

# **Syracuse Metropolitan Transportation Council**

**2018-2019 Unified Planning Work Program**

**Annual Report**

**April 1, 2018 – March 31, 2019**



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## Syracuse Metropolitan Transportation Council

### 2018-2019 Unified Planning Work Program (UPWP) Semi-Annual Report

#### Introduction

The Syracuse Metropolitan Transportation Council (SMTC) has created this semi-annual report, utilizing guidelines provided by the New York State Department of Transportation (NYSDOT), to assist in the processing of Federal Highway Administration (FHWA) Completion Reports.

#### UNIFIED PLANNING WORK PROGRAM (UPWP) FRAMEWORK

The annual UPWP establishes the transportation planning activities and programs of the Metropolitan Planning Organization (MPO) to be carried out over the course of the work program year (April through March). Other than administration, the basis of the work program is focused in three broad areas:

Maintenance of a Transportation Improvement Program (TIP), which identifies projects and/or programs to receive various sources of Federal funds covering highway, transit, and intermodal facilities and programs.

Maintenance and implementation of the Long Range Transportation Plan (LRTP), which identifies priority transportation system deficiencies and feasible/appropriate methods for addressing those deficiencies in a fiscally constrained environment.

Six transportation goals were identified for the Syracuse Metropolitan Area in the SMTC's 2050 Long Range Transportation Plan, adopted in September 2015, including mobility, safety, environment, economy, land use, and facilities. Detailed objectives and action recommendations also were identified in regard to each of the goal areas.

Recognition of requirements established by the Federal Highway Administration (FHWA) regarding the national transportation planning priorities included in the Fixing America's Surface Transportation (FAST) Act, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and Moving Ahead for Progress in the 21st Century (MAP-21). The ten planning factor requirements of SAFETEA-LU, MAP-21 and the FAST Act are listed below:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and for freight;
- Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;

- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation;
- Emphasize the preservation of the existing transportation system;
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- Enhance travel and tourism.

## SUMMARY OF MAJOR PROGRAMMED ACTIVITIES

The 2018-2019 SMTC Unified Planning Work Program (UPWP) is based on the SMTC's 2050 Long Range Transportation Plan and was adopted by the SMTC's Policy Committee on February 16, 2018. Emphasis has been placed on developing a program that can be reasonably accomplished with available staff and consultant resources and that is in keeping with the priorities of the SMTC area. This 2018–2019 UPWP emphasizes activities that promote the implementation of the existing plan.

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Moving Ahead for Progress in the 21st Century (MAP-21), Fixing America's Surface Transportation (FAST) Act, and other Federal legislation (1990 Clean Air Act Amendments and Americans with Disabilities Act of 1990) significantly impact the manner in which the cooperative, continuous, and comprehensive transportation planning process is administered. Among the opportunities are funding flexibility, intermodal planning, protection of the environment, and the maintenance and preservation of existing transportation infrastructure.

Tasks within this Work Program are organized into several major categories to facilitate review and management as follows:

### 1. Program Administration and Support

This category includes general administration, UPWP maintenance and development, public participation, and funds to allow the Central Staff to become educated on, and comply with, Federal transportation regulations and requirements.

### 2. Short Range Transportation Planning

This category includes projects which could be implemented in a short time frame and includes activities related to the Census data, transit and vehicle data collection, and Geographic Information Systems (GIS) activities.

### 3. Long Range Transportation Planning

The majority of UPWP projects that fall into this category are either annual activities or projects that tend to take long to complete.

### 4. Transportation Improvement Program (TIP)

This category includes various tasks associated with the administration and maintenance of the TIP, which identifies projects and programs to receive various sources of federal funds covering highway, transit, and intermodal facilities and programs.

### 5. Other Activities

This category includes miscellaneous activities and special technical assistance not otherwise covered.

### 6. Budget Table

UNIFIED PLANNING WORK PROGRAM

FY 2018–2019

CATEGORY 1:

PROGRAM ADMINISTRATION and SUPPORT

## Public Participation – General

Objective: To enhance the SMTC's transportation planning process with greater opportunities for public participation, input, involvement, and exposure.

**April:** Planning Committee members were notified of the upcoming May 24 meeting. Policy Committee members were notified of the upcoming June 12 meeting. A direct mailing was sent to interested consultants regarding the new RFP for a Traffic Count Consultant.

**May:** Work has begun on the Summer issue of *DIRECTIONS*.

**June:** The Summer issue of *DIRECTIONS* will be distributed in early July.

**July:** The latest issued of *DIRECTIONS* was distributed via e-mail and mail at the beginning of July.

**August:** The SMTC staffed a display table at the Share the Road Expo held at Destiny USA on August 7.

**September:** Notices were sent to Planning Committee members regarding the upcoming November 27 meeting. The Policy Committee members were also mailed notices relative to their December 11 meeting.

**October:** Eight firms submitted proposals to the SMTC's request for quotes for the redevelopment of the SMTC website. Staff has reviewed the proposals and will make a recommendation to the Executive Committee on November 1. Staff participated in a Pantone On-Demand Color for Graphic and Packaging Design webinar.

**November:** The Executive Committee approved the selection of Syracuse Design Group to redevelop the SMTC's website.

**December:** The SMTC entered into contract with Syracuse Design Group for redesign of our website.

**January:** Work is underway for the new SMTC website. The Winter edition of the newsletter is out for print.

**February:** The Winter 2019 edition of the newsletter was distributed via e-mail and mail in early February.

**March:** Preparations are underway for a late April public meeting for the Armory Square Mobility Plan project. Notices were sent to the Planning and Policy Committee members regarding their upcoming June meetings. Work continued on migration of the SMTC's website.

## Federal Transportation Legislation Examination and Evaluation

Objective: To provide funds to allow the central staff to comply with existing and new federal legislation and to educate themselves on the changing regulations and requirements.

**April:** Infrastructure discussions continue at various Federal levels. Relative to performance-based planning & programming requirements established in MAP-21 and continued in the FAST Act, staff has been reviewing a number of items for future agency consideration and/or adoption (i.e., performance management agreement, TIP narrative, system performance reporting).

**May:** Drafts of a performance management agreement between Centro, NYSDOT and SMTC and a TIP anticipated effects narrative were developed for the upcoming Planning (May 24) and Policy Committee (June 12) meetings.

**June:** Applicable performance-based planning items were adopted or amended at the June 12 Policy Committee meeting (i.e., State, Transit, and MPO performance management agreement and a TIP anticipated safety effects narrative). Additionally, staff is in receipt of NYSDOT statewide targets for bridges, pavements, freight, and system performance on the National Highway System. Targets will be adopted by the Policy Committee in Fall 2018.

**July:** No significant activity to report.

**August:** No significant activity to report.

**September:** No significant activity to report.

**October:** No significant activity to report.

**November:** A single draft resolution was created for the Fall 2018 SMTC Planning and Policy Committee meetings that consists of performance measure targets on the National Highway System for bridges, pavements, freight, and system performance.

**December:** The combined NHS performance measure targets resolution was adopted at the December Policy Committee meeting. A copy of the resolution was provided to FHWA, FTA, and NYSDOT for reference.

**January:** No significant activity to report regarding the current surface transportation authorization (the FAST Act). The partial government shutdown ended January 25 with approval to reopen the government through February 15.

**February:** No significant activity to report regarding federal transportation legislation. A deal to keep the government open through September was approved.

**March:** Discussion of the FAST Act rescission and its impact on capital and planning funds is underway at the staff level.

## UPWP Previous Year Closeouts

Objective: To provide a task for closing out various UPWP activities from the previous program year.

**April:** Staff finalized and distributed reports approved at the February Policy Committee meeting. The Centro Employer Survey project will be presented as complete at the upcoming Planning and Policy Committee meetings. Relative to the Skaneateles Multiuse Corridor Study, at the request of the project sponsor, the SMTC provided a draft copy of the report. The project sponsor has indicated interest in advancing some of the recommendations. The SMTC prepared a draft summary presentation for the May 24 Planning Committee meeting.

**May:** The draft final report of the Skaneateles Multiuse Corridor Study will be presented to the Planning and Policy Committees at their upcoming meetings. The Centro Employer Survey project will be included in the committee presentation on the Centro Rider and Non-Rider Surveys.

**June:** The Policy Committee acknowledged the Skaneateles Multiuse Corridor Study as complete on June 12. Copies of the study are available at the SMTC, the Central Library, and The Skaneateles Library.

**July:** No significant activity to report.

**August:** No significant activity to report.

**September:** No significant activity to report.

**October:** No significant activity to report.

**November:** No significant activity to report.

**December:** No significant activity to report.

**January:** No significant activity to report.

**February:** No significant activity to report.

**March:** No significant activity to report.

## UPWP Maintenance and Development

Objective: To maintain the 2018-2019 Unified Planning Work Program (UPWP) as necessary and develop a subsequent work program accordingly.

**April:** Staff has begun work on several of the 2018-2019 work items. Scopes of work are being drafted and field work has begun.

**May:** Staff assignments are complete on the new UPWP cycle and scopes are underway.

**June:** Scope of works are generally completed and the cycle is proceeding as planned.

**July:** No significant activity to report.

**August:** No significant activity to report.

**September:** Letters will be mailed to SMTC member agencies relative to the 2019-2020 UPWP at the beginning of October. A full call letter will not be distributed, but smaller requests will be examined.

**October:** A notice was sent out for the new program year requesting any small/medium projects in lieu of a full call letter due to the size of the carry over program. As of yet – none have been received.

**November:** A new UPWP was created and was reviewed by the Planning Committee reflecting carryover projects and 3 new projects as well as required / mandate / recurring items.

**December:** A new UPWP was presented to and approved by the Policy Committee. Copies will be disseminated after the holiday season to members and federal/state partners.

**January:** The 2019-2020 UPWP was distributed to member agencies in mid-January.

**February:** Preparation for the new UPWP year is underway.

**March:** The current UPWP year is being wrapped up as the new year is being set to kick off on April 1, 2019.

UNIFIED PLANNING WORK PROGRAM

FY 2018–2019

CATEGORY 2:

SHORT RANGE TRANSPORTATION PLANNING

## Census Data Compilation and/or Analysis

Objective: To continue to utilize the U.S. Census Data accordingly. Additionally, to provide Census data, information, and analysis as input into appropriate SMTC planning studies. This effort supports Long Range Transportation Planning Activities, Travel Demand Modeling, Environmental Justice, and general transportation planning for the MPO.

**April:** No significant activity to report.

**May:** No significant activity to report.

**June:** Staff has downloaded updated, newly-available data from the American Community Survey for use in a number of SMTC projects.

**July:** No significant activity to report.

**August:** No significant activity to report.

**September:** Staff is analyzing new American Community Survey data for use in public involvement plans for upcoming projects.

**October:** Staff completed an analysis identifying areas in the MPA with a limited English proficiency population using newly available American Community Survey data.

**November:** Staff collected socioeconomic data for the ongoing update of the SMTC's regional travel demand model. Staff continues to prepare for the upcoming new American Community Survey data release.

