

**ULSTER COUNTY TRANSPORTATION COUNCIL
Technical Committee Meeting**

R E V I S E D A G E N D A

Tuesday, November 25, 2014

10:00 am to 12:00 pm

SUNY Ulster College

Clinton Hall, Howard St. John Conference Room

Cottkill Road, Stone Ridge, NY

1. **Technical Committee Call to Order – Welcome & Introductions (10:00am)**
2. **Call for Citizen Comments**
3. **Approval of the September 23, 2014 Technical Committee meeting summary**
4. **Communications and Announcements**
5. **New Business**

- a) **Draft Resolution 2014–11: Amendment to the UCTC 2014 – 2018 Transportation Improvement Program.** Draft Resolution 2014-11 establishes PIN 878049, programming federal Transportation Enhancement Program funds for the City of Kingston to construct pedestrian and bicycle facilities on the Broadway Corridor from Broadway at St. James Street to Foxhall Avenue. Streetscape improvements and enhancements will include facilities such as sidewalks, curbing, bike lanes, pedestrian bumpouts, lighting, benches and trees. The total project cost is \$3.250m, utilizing a local share of \$1.249m.

Recommended Action: Discuss Resolution 2014-11 and forward to the UCTC Policy Committee for Approval.

- b) **Ulster County Emerald Ash Borer (EAB) Action Plan:** The effects of the EAB infestation in Ulster County are rapidly becoming visible and handling the clean-up will soon become a reality that the Department of Public Works (DPW) will have to address along rights-of-way and at County facilities. Staff from the Ulster County Department of the Environment will present on findings of the draft *Ulster County Emerald Ash Borer Action Plan* and discuss implications that the infestation will have on the transportation network. Technical Committee members are encouraged to bring members of their highway departments and departments of public works to learn more.

Recommended Action: For information and discussion purposes only. (30 minutes).

- c) **Amendments to the UCTC SFY2014 Unified Planning Work Program:** At the September 23, 2014 joint meeting of the UCTC Technical and Policy Committees, the Technical Committee authorized staff to amend various tasks in the 2014 UPWP by up to \$50,000 total utilizing unallocated FHWA PL funds. Two task budget amendments were made to the 2014 program totaling \$27,758, which are outlined in the agenda supplement 5a.

Recommended Action: For information and discussion purposes only. (10 minutes).

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- d) **Update of UCTC Operating Procedures.** A first-draft of proposed modifications to the UCTC Operating Procedures was circulated at the September 23rd Tech/Policy meeting. Staff will review and discuss these proposed revisions and open the floor to discussion regarding these and any other revisions proposed by Technical Committee members.

Recommended Action: Discuss proposed changes to the UCTC Operating Procedures; based on comments, staff will prepare a 2nd draft for review at the next Technical Committee meeting. (20 minutes)

- e) **NYS Route 212 Town of Woodstock.** The deteriorating state of Rt 212 from Bearsville to Mt. Tremper has been a point of discussion by the UCTC Technical Committee over the past several months. The 2014 NYSDOT Region 8 paving schedule included limited work to address some of the problems along segments of Rt 212. At the request of the Town of Woodstock, the subject of the current condition of Rt 212 and how it may be addressed will be discussed.

Recommended Action: For information and discussion purposes only. (20 minutes).

- f) **NYSDOT Region 8 Local Project Unit Staffing and MPO STIP Performance:** NYSDOT Region 8 staff would like to introduce Martin Evans as the new regional Local Project Liaison (RLPL). Mr. Evans will be present to discuss local project schedules in regard to STIP Performance and the NYSDOT Regional Director's Commitment List.

Recommended Action: For information and discussion purposes only. (20 minutes).

