



***Ithaca-Tompkins County Transportation Council***

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**AGENDA AND MEETING NOTICE**  
**POLICY COMMITTEE MEETING**

**Date: Tuesday, May 17, 2016**

**Time: 2:00 P.M. – 4:00 P.M.**

**Location: Ithaca-Tompkins Transit Center  
737 Willow Ave., Ithaca N.Y**

- |       |   |                        |
|-------|---|------------------------|
| I.    | Public Comment Period   |                        |
| II.   | Approval of Action Summary – March 8, 2016  | Policy Committee Chair |
| III.  | Election of Officers  | Policy Committee Chair |
| IV.   | Planning Committee Report   |                        |
| V.    | 2014-18 TIP Action<br>Amendment: Deletion of NYSDOT Overhead Sign Structure project | NYSDOT                 |
| VI.   | 2017-2021 TIP Development Update  | Fernando de Aragón     |
| VII.  | 2016 Conformity Determination – <i>Resolution 2016-03</i>                           | Fernando de Aragón     |
| VIII. | Title VI Plan – <i>Resolution 2016-04</i>   | Fernando de Aragón     |
| IX.   | Director’s Report   | Fernando de Aragón     |
| X.    | Member Reports  | Committee Members      |
| XI.   | Adjournment   |                        |

**\*\* Please allow two hours for this meeting\*\***

All meetings of the ITCTC are open to the public and held in accessible facilities

## ITEM I

### Public Comment Period

**Report:** This agenda item is provided for the purpose of allowing members of the public to comment on issues of concern.

**Action Requested:** This item is for informational purposes.

## ITEM II

### Approval of Committee Action Summary – March 8, 2016

**Report:** The March 8, 2016 Action Summary is attached to the end of this meeting packet.

**Action Requested:** Motion to approve the March 8, 2016 Action Summary for the ITCTC Policy Committee.

## ITEM III

### Election of Officers

**Report:** Kate Supron, Policy Committee chair, has announced she has accepted a full time position that will require her to step down as Village of Cayuga Heights mayor and from the ITCTC by the end of May. According to Section II.4 of the *Unified Operations Plan*, "If the Chairperson position becomes vacant, the Vice-Chairperson will assume the office of Chairperson." Mr. Goodman, current vice-chair, has agreed to assume the role of chairperson starting June 1, 2016.

As a result of the above, the Policy Committee will need to hold an election for the position of vice-chairperson to cover the remaining term. **Members of the Policy Committee interested in being nominated should contact the Staff Director prior to the May 17, 2016 meeting.**

**Action Requested:** Election of new Vice-Chairperson of the ITCTC Policy Committee.

## ITEM IV

### Planning Committee Report

**Report:** The ITCTC Planning Committee took the following actions during the April 19, 2016 meeting:

1. Unanimously recommended Policy Committee approval of the 2014-2018 TIP Amendment: *Deletion-Overhead Sign Structure Project*.
2. Unanimously recommended Policy Committee approval of Resolution 2016-03: *Approving the Ithaca-Tompkins County Transportation Council 2016 MPO Self-Certification*.
3. Unanimously recommended Policy Committee approval of Resolution 2016-04: *Approving the Ithaca-Tompkins County Transportation Council Civil Rights/Title VI Implementation Plan*.

**Action Requested:** This item is for informational purposes.

**2014-18 TIP Action Amendment**  
**Deletion of NYSDOT Overhead Sign Structure project**

**Report:** NYSDOT has requested deletion of a regional project from the 2014-18 TIP - *Overhead Sign Structure & Panel Repair/Replace Contract*. This project is proposed for removal because not enough sign work was assigned during the 2015 construction season.

More information in the amendment form below.

**Action Requested:** Policy Committee approval of the 2014-18 TIP amendment deleting the NYSDOT *Overhead Sign Structure & Panel Repair/Replace Contract* project (PIN: 380695)

**2014-2018 TRANSPORTATION IMPROVEMENT PROGRAM**

\*\*Amendment\*\*

**New York State Dept. of Transportation**  
**Deletion-Overhead Sign Structure Project**

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved a Transportation Improvement Program (TIP) Amendment on **May 17, 2016**, during a regularly scheduled meeting. This amendment was considered and approved by the Planning Committee during their meeting of April 19, 2016. The action on the 2014-2018 TIP and the current State Transportation Improvement Program (STIP) affects one project as described below.

