



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

121 East Court Street  
Ithaca, New York 14850  
Phone: (607) 274-5570  
E-Mail: [itctc@tompkins-co.org](mailto:itctc@tompkins-co.org)  
[www.tompkinscountyny.gov/itctc](http://www.tompkinscountyny.gov/itctc)

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**AGENDA AND MEETING NOTICE**

**PLANNING COMMITTEE MEETING**

**Date: Tuesday, January 21, 2020**

**Time: 10:00 A.M. – 12:00 P.M.**

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

- |             |  |                          |
|-------------|--|--------------------------|
| <b>I.</b>   | Public Comment Period  |                          |
| <b>II.</b>  | Approval of Joint Committee Action Summary – December 17, 2019 | Planning Committee Chair |
| <b>III.</b> | Review of 2020-2021 UPWP, Resolutions 2020-1 and 2020-2        | Fernando de Aragón       |
| <b>IV.</b>  | Crash Data Summary & Percent Truck Traffic Data                | Tom Mank                 |
| <b>V.</b>   | Director's Report  | Fernando de Aragón       |
| <b>VI.</b>  | Member Reports   | Committee Members        |
| <b>VII.</b> | Adjournment  |                          |

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

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

**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.

**Approval of Joint Committee Action Summary – December 17, 2019**

**Report:** The December 17, 2019 Action Summary is attached to the end of this meeting packet.

**Action Requested:** Motion to approve the December 17, 2019 Action Summary.

**Review of 2020-2021 UPWP, Resolutions 2020-1 and 2020-2**

**Report:** A draft of the Simplified Statement of Work/UPWP for the April 1, 2020–March 31, 2021 fiscal year has been emailed to committee members for review. The Policy Committee must approve a final UPWP during their February 18, 2020 meeting in order to meet the NYSDOT deadline of March 1. A copy of the draft UPWP was sent to NYSDOT’s MPO Bureau for comments and their feedback has been incorporated in the document.

Additional carry-over funds will still be used for a specific project: Graphic design, preparation and printing for the bicycling suitability map update – see Plan for Reprogramming of Carry-Over Funds, p.12 UPWP.

The draft UPWP is a "simplified statement of work" prepared in accordance with 23 CFR §450.308(d), which reads as follows:

- d) With the prior approval of the State and the FHWA and the FTA, an MPO in an area not designated as a TMA, may prepare a simplified statement of work, in cooperation with the State and the public transportation operators, in lieu of a UPWP. A simplified statement of work shall include a description of the major activities to be performed during the next 1- or 2-year period, who (e.g. State, MPO, public transportation operator, local government, or consultant) will perform the work, the resulting products, and a summary of the total amounts and sources of Federal and matching funds. If a simplified statement of work is used, it may be submitted as part of the State’s planning work program, in accordance with 23 CFR part 420.

The purposes of simplifying the UPWP are to: (a) reduce the administrative complexities and burdens on the Staff to a level commensurate with the scope of the ITCTC, its funding and function; (b) meet the requirements of NYSDOT and USDOT for the use of Federal planning funds; (c) meet the needs of the local participants for planning products.

The following summarize the emphasis areas for ITCTC staff in the coming year (from UPWP page 4):

- Implementation of selected recommendations from the 2040 Long-Range Transportation Plan (LRTP).
- Implement the process for collecting and organizing data for the performance-based planning process in the 2040 LRTP.
- Continue collaborative work with transit providers and NYSDOT to develop, adopt and update performance targets.

