Appendix A

2008 State Fair
Transportation/Parking Operations and Management
Post Event Review Meeting
- Agenda
- Attendance Sheet
- Minutes
2008 State Fair
Transportation/Parking Operations and Management
Post Event Review Meeting
10:00 A.M on October 2, 2008
State Fair Grounds – Arts and Home Building

- Introductions
- Purpose and Format of Meeting – John Bassett, NYSDOT Main Office
  - what went right/wrong, 30 min or less, etc

- Communications – lead Josh Ribakove, NYSDOT R-3
  - 2 phase public outreach plan: Successful? Impact?
  - CCTV & Traffic Website: Improvements? # of hits?

- Contracting/Fiscal – lead Matt Morgan (State Fair) & Mike Kolb (TTI)
  - Contract with TTI: What went wrong this year? Next year? Any changes or similar agreement expected?
  - Billing Arrangement: Satisfactory?

- E-ZPass Parking Operations & Management – lead Ola Fawumi & Larry Ruzycky, NYSDOT Main Office
  - Tech Support: Needed to what extent next year?
  - Related Parking operations: signing, cones & drums, etc

- Traffic/Event Management & Plan – lead Eric Hansen & Diana Miller, NYSDOT R-3
  - Equipment (VMS, HELP, SMARTZONE, HAR): Enough? Performance?
    - New/additional resource/s needed?
    - DOT, SP and State Fair/Parking
  - Mobile Command Vehicle: Effectiveness? Problems?
  - Conditioning Reporting (STICC, etc): Summarize issues?

- Traffic Management Evaluation – lead Jeff Wojtowicz, RPI
  - Data Collection: Issues? Improvements? Next year?
  - Operations and Traffic Management observations: Summarize?
    - Report/Presentation?
  - Other: Implement any suggested scenario/s? What’s next?
Conclusion – John Bassett, NYSDOT Main Office
- Open forum for any other topic
- Next steps and review any action items
- Au Revoir!!!!!!!!!!
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Basset</td>
<td>NYSDOT MD</td>
<td>(516) 457-2384</td>
<td>bassetj.dot.state.ny.us</td>
</tr>
<tr>
<td>Ali Fauver</td>
<td>NYSDOT M-8</td>
<td>518-457-4450</td>
<td><a href="mailto:orriliki@dot.state.ny.us">orriliki@dot.state.ny.us</a></td>
</tr>
<tr>
<td>Larry Brevsky</td>
<td>NYSDOT NO</td>
<td>518-457-7451</td>
<td><a href="mailto:ilbray@dot.state.ny.us">ilbray@dot.state.ny.us</a></td>
</tr>
<tr>
<td>Jeff DeKorte</td>
<td>RPI</td>
<td>518-276-2769</td>
<td><a href="mailto:werdenj@rpi.edu">werdenj@rpi.edu</a></td>
</tr>
<tr>
<td>Nick Egan</td>
<td>RPI</td>
<td>518-457-4369</td>
<td><a href="mailto:reagan@rpi.edu">reagan@rpi.edu</a></td>
</tr>
<tr>
<td>Diana Miller</td>
<td>NYSDOT R-3</td>
<td>315-426-3131</td>
<td><a href="mailto:dmiller@dot.state.ny.us">dmiller@dot.state.ny.us</a></td>
</tr>
<tr>
<td>Jane Ohlman</td>
<td>NYSDOT R-3</td>
<td>315-426-4463</td>
<td><a href="mailto:johlmann@dot.state.ny.us">johlmann@dot.state.ny.us</a></td>
</tr>
<tr>
<td>John Reichelt</td>
<td>NYSDOT R-7</td>
<td>315-426-4405</td>
<td><a href="mailto:jreichelt@dot.state.ny.us">jreichelt@dot.state.ny.us</a></td>
</tr>
<tr>
<td>Eric Massey</td>
<td>NYSDOT R-3</td>
<td>315-247-0025</td>
<td><a href="mailto:emassey@dot.state.ny.us">emassey@dot.state.ny.us</a></td>
</tr>
<tr>
<td>Jim Laugeen</td>
<td>NYSDOT R-3</td>
<td>315-247-1422</td>
<td><a href="mailto:jlaugen@dot.state.ny.us">jlaugen@dot.state.ny.us</a></td>
</tr>
<tr>
<td>Jay Elhage</td>
<td>NYSDOT R-3</td>
<td>315-391-5655</td>
<td><a href="mailto:jelhage@dot.state.ny.us">jelhage@dot.state.ny.us</a></td>
</tr>
<tr>
<td>Chuck Kiesewit</td>
<td>NYSDOT R-3</td>
<td>315-426-4364</td>
<td><a href="mailto:ckiesewit@dot.state.ny.us">ckiesewit@dot.state.ny.us</a></td>
</tr>
<tr>
<td>Diana Gerace</td>
<td>NYSDOT R-3</td>
<td>315-428-4380</td>
<td><a href="mailto:dgerace@dot.state.ny.us">dgerace@dot.state.ny.us</a></td>
</tr>
<tr>
<td>Dave Hilley</td>
<td>DOT R-3</td>
<td>315-426-2712</td>
<td><a href="mailto:dhilley@dot.state.ny.us">dhilley@dot.state.ny.us</a></td>
</tr>
<tr>
<td>Josh Richaven</td>
<td>NYSDOT R-3</td>
<td>315-426-4351</td>
<td><a href="mailto:jorhcanav@dot.state.ny.us">jorhcanav@dot.state.ny.us</a></td>
</tr>
</tbody>
</table>
2008 NYS State Fair – Post Event Review Meeting Minutes