**Description:**

NYSDOT has requested the deletion of one project, *Overhead Sign Structure & Panel Repair/Replace Contract* (PIN 380695), as shown in Attachment A. This project is proposed for removal because not enough sign work was assigned during the 2015 construction season.

This project, *Overhead Sign Structure & Panel Repair/Replace Contract* (PIN 380695), will be deleted from the ITCTC 2014-2018 TIP and STIP. The TIP and STIP will remain fiscally constrained.

<b>TIP date</b>	2013		<b>PIN</b>	380695		<b>BIN</b>		
<b>Project Name</b>	<i>Overhead Sign Structure &amp; Panel Repair/Replace Contract</i>							
<b>Sponsor</b>	NYSDOT							
<b>Description</b>	REPAIR/REPLACE CONTRACT							
<b>Fund Source:</b> STP-Flex								
<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>13/14</b>	<b>14/15</b>	<b>15/16</b>	<b>16/17</b>	<b>17/18</b>	<b>5 YR Total</b>
C-7-Detailed Design	STP-FLEX	'9-14	\$250	\$0	\$0	\$0	\$0	\$250
C-8-Detailed Design_2	NHPP	'9-14	\$1,250	\$0	\$0	\$0	\$0	\$1,250
G-18-Construction	STP-FLEX	'4-15	\$0	\$2,500	\$0	\$0	\$0	\$2,500
G-19-Construction_2	NHPP	'4-15	\$0	\$12,500	\$0	\$0	\$0	\$12,500
H-22-Inspection	STP-FLEX	'4-15	\$0	\$250	\$0	\$0	\$0	\$250

H-23-Inspection_2	NHPP	'4-15	\$0	\$1,250	\$0	\$0	\$0	\$1,250
<b>Total:</b>			\$1,500	\$16,500	\$0	\$0	\$0	\$18,000
<i>Federal Funding:</i>			\$1,200	\$13,200	\$0	\$0	\$0	\$14,400
<i>State Funding:</i>			\$300	\$3,300	\$0	\$0	\$0	\$3,600
<i>Local Funding:</i>			\$0	\$0	\$0	\$0	\$0	\$0

**ACTION: DELETE PROJECT**

**ITEM VI**

**2017-2021 TIP Development Update**

**Report:** 2017-21 TIP development continues on schedule. Final 2017-21 TIP approval will take place during the June 21, 2016 ITCTC Joint Meeting.

The ITCTC announced a public comment period which ran through April 8. The draft 2017-21 tables have been posted on the ITCTC website: [http://www.tompkinscountyny.gov/files/itctc/tip/17-21tip/DraftTables%26Directory\\_030816.pdf](http://www.tompkinscountyny.gov/files/itctc/tip/17-21tip/DraftTables%26Directory_030816.pdf). Along with the individual project tables is a Project Summary Table for all projects: [http://www.tompkinscountyny.gov/files/itctc/tip/17-21tip/TIP1721\\_ProjectSummaryInformation-031516.pdf](http://www.tompkinscountyny.gov/files/itctc/tip/17-21tip/TIP1721_ProjectSummaryInformation-031516.pdf).

A public meeting was held March 15, 2016. No comments have been received from the public. All draft TIP information will continue to be posted prominently on the ITCTC website through May. NYSDOT has provided comments on the text that accompanies the project tables. This input has been incorporated into the text.

Policy Committee members are invited to review the draft TIP in the ITCTC website and provide comments to ITCTC staff. More details will be presented at the meeting.

**Action Requested:** Review and comment on the draft 2017-21 TIP.

**2016 Conformity Determination – Resolution 2016-03**

**Report:** Along with the TIP update, the MPO is expected to complete a self-certification report that certifies that the metropolitan transportation planning process is being carried out in accordance with all applicable federal requirements. The format for this document is similar to ones used in the past, essentially a narrative answering a series of questions. The draft *ITCTC 2016 Self-Certification* needs to be approved by resolution. Please review the draft Resolution 16-03 and its attachment and share any comments with Fernando de Aragón. The document is included separate from this agenda due to its length.

