

## MONTHLY PROGRESS REPORT FOR FY 2006 June 2006

The following outlines the major activities of CCMPO in June 2006 by Work Task. This is the twelfth month of our FY 2006. Therefore, 100% of time has elapsed.

### 1. CCMPO Management

- 1.01 Agency Administration – **100 % Complete** [*Staff Manager: Scott Johnstone*]
  - Board held its Regular Meeting on June 21, 2006. Major items included the following:
    - Public Hearing for and adoption of FY07 UPWP
    - Presentation of FY 07 – 10 TIP and decision to post for public hearing
    - Discussion of proposed prioritization system for MPO projects
- 1.02 Technical Advisory Committee (TAC) – **100% Complete** [*Staff Manager: Peter Keating*]
  - The TAC heard staff presentations on the FY07 TIP and project prioritization, approved a FY06 TIP amendment, recommended sidewalk grant awards, and selected technical assistance program consultants.
- 1.03 Training and Staff Development – [*All staff*] **100% Complete**
  - Staff attended a CATMA sponsored teleconference on TDM and traveler information systems

### 2. Regional Comprehensive Planning [www.ccrpevt.org](http://www.ccrpevt.org) [*Staff Manager: Scott Johnstone*]

Note: The following breakdown is by CCRPC Work Program Elements

- 1.1.1 Complete Preparation of the 2006 *Regional Plan*. **100% Complete**
  - At the June CCRPC meeting, the Commission approved revisions to the Public Hearing Draft of the *2006 Regional Plan*. Copies of the approved revisions were sent to municipalities and others.
- 2.1.1 Regional Build-out Analysis - **30% Complete**
  - Staff began work on the Shelburne Build out Analysis, which is intended to be a pilot project to test the capabilities of the Addison County Build out Tool.
- 2.1.2 Decision Support System (DSS) **30% Complete**
  - No work to report
- 2.2.1 Asset Management Support- **90% Complete**
  - CCRPC Staff has inquired with municipalities as to who would like to update culvert inventories. To date, staff will plan assist Charlotte, Huntington, South Burlington and Richmond with updating their infrastructure through the use of gps technology.
- 2.2.4 Storm water Planning - **0% Complete**
  - This task has been dropped from the FY 06 work plan.
- 2.2.5 Data Update and Maintenance – **25% Complete**
  - An intern has been hired to update the county housing points, commercial/industrial database and the land use data. Work has begun on the updates and will continue through the summer.
  - Minor data updates on Impaired Waterways, Community Facilities, various Zoning and few other datasets have been completed this month.
- 3.3.2 Coordination & Assistance with Metropolitan Transportation Planning – **30% Complete**
  - CCRPC staff has continued coordination with CCMPO staff regarding CCMPO's TPI work task "*Identification of Marketable and Developable Property Adjacent to Railroad ROW*".

Route 15 Corridor Plan: **1% Complete**

- Staff has begun background work on corridor land use planning.

## **2.02 Regional Comprehensive Planning – CCMPO – 100% Complete**

- Staff continued their participation on the CCRPC's Plan Review and Update Committee providing RPC staff with suggested guidance/comments/revisions to the draft Regional Plan.

## **3. Multimodal Transportation Planning**

3.01.1 Public Transit Planning by CCTA <http://www.cctaride.org/> [Staff Manager: Peter Keating]

3.01.11 Ridecheck – 100% Complete

1. Training new planner in CCTA routes, systems and databases in preparation of FY07 ridecheck.
2. Completed 100% ridecheck of weekday UMall/Airport trips and 100% ridecheck of weekend UMall/Airport trips

3.01.12 System-wide Time Point Analysis – 100% Complete

1. FY06 portion of UMall data collection complete.

3.01.13 Rider Surveys – 100% Complete

1. Survey for FY06 portion of PARC passengers complete.

3.01.14 Service and Operations Planning – 100% Complete

1. Working on grant applications for Route 15 and Montpelier Link service enhancements.

3.01.15 ITS Applications – 100% Complete

1. Awarded electronic sign system for Cherry Street
2. Finished ITS report for FHWA

3.01.16 Passenger Shelters – 100% Complete

1. FY06 work programmed.
2. Planning FY 07 Shelters

3.01.17 Market Research and Data Collection - 100% Complete

1. Finished Title VI update.

3.01.18 Bus Stop and Route Variation Database Maintenance and Tracking – 100% Complete

1. Installed bus stop signs along Route 7 per passenger request.
2. Completed new maps of fixed route service to be used as part of paratransit eligibility screening.

3.01.19 Vehicle Type Operating Cost Comparison – 100% complete

1. Collecting data on bus maintenance and operating expenses by bus size

3.01.20 Maintenance and Facility Planning - 100% Complete

1. Working with Burlington on SETC and Downtown Transit Center.
2. Awarded architectural contract for final design of CCTA bus storage expansion.

3.01.21 Financial Planning – 100% Complete

1. FY07 Rates determined.

3.01.22 Regional Public Transportation Expansion – 100% complete

3.01.2 Public Transportation Planning by CCMPO & Human Services Transportation Analysis– **50% Complete** <http://ccmpo.org/ptp/index.html> [Staff Manager: Peter Keating]

- Unmet Needs survey in process.

