



# Ithaca-Tompkins County Transportation Council

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## **AGENDA AND MEETING NOTICE**

### **JOINT POLICY/PLANNING COMMITTEE MEETING**

**Date:** Tuesday, September 17, 2024

**Time:** 1:00 – 3:00 P.M.

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

*Meeting is being held in-person; remote option is available:*

<https://us02web.zoom.us/j/86339414279>;

Meeting ID: 863 3941 4279; Passcode: 572097

+1.929.436.2866, 86339414279#, \*572097# US (New York)

**I. Public Comment Period**

**Planning Committee Items:**

- II.** Approval of Joint June 18, 2024 Action Summary Planning Committee Chair
- III.** 2023-27 TIP Action – Administrative Modifications Fernando de Aragon & Sponsors  
End of fiscal year adjustments
  - a. PIN 375697 - Tompkins County - CR 146 Bridge over Taughannock Creek
  - b. PIN 375669 - C.Ithaca - Stewart Ave. Bridge over Fall Creek
  - c. PIN 395071 - T.Dryden - Dryden Rail Trail Phase 2
  - d. PIN 375695 - T.Dryden - Genung Rd. Bridge over Cascadilla Creek
  - e. PIN 3BNY02 - T.Dryden - Freese Rd. Bridge over Fall Creek
- IV.** 2023-27 TIP Action – Amendments Fernando de Aragon & Sponsors  
Adding TAP Projects to the program
  - a. PIN 395090 - V.Dryden - SRTS Sidewalks Project
  - b. PIN 395091 - T.Ithaca - East Shore Drive Bicycle and Pedestrian Safety Corridor
  - c. PIN 395092 – V.Trumansburg – W.Main St. Sidewalks Project

**Policy Committee Items:**

- V.** Approval of Joint June 18, 2024 Action Summary Policy Committee Chair
- VI.** 2023-27 TIP Action – Amendments Fernando de Aragon & Sponsors  
Adding TAP Projects to the program
  - d. PIN 395090 - V.Dryden - SRTS Sidewalks Project
  - e. PIN 395091 - T.Ithaca - East Shore Drive Bicycle and Pedestrian Safety Corridor
  - f. PIN 395092 – V.Trumansburg – W.Main St. Sidewalks Project
- VII.** Administrative Oversight Committee - Personnel Actions  
*Note: An executive session may be convened for discussion purposes*

**Joint Committee Items:**

- VIII.** UPWP Amendment – Salary and Fringe budget adjustment Fernando de Aragon/Teresa Linde
- IX.** 2045 LRTP Update Fernando de Aragon
- X.** Director’s Report Fernando de Aragón
- XI.** Member Reports Committee Members
- XII.** Adjournment

\*\* Please allow two hours for this meeting\*\*  
This meeting will be recorded.

**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. No action required.

**Planning Committee Items:**

**ITEM II**

**Approval of Joint Committee Action Summary – June 18, 2024**

**Report:** The June 18, 2024 Action Summary is attached to the end of this meeting packet.

**Action Requested:** Motion to approve the June 18, 2024 Action Summary.

### **TIP Action – Administrative Modifications**

**Report:** NYSDOT, in coordination with Tompkins County, the City of Ithaca and the Town of Dryden is requesting a series of TIP administrative modifications to accommodate projects that were not able to obligate funds for project phases scheduled for FFY 2024. In all cases the project phases are being moved to FFY 2025.

Details of the proposed action are shown in the Administrative Modification form below, including project tables.

**Action Requested:** Planning Committee approval of *End of Fiscal Year Obligation Date Adjustments* for five projects as shown in the accompanying Administrative Modification form.

### **2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM** **\*\*Administrative Modification\*\***

## **END OF FISCAL YEAR OBLIGATION DATE ADJUSTMENTS: MULTIPLE PROJECTS**

The Planning Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an administrative modification to the 2023-2027 Transportation Improvement Program (TIP) on **September 17, 2024**, during a regularly scheduled joint meeting of the Planning and Policy Committees. The action on the 2023-2027 TIP and the current State Transportation Improvement Program (STIP) affects five (5) projects as described below.

**Description:**

NYSDOT, in coordination with Tompkins County, the City of Ithaca and the Town of Dryden, is requesting an administrative modification to move multiple projects' phases from FFY 23/24 to FFY 24/25. The changes include the following:

1. 375669 – Stewart Ave Bridge over Fall Creek – City of Ithaca
  - Detailed Design and ROW Acquisition moved to FFY 24/25
2. 375697 - CO RD 146 Bridge Replacement over Taughannock Creek - Tompkins County
  - ROW Acquisition moved to FFY 24/25
3. 375695 - Genung Rd Bridge Replacement over Cascadilla Creek – Town of Dryden
  - ROW Incidentals, ROW Acquisition, Construction, and Inspection moved to FFY 24/25
4. 375071 – Dryden Rail Trail Phase 2 – Town of Dryden
  - Construction and Inspection moved to FFY 24/25
5. 3BNY02 – Freese Road – Town of Dryden
  - Construction and Inspection moved to FFY 24/25

The tables in Attachment A through E include the projects as they will appear in the TIP (note: changes shown in **bold**). This administrative modification will not affect the funding of projects within any other jurisdiction. The TIP and STIP will remain fiscally constrained.

**EXISTING:**

**TIP date** 2019 **PIN** 375669 **BIN** 2210620

**Project Name** Stewart Ave. Bridge over Fall Creek, Rehabilitation

**Sponsor** City of Ithaca

**Description** Fix the Stewart Ave. Bridge-BIN 2210620- over Fall Creek to address structural condition, bridge deck deterioration, and steel support deterioration. City of Ithaca, Tompkins CO.

**Fund Source:** NHPP/STBG-FLEX

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated Date</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>25/26</b>	<b>26/27</b>	<b>5 YR Total</b>
A-1-Scoping	NHPP	10-21	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0
B-4-Preliminary Design	NHPP	10-21	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0
E-13-Rt of Way Incd	NHPP	6-22	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	NHPP		\$0	10-23	\$0	\$430,000	\$0	\$0	\$430,000
D-10-Rt of Way Acq	NHPP		\$0	10-23	\$0	\$5,000	\$0	\$0	\$5,000
G-18-Construction	NHPP		\$0	10-24	\$0	\$0	\$3,572,000	\$0	\$3,572,000
G-19-Construction_2	STBG-FLEX		\$0	10-24	\$0	\$0	\$1,193,000	\$0	\$1,193,000
H-22-Inspection	NHPP		\$0	10-24	\$0	\$0	\$540,000	\$0	\$540,000
H-23-Inspection_2	STBG-FLEX		\$0	10-24	\$0	\$0	\$101,000	\$0	\$101,000
<b>Total:</b>			\$110,000		\$0	\$435,000	\$5,406,000	\$0	\$5,841,000
<i>Federal Funding:</i>			\$88,000		\$0	\$348,000	\$4,324,800	\$0	\$4,672,800
<i>State Funding:</i>			\$0		\$0	\$0	\$0	\$0	\$0
<i>Local Funding:</i>			\$22,000		\$0	\$87,000	\$1,081,200	\$0	\$1,168,200

**ADMINISTRATIVE MODIFICATIONS:**

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated Date</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>25/26</b>	<b>26/27</b>	<b>5 YR Total</b>
A-1-Scoping	NHPP	10-21	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0
B-4-Preliminary Design	NHPP	10-21	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0
E-13-Rt of Way Incd	NHPP	6-22	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
<b>C-7-Detailed Design</b>	NHPP		\$0	<b>10-24</b>	\$0	<b>\$0</b>	<b>\$430,000</b>	\$0	<b>\$430,000</b>
<b>D-10-Rt of Way Acq</b>	NHPP		\$0	<b>10-24</b>	\$0	<b>\$0</b>	<b>\$5,000</b>	\$0	<b>\$5,000</b>
G-18-Construction	NHPP		\$0	10-24	\$0	\$0	\$3,572,000	\$0	\$3,572,000
G-19-Construction_2	STBG-FLEX		\$0	10-24	\$0	\$0	\$1,193,000	\$0	\$1,193,000
H-22-Inspection	NHPP		\$0	10-24	\$0	\$0	\$540,000	\$0	\$540,000
H-23-Inspection_2	STBG-FLEX		\$0	10-24	\$0	\$0	\$101,000	\$0	\$101,000
<b>Total:</b>			\$110,000		\$0	<b>\$0</b>	<b>\$5,841,000</b>	\$0	\$5,841,000
<i>Federal Funding:</i>			\$88,000		\$0	<b>\$0</b>	<b>\$4,672,800</b>	\$0	\$4,672,800
<i>State Funding:</i>			\$0		\$0	\$0	\$0	\$0	\$0
<i>Local Funding:</i>			\$22,000		\$0	<b>\$0</b>	<b>\$1,168,200</b>	\$0	\$1,168,200

Note: modifications shown in **Bold**

**EXISTING:**

**TIP date** 2021 **PIN** 375697 **BIN** 3314460

**Project Name** CO RD 146 Bridge Replacement over Taughannock Creek

**Sponsor** Tompkins County

**Description** Replace CO Rd 146 over Taughannock Creek Bridge. BIN 314460. Town of Ulysses, Tompkins CO. Bridge NY 2021. Funding is 95% Federal and 5% Local Match.