**December:** Staff has begun to download and organize the new 2013-2017 American Community Survey data for use in future SMTC projects.

**January:** SMTC is coordinating with Onondaga County on the new proposed census geography for 2020.

**February:** SMTC continues to review and offer suggestions to Onondaga County on new proposed census geographies for the 2020 Census.

**March:** Staff continues to assist Onondaga County with reviewing proposed census geographies as a part of the PSAP (Participant Statistical Areas Program).

## Data Collection, Compilation, and/or Analysis

Objective: To collect, analyze, and utilize various forms of data that assist in the everyday planning operation of the MPO.

**April:** Staff has been preparing for the next round of turning movements counts to fulfill the CMP & UPWP needs. The traffic count RFP has been re-issued.

**May:** Count season is underway. Staff is beginning the completion of turning movement counts for a number of different projects. Staff sent out an RFP for a Traffic Count Consultants and is awaiting response.

**June:** A traffic consultant has officially been selected and contract paperwork is being completed. Staff continues to complete and process a number of turning movement counts.

**July:** SMTC has entered into contract with a consultant for future traffic count work. Staff has performed turning movement counts at intersections for the CMP project and is utilizing that count information in synchro software to determine the Level of Service (LOS) at the intersection counted.

**August:** Staff is continuing to collect, process, and analyze traffic count data via Synchro modeling for intersections relating to other UPWP projects (i.e. CMP Update).

**September:** Staff has been completing, managing and/or processing upwards of 40 turning movement counts for a number of UPWP projects (i.e. US 11, Geddes St., CMP). Currently 4 remain and, due to their complexity, have been given to the traffic count consultant to complete in near future.

**October:** Staff fulfilled traffic count inquiries for outside entities. Managed the consultants undertaking of turning movement counts at a few complex CMP intersections.

**November:** Staff oversaw the consultant's completion of tube counts in Liverpool to document the impact of Lights on the Lake traffic on nearby streets.

**December:** Staff assisted analysts in gathering count data in a database for use in the travel demand model development. Staff also reviewed data collected by the consultant at the end of November for Lights on the Lake traffic in the Village of Liverpool.

**January:** Rudimentary file management as it relates to organizing the abundance of traffic count data undertaken and received over the past year or two in order to make them readily available both internally and externally if and when needed.

**February:** No significant activity to report. Due to weather conditions counts are typically not completed during the winter. Staff will be attending Highway Data Workshop in March.

**March:** Initial prep is underway for next round of CMP turning movement counts. Staff attended the annual Highway Data Workshop.

## Geographic Information Systems (GIS) – SMTC

Objective: To manage the data and software requirements necessary for maintaining and using the SMTC's Geographic Information System (GIS) to support the MPO planning activities.

**April:** Analyst staff attended the NYSDOT Highway Data Workshop in Albany. The workshop highlights many of the agency's data collection efforts. Additionally, staff continues to be involved in the local NYSGIS Association user's group as well attended the GIS/SIG conference in Rochester.

**May:** Staff is preparing GIS related work for the summer interns. This year the interns will be doing a variety of field data collection, data review and editing, and map/graphic creation. Coordination with the NYSDOT continues in regard to the status of ArcGIS Online licensing for the MPOs.

**June:** Analyst staff attended the NYSMPO GIS working group meeting in Utica. NYSDOT staff provided updates on various datasets that they provide to the MPOs. They also discussed the new licensing agreement they have with ESRI that gives MPOs access to ArcGIS Online. Staff is currently assisting with the initial setup and creation of new user's for each NYS MPO. Additionally, the summer interns have begun collecting new bike rack locations in the City of Syracuse.

**July:** All of the proposed functional classification changes submitted to the FHWA in 2017 have been approved. Staff is currently reviewing the list for any discrepancies. The proposed NHS changes are currently being reviewed by FHWA Headquarters. Bike rack data collection in the City of Syracuse is approximately 75% complete. When complete, staff will continue collecting bike rack locations in the suburbs, focusing efforts in the villages. Staff continues to work with the NYSMPO GIS working group on setting up ArcGIS Online accounts as well as reviewing the current GIS working group page of the NYSMPO website.

**August:** Functional Classification maps for the SMTC Planning Area and the City of Syracuse are being updated based on the changes recently approved by FHWA. Additionally, staff has begun updating the City of Syracuse sidewalk inventory that was originally completed in 2011. A combination of the latest NYS ortho images and Pictometry images will be referenced for this effort.

**September:** The City of Syracuse sidewalk inventory has been reviewed and updated using the latest aerial images. Staff is currently working on finalizing the GIS files. Additionally, staff created an ArcGIS Online web map application for all 2017-2021 TIP projects. The map can be viewed at <https://smtc.maps.arcgis.com>.

**October:** The MPA road centerline geodatabase has been updated by staff over the last few months. The effort included removing or updating outdated fields, adding several new data fields, as well as improving spatial location. Staff attended a Community Data meeting facilitated by the Central New York Community Foundation. This is a meeting focused on data sharing in the CNY area.

**November:** Road ownership maps have been created and will be added to the SMTC website.

**December:** Analyst staff attended several webinars hosted by the NYSGIS Association. Staff has begun looking into various options for the upcoming SMTC website update in regard to displaying static maps as well as linking to interactive ArcGIS Online maps.

**January:** All GIS PCs are currently being updated to the latest version of ArcMap. All PCs will be updated by early February. Additionally, a new version of ArcGIS Pro was recently released and will be tested by staff in the near future. ArcGIS Pro integrates with ArcGIS Online and will be the software used to create and update all online interactive maps for the agency. ArcGIS Analyst staff continues to provide technical support to project managers as necessary.

**February:** Staff is working on a new interactive traffic count map. The map is being created in ArcGIS Online and will include average annual daily traffic (AADT) as well as turning movement count data within the SMTC metropolitan planning area.

**March:** Staff attended the NYSDOT Highway Data Workshop. The workshop provides staff with a yearly update on various data collection and GIS efforts at the state level. Additionally, staff attended the first ever AMPO GIS working group conference call. This national group is a great way for staff to understand how other MPOs are using their GIS.

## Geographic Information Systems (GIS) – Member Agency Assistance

Objective: To manage the data and software requirements necessary for maintaining and using the SMTC's Geographic Information System (GIS) to support the regional planning needs of the MPO member agencies as they relate to the mission of the SMTC.

**April:** Staff has been assisting the City of Syracuse in an analysis of sidewalk GIS data. Also, several GIS data requests were fulfilled in April. Staff has also been working with the NYSMPO GIS working group and NYSDOT in regard to obtaining ArcGIS Online and ArcGIS Pro licenses.

**May:** Fieldwork for the CNY RPDB's stormwater data collection project will begin in June. Staff is currently preparing for the summer interns. Staff is also working on updating the ArcGIS Online map to include all of the data collected in 2017. Staff also attended a SCSD PSLA Geospatial Technology Advisory Council meeting.

**June:** The CNY RPDB online Stormwater Features Map has been updated with 2017 data. Staff continues to assist the RPDB with processing and reviewing new data as it is collected on a daily basis.

**July:** Staff fulfilled several GIS data requests including the preparation of a CAD compatible version of the Syracuse urban area boundary for the OCDOT. Additionally, a summary of three years of accident data was provided to the OCDOT for a funding application. Staff continues to process and review all stormwater data collected by the CNY RPDB interns.

**August:** Staff have been providing technical assistance to the City of Syracuse as they develop concepts for a sidewalk snow removal program. Staff has shared GIS maps and sidewalk data with the City in support of this effort. Additionally, summer data collection for the CNY RPDB stormwater features mapping project wrapped up in August. SMTC staff processed all GPS collected data and will be working toward updating the web map in the next few months.

**September:** Potential snow removal routes were selected, summarized, and mapped as requested by the City of Syracuse. Staff continues to create maps for Cycle in the City as needed. Additionally, staff met with several people from CNY Vitals to discuss potential data sharing and ideas for their website.

**October:** Staff fulfilled several GIS data requests this month. Additionally, the CNY RPDB has finished review of the stormwater data collected over the summer. Analyst staff is working with the RPDB on updating the online interactive map.

**November:** The CNY Stormwater Features Map has been updated to include data that was collected over the summer. There are now over 14,000 stormwater features displayed on this interactive map. Each feature can be clicked on to view various information and photos. Staff is also assisting the CNY RPDB with the collection, analysis, and mapping of vehicular collision data.

**December:** Staff fulfilled several data requests from member agencies.

**January:** No Significant activity to report.

**February:** Staff compiled and mapped various versions of historical outfall data and provided a summary to the CNY RPDB. Additionally, staff fulfilled several GIS data requests.

**March:** Analyst staff continues to assist the NYSDOT with activating and managing ArcGIS Online logins and ArcGIS Pro licenses to all NYS MPO staff. Also, Centro provided the latest transit routes and stops for their service area. The GIS files have been placed the GIS server and are ready to be used for upcoming projects.

UNIFIED PLANNING WORK PROGRAM

FY 2018–2019

CATEGORY 3:

LONG RANGE TRANSPORTATION PLANNING (LRTP)

## Bicycle and Pedestrian Planning

Objective: To include multimodal transportation planning in the MPO process, in order to effectively address bicycle and pedestrian transportation issues. Activities under this task will also contribute to improved air quality, livability and sustainability in the MPO area.

**April:** Staff met with the Village of Skaneateles mayor and trustee regarding the Skaneateles Sidewalk Assessment project. Field work began the week of April 23.

Staff met with the City of Syracuse in early April to review and discuss the draft technical analysis scope of work for the Florence Avenue Bicycle/Pedestrian Access Study. Staff is beginning to gather the background information for the project, including accident data and existing traffic counts. Field work is expected to begin next month. In addition, staff attended the Walk-Bike NY Symposium in Schenectady at the end of March where they attended a joint meeting of the MPO Bike/Ped and Safety Working Groups, spent time networking with other planners across the state, and participated in conference sessions relating to ADA transition plans, bike facilities, and more. Staff also met with the Cycle in the City planning group to determine the ride dates and plans for the 2018 year.

**May:** The technical analysis scope of Work for the Florence Avenue Bicycle/Pedestrian Access study is complete. Staff is in the process of reaching out to the VanDuyn Elementary School so that we can determine the flow of pedestrian and vehicular traffic on school property. Field work will begin in earnest when the SMTC interns are on board (May 21). The first Cycle in the City ride for 2018 will be held on Sunday, May 20, followed by the Syracuse Pedal Party, being held in Hanover Square.

Field work has been completed for the Village of Skaneateles Sidewalk Assessment and a draft assessment document has been started. Existing conditions and documentation are near completion.

**June:** Field work for the Florence Avenue Bicycle/Pedestrian Access study is nearly complete. Staff is in the process of organizing the field work into GIS maps, and will begin to set up the memo-document for this technical analysis study.

Staff participated in a quarterly meeting (conference call) of the statewide MPO bicycle/pedestrian working group, as well as in an ADA subcommittee (of this working group) conference call. The subcommittee is examining different methods used to develop ADA transition plans. SMTC continues to assist with the creation of mapped routes for Cycle in the City rides.