**Action Requested:** Policy Committee approval of Resolution 16-03: *Approving the Ithaca-Tompkins County Transportation Council 2016 MPO Self-Certification.*

**RESOLUTION 16-03****APPROVING THE ITCTC 2016 MPO SELF-CERTIFICATION**

**WHEREAS,** the *Ithaca-Tompkins County Transportation Council* has been designated by the Governor of the State of New York as the Metropolitan Planning Organization (MPO) for the Ithaca-Tompkins County Metropolitan Area; AND

**WHEREAS,** as the designated MPO, the *Ithaca-Tompkins County Transportation Council* is charged with conducting a "continuing, cooperative, and comprehensive" transportation planning process; AND

**WHEREAS,** in accordance with the joint Metropolitan Planning Rule, 23 CFR part 450/23 CFR part 613, the *Ithaca-Tompkins County Transportation Council* has conducted an MPO self-certification covering its 2015-2016 program year; AND

**WHEREAS,** the Transportation Policy Committee has reviewed the 2016 Self-Certification narrative prepared and recommended by its Staff Director and Planning Committee;

**NOW THEREFORE BE IT RESOLVED,** that in accordance with 23 CFR 450.334, the *Ithaca-Tompkins County Transportation Council*, the designated Metropolitan Planning Organization for the Ithaca-Tompkins County, New York, Metropolitan Area, hereby certifies that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. Section 5303 and 23 CFR 450 Subpart C.
- (2) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 200d-1) and 49 CFR part 21;
- (3) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (4) Section 1101(b) of the Fixing America's Surface Transportation Act (FAST Act - P.L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded planning project;
- (5) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-Aid highway construction contracts;
- (6) The provisions of the American with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27,37 and 38;
- (7) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal finance assistance;
- (8) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (9) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) AND 49 CFR part 27 regarding discrimination against individuals with disabilities;

**BE IT FURTHER RESOLVED,** that the 2016 MPO Self-Certification Narrative, labeled as "ATTACHMENT A" is hereby made an integral part of this resolution;

**BE IT FURTHER RESOLVED,** that the *Ithaca-Tompkins County Transportation Council* hereby instructs and authorizes its Staff Director to submit this resolution and all necessary documentation to the appropriate State and Federal agencies to ensure timely approval of this certification.

This resolution having been considered and approved on May 17, 2016.

**Title VI Plan – Resolution 2016-04**

**Report:** As a sub-recipient of federal transportation funds, the ITCTC must comply with federal Title VI non-discrimination and civil rights requirements. NYSDOT's Civil Rights office has contacted the ITCTC and its host, Tompkins County, to certify compliance with Title VI requirements. Other than answering a questionnaire, which has been completed, one of the principal requirements is to develop a Civil Rights/Title VI Plan. Please review the draft Resolution 16-04 and its attachment (Civil Rights/Title VI Plan) and share any comments with Fernando de Aragón.

Currently, Tompkins County is on a longer timeline to develop its Civil Rights Plan. Once it is completed the ITCTC will fall under the County's umbrella. In the meantime, the ITCTC will be taking action to meet all the actions specified in its own Civil Rights Plan.

**Action Requested:** Policy Committee approval of Resolution 16-04: *Approving the Ithaca Tompkins County Transportation Council Civil Rights/Title VI Implementation Plan.*

**RESOLUTION 16-04**

**APPROVING THE ITCTC CIVIL RIGHTS/TITLE VI IMPLEMENTATION PLAN**

- WHEREAS,** the *Ithaca-Tompkins County Transportation Council* has been designated by the Governor of the State of New York as the Metropolitan Planning Organization (MPO) for the Ithaca-Tompkins County Metropolitan Area; AND
- WHEREAS,** as the designated MPO, the *Ithaca-Tompkins County Transportation Council* is charged with conducting a "continuing, cooperative, and comprehensive" transportation planning process; AND
- WHEREAS,** the *Ithaca-Tompkins County Transportation Council* operations are funded with Federal Highway Administration P.L. and Federal Transit Administration Section 5303 program funds; AND
- WHEREAS,** Title VI of the Civil Rights Act of 1964 and subsequent Federal statutes, regulations and executive orders protect individuals and groups from discrimination in programs and activities that receive Federal financial assistance.
- WHEREAS,** Discrimination on the basis of race, color, national origin, sex, age, disability, low income or Limited English Proficiency status is prohibited and unlawful; AND
- WHEREAS,** NYSDOT encourages the development of a Civil Rights/Title VI Plan as a means of documenting Title VI activities and processes; AND
- NOW THEREFORE BE IT RESOLVED,** that the *Ithaca-Tompkins County Transportation Council*, the designated Metropolitan Planning Organization for the Ithaca-Tompkins County, New York, Metropolitan Area, hereby approves the Ithaca-Tompkins County Transportation Council Civil Rights/Title VI Implementation Plan;
- BE IT FURTHER RESOLVED,** that the Ithaca-Tompkins County Transportation Council Civil Rights/Title VI Implementation Plan, labeled as "ATTACHMENT A" is hereby made an integral part of this resolution;
- BE IT FURTHER RESOLVED,** that the *Ithaca-Tompkins County Transportation Council* hereby instructs and authorizes its Staff Director to submit this resolution and all necessary documentation to the appropriate State and/or Federal agencies as required.