**Fund Source: STBG-OFF**

Project Element	Funding	Date	Obligated Date	22/23	23/24	24/25	25/26	26/27	5 YR Total
A-1-Scoping	STBG-OFF	06-22	\$156,000	\$0	\$0	\$0	\$0	\$0	\$0
B-4-Preliminary Design	STBG-OFF	06-22	\$156,000	\$0	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	STBG-OFF	06-22	\$208,000	\$0	\$0	\$0	\$0	\$0	\$0
E-13-Rt of Way Incd	STBG-OFF	06-22	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0
D-10-Rt of Way Acq	STBG-OFF		\$0	10-23	\$0	\$30,000	\$0	\$0	\$30,000
G-18-Construction	STBG-OFF		\$0	05-25	\$0	\$0	\$2,857,000	\$0	\$2,857,000
H-22-Inspection	STBG-OFF		\$0	05-25	\$0	\$0	\$442,000	\$0	\$442,000
<b>Total:</b>			\$540,000	\$0	\$30,000	\$3,299,000	\$0	\$0	\$3,329,000
<b>Federal</b>			\$513,000	\$0	\$28,500	\$3,134,050	\$0	\$0	\$3,162,550
<b>State Funding:</b>			\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Local Funding:</b>			\$27,000	\$0	\$1,500	\$164,950	\$0	\$0	\$166,450

**ADMINISTRATIVE MODIFICATIONS:**

Project Element	Funding	Date	Obligated Date	22/23	23/24	24/25	25/26	26/27	5 YR Total
A-1-Scoping	STBG-OFF	06-22	\$156,000	\$0	\$0	\$0	\$0	\$0	\$0
B-4-Preliminary Design	STBG-OFF	06-22	\$156,000	\$0	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	STBG-OFF	06-22	\$208,000	\$0	\$0	\$0	\$0	\$0	\$0
E-13-Rt of Way Incd	STBG-OFF	06-22	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0
<b>D-10-Rt of Way Acq</b>	STBG-OFF		\$0	<b>10-24</b>	<b>\$0</b>	<b>\$30,000</b>	\$0	\$0	\$30,000
G-18-Construction	STBG-OFF		\$0	05-25	\$0	\$0	\$2,857,000	\$0	\$2,857,000
H-22-Inspection	STBG-OFF		\$0	05-25	\$0	\$0	\$442,000	\$0	\$442,000
<b>Total:</b>			\$540,000	\$0	<b>\$0</b>	<b>\$3,329,000</b>	\$0	\$0	\$3,329,000
<b>Federal</b>			\$513,000	\$0	<b>\$0</b>	<b>\$3,162,550</b>	\$0	\$0	\$3,162,550
<b>State Funding:</b>			\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Local Funding:</b>			\$27,000	\$0	<b>\$0</b>	<b>\$166,450</b>	\$0	\$0	\$166,450

Note: modifications shown in **Bold**

**EXISTING:**

**TIP date** 2021

**PIN** 375695

**BIN** 3209900

**Project Name**

Genung Rd Bridge Replacement over Cascadilla Creek

**Sponsor** Town of Dryden

**Description** Replace the Genung Rd over Cascadilla Creek Bridge. BIN 3209900. Town of Dryden, Tompkins CO. Bridge NY 2021. Funding is 95% Federal and 5% Local Match.

**Fund Source: STBG-OFF**

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated</b>	<b>Date</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>25/26</b>	<b>26/27</b>	<b>5 YR Total</b>
A-1-Scoping	STBG-OFF		\$0	11-22	\$75,000	\$0	\$0	\$0	\$0	\$75,000
B-4-Preliminary Design	STBG-OFF		\$0	11-22	\$75,000	\$0	\$0	\$0	\$0	\$75,000
C-7-Detailed Design	STBG-OFF		\$0	11-22	\$100,000	\$0	\$0	\$0	\$0	\$100,000
D-10-Rt of Way Acq	STBG-OFF		\$0	11-23	\$0	\$30,000	\$0	\$0	\$0	\$30,000
E-13-Rt of Way Incd	STBG-OFF		\$0	11-23	\$0	\$10,000	\$0	\$0	\$0	\$10,000
G-18-Construction	STBG-OFF		\$0	12-23	\$0	\$1,014,000	\$0	\$0	\$0	\$1,014,000
H-22-Inspection	STBG-OFF		\$0	12-23	\$0	\$150,000	\$0	\$0	\$0	\$150,000
<b>Total:</b>			\$0		\$250,000	\$1,204,000	\$0	\$0	\$0	\$1,454,000
Federal			\$0		\$237,500	\$1,143,800	\$0	\$0	\$0	\$1,381,300
State Funding:			\$0		\$0	\$0	\$0	\$0	\$0	\$0
Local Funding:			\$0		\$12,500	\$60,200	\$0	\$0	\$0	\$72,700

**ADMINISTRATIVE MODIFICATIONS:**

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated</b>	<b>Date</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>25/26</b>	<b>26/27</b>	<b>5 YR Total</b>
A-1-Scoping	STBG-OFF		\$0	11-22	\$75,000	\$0	\$0	\$0	\$0	\$75,000
B-4-Preliminary Design	STBG-OFF		\$0	11-22	\$75,000	\$0	\$0	\$0	\$0	\$75,000
C-7-Detailed Design	STBG-OFF		\$0	11-22	\$100,000	\$0	\$0	\$0	\$0	\$100,000
<b>D-10-Rt of Way Acq</b>	STBG-OFF		\$0	<b>10-24</b>	\$0	<b>\$0</b>	<b>\$30,000</b>	\$0	\$0	\$30,000
<b>E-13-Rt of Way Incd</b>	STBG-OFF		\$0	<b>10-24</b>	\$0	<b>\$0</b>	<b>\$10,000</b>	\$0	\$0	\$10,000
<b>G-18-Construction</b>	STBG-OFF		\$0	<b>10-24</b>	\$0	<b>\$0</b>	<b>\$1,014,000</b>	\$0	\$0	\$1,014,000
<b>H-22-Inspection</b>	STBG-OFF		\$0	<b>10-24</b>	\$0	<b>\$0</b>	<b>\$150,000</b>	\$0	\$0	\$150,000
<b>Total:</b>			\$0		\$250,000	<b>\$0</b>	<b>\$1,204,000</b>	\$0	\$0	\$1,454,000
Federal			\$0		\$237,500	<b>\$0</b>	<b>\$1,143,800</b>	\$0	\$0	\$1,381,300
State Funding:			\$0		\$0	\$0	\$0	\$0	\$0	\$0
Local Funding:			\$0		\$12,500	<b>\$0</b>	<b>\$60,200</b>	\$0	\$0	\$72,700

Note: modifications shown in **Bold**

**EXISTING:**

**TIP date** 2019 **PIN** 395071 **BIN**

**Project Name** Dryden Rail Trail Phase 2

**Sponsor** Town of Dryden

**Description** TAP Funds - 2019. Complete a 3.9-mile ADA-compliant multi-use trail, including construction of a bridge or tunnel bicycle/pedestrian crossing of NYS Highway Route 13 and connecting with the East Ithaca Recreation Way as Phase 2 of the Town of Dryden's 10.4-mile Dryden Rail Trail project. When completed, the rail trail will provide an off-road, non-motorized commuter and recreational route connecting the Villages of Dryden and Freeville with the hamlets of Etna and Varna and to the City of Ithaca. Town of Dryden, Tompkins CO. Total Federal Award Amount - \$1,476,800. Local Contribution Amount - \$345,000. Federal Earmark of \$700,000. Demo ID:NY 789.