6. Other/Old Business (15 minutes)

- 2015/16 UPWP Development/Call for Projects: Staff has begun development the 2015/16 Unified Planning Work Program. The annual Call for Projects was issued in September with a deadline of December 15th. Technical Committee members are encouraged to discuss possible proposals that might address local or regional transportation needs or concerns.
- Project Updates – see Agenda Supplement 5b, page 4
- UCTC 2013 Financial Report – refer to page 5
- Tabled –Apportionment of Federal Fiscal Year 2013 and 2014 FTA 5307 TMA funds
 - Trailways Request to TMA – 3 Replacement Coaches for Commuter Services to NY
 - Block Program FTA 5307 Funds to Support Ulster County Commuter Services
- FTA §5310 - Upcoming solicitation – schedule, guidance

7. Adjournment.

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Agenda Supplement Item 5-a: Amendments to the UCTC SFY2014 Unified Planning Work Program:

An additional \$11,998 in Unallocated FHWA PL funds was added to the Ulster County Safe Routes to School Demonstration Project for the purpose of additional work and an additional \$15,760 in Unallocated FHWA PL funds was added to the New Paltz Intermodal Facility Site Analysis for additional analysis. Both projects were given schedule extensions. Staff will provide a full summary of the revised 2014 UPWP.

Task changes as of September 23, 2014:

FROM:					
Task Code	Project Description	Federal (PL)	State	Local	Total
44.23.02-01	Complete a Safe Routes to School Demonstration Project	\$32,400 (PL)	\$6,075	\$2,025	\$40,500
TO:					
44.23.02-01	Complete a Safe Routes to School Demonstration Project	\$44,398 (PL)	\$8,325	\$2,775	\$55,497

Purpose: \$11,998 to cover the completion of one additional action plan in a forth community

FROM:					
Task Code	Project Description	Federal	State	Local	Total
44.26.15	Transit Capital Investment Decisions – New Paltz Intermodal	\$32,400 (FTA)	\$6,075	\$2,025	\$40,500
TO:					
44.26.15	Transit Capital Investment Decisions – New Paltz Intermodal	\$32,400 (FTA)	\$6,075	\$2,025	\$40,500
		\$15,760 (PL)	\$2,955	\$985	\$19,700
	<i>Total SFY 14 Project Cost:</i>	\$48,160	\$9,030	\$3,010	\$60,200

Purpose: Adds \$15,760 in PL funds in addition to existing FTA funds to cover costs associated with additional site design development and public involvement

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Agenda Supplement Item 5-b: UCTC 2014/15 UPWP Project Status of Consultant-based Studies

Project	Contract Status	Schedule/Updates
44.22.03: Traffic Monitoring Program	Under contract through December 31, 2015	Fall 2014 counts complete and under review. Total counts in 2014 = 89 locations, 60 spring 29 fall.
44.23.01-01: Development of the UCTC Year 2040 Long Range Transportation Plan	Under contract through Oct 31, 2015	Technical Advisory Committee Kickoff meeting held 11/17; project underway
44.23.01-04: Initiate a Pavement Management Program in Ulster	n/a	Ulster County DPW registered for spring Cornell Local Roads Pavement Management training
44.23.02-01: Complete a Safe Routes to School (SRTS) Demonstration Project	Contract amendment to March 31 2015 submitted.	All major deliverables completed; project contract extended to provide one additional Action Plan to the Town of Saugerties. Anticipated date of project completion: March 2013
44.23.02-03: Analysis of Priority Investigation Location Data among Congested Roadway Segments in Ulster County	Draft scope of work and RFP complete	RFP ready to be issued as staff time allows; project will be rolled-over into SFY2015 UPWP
44.23.02-04: Kingston Broadway Corridor Conceptual Design Project	Under contract through June 2015	Project on schedule; first Technical Memo complete; public meeting scheduled for November 19 th . Project will be rolled-over into SFY2015 UPWP
44.23.02-05: Rosendale Circulation Study	Under contract through September 2015	Project on schedule; first public information meeting scheduled for November 20 th ; project will be rolled-over into SFY2015 UPWP
44.23.02-06: Transportation Infrastructure Resiliency and Vulnerability Assessment Planning	Scope of work requires further development	Will be rolled-over into SFY2015 UPWP
44.24.01: Conduct an Analysis of County Bridge Repair and Replacement Program and Related Priorities for Capital Expenditures	Scope of work requires further development	Will be rolled-over into SFY2015 UPWP
44.26.12: Coordination of Non-Emergency Human Service Transportation	Draft scope of work and RFP complete	RFP ready to be issued as staff time allows; project will be rolled-over into SFY2015 UPWP
44.26.15: New Paltz Intermodal Facility Site Analysis and Selection	Contract amendment to March 31 2015 approved.	Project behind schedule; contract extended through March 31, 2015 recommended to allow for additional site assessments and public outreach. Anticipated to be completed by March 31, 2015