This resolution having been considered and approved on May 17, 2016.

ITEM IX

**Director's Report**

**Report:**

- ***Electric Vehicle Infrastructure Plan***

**Action Requested:** This item is for information purposes.

ITEM X

**Member Reports**

**Report:** This agenda item is provided for the purpose of allowing members to discuss issues of common concern. Examples might include: UPWP-related activities, local implementation of actions identified in the LRTP, or construction updates.

**Action Requested:** This item is for information purposes.

ITEM XI

**Adjournment**

**\*\*\* A joint meeting of the ITCTC Planning & Policy Committees will be held on:  
Tuesday, June 21, 2016, 2:00 p.m.  
At the Transit Center\*\*\***

**The 2016 Meeting Schedule can be viewed on the ITCTC website: <http://tompkinscountyny.gov/ITCTC/meetings>**

*If you are unable to attend a meeting please inform the ITCTC Office and arrange for your proxy to be in attendance. Meetings may be cancelled in advance due to a lack of sufficient action items on the agenda.*

**THE FOLLOWING PAGES CONTAIN THE ATTACHMENT FOR  
AGENDA ITEM II**

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- II. Approval of Committee Action Summary – March 8, 2016**  
*(See page 1 above)*

Approval of Action Summary  
*March 8, 2016 Meeting*

**POLICY COMMITTEE MEETING ACTION SUMMARY**

**March 8, 2016 - Ithaca Tompkins Transit Center**  
**2:00 p.m.**

**Present:** **Kate Supron, Chair** (Village of Cayuga Heights), **Bill Goodman, Vice Chair** (Town of Ithaca), **Dooley Kiefer**, (Tompkins County Legislature), **Don Hartill** (Village of Lansing), **Timothy Logue** (City of Ithaca), **Mark Frechette** (NYSDOT), **Reed Huegerich** (Cornell University), **Diana Miller** (NYSDOT).

**Excused:** **Kevin Bush, Secretary** (NYSDOT), **Ray Burger** (Town of Dryden), **Svante Myrick**, (City of Ithaca), **John Gutenberger** (Cornell University), **Bridgette Brady** (Cornell University), **Darby Kiley** (Town of Ulysses), **Bill Gray** (TCAT Board Chair), **Mark Witmer** (Town of Caroline), **Laura Shawley** (Town of Danby), **Ann Rider** (Town of Enfield), **Don Scheffler** (Town of Groton), **Ed LaVigne** (Town of Lansing), **Jeffrey Hart** (Town of Newfield), **Brent Cross** (Village of Cayuga Heights, alternate), **Gerry Monaghan** (Village of Lansing, alternate), **Rob Howe** (Town of Ithaca, alternate), **Mike Lane** (Tompkins County Legislature, alternate), **Jason Leifer** (Town of Dryden, alternate), **James Goveia** (FTA), **Benjamin Fischer** (FHWA), **Tom Mank** (ITCTC).

**Staff:** **Fernando de Aragón, Teresa Linde, Victor Jorin**

**Guests:** **Dwight Mengel** (Tompkins County DSS, Chief Transportation Planner).

*Kate Supron assumed the Chair at approximately 2:10 PM and called the meeting to order.*

**I. Public Comment Period**

***Report:*** There were no public comments.

**II. Approval of Action Summary – December 15, 2015**

***Action:*** The Action Summary from December 15, 2015 was Moved by Tim Logue, seconded by Bill Goodman and approved by consensus without modification.

### III. Review and Approval of 2016-2017 UPWP, Resolutions 2016-01 and 2016-02

**Report:** Fernando de Aragón reported the following:

- The ITCTC Planning Committee reviewed and recommended approval of resolutions 2016-01 and 2016-02 during their February 16, 2016 meeting.
- NYSDOT Albany reviewed the UPWP and came back with minimal changes to text that has been incorporated into the final version. They also had a discrepancy between the carryover balance in their records and those of the ITCTC; NYSDOT directed us to use the ITCTC carryover numbers in the UPWP.
- Largely due to a significant reduction in the county fringe rate for 2016, there was no need to re-program carryover funds.
- The budget is basically flat with last year; next year's 2017-2018 UPWP should reflect appropriations coming out of the Fixing America's Surface Transportation Act (FAST).
- Along with the many other emphasis areas in the UPWP, the ITCTC staff will be working on the TIP update and to regionalize the rideshare program.