**Fund Source: TAP-FLEX and HPP**

Project Element	Funding	Date	Obligated	Date	22/23	23/24	24/25	25/26	26/27	5 YR Total
A-1-Scoping	TAP-FLEX	10-19	\$80,000		\$0	\$0	\$0	\$0	\$0	\$0
B-4-Preliminary Design	TAP-FLEX	10-19	\$70,000		\$0	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	TAP-FLEX	10-19	\$105,000		\$0	\$0	\$0	\$0	\$0	\$0
C-8-Detailed Design_2	TAP-FLEX	02-22	\$1,000		\$0	\$0	\$0	\$0	\$0	\$0
E-13-Rt of Way Incd	TAP-FLEX	07-21	\$4,200		\$0	\$0	\$0	\$0	\$0	\$0
D-10-Rt of Way Acq	TAP-FLEX	10-21	\$4,393		\$0	\$0	\$0	\$0	\$0	\$0
G-18-Construction	TAP-FLEX		\$0	03-24	\$0	\$1,432,782	\$0	\$0	\$0	\$1,432,782
G-19-Construction_2	HPP		\$0	03-24	\$0	\$875,000	\$0	\$0	\$0	\$875,000
G-20-Construction_3	LOCAL		\$0	03-24	\$0	\$345,000	\$0	\$0	\$0	\$345,000
H-22-Inspection	TAP-FLEX		\$0	03-24	\$0	\$150,000	\$0	\$0	\$0	\$150,000
<b>Total:</b>			\$264,593		\$0	\$2,802,782	\$0	\$0	\$0	\$2,802,782
<b>Federal Funding:</b>			\$211,674		\$0	\$1,966,226	\$0	\$0	\$0	\$1,966,226
<b>State Funding:</b>			\$0		\$0	\$0	\$0	\$0	\$0	\$0
<b>Local Funding:</b>			\$52,919		\$0	\$836,556	\$0	\$0	\$0	\$836,556

**ADMINISTRATIVE MODIFICATIONS:**

Project Element	Funding	Date	Obligated	Date	22/23	23/24	24/25	25/26	26/27	5 YR Total
A-1-Scoping	TAP-FLEX	10-19	\$80,000		\$0	\$0	\$0	\$0	\$0	\$0
B-4-Preliminary Design	TAP-FLEX	10-19	\$70,000		\$0	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	TAP-FLEX	10-19	\$105,000		\$0	\$0	\$0	\$0	\$0	\$0
C-8-Detailed Design_2	TAP-FLEX	02-22	\$1,000		\$0	\$0	\$0	\$0	\$0	\$0
E-13-Rt of Way Incd	TAP-FLEX	07-21	\$4,200		\$0	\$0	\$0	\$0	\$0	\$0
D-10-Rt of Way Acq	TAP-FLEX	10-21	\$4,393		\$0	\$0	\$0	\$0	\$0	\$0
<b>G-18-Construction</b>	TAP-FLEX		\$0	10-24	\$0	\$0	\$1,432,782	\$0	\$0	\$1,432,782
<b>G-19-Construction_2</b>	HPP		\$0	10-24	\$0	\$0	\$875,000	\$0	\$0	\$875,000
<b>G-20-Construction_3</b>	LOCAL		\$0	10-24	\$0	\$0	\$345,000	\$0	\$0	\$345,000
<b>H-22-Inspection</b>	TAP-FLEX		\$0	10-24	\$0	\$0	\$150,000	\$0	\$0	\$150,000
<b>Total:</b>			\$264,593		\$0	\$0	\$2,802,782	\$0	\$0	\$2,802,782
<b>Federal Funding:</b>			\$211,674		\$0	\$0	\$1,966,226	\$0	\$0	\$1,966,226
<b>State Funding:</b>			\$0		\$0	\$0	\$0	\$0	\$0	\$0
<b>Local Funding:</b>			\$52,919		\$0	\$0	\$836,556	\$0	\$0	\$836,556

Note: modifications shown in **Bold**

**EXISTING:**

**TIP date** 2017 **PIN** 3BNY02 **BIN** 3209800  
**Project Name** Freese Rd Bridge Rehabilitation over Fall Creek  
**Sponsor** Town of Dryden  
**Description** Freese Road over Fall Creek Major Bridge Rehabilitation. Part of the NYSDOT Bridge NY Rehabilitation and Replacement Group Project-Region 3. Funding is 95% federal using 15% toll credits with a 5% local match.

**Fund Source:** STBG-OFF

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated</b>	<b>Date</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>25/26</b>	<b>26/27</b>	<b>5 YR Total</b>
G-18-Construction	STBG-OFF		\$0	05-24	\$0	\$2,205,000	\$0	\$0	\$0	\$2,205,000
H-22-Inspection	STBG-OFF		\$0	05-24	\$0	\$220,000	\$0	\$0	\$0	\$220,000
<b>Total:</b>			\$0		\$0	\$2,425,000	\$0	\$0	\$0	\$2,425,000
Federal			\$0		\$0	\$2,303,750	\$0	\$0	\$0	\$2,303,750
State Funding:			\$0		\$0	\$0	\$0	\$0	\$0	\$0
Local Funding:			\$0		\$0	\$121,250	\$0	\$0	\$0	\$121,250

**ADMINISTRATIVE MODIFICATIONS:**

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated</b>	<b>Date</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>25/26</b>	<b>26/27</b>	<b>5 YR Total</b>
G-18-Construction	STBG-OFF		\$0	<b>10-24</b>	\$0	<b>\$0</b>	<b>\$2,205,000</b>	\$0	\$0	\$2,205,000
H-22-Inspection	STBG-OFF		<b>\$0</b>	<b>10-24</b>	\$0	<b>\$0</b>	<b>\$220,000</b>	\$0	\$0	\$220,000
<b>Total:</b>			\$0		\$0	<b>\$0</b>	<b>\$2,425,000</b>	\$0	\$0	\$2,425,000
Federal			\$0		\$0	<b>\$0</b>	<b>\$2,303,750</b>	\$0	\$0	\$2,303,750
State Funding:			\$0		\$0	\$0	\$0	\$0	\$0	\$0
Local Funding:			\$0		\$0	<b>\$0</b>	<b>\$121,250</b>	\$0	\$0	\$121,250

Note: modifications shown in **Bold**



### **TIP Action – Amendments**

**Report:** Three Transportation Alternative Programs project applications in Tompkins County were successful in securing funds during the last TAP grant cycle. This TIP action adds these projects to the TIP and the State TIP. The projects are as follows:

- 395090 - Village of Dryden Safe Routes to School Sidewalk Project
- 395091 - East Shore Drive Bicycle and Pedestrian Safety Corridor-Town of Ithaca
- 395092 - West Main St. Sidewalk Project-Village of Trumansburg

More details in the amendment form below, including project tables as they will appear on the TIP.

**Action Requested:** Planning Committee motion recommending Policy Committee approval of the proposed amendment adding new TAP projects to the 2023-2027 TIP

### **2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM** **\*\*Amendment\*\***

### **MULTIPLE NEW TAP PROJECTS**

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2023-2027 Transportation Improvement Program (TIP) on September 17, 2024, during a scheduled joint meeting with the Planning Committee. The action on the 2023-2027 TIP and the current State Transportation Improvement Program (STIP) affects three (3) projects as described below.

**Description:**

NYSDOT in coordination with the Village of Trumansburg, the Town of Ithaca, and the Village of Dryden, is requesting an amendment to create three new projects using Transportation Alternatives Project (TAP) funds. The projects are as follows:

- 395090 - Village of Dryden Safe Routes to School Sidewalk Project
- 395091 - East Shore Drive Bicycle and Pedestrian Safety Corridor
- 395092 - West Main St. Sidewalk Project

The tables in Attachment A, B, and C include the projects as they will appear in the TIP. This amendment will not affect the funding of projects within any other jurisdiction. The TIP and STIP will remain fiscally constrained.

**NEW PROJECT:**

**TIP date** 2024 **PIN** 395090 **BIN**

**Project Name** Village of Dryden Safe Routes to School Sidewalk Project

**Sponsor** Village of Dryden

**Description** TAP Funds - 2023. Village of Dryden Safe Routes to School Sidewalk Project. Construction of ADA-compliant sidewalks and crossings along Mott Rd, North Rd, NYS Rt. 13, Freeville Rd, and Union St. to provide students with a safe and complete route to Dryden Elementary, Middle, and High schools. Village of Dryden, Tompkins CO.