October 2, 2008, 10:00 AM – 11:45 AM

State Fair Grounds – Arts and Homes Building

Introductions

John Bassett (NYSDOT)
- Welcome and thanks to the participants.
- Claims that the Fair ran relatively smooth this year.
- Felt that the parking operations were better than in 2007 based on lessons learned from past experiences.
- Stated that construction had less of an impact this year, but same steps from the past were used to reduce its negative effects.

Matt Morgan (NYSF)
- Sends kudos to DOT, especially for the first day bridge accident on I-690 – proof of great communication and operations, great planning.
- Would like to see the E-ZPass demographics from the NYS Thruway Authority.
- Stated that he received a preliminary report on bus study for the parking operations and is waiting on for RPI to finalize it.

Jeff Wojtowicz (RPI)
- Stated that after some quick analysis of the bus data, normal bus pickup and drop-off times are about 3-5 minutes; with coach buses, it is about 8-11 minutes.

John Bassett (NYSDOT)
- As the meeting moves on to the other topics he encourages people present to speak freely and express their opinions.

Diana Miller (NYSDOT R-3)
- Asked if anyone had CENTRO bus ridership trends yet.

Matt Morgan (NYSF)
- Stated that the Fair was working basically at maximum bus usage. The ‘Park-and-Ride’ service was used more (5 last year to 7-8 buses this year, roughly). Looked to increasing more with southbound buses (such as with LaFayette school).

Communications

Josh Ribakove (NYSDOT R-3)
- Claims that this was the first year with true comprehensive media communication for the Fair
- Prior to the Fair most media outlets in the region and a few statewide were contacted.
- Drew Fuller (Engineer in charge of the I-690 construction) opened up the work zone the day before the Fair; Says drivers were not confused by it.
- Mentioned the accident that occurred on I-690 on the first day of the Fair
No communication trouble between DOT and other agencies
Communication with media also went well that day – all information was updated by the minute.
Stated that the joint press conference at the crash site was covered by virtually all available media outlets.
Praised Dave and Molly in the Mobile Command Vehicle.
Mentioned that “News 10” did a segment on traffic management operations (interviewed Dave and Molly).
Mentioned the presence of the Governor and excellent performance by everyone involved.

Matt Morgan (NYSF)
- Agreed with Josh’s points.

Josh Ribakove (NYSDOT R-3)
- NYS Fair Traffic website for the Fair had 2,471 unique visits this year compared to 12,228 last year.

Matt Morgan (NYSF)
- Questioned the reason behind the decline in unique visits to the website – were people more impressed with the Fair last year? Attendance only down 1%.

Josh Ribakove (NYSDOT R-3)
- Claimed the decrease in site views was mostly due to it being a novelty the previous year and people were more curious to check it out.
- Also claims that the website is not the best source of information for people traveling more than a half hour or more to the Fair. This is because the information is likely to be outdated when the motorist gets to the Fair.
- He encouragement for advertisement for future Fairs.
- There were not a lot of website referrals from print materials - most links came from Fair’s own site and one local news site. Improvement: Included url on each press release
- The main changes to site this year included some logos, fair events and a mobile version was added.
- On his end, there were no major complaints about the distinction between E-ZPass and E-ZPass Plus - most people already have E-ZPass Plus and those that do not know that they do not.

Contracting / Fiscal

John Bassett (NYSDOT)
- Asked Matt Morgan for any suggestions regarding future changes for E-ZPass for parking at the Fair.

Matt Morgan (NYSF)
- E-ZPass cost approximately $32,000 for use – more expensive than last year ($6k extra).
- He stated that it might not be worth it in the future and that they will have to analyze the statistics. Said they got the stats 2 days ago from Albany Airport (*Margret is no
more with them and they got it from someone new) Parking: went down a little ~8% while bus usage went up.