- Continue to monitor development and implementation of the FAST Act federal regulations and guidelines as they apply to MPO operations, the LRTP, the TIP and the performance-based planning process. Coordinate with federal and state partners on work leading to establishing procedures and measures for performance-based planning.
- Maintain the 2020-2024 Transportation Improvement Program (TIP) and provide appropriate updates to the State TIP in coordination with state and federal partners. Coordinate with NYSDOT and local project sponsors regarding TIP maintenance activities, review of project amendments and administrative modifications, public participation and other activities as required.
- Assemble, collect and/or distribute necessary data to support the transportation infrastructure decision-making processes including assembling and/or distributing accident and traffic count data.
- Together with regional partners, advance implementation of a regional coordinated ridesharing program (Finger Lakes Rideshare-[www.fingerlakesrideshare.org](http://www.fingerlakesrideshare.org)) and the MoveTogetherNY initiative ([www.moveotogetherny.org/](http://www.moveotogetherny.org/)).
- Support and actively participate in implementation of transportation planning efforts in Tompkins County. Namely TCAT's Transit Development Plan (TDP), City of Ithaca's Transportation and Parking Plan, and the Center for Community Transportation's (CCT) Bicycle Blueprint project.
- Participate in implementation efforts for the Regional Economic Development Council of the Southern Tier's *Strategic Economic Development Plan*, particularly as related to transportation initiatives.
- Continue to support Tompkins County, the City of Ithaca and Cornell University as major partners of TCAT in their efforts to provide continuity and enhancements to public transportation services.
- *Contribute to and support the transportation planning efforts of participating entities in the MPO process for the following efforts:*
  - Coordination between Tompkins County, as designated recipient of FTA grants, and grant sub-recipients in Tompkins County.
  - Continue implementation of the Coordinated Public Transit-Human Services Transportation Plan.
  - Implementation of travel demand management strategies and program in cooperation with the Way2Go program, the Downtown Ithaca Alliance, CCT and other community partners.
  - Participate in efforts to address transportation aspects of "community livability" and "social justice". In particular:
    - Cooperate and work with the Tompkins County Department of Planning and Sustainability in implementation of action items from the Tompkins County Countywide Comprehensive Plan.
    - Support local municipalities and community groups in development of transportation plans and other efforts that support the goals and objectives in the LRTP.
    - Support community programs/initiatives that encourage increased use of active transportation (walking, bicycling, transit, shared transport), such as Bike Walk Tompkins ([www.bikewalktompkins.org/](http://www.bikewalktompkins.org/)) and Ithaca Carshare ([www.ithacacarshare.org/](http://www.ithacacarshare.org/)).
    - Coordinate with appropriate agencies to ensure that transportation services are seamless, comprehensive and accessible to all citizens.
    - Provide continued emphasis and support for the development of transportation modes and programs that provide alternatives to the private automobile as a primary mode of transportation including:
 

-trail development	-public transportation
-bicycling initiatives	-pedestrian initiatives
-car sharing	-ride sharing/carpooling
-van pooling	-guaranteed/back-up ride home
-transportation demand management	

**Action Requested:** Planning Committee recommendation for Policy Committee approval of the draft 2020-2021 UPWP and Operating Budget via formal resolutions 2020-01 and 2020-02, below.



*Ithaca-Tompkins County  
Transportation Council*

**RESOLUTION 2020-01**

***APPROVAL OF THE 2020-2021 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 2020-2021 Operating Budget for the period of April 1, 2020 through March 31, 2021;

**NOW THEREFORE BE IT RESOLVED,** that the *Ithaca-Tompkins County Transportation Council* does hereby adopt the 2020-2021 Operating Budget for the period April 1, 2020 through March 31, 2021 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, 2020.

This resolution having been considered and approved on February 18, 2020.

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Meloney McMurry, Chair

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David Smith, Secretary

**ATTACHMENT A  
RESOLUTION 2020-01**

<b>2020-2021 ITCTC Operating Budget</b>				
<b>CODE</b>	<b>DESCRIPTION</b>	<b>2020-2021 FHWA</b>	<b>2020-2021 FTA</b>	<b>2020-2021 TOTAL</b>
<b>REVENUES:</b>				
.4959	FEDERAL AID GRANT	\$280,326	\$41,953	\$322,279
	REPROGRAMMED FUNDS	\$27,415	\$0	\$27,415
	<b>TOTAL REVENUES</b>	<b>\$307,741</b>	<b>\$41,953</b>	<b>\$349,694</b>
<b>EXPENSES:</b>				
	COMBINED SALARIES	194,480	26,269	220,749
.8800	FRINGE	93,078	12,572	105,650
.2206	COMPUTER EQUIPMENT	500	0	500
.2210	OTHER EQUIPMENT	0	0	0
.2214	FURNITURE & FIXTURES	400	0	400
.2230	COMPUTER SOFTWARE	300	0	300
.4303	OFFICE SUPPLIES	500	0	500
.4330	PRINTING	5,500	250	5,750
.4332	BOOKS/PUBLICATIONS	200	0	200
.4342	FOOD	200	0	200
.4400	PROGRAM EXPENSE	0	0	0
.4402	LEGAL ADVERTISING	500	250	750
.4412	TRAVEL/TRAINING	500	500	1,000
.4414	LOCAL MILEAGE	700	500	1,200
.4416	PROFESSIONAL DUES	300	300	600
.4424	EQUIPMENT RENTAL	100	500	600
.4425	SERVICE CONTRACTS	1,200	0	1,200
.4432	RENT	500	0	500
.4442	PROFESSIONAL SERVICE FEES	5,375	0	5,375
.4452	POSTAGE SERVICES	488	512	1,000
.4472	TELEPHONE	720	0	720
.4618	INTERDEPARTMENTAL CHARGE	2,200	300	2,500
	<b>TOTAL EXPENSES</b>	<b>307,741</b>	<b>41,953</b>	<b>\$349,694</b>