**July:** Staff is wrapping up the documentation of existing conditions this month for the Florence Ave Bicycle/Pedestrian Access Study. Development of initial recommendations for the project is also underway. A working group meeting will be scheduled in the coming month to review initial study recommendations.

The ADA subcommittee of the statewide Bicycle/Pedestrian Working Group is wrapping up their work on evaluating ADA transition plans. A toolkit including best practices for ADA transition plans will be added to the NYSAMPO website in the near future.

The Skaneateles Sidewalk assessment field work is complete and the project is nearing the end. Staff will be submitting the draft memo to the Village for review.

**August:** Staff continues to finish up the existing conditions and draft recommendations portions of the Florence Avenue Bicycle/Pedestrian Access Study. The working group will meet in early fall to discuss the technical analysis.

The NYSMPO bicycle/pedestrian working group is scheduled to meet in-person on September 13 in Kingston, NY. The ADA subcommittee will share their work on the evaluation of ADA transition plans at this meeting.

The Skaneateles Sidewalk Assessment has been reviewed by the village and final edits have been incorporated. It will be presented to the Planning and the Policy committees at the next meetings.

**September:** The draft recommendations portion of the Florence Avenue Bicycle/Pedestrian Access Study is being wrapped up. Staff will meet with the working group in October to review the draft final technical analysis memo.

The NYSMPO bicycle/pedestrian working group met in Kingston in mid-September for its semi-annual in-person meeting. The group heard a presentation from Dan Suraci, an expert on bike/transit integration, and received an update from the NYSDOT on the Empire State Trail, and the inventory process for the ADA Transition Plan developed by A/GFTC. The group also toured portions of the Kingston Greenline at the end of the meeting.

The Skaneateles Sidewalk Assessment study will be presented to the Planning Committee on November 27 and the Policy Committee on December 11.

**October:** Staff is preparing for the Planning and Policy Committees presentation on the Skaneateles Sidewalk Assessment.

The working group for the Florence Avenue Bicycle/Pedestrian Access Study will meet in early November to review/discuss study recommendations. This technical analysis study will then be presented to the Planning Committee on November 27, and the Policy Committee on December 11.

The Cycle in the City planning group will meet next month to debrief on the 2018 Cycle in the City season and begin to make plans for 2019.

On October 30, staff will participate in a walking tour and workshop titled “Urban Trails at the Crossroads of NYS” with speaker Jeff Olson (Alta Planning + Design). The focus will be on the Empire State Trail as well as other local trails.

**November:** Staff presented the Florence Avenue Bicycle/Pedestrian Technical Analysis to the SMTC Planning Committee on November 27 as an informational item. Staff also presented the

Skaneateles Sidewalk Assessment at the November 27 Planning Committee meeting. Final preparations are underway for presentations at the Policy Committee meeting on December 11.

Staff participated in a walking tour and workshop on October 30 with speaker Jeff Olson (Alta Planning + Design) to hear about trails in urban areas, with a focus on the Empire State Trail.

**December:** Staff presented the Florence Avenue Bicycle/Pedestrian Technical Analysis and the Skaneateles Sidewalk Assessment to the Policy Committee on December 11, as informational items. These technical analyses are now complete. Staff anticipates hearing about final design plans for Erie Boulevard East, as part of the Empire State Trail, by the end of 2018/early 2019.

**January:** Staff attended a kick-off meeting for a pedestrian safety study through NYSDOT's PSAP program, being conducted along Erie Boulevard East between Bridge Street and East Genesee Street. This project will complement the Empire State Trail project. Staff also met with Honeywell to hear about their latest plans for incorporating the Empire State Trail within their property as part of their NRDA process/projects. In addition, staff met with the Cycle in the City group to begin preparations for the 2019 ride season.

**February:** Staff attended an Oneida DRI (Downtown Revitalization Initiative) SAC meeting in mid-February as well as the annual meeting of the Old Erie Canal Community Working Group (OECCWG). Staff attended a public input meeting in late February to learn about, and offer comment on, the Local Waterfront Revitalization Program (LWRP) being undertaken by the OECCWG to improve the canal waterfront along the Old Erie Canal (which stretches 36 miles from DeWitt to Rome).

**March:** Staff is in the process of assisting the CNY RPDB and SOCPA with a draft scope of work for an Onondaga County Empire State Trail Local Economic Opportunities Plan. Staff has also begun to develop a scope of work for the CNY Recreational Heritage Trail Bike Corridor that will be completed on behalf of the CNY RPDB. Staff attended a March 25 SAC meeting of the Oneida DRI (Downtown Revitalization Initiative) to review and discuss the public input received at the March 11 public workshop associated with the project. The next public workshop for the Oneida DRI is scheduled for April 24.

## Bridge and Pavement Condition Management System (BPCMS)

Objective: Complete an annual working document for the SMTC member agencies and staff on bridge and pavement conditions within the SMTC planning area.

**April:** Staff has completed the Pavement section of the report. Analysis of currently available bridge data is underway for the Bridge section. Staff is working with NYSDOT with the goal of obtaining the remaining needed bridge data.

**May:** Staff has completed the Pavement Report and will present it at the upcoming Planning and Policy Committee meetings. Staff met with NYSDOT to discuss bridge data; work on the Bridge Report is underway.

**June:** Staff has begun to rate pavement and acquire bridge data for this year's report.

**July:** Pavement rating for this year's report is currently underway.

**August:** Staff have completed the SMTC portion of pavement rating for this year's report, and analysis on available data has begun.

**September:** Staff continues to analyze and prepare pavement ratings collected this year, and is acquiring rating data from other agencies.

**October:** Staff have completed the Bridge Report and will present it at the upcoming Planning and Policy Committee meetings.

**November:** Staff has begun to analyze pavement data collected in 2018, and will continue to do so as it becomes available. Work will soon begin on analyzing new bridge information.

**December:** Staff continues to analyze pavement data collected in 2018. Staff has also begun analysis on new bridge ratings.

**January:** Staff continues to compile and analyze bridge and pavement ratings to present in the 2018-2019 BPCMS Report.

**February:** SMTC has received all necessary pavement data from member agencies for the 2018-2019 BPCMS Report. Analysis continues on both bridge and pavement data.

**March:** Staff attended the NYSDOT Highway Data Workshop in Saratoga to learn more about pavement data collection by NYSDOT and associated federal performance measures. Analysis continues on both bridge and pavement data.

## I-81 Participation

Objective: To continue active participation in the NYSDOT's I-81 Viaduct Project environmental process as a participating agency.

**April:** No significant activity to report.

**May:** No significant activity to report.

**June:** No significant items to report.

**July:** No significant activity to report.

**August:** No significant activity to report.

**September:** No significant activity to report.

**October:** No significant activity to report.

**November:** No significant activity to report.

**December:** No significant activity to report.

**January:** No significant activity to report.

**February:** No significant activity to report.

**March:** Staff was approached by *The Post-Standard* to answer question relating to the 2013 *I-81 Challenge* report and how it relates to the current I-81 efforts.

## I-81 Travel Demand Modeling Project

Objective: To utilize the SMTC's Travel Demand Model to evaluate the existing and future traffic conditions along I-81 and surrounding local streets in the MPO area. This analysis will be performed for a variety of different potential alternatives and scenarios in the NYSDOT's NEPA process.

**April:** No significant activity to report.

**May:** No significant activity to report.

**June:** No significant activity to report.

**July:** No significant activity to report.

**August:** No significant activity to report.

**September:** No significant activity to report.

**October:** No significant activity to report.

**November:** No significant activity to report.

**December:** No significant activity to report.

**January:** No significant activity to report.

**February:** No significant activity to report.

**March:** No significant activity to report.

## MPO Area Regional Planning Initiatives

Objective: To allow the SMTC to be actively involved in the many important regional planning initiatives that either currently exist or may begin over the program year.

**April:** Staff attended the CenterState CEO Annual Meeting on April 19.

**May:** No significant activity to report.

**June:** Staff attended the Downtown Committee annual meeting on June 21.

**July:** Staff participated in the Maxwell School new student colloquium on July 3, with a panel discussion about the I-81 project and public participation process.

**August:** Staff has been requested to participate in the next F.O.C.U.S./SU Citizens Academy.

**September:** Staff has begun researching venue options for the 2019 NYSAMPO Conference.

**October:** Staff received six venue proposals for the summer 2019 NYSAMPO Conference. Staff is entering negotiations with the Marriott Syracuse Downtown to host the event. Staff has been attending F.O.C.U.S. Greater Syracuse's Economic Development series. Staff completed a review of available traffic counts for select streets in downtown and conducted a "sensitivity analysis" for one of the alternatives from our 2014 Downtown Two-Way Feasibility Study in response to an inquiry from the City of Syracuse. Staff attended the Central New York Regional Planning and Development Board's annual meeting.

**November:** Staff attended two F.O.C.U.S. Forums during the month. The November 2 presentation was the final Economic Development Speaker Series featuring mayors and supervisors. On November 13, County Executive Ryan McMahon participated in a Town Hall Forum at OCC.

The NYSAMPO Conference will be held July 15 – 18, 2019, at the Marriott Syracuse Downtown.

**December:** Staff attended the University Hill Corporation Annual Meeting on December 18.

**January:** Staff attended *A Conversation with County Executive J. Ryan McMahon and City of Syracuse Mayor Ben Walsh*, sponsored by F.O.C.U.S. and Leadership Greater Syracuse on January 31. Staff continues to work with the Marriott Syracuse Downtown on preparations for the July conference.

At the request of the CNYRPDB, staff is assisting as a stakeholder in City of Oneida DRI (Downtown Revitalization Initiative) project, by attending stakeholder and public meetings between December 2018 and June 2019.

**February:** In mid-February, staff attended an Elevating Erie meeting in the Town of DeWitt where discussions focused on improvements to public space at Widewaters Pond and a master plan for "Canalway Commons".

Work continues on preparations for the 2019 NYSAMPO Conference. Staff attended the F.O.C.U.S. and Thursday Morning Roundtable event on February 7 featuring Syracuse Police Chief Kenton Buckner.

**March:** Staff has reviewed and provided comments on the NYSDOT Empire State Trail elements for closing the gap in Onondaga County (including facilities for Erie Boulevard East, Water Street, Hiawatha Boulevard and select locations in the Camillus area). Staff attended the Downtown Committee of Syracuse Progress Breakfast on March 28.

## Long Range Transportation Plan/Performance Measures

Objective: Implement the performance-based, outcome-driven transportation planning activities contained in the 2050 Long Range Transportation Plan (LRTP) and initiate update on the next LRTP iteration.

**April:** Staff are reviewing the financial plan within the LRTP in light of the comments received in SMTC's recent Federal Certification Review, which indicated that the financial plan needs to be revised to demonstrate fiscal constraint. Staff are also reviewing the system performance report to determine what modifications will be necessary prior to the next amendment and/or update of the LRTP in order to comply with recently-adopted safety performance targets.