*Josh Ribakove (NYSDOT R-3)*
- Stated that most people do not realize the true cost of using E-ZPass (the cost for the agencies to provide the service). If not used in the future, public outreach will be needed to explain removal of E-ZPass.

*John Bassett (NYSDOT)*
- Asked if there were any ways to reduce the cost for TTI.

*Matt Morgan (NYSF)*
- TTI gave 3 alternatives – they chose middle-of-road option (not cheapest, not most expensive).

*Matt Morgan (NYSF)*
- Said there were issues with outfitting the new trailers with the E-ZPass equipment – width of poles, length of arms, etc. With each of the changes came additional costs from TTI.

*Ola Fawumi (NYSDOT)*
- Says not expect them in the future since this was the first time the trailers were deployed.

**E-ZPass Parking Operations & Management**

*Ola Fawumi (NYSDOT)*
- Stated that the MEU’s tie in to issues with the new trailers. Said that NYSDOT was worried about on-time delivery and worried about letting TTI work at-risk before the proposal was finalized (3 weeks before fair) for calibration and setup.

*John Bassett (NYSDOT)*
- The vendor of the trailers promised them to NYSDOT months before the Fair but they were delayed in getting them.

(Matt Morgan had to leave the meeting)

*Ola Fawumi (NYSDOT)*
- After the trailer issues worked out, DOT fitted them with things like keys, indicator lights etc. One unit’s CPU failed for a few hours but was fixed relatively quickly by TTI with DOT R3’s help.
- Stated that it would be good to have TTI tech support on-site, but might not need this in the future (extra cost).

*Dave Isbell (NYSDOT R-3)*
- Disagreed and thinks that it is important to have on-site support (not sure about costs though) due to uniqueness of the technology. Reiterates that the trailers were the DOT’s responsibility, even for minor problems.
John Bassett (NYSDOT)
- Mentioned that these trailers will also be used for other special events and data collection efforts throughout NYS as they are property of NYSDOT.

Ola Fawumi (NYSDOT)
- Stated that he heard complaints from people who had the indication light turn green when vehicles left (improper signal reads). Says this may be a problem with people parking close to readers – should have more drums/cones to block traffic.

Luke Delia (NYSF)
- Asked if anyone knew what the transmission cone looked like for an E-ZPass tag or the antenna.

Ola Fawumi (NYSDOT)
- Reported to Luke that he was not sure what the cone looked like.
- Stated that this year there was an issue of vandalism on with one of the MEU’s on the last day of the Fair.

Jay Elhage (NYSDOT R-3)
- Responded to the vandalism issue. He stated that the locks were ripped from the control box for the generator and another lock ripped for the computer system at the reader in the brown lot. The vandals did not take anything and did not seem to “fiddle with” anything. The lock was resecured the next day after vandalism was discovered. Stated that the box is only a plastic cabinet and if people really want to get in there, they probably will find a way.

Ola Fawumi (NYSDOT)
- Did not think incident is likely to reoccur.
- Someone complained on IntraDOT that E-ZPass readers were not working and they had to pay cash.
- Spoke to Dave Isbell constantly and the trailers were always reported to be working fine. For the most part these trailers worked really well.

John Bassett (NYSDOT)
- Asked for comments on the parking operations.

Luke Delia (NYSF)
- Not many issues this year. Integrating E-ZPass worked well and lessons were learned from last year.

Jay Elhage (NYSDOT R-3)
- Stated that readers did not need to be reset nearly as much as in 2007.

Traffic / Event / Management & Plan

John Bassett (NYSDOT)
- Asked for impressions of the overall traffic management plan.
**Eric Hansen (NYSDOT R-3)**
- Stated that there were not too many changes from 2007—some portable signs were removed, some permanent ones installed. Overall, traffic was much smoother than last year.
- Murbro learned from past situations and how to handle them and thus improved their performance.
- Park-and-ride usage increased.
- Eliminating E-ZPass would mean a lot of changes in terms of signage and they will have to modify the plan a bit if this happens.

**Diana Miller (NYSDOT R-3)**
- Stated that once the spare arms were installed for the E-ZPass readers the service greatly improved.
- From personal observations, traffic seemed to run better than last year.
- Mentioned the heavy traffic before the Rascal Flatts concert. Said that IP-based modems were installed in VMS (but not all, though it is preferred) which improved communications speed. Exit 7 WB sign could benefit from better speed.

**Eric Hansen (NYSDOT R-3)**
- As time goes on and people get used to equipment and operations, things naturally improve. Thinks another sign on Exit 6 WB is needed to split the traffic and have them use the shoulder.