*Ithaca-Tompkins County  
Transportation Council*

**RESOLUTION 2020-02**

***APPROVAL OF THE 2020-2021  
UNIFIED PLANNING WORK PROGRAM***

- WHEREAS,** the *Fixing America's Surface Transportation Act* (FAST Act) 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 2020-2021 that serves as the Unified Planning Work Program; AND
- WHEREAS,** in order to support the elements of the 2020-2021 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 2020-2021 Unified Planning Work Program;

**NOW THEREFORE BE IT RESOLVED**, that the *Ithaca-Tompkins County Transportation Council* hereby approves the 2020-2021 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 2020-2021 Unified Planning Work Program in cooperation with and with the assistance of the Transportation Planning Committee.

This resolution having been considered and approved on February 18, 2020.

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Meloney McMurry, Chair

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David Smith, Secretary

ITEM IV

**Crash Data Summary & Percent Truck Traffic Data**

**Report:** Report to committee on a summary analysis of 2017 and 2018 crash data for Tompkins County prepared by staff. A map of available truck traffic data will also be presented.

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

ITEM V

**Director’s Report**

**Report:**

-Several transportation planning initiatives will be active in 2020 – City of Ithaca transportation plan, TCAT transit development plan, CCT Bicycle Blueprint – ITCTC staff will monitor and participate in these efforts.

-Golthaca TDM – Transportation Demand Management project for downtown Ithaca will launched soon.

-Presentation a Well’s College Sustainability Lecture Series - February

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

ITEM VI

**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 VII

**Adjournment**

**\*\*\* The next meeting of the *ITCTC Policy Committee* will be held on:  
Tuesday, February 18, 2020, 1:00 p.m.  
At the Transit Center\*\*\***

**\*\*\* The next meeting of the *ITCTC Planning Committee* will be held on:  
Tuesday, March 10, 2020, 10:00 a.m.  
At the Transit Center\*\*\***

**The 2020 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 Joint Committee Action Summary – December 17, 2019**  
*(See page 1 above)*

Approval of Action Summary  
*December 17, 2019 Meeting*

## JOINT COMMITTEE MEETING ACTION SUMMARY

**December 17, 2019 - Ithaca Tompkins Transit Center**  
**1:00 p.m.**

**Present:** *Policy Committee:* **Bill Goodman, Chair** (Town of Ithaca), **David Smith, Secretary** (NYSDOT Region 3), **Mike Lane** (Tompkins County Legislature), **Meloney McMurry** (Village of Cayuga Heights), **Kathy Servoss** (Town of Dryden), **Timothy Logue** (City of Ithaca), **Joseph Wetmore** (Town of Lansing), **Reed Huegerich** (Cornell University), **Mark Frechette** (NYSDOT Reg.3).

*Planning Committee:* **Timothy Logue, Chair** (City of Ithaca), **Katie Borgella** (Tompkins County), **Sue Ritter** (Town of Ithaca), **Brent Cross** (Village of Cayuga Heights), **John Webert** (Tompkins County Highway), **Reed Huegerich** (Cornell University), **Kate Supron** (Cornell University), **Matt Yarrow** (TCAT), **Eric Hathaway** (City of Ithaca), **Joseph Wetmore** (Town of Lansing), **C.J. Randall** (Town of Lansing),.

**Excused:** *Policy Committee:* **Don Hartill, Vice Chair** (Village of Lansing), **Deborah Dawson** (Tompkins County Legislature), **Linda Woodard** (Village of Cayuga Heights), **Pam Bleiwas** (Town of Ithaca), **Ray Burger** (Town of Dryden), **Svante Myrick**, (City of Ithaca), **Frank Proto** (TCAT Board), **Gerry Monaghan** (Village of Lansing), **Laura Shawley** (Town of Danby), **Beth McGee** (Town of Enfield), **Don Scheffler** (Town of Groton), **Jeffrey Hart** (Town of Newfield), **Cyrenthia Ward** (FTA), **Carlos Gonzalez** (FHWA).