**May:** Staff are updating the financial plan and the safety performance measure data within the system performance report.

**June:** Work continues on the updated financial plan. Staff are also working to compile data necessary for the safety performance measures. Staff met with representatives from NYSDOT Region 3 to discuss data availability and asset forecasting techniques for the Asset Inventory & Funding Strategy sub-task.

**July:** A working group meeting was held on July 17 to discuss proposed revisions to the financial plan. The group generally agreed with the proposed approach to the revisions, although some additional refinements to revenues and costs are still necessary. Staff will continue to progress this work.

**August:** Staff have completed a revised version of the LRTP financial plan, based on comments from the July 17 working group meeting. This will be distributed to the working group, and a meeting is tentatively scheduled for mid-September to review if necessary. Staff are also updating the text of the financial plan chapter of the 2050 LRTP.

**September:** A working group meeting was held on September 12 to review final edits to the financial plan and the system performance report. Both items were well-received by the working group. The revised financial plan chapter and the system performance report were also reviewed by NYSDOT Main Office staff and NYSAMPO staff, and we have taken their comments into account as well. SMTC staff have finalized these items for review at the upcoming Planning and Policy Committee meetings.

**October:** Staff have updated the System Performance Report based on new guidance related to the transit asset management (TAM) measure. The System Performance Report and the updated financial plan will be reviewed at the upcoming SMTC committee meetings. Staff are also developing an approach and schedule to the full LRTP update, which is due in September 2020.

**November:** The System Performance Report and updated Financial Analysis were presented to the Planning Committee, and will be presented to Policy Committee in December. Staff continue to develop an approach for the full LRTP update.

**December:** The Policy Committee adopted the revised Financial Plan and the new System Performance Report on December 11. Copies of the materials and the resolution have been transmitted to FHWA, FTA, and NYSDOT.

**January:** Staff have begun to evaluate the current LRTP to determine the list of items that will need to be revised for our required update, which is due in fall of 2020. The current focus is on reviewing other regional plans that have been published since 2013, which may impact the goals and objectives of our LRTP.

**February:** Staff continue to review other regional plans completed since 2013 to determine whether any modifications to the LRTP goals and objectives are likely to be needed. Staff are also updating data within Chapter 3 (People and the Economy) of the plan. A SAC meeting will likely be scheduled for late March.

**March:** Staff have developed a list of proposed modifications/additions to the objectives and performance measures in the current LRTP. A SAC meeting has been scheduled for April 8, to review the update process and discuss the objectives and performance measures.

## Rail, Truck, and Transit Planning

Objective: To include multimodal transportation planning in the MPO process, in order to effectively address rail, truck, and transit transportation issues for moving both people and freight, as appropriate.

**April:** On April 18, staff participated in the City of Syracuse’s final open house for the South Avenue Economic Development Feasibility Study. The SMART 1 project, completed in February 2018, was highlighted and discussed with interested attendees as South Avenue is a key roadway in the SMART 1 Locally Preferred Alternative.

**May:** Staff facilitated the May 15 NYSAMPO Transit Working Group conference call and also attended a freight-related webinar that focused on freight parking best practices. Additionally, on May 17, staff attended a one-day mobility innovation summit that highlighted various activities and programs that deliver expanded transportation options.

The 2018 version of the Centro System Map has been completed and was sent out for printing. This will be updated every year that Centro has changes and have a demand for more maps for their distribution.

**June:** Internal discussion occurred on approaches to engage various freight stakeholders in our planning area. Staff plans to confer with CenterState CEO given their interest and involvement in freight initiatives in the community. Staff participated in the June NYSAMPO Freight Working Group conference call. Relative to transit planning, staff provided Centro with a number of SMART 1 graphics for their use in future discussions with public and private organizations. Additionally, the NYSAMPO Transit Working Group is in the process of developing a “Fixed-Route” transit fact sheet.

**July:** SMTC and CenterState CEO staff discussed a number of approaches to further engage freight stakeholders in the community. On July 17, staff attended a stakeholder meeting hosted by NYSDOT in Albany to review updates to the state’s freight plan. As the NYSDOT works to complete their strategies assessment by August and the draft freight plan report by October, the NYSDOT sought input from stakeholders and reviewed a list of proposed National Highway Freight Program (NHFP) projects by region. Regarding transit planning, staff provided input into the NYSAMPO Transit Working Group draft fact sheet and responded to a number of funding inquiries from potential sponsors.

**August:** Discussions continued for appropriate levels of outreach to the freight community. Additionally, work efforts on identifying truck routes and associated signage in the City of Syracuse has commenced. Staff also started the process of identifying potential truck freight bottlenecks in the planning area relying on a recently FHWA published truck freight bottleneck guidebook. For transit planning, a draft final public transit fact sheet is nearing completion.

**September:** Staff responded to a number of truck related inquiries throughout the month regarding restrictions and routes. On September 18, a NYSAMPO Transit Working Group call was held that included a discussion on the statewide transit fact sheet (nearing final approval by

NYSAMPO) and a presentation on transit planning in long range transportation plans. Lastly, action was taken on the 2017/2018 Section 5310 solicitation. See TIP for further information.

**October:** Staff continued its research relative to truck route designations and potential restrictions. Both the NYSDOT and FHWA provided pertinent information that will be useful in future discussions and associated outreach. Under the transit mode, staff reviewed Centro’s draft Transit Asset Management Plan (TAM) that is scheduled for adoption by their Board at the end of the month. A draft 2019 TAM target resolution was created for the Fall 2018 SMTC Planning and Policy Committee meetings.

**November:** A draft final “fixed-route” transit fact sheet was prepared by the NYSAMPO Transit Working Group. The draft will be shared with the NYSAMPO Executive Committee prior to finalization. The SMTC was informed of \$1.7M awarded to rail projects in the planning area from the Governor’s Passenger and Freight Rail Assistance Program. \$600,000 to CNYRTA for platform rehabilitation at the Regional Transportation Center and \$1,100,000 to NYS&W Railway Corp. for installation of 2.6 miles of new continuous welded rail.

**December:** Staff participated in the December 18 NYSAMPO Transit Working Group conference call. Additionally, a SMART 1 fact sheet was created that highlights several “key points” from the planning project. Staff will use the fact sheet as an informational item during public engagement opportunities.

**January:** Staff attended three task related meetings throughout the month: 1) Moving People Transportation Coalition meeting that focused on public transit; 2) a public hearing for a bridge project over the CSX rail line in Syracuse; and 3) a luncheon for the Central New York International Business Alliance. The luncheon featured a presentation by a CSX official on the inland port concept directed to their intermodal yard in DeWitt/Manlius. Additionally, draft final work plans were created for the NYSAMPO Freight and Transit Working Groups.

**February:** Staff participated in a transit analytics webinar hosted by NYSDOT. A NYSDOT consultant (Conveyal) provided a demonstration of their web interface that allows users to test transit route changes and also perform operational and demographic accessibility analyses. The 2018 and 2019 Transit Asset Management (TAM) performance target resolutions along with the current TIP “anticipated effects narrative” that includes a TAM section were provided to FTA.

**March:** On March 22, staff attended a State Legislature hearing on New York’s transit systems. Several member agencies provided testimony. Additionally, staff facilitated the March NYSAMPO Transit Working Group conference call, attended a truck parking webinar, and began conversations/outreach for a potential NYSAMPO Freight Working Group site visit in the Syracuse area in the coming months.

## Traffic Safety

Objective: To participate in various Traffic Safety initiatives, as appropriate.

**April:** The SMTC is coordinating with the Governor's Traffic Safety Committee (GTSC) to broadcast a bicycle safety video on television statewide as early as May 2018. The video, co-branded with AAA, encourages drivers and bicyclists to share the road safely. Currently, the SMTC is coordinating video edits with Spectrum to finalize the AAA video and four other bicycle safety videos. The SMTC will post all five videos online for use/broadcasting by any interested MPO, and will provide the AAA video to GTSC for the statewide televised campaign. This is a collaborative effort between the SMTC, AAA, the League of American Bicyclists, New York Bicycling Coalition, GTSC, and NYSAMPO.

**May:** The SMTC has reviewed updated video files from Spectrum and will provide final copies to the NYSAMPO Safety and Bike/Ped Working Groups to post online when final copies are available. Additionally, the SMTC will provide a final copy of the AAA 'Share the Road' video to the Governor's Traffic Safety Committee (GTSC) to broadcast on television statewide. This is a collaborative effort between the SMTC, AAA, the League of American Bicyclists, New York Bicycling Coalition, GTSC, and NYSAMPO to broadcast on television a statewide bicycle safety education campaign.

**June:** The SMTC participated on a Safety Working Group conference call on June 20. The SMTC provided the following update on the call: the SMTC has received the five PSA videos. The videos will be posted online (NYSAMPO website) for use by any MPO or partner agency for conducting televised and social media campaigns. The GTSC is in the process of conducting an online campaign using the AAA 'Share the Road' video. Some MPOs have expressed interest in conducting local campaigns using the videos.

**July:** The SMTC participated on a Safety Working Group (SWG) conference call in mid-July and staff are assisting the NYSAMPO with posting the five bicycle safety videos on the updated NYSAMPO website. The GTSC is conducting an online campaign using the 'Share the Road' video and one MPO is conducting a campaign Downstate using the videos co-branded by the SMTC. Staff are also helping the SWG develop a safety education toolkit for use by all MPOs.

**August:** The SMTC coordinated with the Governors Traffic Safety Committee (GTSC) to expand its local bicycle safety campaign statewide by broadcasting the 'Share the Road' video, which was co-branded with SMTC, AAA, and the League of American Bicyclists. Staff are also helping the Safety Working Group develop a safety education toolkit for use by all MPOs.

**September:** The SMTC participated on the Safety Working Group conference call on September 19. An update about local and statewide PSA campaigns was provided. The SMTC will attend the Highway Safety Symposium conference in October.

**October:** The SMTC sent a representative to the Highway Safety Symposium conference on October 16 and 17. Session themes included addressing safety concerns of a growing bicyclist

population – how to incorporate/interact with the media regarding safety planning issues – sound social media strategies – and autonomous vehicles.

**November:** Staff continue to coordinate with the Safety Working Group as needed. Staff participated in an online Safe Routes to School webinar training session.

**December:** Staff continue to coordinate with the Safety Working Group as needed. Staff participated in an online Data Driven Safety Assessment webinar training session on December 20. Staff reminded members of the NYS Association of Metropolitan Planning Organization Safety and Bike/Ped Working Groups that now is the time for interested MPOs to consider their interest and budgeting needs to broadcast bicycle safety PSAs during the summer of 2019.

**January:** Staff continue to coordinate with the Safety Working Group as needed. NYSDOT Region 3 is conducting a PSAP road safety project for Erie Boulevard from Bridge Street to Genesee Street. The SMTC will participate on the project safety committee. Staff members attended the initial kick-off meeting at the Town of DeWitt on January 28. Following the meeting, the staff conducted a site visit with the committee to assist with a road safety audit.