**Fund Source:** TAP-FLEX

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated</b>	<b>Date</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>25/26</b>	<b>26/27</b>	<b>5 YR Total</b>
A-1-Scoping	TAP-FLEX		\$0	02-25	\$0	\$0	\$125,000	\$0	\$0	\$125,000
B-4-Preliminary Design	TAP-FLEX		\$0	02-25	\$0	\$0	\$125,000	\$0	\$0	\$125,000
C-7-Detailed Design	TAP-FLEX		\$0	02-25	\$0	\$0	\$544,000	\$0	\$0	\$544,000
E-13-Rt of Way Incd	TAP-FLEX		\$0	02-25	\$0	\$0	\$30,000	\$0	\$0	\$30,000
D-10-Rt of Way Acq	TAP-FLEX		\$0	03-26	\$0	\$0	\$0	\$40,000	\$0	\$40,000
G-18-Construction	TAP-FLEX		\$0	03-27	\$0	\$0	\$0	\$0	\$3,310,000	\$3,310,000
H-22-Inspection	TAP-FLEX		\$0	03-27	\$0	\$0	\$0	\$0	\$966,000	\$966,000
<b>Total:</b>			\$0		\$0	\$0	\$824,000	\$40,000	\$4,276,000	\$5,140,000
<b>Federal Funding:</b>			\$0		\$0	\$0	\$659,200	\$32,000	\$3,420,800	\$4,112,000
<b>State Funding:</b>			\$0		\$0	\$0	\$0	\$0	\$0	\$0
<b>Local Funding:</b>			\$0		\$0	\$0	\$164,800	\$8,000	\$855,200	\$1,028,000

**NEW PROJECT:**

**TIP date** 2024 **PIN** 395091 **BIN**

**Project Name** East Shore Drive Bicycle and Pedestrian Safety Corridor

**Sponsor** Town of Ithaca

**Description** TAP Funds - 2023. East Shore Drive Bicycle and Pedestrian Safety Corridor, Cayuga Street to James L Gibbs Dr. Construction of a multi-use trail along the west side of East Shore Drive connecting the Cayuga Waterfront Trail to existing trail at Boynton Middle School. Town of Ithaca, Tompkins CO.

**Fund Source:** TAP-FLEX

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated</b>	<b>Date</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>25/26</b>	<b>26/27</b>	<b>5 YR Total</b>
A-1-Scoping	TAP-FLEX		\$0	02-25	\$0	\$0	\$25,000	\$0	\$0	\$25,000
B-4-Preliminary Design	TAP-FLEX		\$0	02-25	\$0	\$0	\$70,000	\$0	\$0	\$70,000
C-7-Detailed Design	TAP-FLEX		\$0	02-25	\$0	\$0	\$70,000	\$0	\$0	\$70,000
G-18-Construction	TAP-FLEX		\$0	02-27	\$0	\$0	\$0	\$0	\$1,098,000	\$1,098,000
H-22-Inspection	TAP-FLEX		\$0	02-27	\$0	\$0	\$0	\$0	\$170,000	\$170,000
<b>Total:</b>			\$0		\$0	\$0	\$165,000	\$0	\$1,268,000	\$1,433,000
<i>Federal Funding:</i>			\$0		\$0	\$0	\$132,000	\$0	\$1,014,400	\$1,146,400
<i>State Funding:</i>			\$0		\$0	\$0	\$0	\$0	\$0	\$0
<i>Local Funding:</i>			\$0		\$0	\$0	\$33,000	\$0	\$253,600	\$286,600

**NEW PROJECT:**

**TIP date** 2024 **PIN** 395092 **BIN**

**Project Name** West Main St. Sidewalk Project

**Sponsor** Village of Trumansburg

**Description** TAP Funds - 2023. West Main St. Sidewalk Project. Construction of new sidewalk along W. Main St and W. Seneca St near the Trumansburg Central School District to provide safe bicycle and pedestrian routes to school. Village of Trumansburg, Tompkins CO.

**Fund Source:** TAP-RURAL

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated</b>	<b>Date</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>25/26</b>	<b>26/27</b>	<b>5 YR Total</b>
A-1-Scoping	TAP-RURAL		\$0	02-25	\$0	\$0	\$50,000	\$0	\$0	\$50,000
B-4-Preliminary Design	TAP-RURAL		\$0	02-25	\$0	\$0	\$75,000	\$0	\$0	\$75,000
C-7-Detailed Design	TAP-RURAL		\$0	02-25	\$0	\$0	\$360,000	\$0	\$0	\$360,000
E-13-Rt of Way Incd	TAP-RURAL		\$0	02-25	\$0	\$0	\$10,000	\$0	\$0	\$10,000
D-10-Rt of Way Acq	TAP-RURAL		\$0	03-26	\$0	\$0	\$0	\$15,000	\$0	\$15,000
G-18-Construction	TAP-RURAL		\$0	03-27	\$0	\$0	\$0	\$0	\$2,394,000	\$2,394,000
H-22-Inspection	TAP-RURAL		\$0	03-27	\$0	\$0	\$0	\$0	\$415,000	\$415,000
<b>Total:</b>			\$0		\$0	\$0	\$495,000	\$15,000	\$2,809,000	\$3,319,000
<i>Federal Funding:</i>			\$0		\$0	\$0	\$396,000	\$12,000	\$2,247,200	\$2,655,200
<i>State Funding:</i>			\$0		\$0	\$0	\$0	\$0	\$0	\$0
<i>Local Funding:</i>			\$0		\$0	\$0	\$99,000	\$3,000	\$561,800	\$663,800

**Policy Committee Items:****ITEM V****Approval of Joint Committee Action Summary – June 18, 2024**

**Report:** The June 18, 2024 Action Summary is attached to the end of this meeting packet.

**Action Requested:** Motion to approve the June 18, 2024 Action Summary.

**ITEM VI****TIP Actions – Amendments**  
**TAP Projects**

**Report:** Refer to agenda Item IV above.

NYSDOT in coordination with the Village of Trumansburg, the Town of Ithaca, and the Village of Dryden, is requesting an amendment to create three new projects using Transportation Alternatives Project (TAP) funds. The projects are as follows:

- 395090 - Village of Dryden Safe Routes to School Sidewalk Project
- 395091 - East Shore Drive Bicycle and Pedestrian Safety Corridor-Town of Ithaca
- 395092 - West Main St. Sidewalk Project-Village of Trumansburg

**Action Requested:** Policy Committee approval of the proposed amendment to the 2023-2027 TIP.

**ITEM VII****Administrative Oversight Committee - Personnel Actions**

**Report:** The ITCTC Administrative Oversight Committee (AOC) met on September 5, 2024, and conducted an evaluation of the Director's performance in the last year; a member of the AOC will report on its review and other topics discussed during the meeting.

An executive session may be convened by the Policy Committee to discuss the results of the AOC review process. The initial AOC salary adjustment recommendation is included in the draft resolution below. The resolution may be amended to incorporate any changes resulting from Policy Committee deliberations.

**Action Requested:** Consideration and vote on Resolution 2024-06, *Modification of Director's Salary*.

**RESOLUTION 2024-06*****MODIFICATION OF THE DIRECTOR'S SALARY***

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**WHEREAS,** the *Ithaca-Tompkins County Transportation Council* has a responsibility to perform transportation planning services in accordance with the approved Unified Planning Work Program (UPWP) of the *ITCTC*; AND

**WHEREAS,** the *Ithaca-Tompkins County Transportation Council* has engaged the services of Fernando de Aragón, to serve as its Staff Director to manage and administer the performance of the aforementioned services on behalf of the *ITCTC*; AND

**WHEREAS,** the Administrative Oversight Committee has conducted an annual performance review of the Staff Director and, based upon that review, recommends an adjustment and appropriate increase in the salary of the incumbent be granted; AND

**WHEREAS,** the Transportation Policy Committee has considered the recommendation of the Administrative Oversight Committee and has agreed to adjust the salary of the Staff Director, Fernando de Aragón by 3.0%.

**NOW THEREFORE BE IT RESOLVED,** that the *Ithaca-Tompkins County Transportation Council* does hereby approve the adjustment of the salary of the incumbent Staff Director by an increase of 3.0% this year to a total of \$110,704 effective January 1, 2025;

**BE IT FURTHER RESOLVED,** the *Ithaca-Tompkins County Transportation Council*, in accordance with the approved Memorandum of Understanding, does hereby direct the Host Agency, Tompkins County, to execute the necessary administrative procedures to implement this modification.

