action: Discuss Resolution 2014-04, address any public or Committee comments, and consider adoption (10 minutes).

e) **Trailways Request for UCTC Funding for 3 Replacement Coaches for Commuter Services to New York:**

UCTC received a written request from ADK Trailways for Unallocated FTA Section 5307 Formula Funds made available to the MPOs within the Mid-Hudson Valley Transportation Management Area. The request seeks \$1,650,000 in funding for the purchase of 3 buses. The 5307 funding formula is based in on a combination of bus revenue vehicle miles, bus passenger miles, fixed guideway revenue vehicle miles, and fixed guideway route miles as well as population and population density; the current un-programmed balance is \$2,911,480. Funds are made available at the discretion of the 3 MPOs within the TMA for priority projects; an approval would therefore need to be authorized by each MPO within the Mid-Hudson Valley TMA, after which an amendment to the UCTC 2014-2018 TIP would be required including 15 day public notice period. The March 13th meeting of the TMA was postponed until April due to inclement weather; the request will be discussed at that point in time.

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

**ULSTER COUNTY TRANSPORTATION COUNCIL
Policy Committee Meeting**

- f) **FFY 2013 Annual Obligation Report:** Federal regulations require an annual listing of transportation projects, including pedestrian and bicycle facilities, which Federal transportation funds have been obligated in the preceding year; 2013 report will be available for review.

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

7. Old/Other Business (10 minutes)

a) Tabled – Draft Resolution 2013-06: Apportionment of Federal Fiscal Year 2013 Federal Transit Administration (FTA) Section 5307 Formula Funds in the Mid-Hudson Valley Transportation Management Area (MHVTMA)

b) Other Business

Transportation Funding Opportunities:

- USDOT TIGER Discretionary Grant Program
- NYSDOT Transportation Alternatives Program
- FTA §5310 - Upcoming solicitation – schedule, guidance
- Visit <http://ulstercountyny.gov/planning/fundopp.html> for complete details on the above funding opportunities

8. Announcements/Project Updates (20 minutes)

- Please refer to the Page 4 of the Agenda Supplement for additional project updates.

9. Adjournment.

**ULSTER COUNTY TRANSPORTATION COUNCIL
Policy Committee Meeting**

**Agenda Item 8
Announcements/Project Updates (20 minutes)**

UCTC Operating Procedures. UCTC Operating Procedures are undergoing review in order to identify any conformance issues with MAP-21. Potential revisions will be presented to the Council when available. In addition, the Operating Procedures include the following under the General Public Participation Activities section:

The UCTC Public Information mailing list will be maintained by the Ulster County Planning Department and updated regularly by UCTC staff agencies. The UCTC Staff will continue its efforts to identify and include citizens and groups that are traditionally under served by the transportation system. The mailing list will be periodically updated based on interest expressed. The individuals and groups on the mailing list will be periodically surveyed to determine their continued interest in the UCTC and its activities.

In accordance with this section, UCTC staff will prepare and issue a brief survey to the UCTC Mailing List in an effort to update the list and solicit public input regarding various transportation issues. Anticipated date of draft revisions and survey completion is June 30, 2014.

44.23.02-01: Safe Routes to School (SRTS) Demonstration Project: Project kick-off meeting held in December; first School Working Group meetings held in Feb and March; draft findings for each focus area anticipated by late March/early April. Visit <http://www.co.ulster.ny.us/planning/srts.html> for draft materials.

44.23.02-05 Kingston Broadway Corridor Conceptual Design Project: Contract with VHB Engineering Consultants of White Plains, NY currently being developed.

44.23.02-06 Rosendale Circulation Study: Contract with Barton and Loguidice currently being developed.

44.26.15: Initiate a Study of the Need and Location for an Intermodal Facility to Serve the Greater New Paltz Area: The first of two public workshops was conducted on November 21 at 7:00 PM at the SUNY New Paltz Student Union. Approximately 50 individuals were in attendance to provide input. Tasks 1a-c ("Definition of the Service Area") were completed at the end of February; Task 2 – Facility Analysis & Task 3 – Site Requirements are underway. http://www.co.ulster.ny.us/planning/npaltz_ifp.html

44.22.03: 2012 Traffic Monitoring Program: 2013 Counts currently being processed; anticipate releasing information in spring 2014. New contract with Tri-State Traffic Data, Inc awaiting final County approval. 2014 count locations under development; UCTC members should submit requests for 2014 counts to dsta@co.ulster.ny.us by the end of March for consideration.