*Planning Committee:* **Ray Burger, Vice Chair** (Town of Dryden), **Jeffrey Smith** (Tompkins County Highway), **Jim Weber** (Town of Ithaca), **Michael Smith** (Town of Ithaca), **John Courtney** (Village of Lansing), **Barry Rollins** (Town of Enfield), **Richard C. Case Jr.** (Town of Groton), **Kevin Berggren** (Town of Newfield), **Mark Frechette** (NYSDOT Region 3), **John Reichert** (NYSDOT Region 3), **Cyrenthia Ward** (FTA), **Carlos Gonzalez** (FHWA).

**ITCTC Staff:** **Fernando de Aragón** (Director)

**Staff:** **Teresa Linde, Tom Mank, Jay Lambrich.**

**Guests:** **Dwight Mengel** (Tompkins County DSS, Chief Transportation Planner), **Rod Howe** (Town of Ithaca), **Stephanie Redmond** (Town of Enfield).

*Tim Logue assumed the Chair at approximately 1:05 pm.*

**I. Public Comment Period**

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

**Planning Committee Business Items (1:06 p.m.):**

**II. Approval of Planning Action Summary – November 19, 2019**

**Action:** The Action Summary from November 19, 2019 was Moved by Brent Cross, seconded by Sue Ritter, and unanimously approved by the ITCTC Planning Committee without modification.

**III. Election of Officers for 2020**

**Report:** Tim Logue asked Bill Goodman to take over this agenda item. Mr. Goodman reported that Tim Logue (Chair) and Ray Burger (Vice Chair) have been nominated to continue in their roles as officers for 2020 and both have agreed. He asked if there were any other nominations; hearing none he called for a vote. It was moved, seconded and both candidates were unanimously approved.

Bill Goodman turned the meeting back over to Tim Logue.

**Action:** Moved by Reed Huegerich, seconded by Mark Frechette and unanimously approved to elect Tim Logue as Chair and Ray Burger as Vice Chair for 2020 ITCTC Planning Committee.

**IV. Approval of 2040 Long-Range Transportation Plan, Resolution 2019-08**

**Report:** Tim Logue reported that the 2040 Long-Range Transportation Plan has been thoroughly discussed by the Planning Committee over the past year as it went through its update process and it was now before the committee for the final recommendation. He asked if there were any additional questions before voting to recommend the plan for formal approval by the Policy Committee. There was no further discussion and the recommendation was unanimously approved.

Jay Lambrich reported that the executive summary is underway and will be available soon.

Teresa Linde told committee members that the plan has been posted on the ITCTC website, there are a few hard copies for-the-taking at today's meeting, and she will provide a hard copy to anyone who contacts her at the ITCTC office.

**Action:** Moved by Sue Ritter, seconded by Matt Yarrow and unanimously recommended to the Policy Committee for formal approval.

**V. Coordinated Public Transit-Human Services Transportation Plan – Special Community Mobility Projects**

**Report:** Dwight Mengel reported the following:

- This is the fifth year of Special Community Mobility Projects (SCMP)
- Projects are solicited from the public; they are reviewed by the Public Transit-Human Services Committee in November and brought before the ITCTC for approval.
- He reviewed the projects listed on the table, noting that eight of them are continuing projects and one is new (the Center for Community Transportation, Inc.).
- He asked if there were any questions; hearing none, a vote was taken, and the amendment approved.

**Action:** Moved by Brent Cross, seconded by Reed Huegerich and unanimously recommended for Policy Committee formal approval of the 2019 Amendment to the Tompkins County Coordinated Public Transit-Human Service Transportation Plan.

## 2020 Recommended SCMP Projects by Coordinated Transportation Planning Committee (11/18/2019)

APPLICATIONS			EXPENDITURES				
Applicant	Project Name	Type	Total	Federal	State Match	Local Match	
Human Services Coalition	211-FISH Call Center Mgmt	Mobility Management	\$ 23,875	\$ 19,100	\$ 2,388	\$ 2,388	
Center for Community Transportation, Inc.	2020 Ithaca Bike Champions & Travel Training	Mobility Management	\$ 37,278	\$ 29,822	\$ 3,728	\$ 3,728	
Cornell Cooperative Extension/ Way2Go	Volunteer Driver Recruitment & Sustainability	Mobility Management	\$ 12,111	\$ 9,689	\$ 1,211	\$ 1,211	
FISH Tompkins County	Volunteer transportation for medical trips in Tompkins Co.	Operating Assistance	\$ 8,900	\$ 4,450		\$ 4,450	
FISH Out-of-County Service	Volunteer transportation for regional medical trips	Operating Assistance	\$ 8,200	\$ 4,100		\$ 4,100	
GADABOUT	ITS Project	Capital	\$ 25,973	\$ 20,778	\$ 2,597	\$ 2,597	
GADABOUT	County paratransit service	Operating Assistance	\$ 12,900	\$ 6,450		\$ 6,450	
Challenge	Travel Training	Mobility Management	\$ 8,889	\$ 7,111	\$ 889	\$ 889	
Center for Community Transportation, Inc.	Go Ithaca Low Income Program	Mobility Management	\$ 8,125	\$ 6,500	\$ 813	\$ 813	
			<b>GRAND TOTAL</b>	<b>\$ 146,250</b>	<b>\$ 108,000</b>	<b>\$ 11,625</b>	<b>\$ 26,625</b>
<b>REVENUES</b>		FFY 2020 Section 5307		\$ 93,000			
		Operating Assistance		\$ 15,000			
		Total Federal		\$ 108,000			