This resolution having been considered and approved on September 17, 2024.

**Joint Committee Items:****ITEM VIII****UPWP Amendment**

**Report:** Tompkins County approved an updated White Collar union contract in August 2024. The agreement provides for a 5% retroactive salary increase for 2024 which exceeds the 3% increase that was originally budgeted in the current UPWP. In addition, there was an increase in the longevity payment that applies to two staff members. As a result, a total of \$7,093 needs to be added to the salary and fringe budget lines to accommodate the approved increases. The amendment below shifts the necessary funds in the UPWP operating budget.

**Action Requested:** Policy Committee approval of Resolution 24-05: *Approving Amendments to the 2024-2025 UPWP-Salary and Fringe Budget Adjustment.*

**RESOLUTION 24-05**

***APPROVING AMENDMENTS TO THE 2024-2025  
UNIFIED PLANNING WORK PROGRAM -  
SALARY AND FRINGE BUDGET ADJUSTMENT***

- WHEREAS,** federal legislation 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,** federal transportation legislation 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, the *Ithaca-Tompkins County Transportation Council* has developed and adopted the 2024-2025 Unified Planning Work Program, which is in accordance with federal requirements; AND
- WHEREAS,** the Tompkins County, the host agency for the *Ithaca-Tompkins County Transportation Council*, has negotiated an agreement for a new White-Collar contract, which includes salary and longevity increases retroactive to January 2024; AND
- WHEREAS,** the salary and longevity levels in the new White Collar contract result in County Transportation Council result in an increase of \$7,093 in salary and fringe expenses to be covered by 2024-2025 FHWA funding to the UPWP Operating Budget;
- NOW THEREFORE BE IT RESOLVED,** that the *Ithaca-Tompkins County Transportation Council* does hereby amend the FHWA funds in the 2024-2025 Operating Budget (Table 2) to accommodate an increase in salary and fringe by reducing funding for the PRINTING budget line by \$1,500; COMPUTER EQUIPMENT by \$1,000; OTHER EQUIPMENT by \$500; SERVICE CONTRACTS by \$1,200; LEGAL ADVERTISING by \$634; INTERDEPARTMENTAL CHARGE by \$1,059; and TRAVEL/TRAINING by \$1,200. The SALARY budget line will increase by \$3,846; the FRINGE budget line by \$3,247. This budget adjustment is to be reflected across the 2024/2025 FHWA Auditable Budget (UPWP Table 3). The updated budget tables are included in the attachment to this resolution.

*Ithaca Tompkins County  
Transportation Council  
Resolution 24-05*

**BE IT FURTHER RESOLVED**, that the *Ithaca-Tompkins County Transportation Council* does hereby amend the *Programmatic Funding Summary* (Table 1) and related text under the *Funding Summary* section of the 2024-2025 UPWP to reflect the budget amendments.

**BE IT FURTHER RESOLVED**, that the *Ithaca-Tompkins County Transportation Council* hereby authorizes and directs its Central Staff Director to submit the necessary copies of this amendment and any necessary revisions to the 2024-2025 Unified Planning Work Program document to the pertinent State and Federal Agencies.

This resolution having been considered and approved on September 17, 2024

\_\_\_\_\_  
Rod Howe, Chair

\_\_\_\_\_  
David Smith, Secretary



**2024-2025 AVAILABLE FUNDING FOR ITCTC OPERATION**

**TABLE 2**

2024-2025 ITCTC Operating Budget					FTA Carry-Over Funds			Total Funds Available For Operations
CODE	DESCRIPTION	FHWA	FTA	TOTAL	2022-2023 FTA	2023-2024 FTA	FTA Sub-TOTAL	GRAND TOTAL
<b>REVENUES:</b>					<b>REVENUES:</b>			
4959	FEDERAL AID GRANT	\$364,206	\$50,852	\$415,058	\$3,300	\$9,535	\$12,835	\$427,893
	REPROGRAMMED FUNDS	\$34,208	\$0	\$34,208	\$0	\$0	\$0	\$34,208
	<b>TOTAL REVENUES</b>	<b>\$398,414</b>	<b>\$50,852</b>	<b>\$449,266</b>	<b>\$3,300</b>	<b>\$9,535</b>	<b>\$12,835</b>	<b>\$462,101</b>
<b>EXPENSES:</b>					<b>EXPENSES:</b>			
	COMBINED SALARIES	236,615	26,931	263,546	0	0	0	263,546
8800	FRINGE	108,322	12,119	120,441	0	0	0	120,441
2206	COMPUTER EQUIPMENT	0	1,500	1,500	0	1,000	1,000	2,500
2210	OTHER EQUIPMENT	0	0	0	0	1,000	1,000	1,000
2214	FURNITURE & FIXTURES	0	400	400	0	1,000	1,000	1,400
2230	COMPUTER SOFTWARE	0	800	800	0	0	0	800
4303	OFFICE SUPPLIES	0	500	500	0	0	0	500
4330	PRINTING	5,500	0	5,500	0	1,000	1,000	6,500
4332	BOOKS/PUBLICATIONS	200	0	200	500	0	500	700
4342	FOOD	200	0	200	0	0	0	200
4400	PROGRAM EXPENSE	41,919	0	41,919	0	0	0	41,919
4402	LEGAL ADVERTISING	566	800	1,366	500	1,000	1,500	2,866
4412	TRAVEL/TRAINING	1,300	753	2,053	0	2,000	2,000	4,053
4414	LOCAL MILEAGE	500	700	1,200	1,000	1,000	2,000	3,200
4416	PROFESSIONAL DUES	600	0	600	0	0	0	600
4424	EQUIPMENT RENTAL	500	1,000	1,500	0	0	0	1,500
4425	SERVICE CONTRACTS	0	0	0		0	0	0
4432	RENT	500	0	500	1,000	1,535	2,535	3,035
4442	PROFESSIONAL SERVICE FEES	500	1,500	2,000	0	0	0	2,000
4452	POSTAGE SERVICES	141	659	800	0	0	0	800
4472	TELEPHONE	300	500	800	300	0	300	1,100
4618	INTERDEPARTMENTAL CHARGE	751	2,690	3,441	0		0	3,441
	<b>TOTAL EXPENSES</b>	<b>398,414</b>	<b>50,852</b>	<b>\$449,266</b>	<b>\$3,300</b>	<b>\$9,535</b>	<b>\$12,835</b>	<b>\$462,101</b>

**2024-2025 FHWA AUDITABLE BUDGET**

**TABLE 3**

**PIN # PH25.15.881**

<b>TASK BUDGET</b>					
<b>CODE</b>	<b>DESCRIPTION</b>	<b>FEDERAL (\$)</b>	<b>STATE (\$)</b>	<b>LOCAL (\$)</b>	<b>TOTAL (\$)</b>
44.21.00	PROGRAM SUPPORT AND ADMINISTRATION	79,683	28,938	20,969	129,590
44.22.00	GENERAL DEVELOPMENT/COMPREHENSIVE PLANNING	79,683			79,683
44.23.01	LONG RANGE PLANNING – SYSTEM LEVEL	79,683	8,807		88,490
44.23.02	LONG RANGE PLANNING – PROJECT LEVEL	79,683			79,683
44.24.00	SHORT RANGE TRANSPORTATION PLANNING	7,968			7,968
44.25.00	TRANSPORTATION IMPROVEMENT PROGRAM	51,794	25,163		76,957
44.27.00	OTHER ACTIVITIES	19,920			19,920
<b>TOTAL</b>		<b>398,414</b>	<b>62,908</b>	<b>20,969</b>	<b>482,291</b>
<b>AUDITABLE BUDGET</b>					
<b>CODE</b>	<b>DESCRIPTION</b>	<b>FEDERAL (\$)</b>	<b>STATE (\$)</b>	<b>LOCAL (\$)</b>	<b>TOTAL (\$)</b>
44.20.01	PERSONNEL	236,615		12,581	249,196
44.20.02	FRINGE/LEAVE	108,322		5,243	113,565
44.20.03	TRAVEL	1,800			1,800
44.20.04	EQUIPMENT	0			0
44.20.05	SUPPLIES/REPRODUCTION	5,500			5,500
44.20.06	CONTRACTUAL	41,919			41,919
44.20.07	OTHER	4,258		3,145	7,403
44.20.08	INDIRECTCHARGES	0			0
XX.XX.XX	Toll Credits	0	62,908		62,908
<b>TOTAL</b>		<b>398,414</b>	<b>62,908</b>	<b>20,969</b>	<b>482,291</b>

*This table includes \$9,469 of Safe & Accessible Transportation Options Metropolitan Planning Set-Aside funds. Because FHWA issued a match waiver for these set-aside funds, the funds will be 100% Federal share under PIN PS25.15.881. The programming of the set-aside funds reduces Table 3 PH25.15.881 FHWA PL funds to \$388,945 Federal, \$61,412 State, \$20,471 Local, \$470,828 Total.*

## ITEM IX

**L RTP Update**

**Report:** Staff continue to put the finishing touches on the draft 2045 LRTP. The draft document will be forwarded to all ITCTC members as soon as possible (most likely in the third week of September). There will be another public meeting in October.