UCTC Projects in Development: UCTC staff is currently developing a draft Scope of Services for the following 2013 UPWP projects. Once the draft scope has been agreed upon by project partners, UCTC staff and Ulster County Purchasing, an RFP for consultant services will be issued.

- 44.23.02-04 Analysis of Priority Investigation Location (PIL) Data among Congested Roadway Segments in Ulster County PILs

Financial Report: The latest UCTC financial report is attached.

**ULSTER COUNTY TRANSPORTATION COUNCIL
Policy Committee Meeting**

1	UCTC 3rd Quarter Financial Report SFY 2013-14										
2	Reporting Period: October 1, 2013 to December 31, 2013										
3	Prepared: March 7, 2014										
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	\$236,555	\$56,863	\$53,831	\$52,294		\$162,988	68.9%	\$73,567	31.1%	
8											
9	Travel	\$3,188	\$215	\$58	\$635		\$908	28.5%	\$2,280	71.5%	
10											
11	Equipment/Supplies	\$6,375	\$1,877	\$82	\$928		\$2,887	45.3%	\$3,488	54.7%	
12											
13	Indirect Expenses	\$20,000	\$4,172	\$4,066	\$4,346		\$12,584	62.9%	\$7,416	37.1%	
14											
15	Sub Total	\$266,118	\$63,127	\$58,037	\$58,203		\$179,367	67.4%	\$86,751	32.6%	
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	New Paltz Intermodal Study	\$80,000	\$0	\$0	\$20,196		\$20,196	25.2%	\$59,804	74.8%	
20	Safe Routes to School Project	\$48,000	\$0	\$0	\$0		\$0	0.0%	\$48,000	100.0%	
21	UC Traffic Monitoring Program	\$19,200	\$0	\$12,950	\$0		\$12,950	67.4%	\$6,250	32.6%	
22	Study of County Bridge Program	\$40,000	\$0	\$0	\$0		\$0	0.0%	\$40,000	100.0%	
23	Ulster County Greenway Compacts	\$35,020	\$0	\$0	\$22,820		\$22,820	65.2%	\$12,200	34.8%	
24	Boices Lane Rail Safety Study	\$7,300	\$0	\$5,760	\$1,480		\$7,240	99.2%	\$60	0.8%	
25	PILs Data & Congested Roads	\$48,000	\$0	\$0	\$0		\$0	0.0%	\$48,000	100.0%	
26	Kingston Broadway Corridor Study	\$70,000	\$0	\$0	\$0		\$0	0.0%	\$70,000	100.0%	
27	Rosendale Circulation Study	\$35,000	\$0	\$0	\$0		\$0	0.0%	\$35,000	100.0%	
28											
29	Sub Total	\$382,520	\$0	\$18,710	\$44,496	\$0	\$63,206	16.5%	\$319,314	83.5%	
30	Program Total	\$648,638	\$63,127	\$76,747	\$102,699	\$0	\$242,573	37.4%	\$406,065	62.6%	
31											
32	Federal & State Reimbursements	Mailed	Received	Amount Received	Amount Outstanding						
33	Status										
34		<i>Q1</i>	08/23/13	10/02/13	\$59,413.69	\$0.00	NOTE: This table has been developed for discussion purposes only. This table combines FTA and FHWA planning funds to illustrate overall SFY 2013-14 UPWP expenditures and receipts for the period of April 1, 2013 to March 31, 2014. Contract and Expense data reflect any line item amendments made to the UPWP during that time period.				
35		<i>Q2</i>	01/02/14	02/06/14	\$72,119.69						
36		<i>Q3</i>	03/07/14			\$96,657.98					
37		<i>Q4</i>									
38											
39	Total Receipts Received/Outstanding				\$131,533.38	\$96,657.98					
40											
41	Cost of MPO Operations to Ulster County				\$14,381.74						
42											
43	Unprogrammed Funds (matched PL only)				\$392,145.00						