**V.a. 2020-2024 TIP Amendment, Update of FTA Tables – Sect. 5307 & 5339 FFY2020**

**Report:** Dwight Mengel reported the following:

- Last summer, during the FTA grant application period (May – July), we were asked to defer projects that were not lapsing so they could process a large number of lapsing projects.
- He worked with TCAT to advance projects that are high priority; the updated FTA tables reflect two programs, 5307 and 5339, to program these projects for 2020.
- Joe Wetmore asked how TCAT decides whether to purchase electric or diesel buses. Matt Yarrow explained that electric is more expensive than diesel; TCAT is applying for grants to procure more electric buses.
- Jay Lambrix asked if hydrogen fuel cell buses were looked at. Matt Yarrow explained that there was a tentative agreement, about six years ago, for a pilot program however, no appropriate area could be found for a fueling station and fuel cells are a new technology with less funding available. Dwight Mengel added that it is better suited for large metropolitan areas and we should let them work the bugs out first.

**Action:** Moved by Kate Supron, seconded by Mark Frechette and unanimously approved to recommend Policy Committee approval of the 2020-2024 TIP Amendment to update the FTA tables – Section 5307 & 5339 FFY202.

**2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM**

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

**Update of FTA Tables – Sect.5307 & 5339 FFY2020**

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2020-2024 Transportation Improvement Program (TIP) on **December 17, 2019** during a regularly scheduled meeting. The amendment was reviewed and approved by the ITCTC Planning Committee on December 17, 2019. The action on the 2020-2024 TIP and the current State Transportation Improvement Program (STIP) affects Section 5307 and 5339, in the FTA Tables as described below and in the attached table.

**Description:**

- Tompkins County has requested that the ITCTC approve 2020-24 TIP amendments to the FTA Tables. The proposed amendments adjust for funding in FFY 2020 and are needed to conform with FTA grant-making requirements. The amendments accomplish the following:

**FTA Section 5307 – Urban Formula Program**

- The amendment programs the balance of Section 5307 funds which were available at the end of FFY 2019, a total of \$1,089,114.
- Creates two new projects: purchasing TCAT buses for expansion and modems for TCAT’s bus fleet to enable transmission of data.
- Adds funds for three prior years for SCMP Mobility Management projects.
- Adds funds to Gadabout’s operations management technology project.

**FTA Section 5339 – Bus & Bus Facilities Program**

- The amendment programs the balance of FFY 2018 and FFY 2019 Section 5339 funds, a total of \$931,805.
- Creates two new projects for purchasing TCAT buses for expansion and to replace the generator in the transit facility.

The proposed amendments to the 2020-2024 TIP and the STIP are shown in the Attachment A tables. The tables show the projects as they will appear in the TIP and STIP. The TIP and STIP will remain fiscally constrained.

**2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM**

**FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM SUMMARY TABLE - FFY 2020**

<b>URBAN FORMULA (FTA 5307)</b>		<b>PIN#</b>	<b>2019</b>	<b>Revised 2019</b>	<b>Difference</b>
Preventative Maintenance	This project pays for spare parts and labor for preventative maintenance of TCAT's bus fleet.	382178	\$936,200	\$955,000	18,800
ADP Hardware	Purchase modems for TCAT buses (58).		-	100,000	100,000
Mobility Management - Non-County SCMP	This project supports SCMP Mobility Management Projects identified in the Coordinated Plan and local solicitation review process 2017-2020.	382417	28,000	162,099	134,099
Buses for Expansion	Purchase (2) 40 ft diesel or electric buses for TCAT service expansion.		-	101,784	101,784
Gadabout Operations Management Technology	Customer management, dynamic scheduling and optimization of trips, computer assisted dispatch, real-time bus location information. SCMP Capital for 2020.	382835	-	32,446	32,446
<b>Capital/Planning Projects Subtotal</b>			964,200	1,351,329	387,129
Operating Assistance - TCAT	Operating Assistance for TCAT 2019-2020	382404	1,658,000	3,316,000	1,658,000
Operating Assistance - Special Community Mobility Projects	This project supports SCMP-eligible operating assistance projects identified in the Coordinated Plan and ITCTC review process 2017-2019.	382418	152,000	220,713	68,713
<b>Operating Assistance Subtotal</b>			1,810,000	3,536,713	1,726,713
<b>Total Section 5307 Program</b>			2,774,200	4,888,041	2,113,841

