

**ULSTER COUNTY TRANSPORTATION COUNCIL
Policy Committee Meeting**

A G E N D A

Thursday, July 24, 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. Call for Citizen Comments

3. Approval of the March 26, 2014 Policy Committee meeting summary

4. Communications and Announcements

5. New Business

a) Resolution 2014-05: Distribution of the FFY 2014 Federal Transit Administration Section 5307/5340 Urbanized Area Apportionments Attributable to the Kingston Urbanized Area:

The Urbanized Area Formula Funding program (49 U.S.C. 5307) makes Federal resources available to urbanized areas and to Governors for transit capital and operating assistance in urbanized areas and for transportation related planning. An urbanized area is an incorporated area with a population of 50,000 or more that is designated as such by the U.S. Department of Commerce, Bureau of the Census. FFY14 allocation to the Kingston Urbanized Area is \$923,843. Resolution 2014-05 proposes a distribution of these funds between UCAT and Citibus as reached between the two entities.

Recommended Action: Discuss Resolution 2014-05, review any public comments, and consider adoption (20 minutes).

b) Resolution 2014-06: Modify Table 1 of the UCTC 2014-18 TIP to Add Rollover Clause Provision to TIP Amendment Procedures.

A Rollover Clause in the MPO's TIP approval resolution enables the MPO to move projects from the 'Committed' (or 'obligated') column of their TIP to one of the first four years of the TIP via an administrative action rather than by a formal TIP amendment, provided that fiscal constraint is maintained. This clause is a means to address the situation where projects or project phases on an old TIP do not get obligated before the new TIP and subsequent STIP are approved. UCTC currently has no rollover clause in its Operating Procedures. Resolution 2014-06 proposes and outlines rollover procedures for future use.

Recommended Action: Discuss Draft Resolution 2014-06, address any public comments, and consider adoption (20 minutes).

c) Resolution 2014-07: To Amend the UCTC 2014-2018 TIP to Include NYSDOT PIN 839141 – Corrective Pavement Treatment RT 55.

NYSDOT Region 8 submitted a TIP Amendment Request to UCTC in order to program a Harsh Winter Paving project onto the 2014-2018 program. This project will consist of resurfacing a segment of asphalt pavement on State Route 55 in Ulster County, in the Town of Wawarsing, from the Sullivan County line to 3/10 mile west

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of Cutler Road. The total project cost is \$5.6m in Federal STP Flex and State Dedicated Funds (SDF). Further details are provided in Resolution 2014-07.

Recommended Action: Discuss Draft Resolution 2014-07, address any public comments, and consider adoption (20 minutes).

- d) **Administrative Modifications to Ulster County Park and Ride Projects:** Through UCTC Resolutions 2012-06 and 2012-07, FTA 5307 funds were “flexed” into FHWA funds to be used on various transit-related projects throughout the Mid-Hudson TMA, including improvements of park and ride facilities in Town of Ulster, Town of Saugerties and SUNY New Paltz. An administrative modification was required to modify the schedule of two of these projects in order for them to appear on the UCTC 2014 – 2018 TIP. A full update of the status of these projects will be provided for members by UCTC and NYSDOT Region 8 staff.

Refer to agenda supplement item 5-a (page 4) for details regarding these modifications

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

- e) **Resolution 2014-08: Amendment to the Ulster County Transportation Council Transportation Improvement Program (TIP) to Delete Project No Longer Needed – PIN 882341: Route 32, SUNY New Paltz Bus Stop Relocation and Improvements.** SUNY New Paltz has advanced construction on its park and ride expansion without the federal aid set aside for this project. By doing so, the project is no longer eligible to receive the \$300,000 in federal funds set aside for the project, thereby making those funds available for the Saugerties and Ulster park and ride facilities. Resolution 2014-08 removes this PIN from the UCTC TIP and makes the \$300,000 in federal funds available for future programming.

Recommended Action: Discuss Resolution 2014-08, address any public comments, and consider adoption (20 minutes).

- f) **Draft Resolution 2014-09: Allocation of Previously Unallocated Federal Transit Administration Section 5307 Formula Funds for Various Transit Projects.** Due to the ongoing pending agreement between New York and New Jersey regarding the Apportionment of Federal Fiscal Year 2013 and 2014 Federal Transit Administration (FTA) Section 5307 Formula Funds in the Mid-Hudson Valley Transportation Management Area (MHVTMA), Ulster County Area Transit has requested a loan to support its FFY 2015 FTA grant application. These funds would be reallocated to the TMA pool from a future allocation to Ulster County when that occurs.