Fernando de Aragón asked if there were any questions on the UPWP and replied to the following (answers designated below as *FdA*):

- Don Hartill: What percentage of commutes are rideshare? *FdA: The most recent figure is 11% but there is potential to capture more from other counties in a regional effort. The number used to be higher, but low gas prices have reduced participation in rideshares.*
- Dooley Kiefer: Page 2 of the UPWP, MPO Structure, under Policy Committee membership, does not include the county. *FdA: That is an error that will be corrected in the final report.* Page 14, the word "mileage" is misspelled. *FdA: That is an error that will be corrected in the final report.*  
Who is on the Coordinated Plan Committee? *FdA: myself, Dwight Mengel, representatives from Social Services, Gadabout, and Challenge Industries. The full name is the Coordinated Public Transit-Human Services Transportation Plan; it is referred to as "the coordinated plan" for simplicity.*
- Bill Goodman: Under federal requirements, does the UPWP have to go through the TCAT Board for approval? *FdA: No, this is an ITCTC document requiring approval from the ITCTC Planning and Policy Committees before being forwarded to the state and federal agencies; TCAT is involved in that it has representatives on both ITCTC committees.*
- Dooley Kiefer: The Cornell Community Investment Initiative is just a bullet in the agenda (Item III), is there any further description? *FdA: The initiative is not active at this time but it is not dead and is not well-defined. There is a brief description on the bottom of page 4 of the UPWP. Does the committee want the Cornell Initiative taken out of the UPWP document? Reed Huegerich: Cornell is wrapping up the original concept but it may come back in a reiteration. The concept is still applicable; funding is a possibility in the future, it seems appropriate to leave it in the UPWP. Tim Logue: At this point, the municipalities have a larger role in the projects than the ITCTC. Don Hartill: The ITCTC should remain involved for its role in securing federal funding.* The consensus of the committee members was for the Cornell initiative to remain in the UPWP.

The resolutions were moved, seconded and approved. Dooley Kiefer noted an error in Resolution 2016-02 in reference to FAST; the word "Public" will be replaced with the word "Surface" in the first and third "Whereas" of the resolution.

**Action: Resolution 2016-01, Approval Of The 2016-2017 Ithaca-Tompkins County Transportation Council Operating Budget**, was Moved by Don Hartill, seconded by Tim Logue and approved by consensus.

**Action: Resolution 2016-02, Approval Of The 2016-2017 Ithaca-Tompkins County Transportation Council Unified Planning Work Program**, was Moved by Don Hartill, seconded by Mark Frechette and approved by consensus with the minor corrections to pages 2 and 14, as noted in the seventh bullet above.

RESOLUTION 2016-01

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**APPROVAL OF THE 2016-2017 ITHACA-TOMPKINS COUNTY  
TRANSPORTATION COUNCIL OPERATING BUDGET**

- WHEREAS,** the *Ithaca-Tompkins County Transportation Council* was designated by the Governor of the State of New York as the Metropolitan Planning Organization for the Ithaca-Tompkins County Metropolitan Area; AND
- WHEREAS,** as the designated Metropolitan Planning Organization for the Ithaca-Tompkins County Metropolitan Area the *Ithaca-Tompkins County Transportation Council* receives certain federal and state grants for the purpose of conducting transportation planning activities in a “*comprehensive, continuing, and cooperative*” manner; AND
- WHEREAS,** the *Ithaca-Tompkins County Transportation Council* is provided with administrative services, including budget and financial services, by its Host Agency, Tompkins County; AND
- WHEREAS,** the *Ithaca-Tompkins County Transportation Council* has reviewed its proposed 2016-2017 Operating Budget for the period of April 1, 2016 through March 31, 2017;
- NOW THEREFORE BE IT RESOLVED,** that the *Ithaca-Tompkins County Transportation Council* does hereby adopt the 2016-2017 Operating Budget for the period April 1, 2016 through March 31, 2017 and directs the Host Agency to implement said budget;
- BE IT FURTHER RESOLVED,** that the *Ithaca-Tompkins County Transportation Council* does hereby authorize its Staff Director to take the necessary administrative actions to implement and administer said budget, as represented in “ATTACHMENT A”, which is hereby made an integral part of this resolution;
- BE IT FURTHER RESOLVED,** that the *Ithaca-Tompkins County Transportation Council* does hereby request that the Host Agency take the appropriate actions necessary to cause this adopted budget to be fully implemented without interruption prior to March 31, 2016.