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1	UCTC 4th Quarter Financial Report SFY 2013-14										
2	Reporting Period: January 1, 2014 to March 31, 2013										
3	Prepared: August 29, 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	
6											
7	Salaries/Benefits/Admn. Costs	\$236,555	\$56,863	\$53,831	\$52,294	\$54,127	\$217,115	91.8%	\$19,440	8.2%	
8											
9	Travel	\$3,188	\$215	\$58	\$635	\$77	\$985	30.9%	\$2,203	69.1%	
10											
11	Equipment/Supplies	\$6,375	\$1,877	\$82	\$928	\$287	\$3,174	49.8%	\$3,201	50.2%	
12											
13	Indirect Expenses	\$20,000	\$4,172	\$4,066	\$4,346	\$5,341	\$17,925	89.6%	\$2,075	10.4%	
14											
15	Sub Total	\$266,118	\$63,127	\$58,037	\$58,203	\$59,832	\$239,199	89.9%	\$26,919	10.1%	
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	\$13,502	\$33,698	42.1%	\$46,302	57.9%	
20	Safe Routes to School Project	\$48,000	\$0	\$0	\$0	\$0	\$0	0.0%	\$48,000	100.0%	
21	UC Traffic Monitoring Program	\$19,200	\$0	\$12,950	\$0	\$0	\$12,950	67.4%	\$6,250	32.6%	
22	Study of County Bridge Program	\$40,000	\$0	\$0	\$0	\$0	\$0	0.0%	\$40,000	100.0%	
23	Ulster County Greenway Compacts	\$35,020	\$0	\$0	\$22,820	\$0	\$22,820	65.2%	\$12,200	34.8%	
24	Boices Lane Rail Safety Study	\$7,300	\$0	\$5,760	\$1,480	\$0	\$7,240	99.2%	\$60	0.8%	
25	PILs Data & Congested Roads	\$48,000	\$0	\$0	\$0	\$0	\$0	0.0%	\$48,000	100.0%	
26	Kingston Broadway Corridor Study	\$70,000	\$0	\$0	\$0	\$0	\$0	0.0%	\$70,000	100.0%	
27	Rosendale Circulation Study	\$35,000	\$0	\$0	\$0	\$0	\$0	0.0%	\$35,000	100.0%	
28											
29	Sub Total	\$382,520	\$0	\$18,710	\$44,496	\$13,502	\$76,708	20.1%	\$305,812	79.9%	
30	Program Total	\$648,638	\$63,127	\$76,747	\$102,699	\$73,334	\$315,907	48.7%	\$332,731	51.3%	
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	\$0.00					
36		<i>Q3</i>	03/07/14	04/30/14	\$96,657.98	\$0.00					
37		<i>Q4</i>	08/01/14	08/27/14	\$69,019.88	\$0.00					
38											
39	Total Receipts Received/Outstanding				\$297,211.24	\$0.00					
40											
41	Cost of MPO Operations to Ulster County				\$18,695.49						
42											
43	Unprogrammed Funds (matched PL only)				\$392,145.00						