Recommended Action: Discuss Draft Resolution 2014-09, address any public comments, and consider adoption (20 minutes).

- g) **Amendment to the 2014/15 UPWP:** The 2014/15 UPWP programmed a total of \$105,000 in combined federal, state and local funds for the Development of the UCTC year 2040 Long Range Transportation Plan. \$80,000 of those funds were designated for consultant services to be used toward completion of the LRTP. An RFP for consultant services was issued on June 9th, 2014 with a June 30th deadline which received no responses. Staff has reviewed the proposed Scope of Services and made minor revisions in an effort to elicit responses from

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consulting firms. In addition, UCTC proposes to raise the federal dollars available for consultant assistance. In accordance with UCTC Operating Procedures (as outline in Agenda Supplement Item 5-b), the Chair of the UCTC proposes a budget increase of \$20,000 to be moved from the Un-programmed Balance of \$478,639 in FHWA Planning (PL) funds for this purpose. Additional information included the Agenda Supplement.

Recommended Action: Discuss UPWP Budgetary Amendment and consider approval (20 minutes).

- h) UCAT Letter of Support – FTA Ladders of Opportunity Grant:** The U.S. Department of Transportation Secretary has made available approximately \$100 million in competitive grant funds through the Federal Transit Administration’s (FTA) new Ladders of Opportunity Initiative. UCAT proposes to submit an application to this program in the amount of \$1,100,000 (80% Federal, 20% local match) for the purchase four (4) low floor clean burn diesel engine buses. The four buses that would be replaced are 2009 Ford light duty mid sized cutaway buses with anticipated useful life of 4 years or 150,000 miles; the buses to be replaced currently exceed those anticipated life cycles. UCAT respectfully requests the UCTC to support a letter of recommendation from the Director on its behalf.

Recommended Action: Discuss UCAT grant proposal and endorsement request and consider approval (20 minutes).

6. Old/Other Business (15 minutes)

Other Business

- NYSDOT Region 8 Bridge Management – Overview of the Ulster County Bridge Population. Presentation by Eric Foster, P.E., Regional Bridge Management Engineer for NYSDOT Region 8 available online at
- UCTC Mailing List
- Tabled –Apportionment of Federal Fiscal Year 2013 and 2014 Federal Transit Administration (FTA) Section 5307 Formula Funds in the Mid-Hudson Valley Transportation Management Area (MHVTMA).
- Revision of UCTC Operating Procedures
- FTA §5310 - Upcoming solicitation – schedule, guidance
- Proposal to Block Program FTA 5307 Funds Under PIN 8TRU75 to Support Ulster County Commuter Services
- Request by NYSDOT to program funding for rail safety work at Boices Lane

Old Business

- Trailways Request for UCTC Funding for 3 Replacement Coaches for Commuter Services to New York: under evaluation by TMA

7. Announcements/Project Updates (15 minutes)

- Please refer to the Page 7 of the Agenda Supplement for additional project updates.

8. Adjournment.

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Agenda Supplement

Agenda Supplement Item 5-a: Administrative Modifications to Ulster County Park and Ride Projects

The following Administrative Modifications were made to the UCTC TIP:

**** ULSTER COUNTY TRANSPORTATION COUNCIL **
ADMINISTRATIVE MODIFICATION: UCTC 14-6A-AA**

Friday, June 27, 2014

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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												
NYS DOT 882342 MOBIL <Exempt>	KINGSTON PARK & RIDE LOT EXPANSION - MODERNIZE & RECONSTRUCT EXISTING MULTI-MODAL FACILITY TO EXPAND EXISTING PARKING CAPACITY (CURRENTLY LISTED ON TIP AS ULSTER COUNTY PARK & RIDE PROJECT) (FORMERLY PIN: 8T0456)	FTA 5307 04/2012 STATE 04/2012	0.521 0.130	MISC MISC			0.521 0.130					
AQC:N/A	ULSTER	TPC: \$1.2-\$2.5 M	TOTAL SYR COST :	0.651		0.000	0.000	0.651	0.000	0.000	0.000	
To												
NYS DOT 882342 MOBIL <Exempt>	KINGSTON PARK & RIDE LOT EXPANSION - MODERNIZE & RECONSTRUCT EXISTING MULTI-MODAL FACILITY TO EXPAND EXISTING PARKING CAPACITY (CURRENTLY LISTED ON TIP AS ULSTER COUNTY PARK & RIDE PROJECT) (FORMERLY PIN: 8T0456)	STATE 06/2014 OTHER FA 09/2014 STATE 09/2014 OTHER FA 09/2014 STATE 09/2014 OTHER FA 07/2014 STATE 07/2014 OTHER FA 06/2014 STATE 06/2014	0.005 0.051 0.013 0.430 0.107 0.020 0.005 0.020 0.005	SCOPING CONINSP CONINSP CONST CONST DETLDES DETLDES PRELDES PRELDES						0.005 0.051 0.013 0.430 0.107 0.020 0.005 0.020 0.005		
AQC:N/A	ULSTER	TPC: \$1.2-\$2.5 M	TOTAL SYR COST >	0.656		0.000	0.000	0.000	0.000	0.656	0.000	
Ballot Comment: DELETION OF EXISTING MISC PHASE. FULL PHASING AND PROGRAMMING OF PROJECT IN LINE WITH IPSPS. REVISE OBLIGATION DATE - ADMIN MOD												

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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												
NYS DOT 882343 MOBIL <Exempt>	SAUGERTIES PARK & RIDE - DEVELOPMENT OF A MULTI-MODAL PARK & RIDE FACILITY IN THE VICINITY OF NYS THRUWAY EXIT 20. ULSTER COUNTY	FTA 5307 04/2012 STATE 04/2012	0.500 0.125	MISC MISC			0.500 0.125					
AQC:N/A	ULSTER	TPC: \$6-\$9.4 M	TOTAL SYR COST :	0.625		0.000	0.000	0.625	0.000	0.000	0.000	
To												
NYS DOT 882343 MOBIL <Exempt>	SAUGERTIES PARK & RIDE - DEVELOPMENT OF A MULTI-MODAL PARK & RIDE FACILITY IN THE VICINITY OF NYS THRUWAY EXIT 20. ULSTER COUNTY	STATE 06/2014 OTHER FA 09/2014 STATE 09/2014 OTHER FA 09/2014 STATE 09/2014 OTHER FA 07/2014 STATE 07/2014 OTHER FA 06/2014 STATE 06/2014	0.005 0.049 0.012 0.408 0.102 0.024 0.006 0.020 0.005	SCOPING CONINSP CONINSP CONST CONST DETLDES DETLDES PRELDES PRELDES						0.005 0.049 0.012 0.408 0.102 0.024 0.006 0.020 0.005		
AQC:N/A	ULSTER	TPC: \$6-\$9.4 M	TOTAL SYR COST >	0.631		0.000	0.000	0.000	0.000	0.631	0.000	
Ballot Comment: DELETION OF EXISTING MISC PHASE. FULL PHASING AND PROGRAMMING OF PROJECT IN LINE WITH IPSPS. REVISE OBLIGATION DATE - ADMIN MOD												

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Agenda Supplement Item 5-b: Excerpt from UCTC Operating Procedures

Appendix B: Administration [Policy] Committee Operating Procedures

A. PURPOSE

The Administration [Policy] Committee shall be responsible for overseeing the day-to-day operations of the Ulster County Transportation Council, including the following activities:

1. Monitoring and coordinating progress of the Unified Planning Work Program (UPWP) to assure adherence to budgets and consistency with federal regulations and local, state, and federal objectives.
2. Budget Revisions:
 - ◆ Routine, end of the fiscal year, adjustments are necessary for fund carryover, new grant revisions, and grant closeouts. These budget revisions with a brief description of the cause, should be well documented by Ulster County or NYS Department of Transportation staff for their respective funding in the UPWP, and recommended for approval by the Committee in an expeditious manner (such as a mail-out on the changes with a ten day phone back period), then upon this committee approval, it should be formally transmitted as an "Approved Budget Revision" to the New York State Department of Transportation Main Office with payment requests for transmittal to the federal funding agencies.
 - ◆ Unique minor budget revisions, necessary to adjust existing studies due to staffing and priority changes, etc., and auditable tables for new equipment purchases, etc., should be handled as above or at Committee meetings.