**February:** Staff continue to coordinate with the Safety Working Group as needed – this is an ongoing task. A conference call with the working group occurred on February 27.

**March:** Staff continue to coordinate with the Safety Working Group on an on-going basis. The March conference call was cancelled and the next call is scheduled for April 10, 2019.

## ROW Data Collection and Inventory

Objective: To develop a detailed inventory of utility and abandoned road and railroad right-of-ways.

**April:** The SMTC is identifying underutilized and abandoned right-of-way information within the MPA for various corridors (e.g., roadway, utility, railroad, etc.) to develop a GIS file for planning-level reference. This process will continue until the SMTC has reviewed all towns within the MPA.

**May:** The SMTC developed a draft database file and GIS shapefile that identifies underutilized and abandoned right-of-way information within the Metropolitan Planning Area. The database identifies corridors (e.g., roadway, utility, railroad, etc.), bridges, tunnels, and other similar infrastructure that is abandoned or underutilized for planning-level reference purposes only.

**June:** The SMTC completed a database file and GIS shapefile that identifies underutilized and abandoned right-of-way information within the Metropolitan Planning Area. The database identifies corridors (e.g., roadway, utility, railroad, etc.), bridges, tunnels, and other similar infrastructure that is abandoned or underutilized for planning-level reference purposes only. The GIS file is available upon request by any member agency. No further updates will be given.

**November:** The SMTC presented the findings of the right-of-way GIS database to the Planning Committee on November 27. The presentation will be made to the Policy Committee in December.

**December:** Staff presented the findings of the right-of-way GIS database to the Policy Committee as an informational item on December 11. The SMTC received two written requests from member agencies for access to the GIS database file. The SMTC provided formal copies and associated caveats via cover memo to the CNY RPDB and SCOPA.

**January:** This initiative is complete. No further updates will be provided.

## Congestion Management Process 2018/2019 Update

Objective: To update the area's Congestion Management Process documentation.

**April:** Internal discussions were held regarding data collection and project schedule. A Working Group meeting will be scheduled in the coming weeks.

**May:** Preliminary work efforts commenced, including data collection at several intersections. In-house discussions took place to determine level of effort necessary to obtain new or updated data in support of the performance measures established in the prior document.

**June:** Data assembly and analysis continued. Staff will seek to schedule a Working Group meeting in late summer to review the project schedule and tasks. Staff participated in the June NYSAMPO TSMO (Transportation System Management and Operations) conference call.

**July:** Efforts continued in the data assembly and analysis project components.

**August:** Updates to the project documentation occurred, along with data assembly and analysis. Staff is reviewing a web-interface developed by SUNY Albany, under contract with NYSDOT, for use in applicable CMP performance measure analysis and monitoring. The web-interface's road network currently includes the entire National Highway System of which covers over 75% of the CMP network identified as "primary commuter corridors."

**September:** Document updates occurred throughout the month, including a crash analysis along the primary commuter corridors (i.e., segments and intersections). Staff heard from MPOs in the Hudson Valley about using a web-based interface developed by SUNY Albany for assistance in preparing a CMP. The Hudson Valley MPOs discussed their experiences using the interface, how they are working with the SUNY Albany team to provide feedback, and how the results from the tools compared to information they expected to find.

**October:** Minor updates to the draft report and performance measure analyses took place. Staff discussed the applicability of the SUNY Albany web-interface (i.e., NPMRDS tool) and determined that a few existing CMP performance measures would best be analyzed using the tool once it is more fully operational in the coming months.

**November:** No significant activity to report.

**December:** No significant activity to report.

**January:** Staff continued work on a number of performance measure related analyses along the identified "primary commuter" corridors (i.e., Level of Service, number of crashes) and other related document items.

**February:** Work continued on crash and Level of Service summaries. Additionally, staff continued discussions with NYSDOT, the AVAIL team, and other MPOs on the use of the NPMRDS web tool for CMP development.

**March:** No significant activity to report.

## Centro Rider and Non-Rider Survey

Objective: To conduct a survey and analysis of persons who use the Centro system and of those who do not.

**April:** The draft reports summarizing the rider and non-rider surveys were presented to Centro in April; Centro had no further comments. These reports will be presented at the upcoming Planning and Policy Committee meetings.

**May:** The Rider and Non-Rider Survey draft reports are complete and will be presented to the SMTC Planning Committee on May 24.

**June:** The Rider and Non-rider Survey reports were acknowledged as complete by the SMTC Policy Committee in June. The reports are now available on the SMTC's website. No further project updates will be given.

## Fayetteville Route 5 Buildout Analysis Assistance

**Objective:** To provide an analysis of various scenario concepts for the buildout of Route 5 within the Village of Fayetteville.

**April:** A draft final report has been completed and distributed to the SAC members. Staff are coordinating with the SAC members to determine if a final SAC meeting is warranted. We anticipate presenting the draft final report at the upcoming Planning and Policy Committee meetings.

**May:** The draft final report will be presented to the SMTC Planning Committee on May 24.

**June:** The final report was acknowledged as complete by the SMTC Policy Committee in June and is now available on the SMTC's website. No further project updates will be given.

## **City and OCDOT Traffic Count Program**

Objective: To develop a fully operational traffic count database and traffic count program for the City of Syracuse (City) and Onondaga County Department of Transportation (OCDOT).

**April:** Staff has been preparing next year's counts for the City and County while also continuing to work toward the conclusion of this past year's counts.

**May:** Staff sent out an RFP for a Traffic Count Consultant and is awaiting response.

**June:** Staff, as it awaits traffic count consultant contract finalization, has already prepared for the next round of tube counts to be completed for the City and County and is also looking to wrap up/analyze the previous year count information.

**July:** Staff will be providing the consultant, in the near future, with the next round of tube counts for this project.

**August:** Shared a list of the city and county tube counts to be completed in the coming months with the consultant. A batch of county road segments to be counted soon.

**September:** Staff has provided the traffic count consultant with the list of approximately 80 tube counts to be completed over the next few months. A batch was completed for the County at the end of August and they are currently being processed.

**October:** Staff has been managing the first couple of tube count batches completed by the traffic count consultant. This project is on target as scheduled.

**November:** Staff continues to oversee the consultant's completion of tube counts for both the City and County Traffic Count programs. A majority of the segments to be counted this round have already been completed over the past few months.

**December:** Staff has been managing the completion of counts by the consultant in both the City and the County and has been reviewing the final product as it relates to those counts.

**January:** No significant activity to report. Due to weather tube counts have been suspended until further notice.

**February:** No significant activity to report. Due to weather conditions tube counts are typically not completed during the winter. Staff has been planning for the next batch of counts.

**March:** Staff is coordinating with NYSDOT Main Office to review and complete counts. Staff attended the annual Highway Data Workshop.

## Local Comprehensive Plan Assistance

Objective: To provide staff assistance to municipalities completing comprehensive plan updates.

**April:** The SMTC held a scoping meeting on April 12 with the mayor of North Syracuse and with property owners to discuss the Church Street Municipal Lot Assessment. New information about developing a shared municipal lot with driveway access onto Church Street has come to light since the SMTC completed the Church Street Access Study in 2016. The municipal lot may result in a substantive increase of traffic onto Church Street that exceeds the 2016 study's projected increases. This assessment may analyze the impact of additional Church Street traffic on surrounding intersections. In early May, the SMTC will meet with the NYSDOT to discuss permit considerations and specific analysis needs.

**May:** SMTC staff met with NYSDOT staff on May 10 to discuss the possibility of access management along Route 11 in the vicinity of Church Street, along with the potential need for permits and/or capacity analysis. Next steps in this analysis for the Village of North Syracuse are yet to be determined, pending feedback from the NYSDOT.

**June:** SMTC staff met with the Village of North Syracuse on June 18 to review two municipal lot concept plans that include access management on Route 11. The Village selected one concept to analyze for potential traffic impacts and the NYSDOT confirmed interest in conducting a capacity analysis at the Route 11 and Church Street intersection. The SMTC distributed a task memo to the SOCPA, NYSDOT, OCDOT, and the Village and subsequent received concurrence from each entity on June 25 to commence the study.

**July:** SMTC staff developed methodology to redistribute traffic to analyze potential traffic impacts using SYNCHRO software for a village municipal lot concept plan. The capacity analysis will focus on the Church Street/Route 11 intersection.

**August:** The SMTC conducted a Synchro assessment to determine the level of service for the Church Street/Route 11 intersection. Different access scenarios were reviewed to determine the corresponding level of service. A draft technical memo summarizing the findings is being prepared.

**September:** The SMTC finalized a draft technical memo with attachments and distributed it to the Village of North Syracuse Mayor, the Onondaga County Department of Transportation, and to the New York State Department of Transportation on September 12 for review and comment.

**October:** The SMTC finalized a draft technical memo with attachments and incorporated comments received by the New York State Department of Transportation for the Church Street Municipal Lot Assessment. A draft presentation is being prepared for upcoming committee meetings to acknowledge the study as complete.

**November:** The SMTC presented the findings from the draft technical memo to the Planning Committee on November 27. The presentation will be made to the Policy Committee in December.

**December:** Staff presented the findings from the Church Street Municipal Lot Assessment draft technical memo to the Policy Committee on December 11. The SMTC is preparing meeting materials to present the findings to the Village of North Syracuse and interested business owners in January 2019. The Village Mayor requested this formal presentation be made by the SMTC.

**January:** The SMTC presented the Church Street Municipal Lot Assessment technical memo findings to the Village of North Syracuse and the business owners on January 7. The SMTC answered questions from the mayor and business owners. The SMTC commended the Village and the business owners for working together towards a shared vision to improve their central business district. The SMTC has completed its study obligations and has concluded its process. The final decision to move forward rests with the community as remaining questions involve site plan review-related items and legal easement-related items. No further project-related updates will be provided.

**February:** All work items have been completed at this time.

## Environmental Justice

Objective: To perform an analysis of environmental justice related socioeconomic information.

**April:** Staff is working on scoping this project.

**May:** Staff has been working on scoping the project and brainstorming the methodology to be taken.

**June:** Staff has begun gathering demographic data as well as UPWP and TIP project information completed since the last EJ report, to be analyzed further.

**July:** Staff has gathered census variable information and is working on determining the best methodology to identify the concentration of the EJ population in the MPA. Meanwhile, staff is developing a list of UPWP and TIP projects performed in the past few years to overlay them onto the EJ population concentration.

**August:** Staff continues to draft the next EJ document and map TIP and UPWP projects since the last report for further analysis.

**September:** Staff continues to work on the drafting of the document.

**October:** Staff has been working toward the completion of a draft document.

**November:** Staff recently completed the Draft Final report and which was presented to the Planning Committee on November 27 and will be presented to the Policy Committee in December.

**December:** Staff presented the report to the Policy Committee at the December 11 meeting. No further updates will be provided.

## US 11 Corridor Study

**Objective:** To complete a corridor study of US Route 11 in the Town of Cicero to increase safety, mobility, and the viability of transit, bicycle, and pedestrian use as well along the corridor.