This resolution having been considered and approved on March 8, 2016.

Signature On File  
Kate Supron, Chair

Signature On File  
Kevin Bush, Secretary

**ATTACHMENT A  
RESOLUTION 2016-01**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>2016-2017 FHWA</b>	<b>2016-2017 FTA</b>	<b>2016-2017 TOTAL</b>
<b>REVENUES:</b>				
.4959	FEDERAL AID GRANT	\$282,796	\$40,131	\$322,927
	REPROGRAMMED FUNDS	\$0	\$0	\$0
	<b>TOTAL REVENUES</b>	<b>\$282,796</b>	<b>\$40,131</b>	<b>\$322,927</b>
<b>EXPENSES:</b>				
	COMBINED SALARIES	174,686	23,595	198,281
.8800	FRINGE	79,849	10,785	90,634
.2206	COMPUTER EQUIPMENT	2,246	0	2,246
.2210	OTHER EQUIPMENT	0	0	0
.2214	FURNITURE & FIXTURES	375	225	600
.2230	COMPUTER SOFTWARE	1,300	200	1,500
.4303	OFFICE SUPPLIES	350	150	500
.4330	PRINTING	4,700	0	4,700
.4332	BOOKS/PUBLICATIONS	100	100	200
.4342	FOOD	500	0	500
.4400	PROGRAM EXPENSE	0	0	0
.4402	LEGAL ADVERTISING	1,205	296	1,501
.4412	TRAVEL/TRAINING	1,200	1,300	2,500
.4414	LOCAL MILEAGE	1,420	580	2,000
.4416	PROFESSIONAL DUES	600	0	600
.4424	EQUIPMENT RENTAL	2,000	1,000	3,000
.4425	SERVICE CONTRACTS	1,500	500	2,000
.4432	RENT	765	0	765
.4442	PROFESSIONAL SERVICE FEES	7,200	0	7,200
.4452	POSTAGE SERVICES	1,000	500	1,500
.4472	TELEPHONE	800	700	1,500
.4618	INTERDEPARTMENTAL CHARGE	1,000	200	1,200
	<b>TOTAL EXPENSES</b>	<b>\$282,796</b>	<b>\$40,131</b>	<b>\$322,927</b>

**RESOLUTION 2016-02**

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***APPROVAL OF THE 2016-2017***  
**UNIFIED PLANNING WORK PROGRAM**

- WHEREAS,** the *Fixing America's Surface Transportation Act* (FAST) requires that Metropolitan Planning Organizations be established in each urbanized area of over 50,000 in population; AND
- WHEREAS,** the *Ithaca-Tompkins County Transportation Council* has been designated by the Governor of the State of New York as the Metropolitan Planning Organization for the Ithaca-Tompkins County Urbanized and approved Metropolitan Planning Areas; AND
- WHEREAS,** the *Fixing America's Surface Transportation Act* requires Metropolitan Planning Organizations to carry out a "*continuing, cooperative, and comprehensive*" urban transportation planning process that addresses all modes of transportation; AND
- WHEREAS,** in order to implement a continuous, cooperative, and comprehensive transportation planning process in the Ithaca-Tompkins County Metropolitan Area, it is a requirement to develop an annual Unified Planning Work Program (UPWP); AND
- WHEREAS,** the Ithaca-Tompkins County Transportation Council, in accordance with the requirements of the FAST Act and its corresponding regulations (23 CFR §450.308(d)), has developed a Simplified Statement of Work for fiscal year 2016-2017 that serves as the Unified Planning Work Program; AND
- WHEREAS,** in order to support the elements of the 2016-2017 Unified Planning Work Program, the *Ithaca-Tompkins County Transportation Council* continues its designation of the New York State Department of Transportation to be the grant applicant on its behalf; AND
- WHEREAS,** the New York State Department of Transportation has agreed to apply for necessary regular program funding under the Federal Transit Administration Section 5303 program, under the Federal Transit Administration Section 5307 program, and under the Federal Highway Administration "PL" transportation planning program in amounts consistent with this approved 2016-2017 Unified Planning Work Program;
- NOW THEREFORE BE IT RESOLVED,** that the Ithaca-Tompkins County Transportation Council hereby approves the 2016-2017 Unified Planning Work Program and directs the submission thereof to the appropriate Federal and State agencies and directs the filing of the appropriate grant applications to support the program;
- BE IT FURTHER RESOLVED,** that the Transportation Policy Committee of the Ithaca-Tompkins County Transportation Council hereby authorizes and directs its Staff Director to execute and administer the 2016-2017 Unified Planning Work Program in cooperation with and with the assistance of the Transportation Planning Committee.