<b>BUS &amp; BUS FACILITIES (FTA 5339)</b>		<b>PIN#</b>	<b>2020</b>	<b>Revised 2020</b>	<b>Difference</b>
Facility Equipment	Replace Facility Generator in Transit Facility		-	322,750	322,750
Buses for Expansion	Purchase (2) TCAT 40 FT. Diesel or Electric Buses - Expansion		-	842,006	842,006
<b>Total Section 5339 Program</b>			-	1,164,756	1,164,756

**Policy Committee Business Items (1:23 p.m.), Bill Goodman, Chair:**

**VI. Approval of Policy Committee Action Summary – October 15, 2019**

**Action:** The ITCTC Policy Committee Action Summary from October 13 ,2019 was Moved by Meloney McMurry, seconded by David Smith and approved by consensus without modification.

**VII. Election of Officers for 2020**

**Report:** Bill Goodman reported that he would not be looking to continue in his role as Policy Committee Chair in 2020. He further reported that Meloney McMurry has been nominated for the 2020 Chair and Don Hartill to continue as Vice-Chair; they both agreed to the nominations. Mr. Goodman asked if there were any other nominations; hearing none he called for a vote. It was moved, seconded and both candidates were unanimously approved. Bill Goodman was thanked for his work as Chair.

**Action:** Moved by Bill Goodman, seconded by Mike Lane and approved by consensus to elect Meloney McMurry as Chair and Don Hartill as Vice-Chair of the ITCTC Policy Committee for 2020.

**VIII. Approval of 2040 Long-Range Transportation Plan – Resolution 2019-08**

**Report:** This item was discussed during the Planning Committee portion of the meeting (Item IV). Bill Goodman asked if there were any further comments, hearing none he called for a vote on the resolution.

**Action:** Resolution 19-08, *Approval of the 2040 Long-Range Transportation Plan*, was Moved by David Smith, seconded by Meloney McMurry and approved by consensus.

## RESOLUTION 19-08

### *APPROVAL OF THE 2040 LONG-RANGE TRANSPORTATION PLAN*

- WHEREAS,** the *Fixing America's Surface Transportation (FAST) Act (P.L. 114-94)* 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 Area; AND
- WHEREAS,** the *FAST 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,** the *FAST Act* and its existing and proposed rules implementing Metropolitan Transportation Planning (23 CFR 450) require the development and approval of a comprehensive long-range transportation plan; AND
- WHEREAS,** on December 16, 2014 the *Ithaca-Tompkins County Transportation Council* approved the last update to its comprehensive long-range transportation plan for the Ithaca-Tompkins County Metropolitan Area; AND
- WHEREAS,** the *FAST Act* and its rules implementing Metropolitan Transportation Planning (23 CFR 450) require the transportation plans be reviewed and updated at least every five years in attainments areas; AND
- WHEREAS,** in accordance with the adopted Unified Operations Procedures (section II.B.7.g) of the *Ithaca-Tompkins County Transportation Council*, an updated comprehensive long-range transportation plan, titled as the 2040 Long-Range Transportation Plan, has been developed for the Ithaca-Tompkins County Metropolitan Area; AND
- WHEREAS,** there have been numerous opportunities throughout the update of the comprehensive long-range transportation plan for the public to provide input to the planning process and to participate in the review of the proposed comprehensive long-range transportation plan; AND
- WHEREAS,** the *Ithaca-Tompkins County Transportation Council* attests that this Plan has been developed in compliance with the requirements of the *FAST Act* and the joint rules for metropolitan planning: 23 CFR Parts 450 and 771, and 49 CFR Part 613; AND
- WHEREAS,** the Transportation Planning Committee of the *Ithaca-Tompkins County Transportation Council* has reviewed said Plan and has recommended that the Transportation Policy Committee approve the 2040 Long-Range Transportation Plan;