**April:** A scoping meeting with representatives from the Town of Cicero and the NYSDOT was held on April 5. A draft scope has been created for review by the Town and NYSDOT, and then approval by the Planning Committee.

**May:** The Scope of Work was approved by Planning Committee through mail-in responses. Staff are now planning for data collection along the corridor.

**June:** Staff have been conducting field work in the corridor to document existing intersection configurations and other physical features, for use in the later phases of the study.

**July:** Staff have completed the inventory of existing conditions, and turning movement counts will be conducted in late July.

**August:** Turning movement counts were conducted by the SMTC's consultant in July. Staff are working on existing conditions mapping.

**September:** Staff have been compiling traffic count and other existing conditions data on maps in preparation for a first SAC meeting. A draft public involvement plan and a safety assessment are also in-progress.

**October:** A SAC meeting was held on October 25 to review existing conditions data (traffic counts, safety, existing level of service), the draft Public Involvement Plan, and the Future Base scenario currently in the SMTC's travel demand model. Staff will update the model based on SAC feedback, and analyze operating conditions and other impacts associated with future development.

**November:** Staff have been coordinating with SOCPA staff to define a "future base" scenario based on known proposed developments in the study area. Staff have also been progressing demographic mapping for the corridor and summarizing existing conditions data.

**December:** A map of known and anticipated developments was sent to the SAC for review at the end of November; no additional development was suggested. Staff are using this information to progress the future base analysis.

**January:** The Future Base development data were input to the travel demand model, and staff are now reviewing the outputs and using these to determine traffic volume growth rates for segments of the study corridor. These growth rates will then be used to estimate future intersection traffic volumes and conduct future conditions capacity analysis. Staff also continue to progress the existing conditions sections of the draft report.

**February:** Staff have been using travel demand model results to project future intersection turning movement counts in the corridor, and evaluate the future operations. A SAC meeting is scheduled for March 5 to review these results.

**March:** A SAC meeting was held on March 5. Staff are conducting some research into rights-of-way and easements based on the discussion at the SAC meeting, and will be conducting some additional travel demand modeling and capacity analysis for potential new road connections in the study area. Staff are also beginning work on concept plans for the “interest areas” within the study area.

## **Erie Boulevard Transit Mobility Enhancement**

Objective: To develop a cohesive approach to improving transit along the Erie Boulevard East corridor between the Town of DeWitt and the City of Syracuse.

**April:** Work will commence when existing capital project reaches final design.

**October:** No significant activity to report.

**November:** A project scoping meeting was held November 15 with Centro, City of Syracuse, NYSDOT, Town of DeWitt, and SMTC. A draft scope of work will be created in the coming weeks.

**December:** Staff continued drafting a scope of work.

**January:** A draft technical analysis scope of work for the subject task was provided to a working group consisting of representatives from Centro, NYSDOT, Syracuse, and the Town of DeWitt for review/comment.

**February:** Following review by Working Group members, the draft scope of work was provided to, and subsequently approved by, the SMTC Planning Committee.

**March:** A project timeline has been created and a field work preparation is underway. Staff will contact Centro for ridership data along the study corridor.

## **Safety Assessment & Analysis (OCDOT & City)**

Objective: To identify and analyze high accident locations (based on number of serious injuries and fatalities) in the SMTC planning area.

**April:** Work will commence in late spring/early summer.

**June:** Scoping for this effort will commence in early summer.

**July:** The SMTC has started internal coordination to outline a draft scope of services, which should be available for review by mid-August. The scope of services will include a network screening to identify higher than average crash locations for county and city-owned roadways.

**August:** The SMTC outlined a draft scope and met with Onondaga County Department of Transportation (OCDOT) on August 21 to discuss items to include as work tasks. The draft scope is being updated per the County's comments.

**September:** The SMTC updated the draft per the County's feedback and is reviewing it internally. A draft scope and Study Advisory Committee request will be sent to interested agencies for review and to determine interest in participating in the process.

**October:** The SMTC continues to coordinate with Onondaga County regarding the draft scope. Currently, the draft scope focuses on identifying systemic and site-specific "hot spot" safety issues and potential planning-level solutions. The goal is to improve HSIP fund competitiveness for projects that reduce fatalities and serious injuries.

**November:** The scope was acknowledged by ballot on November 8. The SMTC will identify systemic and site-specific "hot spot" safety issues and potential planning-level solutions for county and city-owned roadways. The SMTC will start with the county first and complete the city assessment second. The goal is to improve HSIP fund competitiveness for projects that reduce fatalities and serious injuries. Currently, the SMTC is developing network screening methodology and support graphics.

**December:** The SMTC started developing methodology for the county-wide safety assessment. The goal is to improve the county's competitiveness to apply for and receive HSIP fund for projects that reduce fatalities and serious injuries. Currently, the SMTC is developing network screening methodology and support graphics.

**January:** Staff is refining methodology for the county-wide safety assessment. The goal is to improve the county's competitiveness to apply for and receive HSIP funds for projects that reduce fatalities and serious injuries. Currently, the SMTC is refining network screening methodology and support graphics in preparation for the first SAC meeting.

**February:** Staff is developing an assessment methodology for county roads.

**March:** Staff is developing an assessment methodology for county roads. A SAC meeting is scheduled for April 23, to review the purpose, methodology, preliminary findings for County roadways only, and next steps.

## RTC/Market Area Access Study

Objective: To identify opportunities to improve access for all modes, with a focus on bicycle and pedestrian accommodations, to the Regional Transportation Center (RTC)/Market area.

**April:** This project is deferred until late fall/early winter.

**November:** The SMTC has started to outline scoping items in preparation for a scoping meeting with the City and other interested stakeholders.

**December:** The SMTC has outlined scoping items in preparation for a scoping meeting with the City and other interested stakeholders. Elements for a draft scope have been compiled for a quick turnaround when agreement is reached on scoping content.

**January:** On January 18, the SMTC discussed scoping items with City representatives and other interested stakeholders. The draft scope is being prepared based on the discussions. Meeting materials are being prepared for a SAC kick-off meeting.

**February:** The SMTC prepared a scope and submitted it for review on February 11 and responses were due from the Planning Committee on February 26.

**March:** The SMTC is developing preliminary meeting material, including a proposed project outline, public involvement plan, and proposed project schedule in preparation for a late April SAC meeting.

## Walton St/Armory Square Mobility Plan

Objective: To identify opportunities to expand pedestrian space, accommodate ridesharing operations and taxis in Armory Square.

**April:** Staff is in the process of developing a Scope of Work for this project. In addition, SMTC is reaching out to the County to learn more about an upcoming Save the Rain project planned for Walton Street.

**May:** Staff continues to develop the Scope of Work for this project and has reached out to both the City of Syracuse and to the County (Save the Rain) to discuss various project components. A scoping meeting will be held in the near future to discuss the many varied aspects of this project, which will include an examination of the pedestrian zone in Armory Square, as well as the challenges associated the drop off/pick up logistics for taxi and rideshare, and an examination of on-street parking.

**June:** The Scope of Work for this project was approved on June 21. Staff began gathering relevant data, including census data, measurements of street and sidewalk widths in the study area, and reviewing relevant studies and plans. The City of Syracuse's Engineering Department provided a detailed electronic survey that will support the development of a GIS-based 2D model of the study area. Staff began preparing for the kick-off SAC meeting.

**July:** Data collection continued on this project, with staff reviewing past studies, Armory Square historical documents, and continuing field work as needed. A kick-off SAC meeting was scheduled for early August.

**August:** A kick-off SAC meeting was held in mid-August. SAC members discussed the existing streetscape and sidewalk conditions, including ADA issues and areas for improvement. The draft Public Involvement Plan was circulated to SAC members following the meeting for their review. Staff met with the Downtown Committee to discuss how best to involve Armory Square businesses in this project.

**September:** Staff met with representatives of the Syracuse Police Department (SPD) to discuss how the SPD manages weekend night traffic. Staff also walked a portion of the study area with representatives of ARISE, to discuss existing accessibility issues, primarily curb ramps and sidewalk conditions. Staff also met with a representative of the Downtown Committee and one of the parking management firms that operates in the study area.

**October:** Conducted stakeholder meetings in cooperation with the Downtown Committee. Also met with City staff to discuss stakeholder meetings. Work continued on existing conditions portion of the project report.

**November:** Continued stakeholder outreach – attended meeting of the Armory Square Association, discussed the potential for a mural on the railroad viaduct wall with a local artist, and discussed streetscape ideas with several small business owners, including the Blue Tusk, Sweet on

Chocolate, and Accents on Armory Square. Completed assessment of sidewalk café seating space and ADA ratings of sidewalks and intersections.

**December:** Conducted multiple on-street parking surveys and compiled results. Began developing exhibits to summarize existing dimensions, ADA accessibility, on-street parking capacity and demand, and traffic volumes. Met with City of Syracuse staff to discuss progress on the City's South Clinton Two-Way conversion project. Scheduled second SAC meeting and continued stakeholder outreach.

**January:** The second SAC meeting for this project was held on January 9. Staff also gave a brief project presentation to the Downtown TNT group. Had a productive meeting regarding the Clinton / Dickerson / Gifford Street area with a group of stakeholders who are independently planning improvements for this area. Set up a date in March to discuss Armory Square area improvements with the Clinton Plaza Apartments' tenants' association.

**February:** Began developing preliminary recommendations, to be discussed with SAC members at SAC Meeting #3. Attended a meeting of the West Onondaga Street Gateway Project's 'Livability Committee'.

**March:** Held third Study Advisory Committee meeting, discussing possible recommendations, including a two-way South Clinton Street, raised crosswalks in specific locations, raised intersections, and / or a curbless street. Also met with the tenants' group at Clinton Plaza Apartments to discuss pedestrian mobility issues and recommended improvements. Staff continued to meet with stakeholders as opportunities arose and conducted fieldwork as needed. A public meeting for this project is currently being planned for April 25.

## W. Fayette Street & S. Geddes Street Complete Streets Evaluation

Objective: Development and evaluation of Complete Streets concepts along W. Fayette Street from Walton Street to Tompkins Street as well as a road diet concept along S. Geddes Street from Erie Boulevard to Bellevue Avenue.

**April:** Met with City of Syracuse staff to discuss the projects' scopes of work and the possibility of combining the two corridors into a single project. City staff agreed that this would work. Forwarded draft scope of work to City staff for review. Began preliminary data collection.

**May:** Staff reviewed relevant City documents and began collecting data on land use and demographics in the study area. The draft Scope of Work was provided to the members of the SMTC's Planning Committee for review.

**June:** Traffic counts were and intersection field work have been conducted, and staff are progressing the capacity analysis for intersections on South Geddes Street. Additionally, staff participated in a walk audit of Geddes Street (between Fayette and Rowland Streets, and along Grand Avenue) led by national walkability expert Mark Fenton on June 26. The information/ideas gleaned through the walk audit will serve as support to the Geddes Complete Streets Evaluation project.