This resolution having been considered and approved on March 8, 2016.

Signature On File  
Kate Supron, Chair

Signature On File  
Kevin Bush, Secretary

#### IV. 2017-2021 TIP Update Report

**Report:** Fernando de Aragón reported the following:

- Pages 7 and 8 of the agenda packet contain the list of continuing and new projects proposed for the 2017-2021 TIP. They have been reviewed by the Planning Committee.
- Project sponsors have met multiple times to produce this list of projects. The process has been great so far, with sponsors working very cooperatively and taking into consideration that the needs outweigh the available funding.
- A public meeting is being held on March 15<sup>th</sup> from 6:00 to 7:30 p.m. at the Old Jail Building.
- Another update will be reviewed at the April ITCTC meeting with the hope of final approval during the joint June 21<sup>st</sup> meeting.
- If everything moves quickly, final approval could happen as soon as the May 17<sup>th</sup> Policy Committee meeting.

Mark Frechette added two comments:

- He asked that the Newfield project be called a bridge, not a culvert, in its TIP description.
- The Route 34B Bridge over Salmon Creek in Lansing has, after inspection, been deemed to be one of the worst bridges in the region. Temporary work has been done on the bridge, and periodic inspections will take place, to keep the bridge in use. This bridge will need a total replacement in the near future; because it goes over a very deep gorge, it will be an expensive project estimated to be around \$22 million. The Governor has been talking about a competitive bridge program. NYSDOT believes the Route 34B Bridge over Salmon Creek would be a good candidate to compete for this funding. Fernando de Aragón asked if detailed guidelines have come out for that program. Mr. Frechette replied that the only guidelines available are those currently in the program updates. More will be reported on this as information becomes available.

**Action:** This item was for informational purposes only.

#### V. Director's Report

**Report:** Fernando de Aragón reported the following:

1. **Electric Vehicle Project Update.**

- The contract was awarded to Energetics Inc., their headquarters is in Maryland but they have an office in Clinton, New York. The company has a lot of experience with this type of project and with NYSERDA grants.
- Tompkins County will execute the contract and Fernando de Aragón will be the project manager.
- The Steering Committee contains representatives from the City, Town of Ithaca, Cornell, Tompkins County Planning, and the ITCTC.
- Among the many things to be included in the consultant's work will be:
  - Develop criteria for building charging stations.
  - Identify five locations for stations.
  - Develop detailed plans on the design, installation, and managing of the charging stations.
- Don Hartill reported that the first charging station was installed in the Village of Lansing at B.J.s, and four or five stations are now on Cornell campus in the parking garage. Fernando de Aragón added that there are also charging stations at the hospital, Taitem Engineering, and Diane's service station on State Street. There was a brief discussion on the improvements made over the years in the distance electric vehicles can travel on a charge and how that may continue to increase with the greater availability of public charging stations. Having convenient places to charge your car throughout the area can encourage the public to use the more energy efficient vehicles.

**Action:** This item was for informational purposes only.

#### VI. Member Reports

1. **Don Hartill (Village of Lansing).**

- There is a new traffic light on North Triphammer and Craft Roads. It was a joint project between the municipality and the property owner.
- This summer N. Triphammer Road will undergo milling and paving for approximately one-mile, from the Tompkins Trust Company Bank to Craft Road. It costs approximately \$1 million to mill and resurface one mile.

2. **Bill Goodman (Town of Ithaca).**

- The upper part of Sandbank Road will be redone this summer; the road will be closed during construction.

3. **Tim Logue (City of Ithaca).**

- The Lake Street Bridge will be going to construction this May; there will be full closure of the bridge during construction, with a detour to Cayuga Street.
- Public comments, on the proposed bike boulevard for Tioga Street, are due next Monday. The focus area along Tioga is from Farm Street to the Commons. The Board of Public Works will be deliberating on it for the next month.
- The City of Ithaca has started the process for hiring a Sidewalk Program Manager; applications are due next week.