3.02 Environmental Planning – 100% Complete [Staff Manager: Christine Forde]

- No action

3.02.1 10% Challenge -67% Complete <http://www.10percentchallenge.org> [Staff Manager: Christine Forde]

**Primary Products:**

1. Participate and assist in coordination of activities and events (Way-to-Go Week and Best Workplaces for Commuters, Earth month events at institutions and businesses) to promote use of transportation alternatives and energy conservation.
2. Work with and support Chittenden County communities on energy reduction programs including supporting use of alternative forms of transportation to single occupant vehicles--Seek supplemental resources to support local planning and implementation for clean air and promotion of higher occupancy vehicles and increased transit use. Specific activities include student research projects, employee energy challenge program developed and piloted, and participation in Vermont Clean Vehicles Coalition meetings including project planning and development for outside funding.
3. Collaborate with and advance no idling initiatives and other clean air initiatives in Chittenden County communities and schools with partners including American Lung Association of Vermont, Vermont Department of Health, Champlain Initiative, Agency of Natural Resources and others.
4. Education, outreach, and public participation: Raise awareness of planners, decision-makers and the public via workshops/presentations, brown bag lunches, newsletter articles including case studies, success stories and lessons learned.

3.03 Bicycle/Pedestrian Transportation Planning – 100% Complete [Staff Manager: Peter Keating] <http://www.ccmpto.org/BikePed/>

- Sidewalk grants program awards agreed to by Board. Applicants notified.
- Staff continues to serve on VTrans' steering committee for the update of the state Bicycle/Pedestrian Policy Plan.
- Milton Path Feasibility Study completed.

3.03.1 Safe Routes to Schools (SR2S) Pilot Projects - 95% Complete [Staff Manager: Peter Keating] <http://www.ccmpto.org/SR2S/>

- Final report on pilot project underway.
- Staff serves on VTrans steering committee overseeing statewide program.
- RFQ for SR2S program manager issued.

3.04.1 2025 Metropolitan Transportation Plan Implementation (MTP) – 0% Complete [Staff Manager: Peter Keating] <http://www.ccmpto.org/MTP/>

- No work planned or undertaken.

3.04.2 2030 Metropolitan Transportation Plan (MTP) - 100% Complete [Staff Manager: Peter Keating]

- First meeting of MTP Advisory Committee held. Agenda items included presentation on survey results and discussion of development schedule.
- The public involvement consultant attended and wrote meeting notes for the Project Advisory Committee meeting on June 26, 2006.

- 3.06 Transportation Demand Management (TDM) Program – 100% Complete [Staff Manager: Peter Keating]
- Way to Go Week 2006 concluded. Program evaluation discussed with partners. RFQ for FY07 issued.
- 3.07 Route 15 Corridor Land Use/Transportation Plan – 22% Complete [Staff Manager: Susan Smichenko]
- Three proposals were received for the project. Copies were distributed to the selection committee and a meeting was held on June 14, 2006 to select the consultants to be interviewed. One consultant team was interviewed on June 21, 2006 – BFJ Planning with RSG. Selection team decided to recommend them to the TAC for approval.
  - Public involvement consultant prepared for, attended, and created meeting notes for the Route15 proposal review and interview meetings.
- 3.09 Transportation Systems Management – 100% Complete [Staff Manager: Susan Smichenko].
- Staff continues to participate with VTrans in the development of the Strategic Highway Safety Plan.
  - Staff discussed consultant’s draft report for Colchester’s Exit 17 Growth Center project with Town staff. Report will be presented to the Colchester Select Board in the fall.
  - Staff working with the IBI Group to finalize the Regional Traffic Signal Pre-emption/Priority Standard Evaluation memo including a draft policy statement for TAC approval.
  - Staff working with VTrans to coordinate the Roadway Safety Audit Review planned in South Burlington for July 2006.
- 3.11 Development Review – 100% Complete [Staff Manager: Susan Smichenko]
- No work undertaken on this task.
- 3.13 Freight Transportation Planning - 45% Complete [Staff Manager: Daryl Benoit]
- <http://www.ccmpto.org/freight/>
- Continuing work on building the online pilot application for the VTrans-mandated TPI-work task: “Identification of Marketable and Developable Property Adjacent to Railroad ROW” for Chittenden County. All towns are viewable within the application. You may view it at: <http://www.ccmpto.info/rail/>
- 3.14 Route 2 Corridor Study – 85% Complete [Staff Manager: Susan Smichenko]
- Staff worked with the consultant to finalize the maps and associated memo for proposed alternatives for the corridor.
  - Staff planned next steering committee meeting for Wednesday, July 12, 2006.
  - Staff continued to respond to phone calls and emails on project.
  - The consultant worked with staff to review the Project Memorandum for posting on the project website.
- 3.16 Route 7 Circulation Study – 40% Complete [Staff Manager: Susan Smichenko)]
- No work undertaken on the project; consultant continues to wait for direction from the Town of Milton.