**July:** Staff will begin collecting field work for the Fayette Street portion of this project in the coming weeks, and will begin to create GIS maps to reflect the data collected in the field on Fayette Street. In addition, staff is wrapping up the capacity analysis for the intersections on South Geddes Street.

**August:** A draft technical memorandum summarizing the SMTC's work to date on the Geddes Street analysis (data collection and capacity analysis) was delivered to City staff. Staff will continue to progress alternatives analysis for the Geddes Street corridor. A schedule for the project is being developed along with a plan for gathering field work. In addition, in the coming month, a SAC and PIP will be created to help guide the project.

**September:** Field work has been completed along S. Geddes St. and W. Fayette St., including pedestrian and bicycle facilities, parking regulations, and transit stops. Staff also completed follow-up queue counts at the intersections of Geddes/Fayette and Geddes/Erie. Staff is currently developing a PIP for the project, and a SAC meeting is being scheduled for mid-October.

**October:** The first SAC meeting for this study was held on October 17. Staff reviewed the project purpose, scope of work, schedule, and field work gathered to date. The group reviewed maps of existing conditions, including sidewalk compliance ratings and pedestrian/bicycle facilities. A discussion of issues along both corridors also took place. SMTC will finish drafting the PIP for the project and forward to the SAC by the end of the month along with meeting minutes. Staff will also map the existing parking regulations along both corridors and determine if parking counts are necessary. The next SAC meeting is anticipated for early 2019.

**November:** Staff continues to work on filling in the gaps in field data, collecting parking regulations and will conduct parking counts as weather allows. Staff will continue to summarize the existing field work as well as demographics. In addition, staff will begin to work on future traffic analyses for this project.

**December:** Staff is working on a capacity analysis for three potential road diet alternatives for the Geddes Street corridor. In addition, staff is filling in the gaps in field data (primarily on-street parking information) as weather allows. The draft existing conditions summary is in the process of being written.

**January:** Staff is in the process of obtaining parking counts for on-street parking spaces along Geddes Street in the study area, as well as reviewing locations used for parking along the western end of Fayette Street in the study area. Staff continues to develop the existing conditions summary portion of the report for this project.

**February:** Parking counts along Geddes and Fayette Streets have been completed and are being summarized for the existing conditions chapters of the document. A spring SAC meeting will be scheduled to review the existing conditions document and discuss preparations for a late spring public meeting.

**March:** Staff is finishing up the summary of parking counts for Geddes and Fayette Streets. Staff continues to work on the existing conditions document for the project, and will begin development of preliminary recommendations next month to work towards April/May SAC and public meetings for the project.

## Hazard Mitigation Technical Assistance

Objective: To assist SOCPA and involved jurisdictions in the preparation of an update to the Onondaga County Multi-Jurisdictional Hazard Mitigation Plan and the County's Comprehensive Emergency Preparedness Plan.

**April:** Work will commence in late spring/early summer.

**May:** SMTC received an invitation from SOCPA to participate in the Steering Committee for the Onondaga County Multi-Jurisdictional Hazard Mitigation Plan. A first meeting is anticipated in mid-June.

**June:** Staff attended a steering committee meeting in June.

**July:** All intersections in the model have been reviewed for type and configuration. All noted discrepancies are being reviewed and edits are made where necessary. Staff plans on completing the edits by mid-August. The next step of the model update will be to review existing household and employment numbers.

**August:** The NYSDOT requested additional assistance for the Onondaga Lake Parkway project. A new transportation alternative was modeled using the SMTC regional model. Various maps showing the results were created and shared with the project team. Staff continues to work on updating the regional model.

**September:** Staff attended a steering committee meeting in September.

**October:** SOCPA has indicated that the next meeting will likely occur in November.

**November:** Staff will continue to participate as requested by SOCPA.

**December:** Staff will continue to participate as requested by SOCPA.

**January:** SOCPA has indicated that a draft document will be likely be available for review in February.

**February:** The draft report was made available to steering committee members in late February. Staff are reviewing and will participate in a steering committee meeting in early March.

**March:** Staff submitted comments on the draft report and attended a steering committee meeting on March 4.

## Travel Demand Modeling

Objective: To improve and utilize the SMTC's Travel Demand Model in support of the planning needs of the SMTC and its member agencies.

**April:** Staff continues to spend a significant amount of time updating the road network attribute information. Most of April was spent reviewing and updating traffic count station numbers. Traffic volume, class, and speed information will be joined to the network using these station numbers.

**May:** One amendment was approved earlier in the month via SMTC Executive Committee action. Additionally, 3 draft amendments were prepared for the June Policy Committee meeting. Lastly, a Capital Projects Committee meeting will be held May 22 to review/discuss project schedules in the current 2017/2018 Federal Fiscal Year.

**June:** Several amendments were approved at the Policy Committee meeting on June 12. On June 27, the Capital Projects Committee met to finalize discussions on a) FFY 17/18 projects and b) adjustments to FFY 18/19 prior to the beginning of the next year.

**July:** All intersections in the model have been reviewed for type and configuration. All noted discrepancies are being reviewed and edits are made where necessary. Staff plans on completing the edits by mid-August. The next step of the model update will be to review existing household and employment numbers.

**August:** The NYSDOT requested additional assistance for the Onondaga Lake Parkway project. A new transportation alternative was modeled using the SMTC regional model. Various maps showing the results were created and shared with the project team. Staff continues to work on updating the regional model.

**September:** Staff attended the NYS MPO Modeling Working Group meeting in Albany. Several MPO staff from the Hudson Valley area presented on their findings for using the NPMRDS analysis tools, created by NYSDOT and AVAIL, for their CMP. While the team still has a few issues to work out with the tools and the data, the results look promising in regard to identifying congestion on the National Highway System for a CMP. Additionally, staff attended a FHWA MOVES (air quality model) modeling training session. This model will be useful for modeling regional air quality for LRTP updates.

**October:** Staff continues to participate in the monthly Travel Demand Modeling Working Group meetings. This month the AVAIL team presented some of the new features they added to the NPMRDS analysis tool that will be useful for updating Congestion Management Plans (CMP). Additionally, staff continues to update the SMTC Regional Model. The model network has been updated to reflect current conditions for number of lanes, intersection type and functional classification. Staff is currently coding turn restrictions into the network.

**November:** Staff has compiled various population, households, and jobs data to use as a reference for updating the travel demand model inputs from 2014 conditions to 2017 conditions. Since there won't be a complete Census until 2020, staff is using 5-year ACS data to review and update the

model's base year inputs as necessary. Various jobs data from the NYS DOL, Census LEHD, InfoGroup, and local economic development agencies is being used to update any major jobs changes in the region over the last few years.

**December:** Staff continues to update the household and employment data for the regional travel demand model. Additionally, all traffic count data for the past 5 years has been compiled and various data joined to the model road network. This traffic data will be used to calibrate the updated model.

**January:** Model input files (Traffic Analysis Zones and Roadway Network) have been updated with 2017 data and have been transferred to the modeling consultant (RSG). RSG will be updating and calibrating the regional travel demand model with the provided data. The updated base year (2017) model will be complete and ready to be used by the end of March. Staff continues to participate in NYSAMPO Modeling Working Group calls. The NPMRDS analysis tools being created by the NYSDOT and AVAIL team are improving every month and will be useful for our upcoming CMP and LRTP updates.

**February:** Staff continues to work with RSG on the regional model updates. This month, staff reviewed various attributes in the traffic analysis zone data including the identification of zones in the Downtown and University Hill areas as well as identifying zones that are considered walkable.

**March:** Traffic count data for the model was cleaned up based on various issues that were discovered during model calibration. Staff manually reviewed all divided highways and one-way segments to correct the issues. Once these issues were resolved, RSG was able to calibrate the 2017 base year model. A well calibrated model has been delivered to staff and is currently being installed. Staff will run the model and review it for any additional adjustments prior to beginning work on the future year models.

UNIFIED PLANNING WORK PROGRAM

FY 2018–2019

CATEGORY 4:

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

## TIP Development and Maintenance

Objective: Maintain and update the Transportation Improvement Program (TIP). Activities for this project will also ensure that the TIP is in compliance with all federal and state requirements.

**April:** Staff continues to spend a significant amount of time updating the road network attribute information. Most of April was spent reviewing and updating traffic count station numbers. Traffic volume, class, and speed information will be joined to the network using these station numbers.

**May:** A complete review of the model's road network is underway. Information such as number of lanes, intersection types, and turn restrictions are being updated as necessary. Additionally, staff is looking into several vendors that offer Origin-Destination information that may be useful for calibrating the regional model.

**June:** Staff continues to evaluate StreetLight Data's InSight software and data. Various past and current projects are being used as test cases for evaluating the use of the tools and validation of the data. Staff will be participating in a conference call with other NYS MPOs to discuss our experiences with the application.

**July:** As an outcome of the June 27 Capital Projects Committee(CPC) meeting, staff prepared a number of administrative modifications and amendments for approval. These actions will be brought forward to the August Executive Committee meeting.

**August:** Five amendments were approved at the August 2 Executive Committee meeting. The amendments, which primarily cover County and State projects, were brought forward for approval for i) end-of 2017/2018 Federal Fiscal Year or ii) beginning of 2018/2019 Federal Fiscal Year purposes. Staff has begun participation on the 2018 TAP/CMAQ solicitation regional review team. A statewide conference call was held August 15 to review the latest solicitation and review team expectations. Lastly, staff provided assistance to the Albany MPO related to the enhanced TIP database spearheaded by SMTC.

**September:** On September 6, as a result of the statewide 2017/2018 Section 5310 solicitation, the SMTC Executive Committee approved a number of actions for addition to the TIP and STIP. Pending approval by the FTA, federal funds are awarded to Loretto (\$219,128), St Camillus Heath Care (\$49,654), Minoa Bridgeport Kirkville Area Ecumenical Council (\$54,782), Visiting Nurse Association of CNY (\$33,942) and, Onondaga County Department of Adult & Long Term Care Services (\$323,971). Relative to the upcoming TIP update, project sponsors with funds programmed in FFY 19/20 and 20/21 were asked to provide cost and schedule updates, as applicable, for use and consideration. The full update will commence in late fall. Additionally, activity continued on the 2018 TAP/CMAQ solicitation. Applicant evaluations were completed, discussed with a region review team, and sent to Main Office. Awards should be announced in the coming months. Lastly, a TIP interactive map was created and uploaded to the SMTC's website. The interactive map provides a visual representation of the numerous capital projects on the current 2017-2021 TIP. The map will be updated quarterly and will act as another public resource.

**October:** Staff completed an internal review of sponsor cost and/or schedule updates as part of the forthcoming 2020-2024 TIP. The review was necessary to identify anticipated planning funds available for new programming and, to maintain fiscal constraint prior to the solicitation of new projects. The internal review will be discussed with the Capital Projects Committee in November followed by the 2020-2024 TIP “call for projects.”