It is the intent of the above process to handle routine budget items in a timely, well-documented way without undue duplication or review and delays of reimbursement requests; however, major changes, such as significant budget deletions or additions from a task as approved in the UPWP by the Council would be brought to the immediate attention, by the Committee Chair, of the Council member representing the lead agency of the affected task for a decision to proceed as recommended by the Committee or bring it to the whole council's attention for information of action, as appropriate.

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**Agenda Supplement Item 5-g: UCTC 2014/15 UPWP –
Table 1: Available Funds**

**Table 1
Available Funds
2014-15**

FHWA Funds	Federal	Match	Total
PL Funds Allocation	\$389,172	\$97,293	\$486,465
Previous PL Savings (200X-2014)	\$700,051	\$175,013	\$875,064
SPR Funds Allocation	\$0	\$0	\$0
PL Carry Over (2013-2014) ²	\$26,800	\$6,700	\$33,500
Total Funds Available	\$1,116,023	\$279,006	\$1,395,029
Total FHWA Program Budget	\$637,384	\$159,346	\$796,730
Unprogrammed Balance	\$478,639	\$119,660	\$598,299
FTA 5303 Funds	Federal	Match	Total
FTA 5303 Allocation (2014-2015)	\$55,535	\$13,884	\$69,419
FTA 5303 Previous Savings (20xx-14) ¹	\$4,789	\$1,197	\$5,986
FTA Carry Over	\$42,000	\$10,500	\$52,500
Total FTA 5303 Funds Available	\$102,324	\$25,581	\$127,905
Total FTA 5303 Program Budget	\$98,000	\$24,500	\$122,500
Unprogrammed Balance	\$4,324	\$1,081	\$5,405
TOTAL	\$735,384	\$183,846	\$919,230

¹ Previous Savings are funds unused and not obligated to any contract or project in the previous fiscal year(s).

² Carry Over funds are obligated funds unused in the previous fiscal year(s), such as an unfinished contract for professional services.

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**Agenda Item 7
Announcements/Project Updates (20 minutes)**

44.23.01-01: Development of the UCTC Year 2040 Long Range Transportation Plan. The Request for Proposals for consultant assistance for the UCTC LRTP update was issued on June 9. No responses were received; the RFP will be reviewed and reissued in July. UCTC Operating Procedures stipulate that the UCTC Technical Committee act as Project Advisory Committee to the LRTP process. To that end, UCTC will request members to volunteer to participate in the update process. Further information to follow.

44.23.02-01: Safe Routes to School (SRTS) Demonstration Project: Contract with Alta Planning continues. Final draft Action Plans for New Paltz, Shawangunk and Lloyd are complete. County-wide SRTS toolbox is under final development. Project is on-schedule for completion in October 2014. Visit <http://ulstercountyny.gov/planning/transportation-council/safe-routes-to-school> for draft materials.

44.23.02-05 “Bringing Back Broadway” – Kingston Broadway Corridor Conceptual Design Project: Project has commenced; TAC members and consultant staff toured the corridor on May 30th and conducted initial traffic, parking and site conditions inventory. Full TAC met for the project kickoff meeting on June 18th at City Hall. Assessment of existing conditions is underway. Visit <http://ulstercountyny.gov/planning/broadway-corridor-conceptual-design-plan> for project website

44.23.02-06 Rosendale Circulation Study: Contract with Barton and Loguidice has been executed; kick-off meeting with consultant and Town of Rosendale officials is being scheduled by Ulster County.

44.26.15: Initiate a Study of the Need and Location for an Intermodal Facility to Serve the Greater New Paltz Area: TASK 3: Location Analysis and Site Selection is presently underway. Visit <http://ulstercountyny.gov/planning/new-paltz-intermodal-facility-plan> for materials.

44.22.03: 2012 Traffic Monitoring Program: Staff have recently finished compiling the 2013 traffic monitoring report. During the 2013 count season 225 traffic counts were collected on roadways throughout Ulster County. Counts locations are repeated every 3 years to establish trends and to help calibrate the travel demand model which will be undergoing a significant update as part of the upcoming 2040 LRTP update. Copies of the 2013 report are available in print upon request and online at <http://ulstercountyny.gov/planning/traffic-count-program>