**NOW THEREFORE BE IT RESOLVED,** that the Transportation Policy Committee of the *Ithaca-Tompkins County Transportation Council* has reviewed the 2040 Long-Range Transportation Plan for the Ithaca-Tompkins County Metropolitan Area and hereby approves said Plan;

**BE IT FURTHER RESOLVED,** that the Transportation Policy Committee of the *Ithaca-Tompkins County Transportation Council* hereby agrees that the 2040 Long-Range Transportation Plan will be reviewed and updated to appropriately reflect changes in needs, conditions, and assumptions on a regular basis and not less than every five years;

**BE IT FURTHER RESOLVED,** that the Transportation Policy Committee of the *Ithaca-Tompkins County Transportation Council* hereby authorizes and instructs its Staff Director to submit the necessary copies of the approved Plan to the pertinent State and Federal agencies.

This resolution having been considered and approved on December 17, 2019.

**IX. Coordinated Public Transit-Human Services Transportation Plan – Special Community Mobility Projects**

**Report:** This item was discussed during the Planning Committee portion of the meeting (Item V.). Bill Goodman asked if there were any further questions or discussion, hearing none he called for a vote.

**Action:** The 2019 Amendment to the Tompkins County Coordinated Public Transit-Human Service Transportation Plan was Moved by Mike Lane, seconded by Kathy Servoss and approved by consensus.

2020 Recommended SCMP Projects by Coordinated Transportation Planning Committee (11/18/2019)

APPLICATIONS			EXPENDITURES				
Applicant	Project Name	Type	Total	Federal	State Match	Local Match	
Human Services Coalition	211-FISH Call Center Mgmt	Mobility Management	\$ 23,875	\$ 19,100	\$ 2,388	\$ 2,388	
Center for Community Transportation, Inc.	2020 Ithaca Bike Champions & Travel Training	Mobility Management	\$ 37,278	\$ 29,822	\$ 3,728	\$ 3,728	
Cornell Cooperative Extension/ Way2Go	Volunteer Driver Recruitment & Sustainability	Mobility Management	\$ 12,111	\$ 9,689	\$ 1,211	\$ 1,211	
FISH Tompkins County	Volunteer transportation for medical trips in Tompkins Co.	Operating Assistance	\$ 8,900	\$ 4,450		\$ 4,450	
FISH Out-of-County Service	Volunteer transportation for regional medical trips	Operating Assistance	\$ 8,200	\$ 4,100		\$ 4,100	
GADABOUT	ITS Project	Capital	\$ 25,973	\$ 20,778	\$ 2,597	\$ 2,597	
GADABOUT	County paratransit service	Operating Assistance	\$ 12,900	\$ 6,450		\$ 6,450	
Challenge	Travel Training	Mobility Management	\$ 8,889	\$ 7,111	\$ 889	\$ 889	
Center for Community Transportation, Inc.	Go Ithaca Low Income Program	Mobility Management	\$ 8,125	\$ 6,500	\$ 813	\$ 813	
			<b>GRAND TOTAL</b>	<b>\$ 146,250</b>	<b>\$ 108,000</b>	<b>\$ 11,625</b>	<b>\$ 26,625</b>
		<b>REVENUES</b>	FFY 2020 Section 5307		\$ 93,000		
			Operating Assistance		\$ 15,000		
			Total Federal		\$ 108,000		

**IX.a. 2020-2024 TIP Amendment, Update of FTA Tables – Sect. 5307 & 5339 FFY2020**

**Report:** This item was discussed during the Planning Committee portion of the meeting (Item V a.). Bill Goodman asked if there were any further questions or discussion, hearing none he called for a vote.

**Action:** The 2020-2024 TIP Amendment, *Update of FTA Tables – Sect. 5307 & 5339 FFY2020*, was Moved by Meloney McMurry, seconded by Mike Lane and approved by consensus.

**2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM**

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

**Update of FTA Tables – Sect.5307 & 5339 FFY2020**

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2020-2024 Transportation Improvement Program (TIP) on **December 17, 2019** during a regularly scheduled meeting. The amendment was reviewed and approved by the ITCTC Planning Committee on December 17, 2019. The action on the 2020-2024 TIP and the current State Transportation Improvement Program (STIP) affects Section 5307 and 5339, in the FTA Tables as described below and in the attached table.