LRTP update information can be found at <https://www.tompkinscountyny.gov/itctc/lrtupdate> .

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

## ITEM X

**Director's Report**

**Report:** Coming up this fall and winter-  
 -TIP Update Kick-Off  
 - LRTP Final Approval  
 -2025-26 UPWP

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

## ITEM XI

**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 XII

**Adjournment****The next scheduled ITCTC meetings:**

ITCTC Joint Planning & Policy Committee, November 5, 2024 at 1:00 p.m.

**The 2024 Meeting Schedule can be viewed on the ITCTC website:**

<http://tompkinscountyny.gov/ITCTC/meetings>

*If you are unable to attend, please inform the ITCTC Office and arrange for your alternate 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 & V**

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- II. Approval of Joint Committee Action Summary – June 18, 2024**
- V. Approval of Joint Committee Action Summary – June 18, 2024**

Approval of Action Summary*June 18, 2024 Meeting***JOINT PLANNING & POLICY COMMITTEE MEETING ACTION  
SUMMARY****June 18, 2024 - 1:00 p.m.****Present:****Policy Committee**

***In Person:*** **Rod Howe, Chair** (Town of Ithaca), **Jason Leifer, Vice Chair** (Town of Dryden), **Dave Roth** (NYSDOT Reg.3, alternate for David Smith), **Jennifer Biloski** (Village of Cayuga Heights), **Don Hartill** (Village of Lansing), **Brent Cross** (Village of Cayuga Hts.), **Mike Lane** (Tompkins County Legislature), **Jennifer Dotson** (TCAT Board), **Joel Gagnon** (Town of Danby), **Ruth Groff** (Town of Lansing), **Reed Huegerich** (Cornell University), **Matthew Rosenbloom** (TCAT).

***Remote:*** **Timothy Logue** (City of Ithaca).

**Planning Committee:**

***In Person:*** **Katie Borgella, Vice Chair** (Tompkins County), **Brent Cross** (Village of Cayuga Heights), **Jason Leifer** (Town of Dryden), **C.J. Randall** (Town of Ithaca), **Reed Huegerich** (Cornell University), **Joel Gagnon** (Town of Danby), **Ruth Groff** (Town of Lansing), **Matthew Rosenbloom** (TCAT), **Curt Parrish** (TCAT), **Dave Roth** (NYSDOT Reg.3), **Katrina Bergan** (NYSDOT Reg.3).

***Remote:*** **Timothy Logue** (City of Ithaca), **Niels Tygensen** (Town of Ulysses).

**Excused:**

***Policy Committee:*** **David Smith, Secretary** (NYSDOT Region 3), **Ronny Hardaway** (Village of Lansing), **Randy Brown** (Tompkins County Legislature), **Rich DePaolo** (Town of Ithaca), **Linda Woodard** (Village of Cayuga Heights), **Robert Cantelmo**, (City of Ithaca), **Stephanie Redmond** (Town of Enfield), **Don Scheffler** (Town of Groton), **Michael Allinger** (Town of Newfield), **Michelle E. Wright** (Town of Ulysses), **Adam Klein** (FTA), **Benjamin Fischer** (FHWA).

***Planning Committee:*** **Ray Burger, Chair** (Town of Dryden), **Jim Morse** (Tompkins County Highway), **Dan Thaete** (Town of Ithaca), **Joe Slater** (Town of Ithaca), **Kate Supron** (Cornell University), **John Zepko** (Town of Lansing), **Kate Kelley-MacKenzie** (Town of Caroline), **Stephanie Redmond** (Town of Enfield), **John Courtney** (Village of Lansing), **Ellard Keister** (Town of Groton), **Michael Allinger** (Town of Newfield), **Megan McDonald** (Tompkins County), **Greg Hutnik** (Town of Danby), **Adam Klein** (FTA), **Benjamin Fischer** (FHWA).

**Staff:**

**Fernando de Aragón, Teresa Linde, Jay Lambrix, Louisa Tornari.**

**Guests:**

**Frank Doldo** (Chief Transportation Planner, T.C. Planning & Sustainability), **Dawn Montanye** (Cornell Cooperative Extension), **Meloney McMurry** (Cornell Cooperative Extension), **Tom Mank** (ITCTC Consultant), **Tim Wang** (TCAT Intern), **Simon Bernard** (Cornell Transportation Planner), **Margherita Fabrizio** (Ithaca Common Council), **Chris Stephany** (Tompkins County Airport).

**At 1:05 p.m. Rod Howe assumed the Chair and asked  
if there were any members of the public present who wished to speak.**

**I. Public Comment Period**

**Report:** There were none.

**II. Transportation Equity Needs Assessment – TENA - Report**

**Report:** Dawn Montanye of Cornell Cooperative Extension distributed handouts and projected a presentation on the Transportation Equity Needs Assessment (TENA) Report. She gave a brief summary of the report and encouraged everyone to go to [www.CCETompkins.org/TENA](http://www.CCETompkins.org/TENA) for the full results of the assessment:

- The assessment process started in February 2022 and continued into March 2024.
- Steps included designing a TENA process, forming six focus groups, developing a survey, collecting and compiling data for analysis, developing recommendations for solutions, and presenting a final report.
- 2,146 responses were collected from the survey distribution.

Brent Cross asked if one outcome from the report could be in the adding of buses, bus stops, and shelters or additional facilities and, if so, how can the municipalities help. Matthew Rosenbloom replied that this could result in continuous improvements being made to stops (shelters, adding more lights, etc.) and it would be helpful to TCAT if municipalities could let TCAT know of good locations available and if they'd be interested in cost-sharing.

Meloney McMurry commented that more routes and frequent buses affect the need for more or better infrastructure; she added that safety was the most frequent request (sidewalks, lights, accessibility to bus stops). Matt Rosenbloom replied that there are ways to save on some costs, such as using solar-based lights since they don't require access to and installation of electrical lines.

Fernando de Aragón reported that the survey distributed for the ITCTC's Long Range Plan Update dovetails with the TENA survey.

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

*Planning Committee Items (Katie Borgella assumed the Chair at 1:35 p.m.):*

**III. Approval of Action Summary – March 19, 2024**

**Action:** The Action Summary from March 19, 2024 was Moved by David Roth, seconded by Reed Huegerich, and unanimously approved by the ITCTC Planning Committee without modification.

**IV. 2023-2027 TIP Actions – Administrative Modifications**

**Report:** Tompkins County, in coordination with TCAT and NYSDOT, is requesting an administrative modification to two (2) FTA Sec. 5339 Bus and Bus Facility projects and to three (3) FTA Sec. 5307 Capital/Planning projects. These administrative modifications adjust funding in FFY 23/24 to reflect actual available funding. Frank Doldo gave brief summaries on each action. More details are in each of the TIP Action forms below for a. and b.

**a. FTA 5339 Multiple Projects Funding Updates.**

**Planning Committee Action:** The 2023-2027 TIP Amendment: *FTA 5339 Multiple Capital/Planning Project Funding Updates*, was Moved by C.J. Randall, seconded by Ruth Groff, and unanimously approved.

**2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM**

**\*\* Administrative Modification \*\***

**FTA 5339 MULTIPLE CAPITAL/PLANNING PROJECT FUNDING UPDATES**

The Planning Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an administrative modification to the 2023-2027 Transportation Improvement Program (TIP) on June 18, 2024, during a scheduled joint meeting with the Policy Committee. The changes to the current State Transportation Improvement Program (2023-2027 STIP) affect two Section 5339 projects in the FTA Tables for FFY 23/24, as described below and in the attached table.