#### 4. Municipal and Regional Service

4.01 Data Collection and Maintenance – 100% Complete for season [Staff Manager: Daryl Benoit] <http://www.ccmpto.org/data/counts.html>

- Most of Charlotte has been completed. It should be completed by the second week of July, when Milton will be undertaken. The heavy rains in June have slowed data collection.
- Counted the Winooski Rotary over the course of 2 days. Currently drafting a paper on observations of traffic behavior and hazards.
- Responded to several requests for traffic count data.

4.02.1 Planning Assistance and Coordination - 100% Complete [Staff Manager: David Roberts]

- Staff discussed the final report for the Exit 17 Growth Center Transportation study with VTrans and Town staff.
- Milton Multi-Use Path project finalized.
- CCMPO staff continues providing VTrans and the Circ EIS consultant with information on CCMPO data sources and models. Staff continues attending Circ EIS technical committee meetings. More information on the project is available at <http://www.circeis.org>.
- Shelburne Village traffic study draft report delivered in May and presented to Shelburne Selectboard in June. Final comments from the town are expected in July and then the consultant will finalize the study.
- Hinesburg Village sidewalk feasibility study is underway with completion expected in fall 2006. Preliminary draft conceptual plans provided to study committee for review prior to meeting in early July.
- Underhill Flats sidewalk feasibility study technical assistance project underway. Consultant has met with staff and town officials and is continuing work on this study. Preliminary draft plans expected in July.
- The Technical Assistance program consultant selection was made at the June TAC meeting. Selected firms include DuBois & King, Hoyle, Tanner & Associates, Resource Systems Group, Smart Mobility, and Wilbur Smith Associates. This process has updated our list of technical assistance retainer consultants for the next three years.
- Staff continued working with AARP and Burlington on Livable Community project.

4.02.2 Planning Assistance – Locally Managed [Staff Manager: David Roberts, except as noted]

- Burlington has finalized the scope and entered into a contract with Smart Mobility for the Burlington Transportation Plan. Data collection has started. Steering committee and public involvement activities expected to begin in September.
- Richmond and Williston continue initial work on the East Hill Road Transportation Study. A public meeting is scheduled for early July. The orthoimagery and lidar terrain data for the Richmond portion of East Hill Road has been delivered by the orthoimagery contractor.

4.03 Transportation Model Maintenance– 100% Complete [Staff Manager: David Roberts] <http://www.ccmpto.org/modeling/>

- Version 2.2.4 of the model released in May. Responded to requests for the updated model files. More information available on the ccmpto website at: [http://www.ccmpto.org/modeling/release\\_history.html](http://www.ccmpto.org/modeling/release_history.html)

4.04 Chittenden Traffic Alert Program – **30% Complete for the season** [Staff Manager: David Roberts] <http://www.ccmpto.info/cta/>

- Traffic Alerts are being issued weekly with updates as necessary.

4.05 Transportation for Livable Communities (TLC) Grant Program – **85% Complete** [Staff Manager: Peter Keating] <http://www.ccmpto.org/consultants/tlc.html>

- Local Motion and Colchester projects nearing completion. New scope submitted for South Burlington project.

## **5. Transportation Programming** [Staff Manager: Christine Forde] <http://www.ccmpto.org/TIP/>

5.01 TIP Development – **FY07-10 TIP - 95% Complete**

- Board warned for Public Hearing the Draft FY07-10 TIP.
- TIP map being developed with CCRPC.

5.02 TIP Project Tracking and Management – **75% Complete**

- Draft project prioritization methodology was presented to TAC and Board. The Board recommended changes to be made. The methodology was updated and emailed to Board and TAC members. Board will discuss the revised methodology in July.
- TIP amendments approved for I-89 Culvert, South Burlington.

## **6. Public Involvement and Communications**

6.01 Public Involvement – **5 % Complete** [Third Sector Associates]

6.02 Communications – **100% Completed**

6.03 Legislative Monitoring – **100% Complete** [Staff Manager: Scott Johnstone]

- No activity to report as session has concluded.

## **7. Project Development** [Staff Manager: Christine Forde]

7.01 Project Definition (Scoping) Studies

Colchester/Essex/Essex Junction, Route 15 Bicycle/Pedestrian Path – [Staff Manager: Christine Forde - **90% complete**].

- Evaluating next steps to addressing VTrans comments on draft report.

South Burlington/Williston Multiuse Path Connection (Bridge over Muddy Brook) – **75%**

- Presented the project at VTrans Bi-Monthly Resource Coordination Meeting.
- Steering committee to meet in July to evaluate next steps.

VT15/Educational Drive, Essex Junction – **55%**

- Consultant developing alternatives.

VT116 Potash Brook Culvert, South Burlington

- Existing conditions information being collected.

Hinesburg Park and Ride, Hinesburg

- Alternatives are being developed.

VT15/Sand Hill Road

- Local Concerns Meeting held.

7.02 Locally Managed Project Definition (Scoping) Studies

- Silver Street Scoping report to be received in July.

## **8. CCMPO Strategic Plan – First Phase 100% Completed; Second Phase 35% Complete** [Staff Manager: Scott Johnstone]

- Refined committee structure options for committee consideration.