**Description:**

- Tompkins County has requested that the ITCTC approve 2020-24 TIP amendments to the FTA Tables. The proposed amendments adjust for funding in FFY 2020 and are needed to conform with FTA grant-making requirements. The amendments accomplish the following:

**FTA Section 5307 – Urban Formula Program**

- The amendment programs the balance of Section 5307 funds which were available at the end of FFY 2019, a total of \$1,089,114.
- Creates two new projects: purchasing TCAT buses for expansion and modems for TCAT’s bus fleet to enable transmission of data.
- Adds funds for three prior years for SCMP Mobility Management projects.
- Adds funds to Gadabout’s operations management technology project.

**FTA Section 5339 – Bus & Bus Facilities Program**

- The amendment programs the balance of FFY 2018 and FFY 2019 Section 5339 funds, a total of \$931,805.
- Creates two new projects for purchasing TCAT buses for expansion and to replace the generator in the transit facility.

The proposed amendments to the 2020-2024 TIP and the STIP are shown in the Attachment A tables. The tables show the projects as they will appear in the TIP and STIP. The TIP and STIP will remain fiscally constrained.

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**Policy Committee portion of the meeting ended at 1:28 p.m.**

**Joint Business Items (1:29 p.m.), Bill Goodman, Chair:**

**X. Director's Report**

**Report:** Fernando de Aragón was unable to attend this meeting; he included the following report in the agenda packet:

The 2020-2021 Unified Planning Work Program needs to be approved by March 1, 2020. To meet that deadline the Planning Committee will meet January 21, 2020 and Policy will follow on February 18. A draft of the UPWP, including the proposed budget, will be sent via email ahead of the January meeting. Please review and send any comments to the Staff Director.

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

**XI. Member Reports**

**Report:**

**1. Mike Lane (Tompkins County Legislature).**

- There will be a ribbon cutting soon for the airport, dependent on the governor's schedule.
- Congratulations to NYSDOT for a job well organized and constructed on the Route 38 Bridge; Kathy Servoss added her thanks, saying it was a good and quickly done job.

**2. David Smith (NYSDOT Reg. 3).**

- The bid for the DOT residency was awarded last week; a meeting with the contractor is scheduled for tomorrow.
- A contractor for the Route 34B Bridge over Salmon Creek will be selected next fall so there will be time to order the steel and have everything ready for construction to start in the spring of 2021. Joe Wetmore commented that there are concerns in the Town of Lansing that the current 18-ton weight limit on the bridge means that fire engines can not cross it.

**3. Dwight Mengel (Tompkins County).**

- On December 4<sup>th</sup> the county and TCAT hosted a delegation from Japan for Mobility as Service Program. It was an honor for Tompkins County to be selected as they only visited Columbus, Ohio, Ithaca, NY, and Washington D.C. They were interested in small, rural transit management. The visit went very well; there was a 3-hour meeting and presentation after which they thanked TCAT for their hospitality.

**4. Katie Borgella (Tompkins County).**

- The Route 13 Corridor Study public outreach phase begins in January.

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

- The North Aurora Street Bridge is open.
- Fill for the Brindley Street Bridge is settling; they are looking at different pile systems and are hoping to have the bridge done by August 2020.
- Bids are in for the Hector Street project; a 4-month closure of the road is expected starting in March or April. The detour will most likely be Route 96B and Hayts Road.
- The State Street retaining wall is stuck in right-of-way acquisition.
- Elmira Road is scheduled for resurfacing in 2020/2021.
- The design is underway for the trail bridge at the end of Cecil A. Malone Drive.

**6. Kathy Servoss (Town of Dryden).**

- The George Road Bridge will begin construction in early March.
- The bid for design work on the rail-trail pedestrian bridge over Route 13 will be awarded on Thursday.

**7. Sue Ritter (Town of Ithaca).**

- The Route 96B sidewalk project is moving along in the final design stage with Ithaca College and should go out to bid soon.
- The Gateway Trail will need a TIP Amendment in January.
- The pedestrian corridor study for Trumansburg Road will go before the Town Board by the end of January; it will be a costly project covering from the city line to the hospital.
- Mike Lane asked who will be responsible for maintaining these new sidewalks. Sue Ritter replied that it will be the property owners, however on Route 96B most of the sidewalks will be on Ithaca College property and maintained by the college. Mr. Lane suggested that municipalities consider taking on sidewalk maintenance for consistency.

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

**XII. Adjournment**

**Action:** Moved by David Smith, seconded by Meloney McMurry and unanimously agreed to adjourn the December 17, 2019 Joint ITCTC Planning & Policy Committee meeting at approximately 1:44 pm.

Planning Committee Action:

Approval of 12/17/19 Action Summary:

January 21, 2020

Motion:

Second:

Vote: