

**ULSTER COUNTY TRANSPORTATION COUNCIL
Technical Committee Meeting**

A G E N D A

Friday, February 22, 2013

10:00 am to 12:00 pm

SUNY Ulster College

Clinton Hall, Howard St. John Conference Room

Cottkill 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) Draft SFY2013 Unified Planning Work Program (UPWP): A preliminary draft of UCTC's State Fiscal Year (SFY) 2013-14 UPWP has been completed. Staff will present the Draft to the Committee for discussion. The draft SFY13 UPWP is posted online at the following address:
<http://www.co.ulster.ny.us/planning/upwp.html>
Recommended Action: Discuss the SFY13 Draft UPWP and consider forwarding to the Policy Committee for adoption (20 minutes).

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

d) 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 (20 minutes).

e) 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 Policy Committee meeting has been scheduled for Friday March 22nd 2013.

Agenda Supplement

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 -- \$4.73 million in the form of emergency relief aid, \$0.343 in funding from the American Recovery and Reinvestment Act, and \$0.946 for various other state-sponsored TIP projects. A total of **\$1.088** million was obligated in local projects. Emergency relief and economic recovery funding therefore represented the bulk of federal aid obligations in Ulster County in 2012. Analysis of the UCTC 2011-2015 TIP reveals that five state highway, bridge or trail projects were scheduled to have phases obligated in 2012 totaling \$1.353 million. A total of nine local highway, bridge, or trail projects actually had phases obligated in 2012, totaling \$4.338 million. Therefore, 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 4b New Business (20 minutes)

Draft 2013 Unified Planning Work Program (UPWP): The Ulster County Transportation Council's UPWP annual update is submitted for your review. Below is a draft summary of tasks for State Fiscal Year (SFY) 2013-14:

1. Program Support and Administration
 - i. This line item is for administrative activities implemented to support the MPO such as financial reporting, equipment purchases, travel, attend conferences, UCTC meeting preparation and attendance, etc.
2. General Development and Comprehensive Planning
 - i. Updates to the Ulster County Functional Classification System Roadway Map
 - ii. Perform Census data analyses
 - iii. Continue implementing the Traffic Monitoring Program (a.k.a. Traffic Count Program)
 - iv. Ulster County Greenway Compacts
3. Long Range Planning – System Level
 - i. Support Energy Planning – NYS Climate Action Plan
 - ii. Congestion Management Process
 - Perform Annual Park Ride Facilities Capacity Analysis and Needs Assessment
 - Assist with TMA-related planning, programming and staffing activities
 - iii. Support statewide planning and research activities
4. Long Range Planning – Project Level
 - i. Initiate an intermodal facility analysis for the New Paltz area
 - ii. Initiate a Safe Routes to School demonstration project

- iii. Community transportation planning assistance
 - iv. Boices Lane rail safety study at intersection with Morton Blvd.
 - v. Initiate analysis of Priority Incident Location data among congested roadway segments
 - vi. Initiate Kingston Broadway corridor conceptual design project*
 - vii. Initiate Rosendale circulation study*
 - viii. Initiate Ulster and Delaware rail corridor plan*
5. Short Range Planning
- i. Conduct a cost benefit analysis of county bridge inspection program
 - ii. Encourage sustainable development policies and conduct transportation impact reviews
6. Transportation Improvement Program (TIP)
- i. Facilitate and administer the TIP Amendment process
 - ii. Assist local sponsors in identifying new transportation funding opportunities
7. Planning Emphasis Areas
- i. Coordinate non-emergency human service transportation
 - ii. Assist transit operators participate in the MPO process
 - iii. Assist with transit planning and transit operations to increase ridership
 - iv. Support transit capital investment decisions through effective system planning
 - v. Incorporate safety and security in transportation planning
8. Other Activities
- i. Participate in Statewide Shared Cost Initiatives and statewide MPO Meetings

* indicates new projects for SFY13

Recommended Action: Discuss the draft UPWP and consider forwarding to the Policy Committee for adoption (20 minutes).

Agenda Item 4d 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.

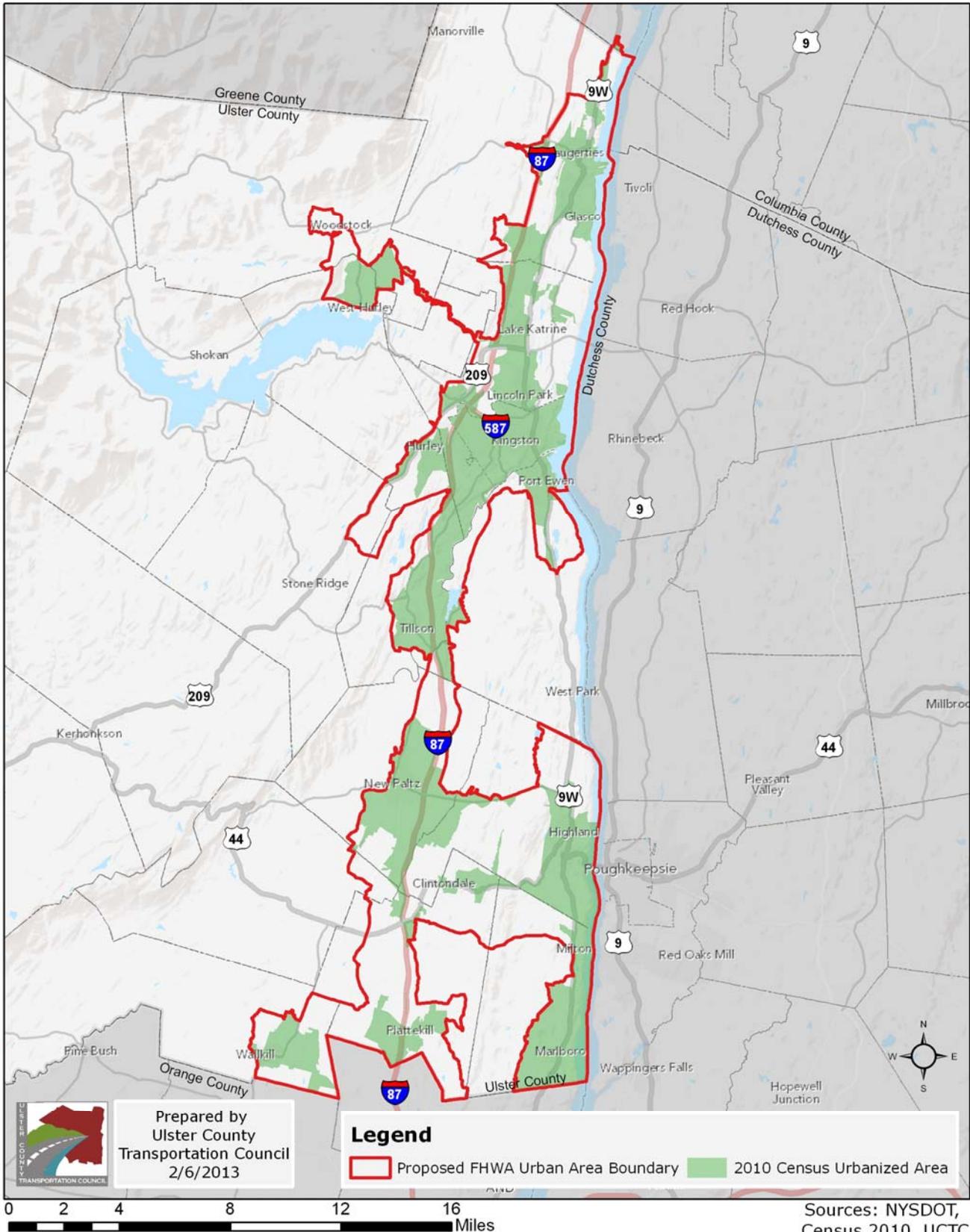
The steps for review and approval are outlined below:

- 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
- 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).

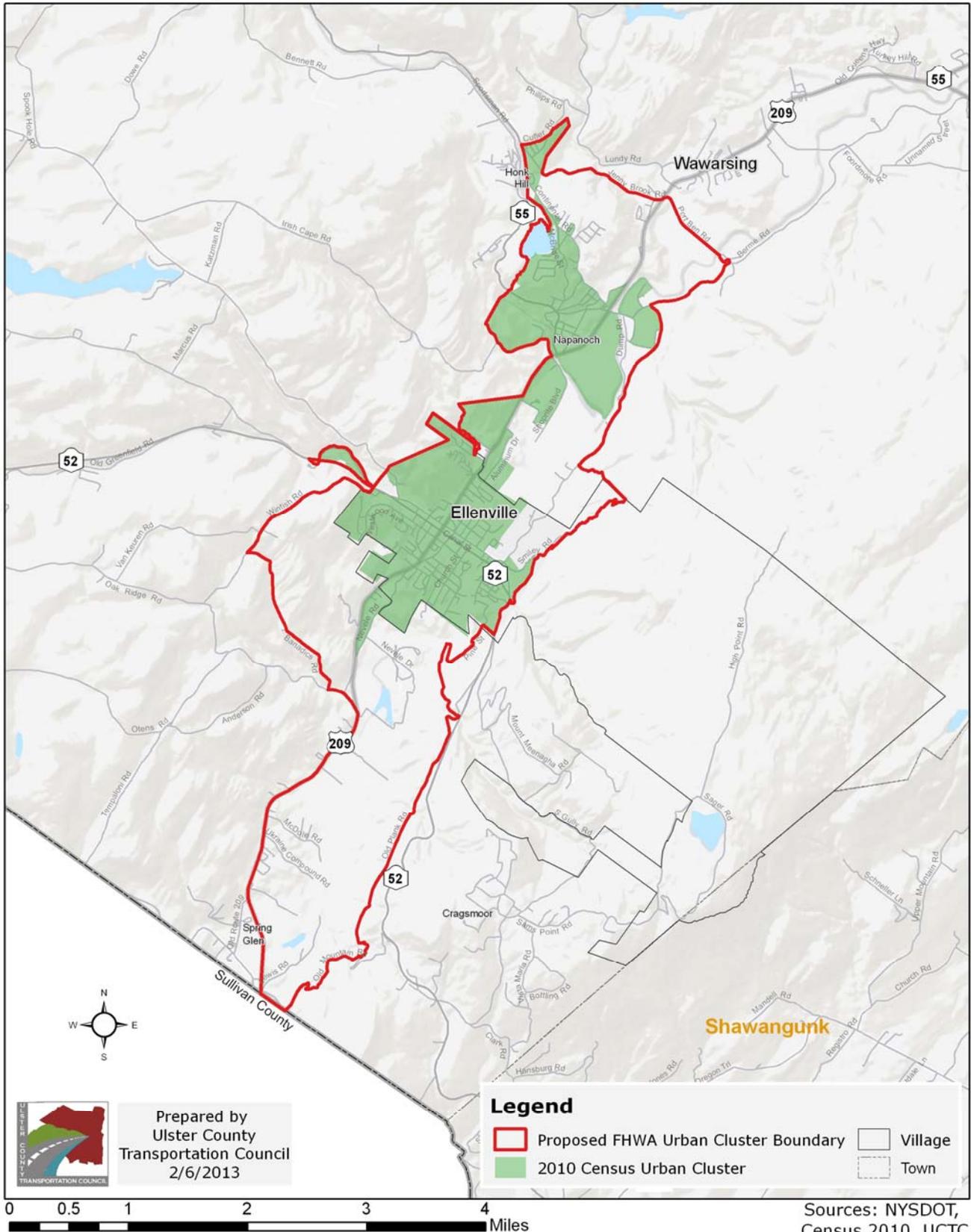
Deadline for adjustments is September 30, 2013. **Maps of proposed boundary changes are attached on pages 6 and 7 for your reference.**

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 Area Boundary



2010 Proposed FHWA Urban Cluster Boundary



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 collected by Tri-State Traffic Data Inc for 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.

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 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 a 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. Copies of the final plan are available from UCTC staff.

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. A Policy Committee meeting has been scheduled for Friday **March 22nd 2013**. For more information, contact Brian Slack.

1	UCTC 3rd Quarter Financial Report									
2	Reporting Period: October 1, 2012 to December 31, 2012									
3	Prepared: January 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	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.				
32	Status									
33		10/17/12	11/26/12	\$88,536.64	-					
34		01/09/13			\$106,047.85					
35		01/17/13			\$83,680.65					
36										
37										
38	Total Receipts Received/Outstanding			\$88,536.64	\$189,728.50					
39										
40	Cost of MPO Operations to Ulster County			\$194,861.06						
41										
42	Unprogrammed Funds (matched PL only)			\$375,272.00						
43										