**Description:**

Tompkins County, in coordination with TCAT and NYSDOT, is requesting an administrative modification to two (2) FTA Sec. 5339 Bus and Bus Facility projects. This administrative modification adjusts funding in FFY 23/24 to reflect actual available funding. The changes include the following:

**PIN 382990 - Transit Facilities Upgrades**

- Adjust funding for FFY 23/24 for a new total of \$157,745.
  - Funding breaks down as follows – \$126,196 Federal, \$15,775 State, \$15,775 Local.

**PIN 382991 - Computer software upgrades and replacement**

- Increases funding for FFY 23/24 for a new total of \$387,464.
  - Funding breaks down as follows – \$309,971 Federal, \$38,746 State, \$38,746 Local.

The table in Attachment A includes the project as it will appear in the TIP. This administrative modification will not affect the funding of projects within any other jurisdiction. The TIP and STIP will remain fiscally constrained.

**Attachment A**

<b>2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM</b>					
<b>FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM SUMMARY TABLES</b>			<b>2024</b>		
<b>URBAN FORMULA (FTA 5307)</b>	<b>DESCRIPTION</b>	<b>PIN#</b>	<b>2024</b>	<b>Revised 2024</b>	<b>Difference</b>
Transit Facilities Upgrades	This project activities includes Security Fobs for entrance doors, Facility Security Cameras, and Carbon Monoxide Detectors.	<b>382990</b>	\$197,181	\$157,745	(-\$39,436)
Computer software upgrades and replacement	This project activities includes Server and Computer Upgrades and Route Planning Software Replacement.	<b>382991</b>	\$348,027	\$387,466	\$39,439

**b. FTA 5307 Multiple Projects Funding Updates.**

**Planning Committee Action:** The 2023-2027 TIP Amendment: *FTA 5307 Multiple Capital/Planning Project Funding Updates*, was Moved by C.J. Randall, seconded by Ruth Groff, and unanimously approved.

**2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM**

**FTA 5307 MULTIPLE CAPITAL/PLANNING PROJECT  
FUNDING UPDATES**

The Planning Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an administrative modification to the 2023-2027 Transportation Improvement Program (TIP) on June 18, 2024, during a scheduled joint meeting with the Policy Committee. The changes to the current State Transportation Improvement Program (2023-2027 STIP) affect three Section 5307 projects in the FTA Tables for FFY 23/24, as described below and in the attached table.

**Description:**

Tompkins County, in coordination with TCAT and NYSDOT, is requesting an administrative modification to three (3) FTA Sec. 5307 Capital/Planning projects. This administrative modification adjusts funding in FFY 23/24 to reflect actual available funding. The changes include the following:

**PIN 382992 - Boiler replacement project**

- Increases funding for FFY 23/24 for a new total of \$50,000.
  - Funding breaks down as follows - \$40,000 Federal, \$5,000 State, and \$5,000 Local.

**PIN 382993 - TCAT Office space project**

- Increases funding for FFY 23/24 for a new total of \$162,500.
  - Funding breaks down as follows - \$130,000 Federal, \$16,250 State, and \$16,250 Local.

**PIN 382996 - Transit Facility parking lot rehab**

- Increases funding for FFY 23/24 for a new total of \$150,000.
  - Funding breaks down as follows - \$120,000 Federal, \$15,000 State, and \$15,000 Local

The table in Attachment A includes the project as it will appear in the TIP. This administrative modification will not affect the funding of projects within any other jurisdiction. The TIP and STIP will remain fiscally constrained.



<b>2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM</b>					
<b>FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM SUMMARY TABLES</b>					
<b>URBAN FORMULA (FTA 5307)</b>	<b>DESCRIPTION</b>	<b>PIN#</b>	<b>2024</b>	<b>Revised 2024</b>	<b>Difference</b>
Boiler replacement project	This project will replace the TCAT facility boilers	<b>382992</b>	\$45,000	\$50,000	\$5,000
TCAT Office space project	Rehab TCAT facility offices and create new cubicles.	<b>382993</b>	\$130,000	\$162,500	\$32,500
Transit Facility parking lot rehab	This project will repave and reline the parking lot	<b>382996</b>	\$140,000	\$150,000	\$10,000

## V. 2023-2027 TIP Actions - Amendments

### a. FTA 5307 Gadabout Operating Assistance.

**Report:** Tompkins County, in coordination with Gadabout and NYSDOT, is requesting an amendment to create one (1) new FTA Sec. 5307 project providing operating assistance to Gadabout. Frank Doldo reported that the federal appropriations were just received (\$300,000 federal/\$300,000 state for a total of \$600,000) and must go into the TIP. More details in the TIP Action form below.

**Planning Committee Action:** The 2023-2027 TIP Amendment: *FTA 5307 Gadabout Operating Assistance*, was Moved by Reed Huegerich, seconded by Curt Parrish, and unanimously approved for recommendation to the ITCTC Policy Committee.

**Policy Committee Action:** The 2023-2027 TIP Amendment: *FTA 5307 Gadabout Operating Assistance*, was Moved by Don Hartill, seconded by Dave Roth, and approved by consensus.

## 2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

\*\* Amendment \*\*

### FTA 5307 OPERATING ASSISTANCE GADABOUT PROJECT

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2023-2027 Transportation Improvement Program (TIP) on June 18, 2024, during a scheduled joint meeting with the Planning Committee. The changes to the current State Transportation Improvement Program (2023-2027 STIP) affect one (1) Section 5307 activity in the FTA Tables for FFY 23/24, as described below and in the attached table.

#### Description:

Tompkins County, in coordination with Gadabout and NYSDOT, is requesting an amendment to create one (1) new FTA Sec. 5307 project to provide operating assistance to Gadabout. The changes include the following:

#### **Gadabout Operating Assistance - PIN 382001**

- Creates new Operating Assistance project with a FFY 23/24 phase for a total of \$600,000.
  - Funding breaks down as follows - \$300,000 Federal and \$300,000 State.

The table in Attachment A includes the project as it will appear in the TIP. This amendment will not affect the funding of projects within any other jurisdiction. The TIP and STIP will remain fiscally constrained.

<b>2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM</b>					
<b>FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM SUMMARY TABLES</b>					
<b>URBAN FORMULA (FTA 5307)</b>	<b>DESCRIPTION</b>	<b>PIN#</b>	<b>2024</b>	<b>Revised 2024</b>	<b>Difference</b>
Gadabout Operating Expenses	Gadabout's operating expenses for FFY 23/24, including payroll.	382001	\$0	\$600,000	\$600,000

**b. FTA 5307 TCAT Operating Assistance Project Funding Updates.**

**Report:** Tompkins County, in coordination with TCAT and NYSDOT, is requesting an amendment to two (2) existing FTA Sec. 5307 projects. Frank Doldo explained that this is just an adjusting of monies. Fernando de Aragón reported that this will delete PIN#382995 and move the money into PIN#382404; he added that estimates were included in the TIP and this adjusts it to the actual amount.

**Planning Committee Action:** The 2023-2027 TIP Amendment: *FTA 5307 TCAT Operating Assistance Project Funding Updates*, was Moved by C.J. Randall, seconded by Ruth Groff, and unanimously approved for recommendation to the ITCTC Policy Committee.

**Policy Committee Action:** The 2023-2027 TIP Amendment: *FTA 5307 TCAT Operating Assistance Project Funding Updates*, was Moved by Don Hartill, seconded by Mike Lane, and approved by consensus.

**2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM**

**\*\* Amendment \*\***

**FTA 5307 OPERATING ASSISTANCE TCAT PROJECT**

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2023-2027 Transportation Improvement Program (TIP) on June 18, 2024, during a scheduled joint meeting with the Planning Committee. The changes to the current State Transportation Improvement Program (2023-2027 STIP) affect two (2) Section 5307 activity in the FTA Tables for FFY 23/24, as described below and in the attached table.

**Description:**

Tompkins County, in coordination with TCAT and NYSDOT, is requesting an amendment to two (2) existing FTA Sec. 5307 projects. This amendment deletes one project and adjusts funding to FFY 23/24 for another. The changes reflect actual available funding and include the following:

**PIN 382995 – Operating Assistance – TCAT**

- Deletes this PIN and incorporates its funding into PIN 382404 - Operating Assistance – TCAT.

**PIN 382404 - Operating Assistance - TCAT**

- Adjusts funding for FFY 23/24 for a new total of \$8,305,676.
  - Funding breaks down as follows - \$4,152,838 Federal and \$4,152,838 State.