**4. Kate Supron (Village of Cayuga Heights).**

- The Village of Cayuga Heights is getting itself into position for applying for TAP money, when it becomes available, for a walking route down the hill to the schools. There are not a lot of options in that area so many discussions are taking place to come up with ideas. The Village is also talking with the Lakeview Cemetery Board to see if a mutually beneficial right-of-way agreement can be worked out in which the Village provides some services in exchange for access through the cemetery.
- Sidewalk connections are needed where Parkway and Highland come together, near the church.
- The Village would like to make Cayuga Heights Road more pedestrian friendly, however there are drainage and run-off concerns that could make the project challenging.

**5. Dooley Kiefer (Tompkins County Legislature).**

- The speed bumps installed on Tioga Street, with a suggested speed limit of 20 mph, are very uncomfortable as opposed to the same speed bumps installed in Forest Home. In Forest Home the bumps are not so abrupt and are spread out a little further so they don't jar the cars as much. The question for the City of Ithaca is why they didn't install the same type downtown as is used in Forest Home. *Tim Logue said he did not know the design decisions made for the Tioga Street speed bumps.*
- The bike boulevard connectivity within the city seems to have changed over time, based on the presentations shown over the years. Extending the bike boulevard on Tioga Street to the Commons does not make sense as it will take away public access to the courthouse. Why does the bike boulevard need to be continued to the Commons on that route when bikes can get to the Commons on Cayuga Street? *Tim Logue replied: The original concept was to have traffic-calmed, bicycle-priority streets that would connect important origins and destinations. The Commons and many of the municipal buildings are considered important destinations. I think the question really is, not why do we have a bicycle boulevard but, why does it have to impact parking. In the Bicycle Boulevard Plan concept, for Tioga Street north of Court Street, pavement markings, signs, and traffic-calming were deemed adequate to designate bicycle boulevards since traffic volumes were relatively low. However, as you get closer to the central business district, the traffic volumes are increasing and continuing the same treatment was not considered to be safe enough for a family-friendly route or inexperienced cyclist. The proposal was to make bike lanes for the last couple of blocks in order to make the connection. The street does not have the width to accommodate bike lanes, traffic lanes, and on-street parking going in both directions. The proposal before the Board, that the city is currently taking comments on, is whether they are interested in removing parking in order to make room for bicycle lanes. Fernando de Aragón added: There were two proposals for that section, one is to use a treatment similar to what was used on Cayuga Street where parking is allowed on one side of the street and two bike lanes are installed. The second proposal is for protected bike lanes, which has a protective buffer between the bikes and moving vehicles; it has a wider footprint and would require removing parking on both sides of the street. Removing parking from one side of the street would have a minimal impact; Cayuga Street has been working well. Bike lanes have been found to make streets safer for cars as well as for bikes. Dooley Kiefer said she would submit her comments to the Board of Public Works.*
- Is there any news on Brindley Street? *Tim Logue replied: The preferred alternative is to build a new bridge that aligns with Taughannock Boulevard, but the environmental review needs to be completed and included in the design report before the City of Ithaca can come to a final decision.*

**6. Dwight Mengel (Tompkins County, DSS, Chief Transportation Planner).**

- The Mobility Solutions Summit will be held on June 23<sup>rd</sup> and 24<sup>th</sup>. On the evening of the 23<sup>rd</sup> they will be re-showing films from the Streets Alive festival at Cinemapolis. On the 23<sup>rd</sup> and 24<sup>th</sup>, at the Tompkins County Public Library, there will be training in design thinking for access to health care, run by the National Center for Mobility Management. A reception will be held in Center Ithaca.
- A Transportation Camp will be held June 25<sup>th</sup> on Cornell campus. The camp is an "un-conference" that encourages out-of-the-box thinking with participant-run discussions. Both Fernando de Aragón and Dwight Mengel have attended Transportation Camps in other cities and have found them to be very positive and useful experiences. For more information about Transportation Camps go to their website at [www.transportationcamp.org](http://www.transportationcamp.org).

**Action:** This item for informational purposes only.

**VII. Adjournment**

**Action:** Moved by Don Hartill, seconded by Bill Goodman and unanimously agreed to adjourn the March 8, 2016 Policy Committee meeting at approximately 3:20 p.m.

Policy Committee Action:  
Approval of 3/8/16 Action Summary:

May 17, 2016  
By:

ATTEST: \_\_\_\_\_  
David Smith, Secretary