**November:** On November 20, the Capital Projects Committee met to discuss the 2020-2024 TIP Update. Once all carryover projects costs are accounted for, staff anticipate that nearly \$72M will be available for new programming over the 5-year period. An additional meeting may be scheduled in December to discuss the evaluation process and available funding. Staff informed members that 100% of federal transportation funds were obligated in the prior 2017-2018 Federal Fiscal Year. Additionally, the second round of BRIDGE NY awards, which are used to repair and replace local bridges and culverts, were announced earlier in the month. Five projects (i.e., 2 bridges, City of Syracuse; 1 culvert, Onondaga County; 1 bridge, Madison County; 1 culvert, Town of Spafford) were selected in the SMTC planning area totaling \$7.3M.

**December:** On December 11, the Policy Committee approved 2 TIP related items 1) updated TIP Anticipated Effects Narrative, which covers Transit Asset Management and, 2) addition of \$1.630M HSIP funds for the City of Syracuse’s Pedestrian Safety Action Plan award. Additionally, the Capital Projects Committee met December 12 to discuss the 2020-2024 TIP update. A “call letter” for new projects will be sent to all eligible entities in the coming weeks.

**January:** On January 2, 2019, the 2020-2024 TIP Update “call letter” was sent to all member agencies and municipalities in the SMTC planning area. New project applications for funding consideration are due February 4. Staff responded to several questions throughout the month. Lastly, another letter was sent out announcing the US DOT’s latest INFRA (Infrastructure for Rebuilding America) program funding solicitation. The INFRA program provides federal financial assistance for highway and freight projects of national or regional significance.

**February:** Various amendments occurred to the program at the beginning of the month. Regarding the 2020-2024 TIP Update, 88 proposals were submitted for funding consideration (85 requesting FHWA funds, 3 requesting FTA funds). Staff is evaluating all proposals and will have preliminary evaluations and a list of candidate projects for funding in March. On February 28, the Capital Projects Committee met to discuss the proposals and evaluation/selection process.

**March:** Two Capital Projects Committee meeting took place this month. On March 14, staff presented the initial project evaluations and funding recommendations. An additional meeting was held March 26, to review draft project schedules and fiscal constraint implications. Modifications to the draft program of projects will occur over the next several weeks prior to release for public comment.

UNIFIED PLANNING WORK PROGRAM

FY 2018–2019

CATEGORY 5:

OTHER ACTIVITIES

## Miscellaneous Activities & Special Technical Assistance

Objective: This task covers miscellaneous projects that are assigned from time to time, both short-term and infrequent long-term projects that do not warrant individual UPWP projects. Additionally, this task provides for special technical assistance to member agencies, local governments, and other agencies and/or organizations, as appropriate.

**April:** No significant activity to report.

**May:** No significant activity to report.

**June:** No significant activity to report.

**July:** No significant activity to report.

**August:** No significant activity to report.

**September:** No significant activity to report.

**October:** No significant activity to report.

**November:** No significant activity to report.

**December:** No significant activity to report.

**January:** No significant activity to report.

**February:** Staff worked with various member agencies on a potential economic development analysis transportation impact. After several meetings and planning, the request was pulled.

**March:** Staff met with City of Syracuse staff to discuss the potential transportation elements of the Syracuse Surge economic development proposal.

Syracuse Metropolitan Transportation Council  
2018-19 UPWP Summary and Expenditure Report

Activity Line Item Code	Task/Project Description	UPWP page number	Continuous/Ongoing Activity	Discrete Project?	Is the project a discrete planning study?	Project complete?	UPWP year project/study originated	FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance
		(#)	(Y/N)	(Y/N)	(Y/N)	(Y/N)	(Year)						
<b>44.21.00</b>	<b>Program Support and Administration</b>												
	General Administration	18	Y	N	N	N	N/A	208,000	185,673.59	22,326	52,000	35,218.04	16,782
	Public Participation & Website Update	19	Y	N	N	N	N/A	36,000	25,647.60	10,352	9,000	4,860.14	4,140
	Federal Transportation Legislation Examination and Evaluation	20	Y	N	N	N	N/A	6,800	5,521.73	1,278	1,700	1,062.82	637
	UPWP Previous Year Closeout	21	Y	N	N	N	N/A	8,000	8,857.03	-857	2,000	1,671.11	329
	UPWP Maintenance and Development	22	Y	N	N	N	N/A	8,000	12,861.24	-4,861	2,000	2,679.60	-680
	<b>Program Support and Administration Total</b>							<b>266,800</b>	<b>238,561</b>	<b>28,239</b>	<b>66,700</b>	<b>45,492</b>	<b>21,208</b>

2018-19 UPWP Summary and Expenditure Report

Activity Line Item Code	Task/Project Description	UPWP page number	Continuous/Ongoing Activity	Discrete Project?	Is the project a discrete planning study?	Project complete?	UPWP year project/study originated	FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance
		(#)	(Y/N)	(Y/N)	(Y/N)	(Y/N)	(Year)						
<b>44.23.02</b>	<b>Long-Range Transportation Planning (LRTP) - Project Level</b>												
	Bicycle & Pedestrian Planning	29	Y	N	N	N	N/A	36,000	50,925.91	-14,926	9,000	8,881.81	118
	Bridge & Pavement Condition Management System (BPCMS)	30	Y	N	N	N	N/A	20,000	16,754.72	3,245	0	3,151.85	-3,152
	I-81 Participation	31	Y	N	N	N	14-15	7,735	3,105.32	4,630	765	611.54	153
	I-81 Travel Demand Modeling Project	32	Y	N	N	N	07-08	4,500	156.96	4,343	500	34.46	466
	MPO Area Regional Planning Initiatives	33	Y	N	N	N	N/A	32,000	36,153.74	-4,154	8,000	7,543.68	456
	Long Range Transportation Plan	34	Y	N	N	N	N/A	45,000	46,546.13	-1,546	0	9,019.60	-9,020
	Rail, Truck and Transit Planning	35	Y	N	N	N	N/A	36,000	29,825.20	6,175	9,000	5,752.30	3,248
	Traffic Safety	36	Y	N	N	N	N/A	8,000	6,549.84	1,450	2,000	1,248.41	752
	Travel Demand Modeling	37	Y	N	N	N	N/A	50,000	68,892.35	-18,892	0	15,079.50	-15,079
	Row Data Collection and Inventory	38	N	Y	N	Y	16-17	5,000	5,397.60	-398	0	304.15	-304
	Local Comprehensive Plan Assistance	39	Y	N	N	N	16-17	32,000	24,405.99	7,594	8,000	4,478.13	3,522
	City & OCDOT Traffic Count Program Recurring	40	Y	N	N	N	16-17	41,600	18,629.08	22,971	10,400	3,114.39	7,286
	Centro Rider/Non Rider Survey	41	N	Y	N	Y	16-17	4,000	5,396.16	-1,396	1,000	1,009.32	-9
	Fayetteville Route 5 Build Out Analysis Assistance	42	N	Y	N	Y	16-17	8,000	3,336.96	4,663	2,000	702.68	1,297
	Congestion Management Process 2018/2019 Update	43	N	Y	N	N	18-19	18,000	20,090.80	-2,091	4,500	4,392.07	108
	Environmental Justice	44	N	N	N	Y	18-19	10,000	13,185.97	-3,186	2,500	2,378.76	121
	US 11 Corridor	45	N	Y	N	N	18-19	48,000	64,213.27	-16,213	12,000	12,697.90	-698
	Erie Boulevard Transit Mobility Enhancement	46	N	Y	N	N	18-19	32,000	3,522.70	28,477	8,000	773.28	7,227
	Safety Assessment & Analysis (OCDOT & City)	47	N	Y	N	N	18-19	24,000	23,461.34	539	6,000	4,729.81	1,270
	RTC/Market Area Access Study	48	N	Y	N	N	18-19	32,000	11,796.74	20,203	8,000	2,587.87	5,412
	Walton St/Armory Square Mobility Plan	49	N	Y	N	N	18-19	40,000	49,702.27	-9,702	10,000	9,656.50	343
	W. Fayette St Complete Street Evaluation	50	N	Y	N	N	18-19	24,000	15,791.61	8,208	6,000	3,310.99	2,689
	S. Geddes St. Complete Street Evaluation	51	N	Y	N	N	18-19	24,000	24,867.13	-867	6,000	4,270.98	1,729
	Hazard Mitigation Technical Analysis	52	N	Y	N	Y	18-19	16,000	2,659.65	13,340	4,000	517.76	3,482
	<b>LRTP-Project Level Total</b>							<b>597,835</b>	<b>545,367</b>	<b>52,468</b>	<b>117,665</b>	<b>106,248</b>	<b>11,417</b>
<b>44.24.00</b>	<b>Short Range Transportation Planning (SRTP)</b>												
	Census Data Compilation and/or Analysis	24	Y	N	N	N	N/A	3,982	8,721.18	-4,739	1,018	1,830.37	-812
	Data Collection, Compilation and/or Analysis	25	Y	N	N	N	N/A	32,000	45,817.26	-13,817	8,000	9,697.27	-1,697
	Geographic Information Systems - SMTC	26	Y	N	N	N	N/A	40,000	33,713.07	6,287	10,000	6,301.22	3,699
	Geographic Information Systems - Member Agency Assistance	27	Y	N	N	N	N/A	24,000	13,374.10	10,626	6,000	2,520.91	3,479
	<b>SRTP Total</b>							<b>99,982</b>	<b>101,626</b>	<b>-1,644</b>	<b>25,018</b>	<b>20,350</b>	<b>4,668</b>
<b>44.25.00</b>	<b>Transportation Improvement Program (TIP)</b>												
	TIP Development & Maintenance	54	Y	N	N	N	N/A	36,000	65,541.41	-29,541	9,000	12,925.20	-3,925

### 2018-19 UPWP Summary and Expenditure Report

Activity Line Item Code	Task/Project Description	UPWP page number	Continuous/Ongoing Activity	Discrete Project?	Is the project a discrete planning study?	Project complete?	UPWP year project/study originated	FHWA Programmed	FHWA Expended	FHWA Balance	FTA Programmed	FTA Expended	FTA Balance
		(#)	(Y/N)	(Y/N)	(Y/N)	(Y/N)	(Year)						
	<b>TIP Total</b>							<b>36,000</b>	<b>65,541</b>	<b>-29,541</b>	<b>9,000</b>	<b>12,925</b>	<b>-3,925</b>
<b>44.27.00</b>	<b>Other Activities</b>												
	Miscellaneous Activities & Special Technical Assistance	56	Y	N	N	N	N/A	28,080	29,761.51	-1,682	6,770	5,896.36	874
	<b>Other Activities Total</b>							<b>28,080</b>	<b>29,762</b>	<b>-1,682</b>	<b>6,770</b>	<b>5,896</b>	<b>874</b>
	<b>UPWP TOTAL</b>							<b>1,028,697</b>	<b>980,857</b>	<b>47,840</b>	<b>225,153</b>	<b>190,911</b>	<b>34,242</b>

\*SMTC expenditures during SFY18-19 include \$24,399 in FTA MPP grant carryover funds.