**Jay Elhage (NYSDOT R-3)**
- Said that NYS Troopers (Bernie) wants to split the Exit 7 WB ramp into two lanes with cones or by other physical means during the entire Fair, not just when it is busy.

**Eric Hansen (NYSDOT R-3)**
- Eric feels that the bridge construction creates a filter affect and keeps the traffic getting off at Exit 7 WB metered. He is concerned with the effects of opening the work zone next year and what it will have for safety.

**Diana Miller (NYSDOT R-3)**
- Praised media encouraging Exit 6 - could even be promoted more.

**Josh Ribakove (NYSDOT R-3)**
- Agreed with Diana and said more promotion will continue.

**Eric Hansen (NYSDOT R-3)**
- Talked about the queue on the shoulder of the Exit 6 WB ramp which is now used for vehicles going into the parking lot. Says this is a big issue and the reason why an extra sign might be good – does not want too many people stopping in right lane and no one using the shoulder, which has been occurring.

**Dave Isbell (NYSDOT R-3)**
- Talked about signage issues. Some issues include:
  - Overkill on Exit 7 WB E-ZPass & Cash signs – need to think about what is really needed,
- Responded to John Bassett’s comment about the Mobile TMC – it worked well and proved its worth on the first day alone. Would be good to have it next year.
- Responded to John Bassett’s comment about H.E.L.P. use – it was about the same amount as last year. Coordination with 911 was better; State Police really want it for next year. Says this needs a lot of lead time for planning.

**Traffic Management & Parking Evaluation**

*Jeff Wojtowicz (RPI)*

- Thanks to everyone for data that was collected during the 2008 Fair. Most data is now in hand but RPI is still waiting for some data from the NYSTA.
- Discussed the RPI wireless solar powered E-ZPass trailer deployments.
  o Thanked and commended Larry Hazzard’s (R-3 NYSDOT residency) crew was great in coordinating with RPI for its E-ZPass trailer deployment.
  o These were not deployed throughout the construction detour like last year, but still strategically placed to find travel times through I-690 and State Fair Blvd.
  o Could be used in the future in conjunction with VMS to provide travel times to the various parking lots and possibly shift people off of State Fair Blvd.
- Other notes:
  o I-690 first-day accident coordination was very good.
  o Said that visibility of the I-690 traffic light heading eastbound is a problem (bridge overhead blocks view). However, he believes that there were no accidents during the 2008 Fair.
  o I-690 Exit 6 WB – people do not want to use the shoulder – “monkey-see-monkey-do” mentality sometimes encourages people to use normal right lane alone and ignore signs that allow shoulder use.
  o Pedestrians from pink lot cutting across State Fair Boulevard near Gate 5 without a crosswalk, this is unsafe and needs attention (fencing?).
  o Stated that the bus parking areas at the main entrance are basically at-capacity. An alternative location should be looked at so that the buses are not competing with other traffic at this intersection.
  o It was noticed several times that Bridge Street (approaching SFB) had very bad performance (queues sometimes backed up for 1.5-2 miles) – this should be addressed for next year’s fair.
- RPI will soon start diving into the traffic data, doing year-to-year comparisons and submitting a report in December.
- Responded to John Bassett about any other thoughts on bus operations – Jeff thinks that the buses, Centro, and the State Police are basically doing the best they can with what they have.

*Ola Fawumi (NYSDOT)*

- Asked if RPI needs E-ZPass statistics for parking.

*Jeff Wojtowicz (RPI)*
- Yes, and hopefully RPI will be getting them soon from the NYSTA.

**Diana Miller (NYSDOT R-3)**
- Asked if RPI has videotape of the signage on I-690.

**Jeff Wojtowicz (RPI)**
- Yes, recorded video with help of the NYS State Police, states that he can provide a DVD copy.

**John Bassett (NYSDOT)**
- Agreed that review of signage is necessary. Also agrees that cost review for E-ZPass would be good. Said that whatever can be done to bring back help without relying on the local DOT regional office would be good.

**Jeff Wojtowicz (RPI)**
- Also mentioned a problem he heard with long-distance travelers asking about parking and fair information for the Jonas Bros concert (people from places such as Albany, Vermont, Canada, etc).

**Various**
- Claimed that good information is on the fair website, and will look into how well it is advertised.

**Luke Delia (NYSF)**
- Said he will look into it, and also look into what parking information is including with with ticket prints (ex. Map, address, website etc). Says that the State Police asked if there were any operations tweaks made with GPS companies and units in mind?

**John Bassett (NYSDOT)**
- Efforts were made (for a different project) to integrate traveler information with services such as MapQuest, with not a lot of luck and little results.