The table in Attachment A includes the project as it will appear in the TIP. This amendment will not affect the funding of projects within any other jurisdiction. The TIP and STIP will remain fiscally constrained.

<b>2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM</b>					
<b>FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM SUMMARY TABLES</b>					
<b>URBAN FORMULA (FTA 5310)</b>	<b>DESCRIPTION</b>	<b>PIN#</b>	<b>2024</b>	<b>Revised 2024</b>	<b>Difference</b>
<del>Operating Assistance—TCAT</del>	<del>Operating Assistance for TCAT</del>	<del>382995</del>	<del>\$893,838</del>		
Operating Assistance - TCAT	Operating assistance for TCAT, includes Sec 5311 transfer.	<b>382404</b>	\$15,718,168	\$8,305,676	(-\$7,412,492)

**c. FTA 5310 - Gadabout Bus Purchase.**

**Report:** Fernando de Aragón reported that Gadabout was awarded funds for bus purchases; those funds need to be added to the TIP with this action.

**Planning Committee Action:** The 2023-2027 TIP Amendment: *FTA 5310 – Gadabout Bus Purchase*, was Moved by Reed Huegerich seconded by Brent Cross, and unanimously approved for recommendation to the ITCTC Policy Committee.

**Policy Committee Action:** The 2023-2027 TIP Amendment: *FTA 5310 – Gadabout Bus Purchase*, was Moved by Don Hartill seconded by Jennifer Biloski, and approved by consensus.

**2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM**

**\*\* Amendment \*\***

**FTA 5310 GADABOUT REPLACEMENT BUS PROJECT**

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2023-2027 Transportation Improvement Program (TIP) on June 18, 2024, during a scheduled joint meeting with the Planning Committee. The changes to the current State Transportation Improvement Program (2023-2027 STIP) affect one Section 5310 activity in the FTA Tables for FFY 23/24, as described below and in the attached table.

**Description:**

Tompkins County, in coordination with Gadabout and NYSDOT, is requesting an amendment to one existing FTA Sec. 5310 urban project. This amendment adds funding to FFY 23/24. The changes include the following:

**PIN 382867**

- Adds \$229,477 to FFY 23/24 for the purchase of two (2) Gadabout buses.
  - Funding breaks down as follows - \$183,582 Federal and \$45,895 Local.

The table in Attachment A includes the project as it will appear in the TIP. This amendment will not affect the funding of projects within any other jurisdiction. The TIP and STIP will remain fiscally constrained.

**Attachment A**

<b>2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM</b>					
<b>FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM SUMMARY TABLES</b>					
<b>URBAN FORMULA (FTA 5310)</b>	<b>DESCRIPTION</b>	<b>PIN#</b>	<b>2024</b>	<b>Revised 2024</b>	<b>Difference</b>
Gadabout Replacement Buses (Urban)	This project purchases Gadabout replacement buses.	<b>382867</b>	\$0	\$229,477	\$229,477

*Policy Committee Items (Rod Howe assumed the Chair at 1:53 p.m.):*

**VI. Approval of Action Summary – April 16, 2024**

**Action:** The Action Summary from April 16, 2024 was Moved by Don Hartill, seconded by Rod Howe, and approved by consensus without modification.

**VII. 2023-2027 TIP Actions – Amendments**

**Report:** See agenda items V. a, b, and c above. Policy Committee members unanimously agreed to discuss and vote on these TIP Amendments during the Planning Committee portion of the meeting; all amendments were approved.

*Joint Committee Items (1:55 p.m.):*

**VIII. Director's Report**

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

- **Coddington Valley Trail.**
  - This project is an 8 mile long South Hill trail extension.
  - NYSEG agreed to an easement for the trail to the Tioga County line.
  - Hopeful to receive ATIIP (Active Transportation Infrastructure Investment Program) federal funds, Kate Kelley-MacKenzie worked on the grant application for the Town of Caroline.
- **Long Range Transportation Plan.**
  - Data gathering is on-going; new federal data was released so changes were made.
  - A public open house was held June 6 at the Tompkins County Public Library; approximately a dozen people attended.
  - An online survey, to gather public input, has had approximately 156 responses so far; it will remain open until July 19th. Survey summary results were presented on the screen while Fernando de Aragón reviewed the information.
- **Bike Map.**
  - A new bike map was given to each committee member; they were encouraged to contact the ITCTC for more and make them available to their residents and local business. ITCTC staff will deliver maps to municipalities; there are 300 per case but partial cases can be delivered upon request.

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

**IX. Member Reports**

**Report:**

1. **Joel Gagnon (Town of Danby).**
  - The town is busy this summer working on paving roads in West Danby.
2. **C.J. Randall (Town of Ithaca).**
  - Townline Bridge is in the design document approval stage out to DOT for review and they hope to move to the design phase soon.
  - Working on the Coddington Road parking project, along with Tim Logue and the City of Ithaca, to provide more parking for the South Hill Recreation Way.
  - Design work is being started on various trails in the town.

3. **Frank Doldo (*Chief Transportation Office, Tompkins County*).**
  - He will be hosting the Mobility Summit on July 24<sup>th</sup> and 25<sup>th</sup>; it is free and everyone is invited to attend. Several speakers are featured and so far over 75 people have registered to attend. The keynote presentation on Thursday will be by William Korth, VP of Zero Emissions Strategies for Rochester Regional Transit Services who will be talking about the hydrogen electric buses in their fleet. The summit will be held at the new Ithaca Downtown Conference Center on Green Street.
4. **Ruth Groff (*Town of Lansing*).**
  - The town is being pro-active by moving forward with a resolution to contact Norfolk Southern for first right of approval for buying a section of their track in Lansing, should they choose to abandon it. The Town of Lansing would like to develop it as a rail trail.
5. **Dave Roth (*NYSDOT Region 3*).**
  - The Rt 13/34/96 project design is going through team review; hoping for design approval in July and construction in 2025.
6. **Mike Lane (*Tompkins County Legislature*).**
  - The county work on paving, bridges, and culverts continues through the season.
  - Tompkins County Legislature celebrates the 250<sup>th</sup> birthday of Daniel D. Tompkins during its June 18<sup>th</sup> meeting.
7. **Reed Huegerich (*Cornell University*).**
  - There is a lot of construction happening on campus this summer.
  - Extending a big thank you to TCAT for their help during Cornell Commencement this year.
  - He introduced Simon Bernard, the new Traffic Management and Safety Coordinator for Cornell.
8. **Curt Parrish (*TCAT*).**
  - Lines are being painted in the parking lot.
9. **Matt Rosenbloom (*TCAT*).**
  - He introduced Tim Wang, an intern working with TCAT this summer.
  - Continuing to work towards more, and reliable, service on the road.
  - Old buses are being strained by having to use them for extra service; focusing on maintenance to keep them on the road.
  - TCAT will be closed for the Juneteenth holiday; there will be no bus service.
  - Bus company Coach USA is going through bankruptcy; the effect this will have on intercity bus service here is unknown at this time.
10. **Brent Cross (*Village of Cayuga Heights*).**
  - Re: TAP sidewalk projects: the Walking Safe project on Pine Road is closing out and went very well. Cayuga Heights Road sidewalk project is going through the preliminary plan phase; construction is scheduled for 2026.
11. **Jennifer Biloski (*Village of Cayuga Heights*).**
  - The Walking Safe project should be completed by the fall.
12. **Don Hartill (*Village of Lansing*).**
  - Cayuga Heights Road is now all newly paved and open to traffic.
13. **Jason Leifer (*Town of Dryden*).**
  - DOT is reviewing the Route 13 bridge rail trail site.
14. **Fernando de Aragón (*ITCTC*).**
  - He introduced Louisa (Lulu) Tornari, the ITCTC's summer intern.
  - The Coddington Valley Trail application and the NY State Park application for the last section of the Black Diamond Trail have been submitted; he's hoping they both get awards.
  - He announced that Bob Beck, a champion of local trails and instrumental in getting the Dryden Rail Trail built, passed away recently and will be greatly missed.

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



**X. Adjournment**

**Action:** Planning and Policy committee members unanimously agreed to adjourn the June 18, 2024 ITCTC Joint Planning & Policy Committee meeting at approximately 2:25 p.m.

Planning Committee Action: September 17, 2024  
Approval of 6/18/24 Action Summary: Motion:  
Second:  
Vote:

Policy Committee Action: September 17, 2024  
Approval of 6/18/24 Action Summary: By:

ATTEST: \_\_\_\_\_  
David Smith, ITCTC Policy Committee Secretary