



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

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### **AGENDA AND MEETING NOTICE** **JOINT PLANNING & POLICY COMMITTEES MEETING**

**Date: Tuesday, May 5, 2020**

**Time: 1:00 A.M. – 3:00 P.M.**

**Location: Remote/Online Video Meeting**

**This meeting will be recorded.**

**I. Public Comment Period**

**Planning Committee Items:**

**II. Approval of March 10, 2020 Action Summary – postponed** Planning Committee Chair

**III. TIP Administrative Modifications**  
a. Cecil A. Malone Dr. Bridge Replacement (PIN:375589) – City of Ithaca  
b. CR109 (Etna Rd.) over Fall Creek Bridge Replacement - Tompkins County

**IV. TIP Amendment**  
FTA Tables update - multiple projects Dwight Mengel

**Policy Committee Items:**

**V. Approval of Committee Action Summary – February 18, 2020** Policy Committee Chair

**VI. TIP Amendment**  
FTA Tables update - multiple projects Dwight Mengel

**VII. Director's Report** Fernando de Aragón

**VIII. Member Reports** Committee Members

**IX. Adjournment**

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order 220.1 issued on March 12, 2020 suspending the Open Meetings Law, the Ithaca-Tompkins County Transportation Council (ITCTC) meeting scheduled for May 5, 2020 will be held electronically via video/tele conference instead of a public meeting open for the public to attend in person. Members of the public may listen to or view the ITCTC meeting remotely. Instructions to join the meeting and meeting agenda will be posted for the public on the ITCTC website at <https://tompkinscountyny.gov/itctc>. Minutes of the meeting will be transcribed and posted on the ITCTC website by May 15, 2020. **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.

*Planning Committee business:*

ITEM II

**Postponed: Approval of Planning Committee Action Summary – March 10, 2020**

**Report:** The March 10, 2020 Action Summary will be included in the next Planning Committee agenda.

ITEM IIIa.

**TIP Administrative Modification**  
**Cecil A. Malone Dr. Bridge Replacement (PIN:375589)**  
**City of Ithaca**

**Report:** The City of Ithaca is requesting an administrative modification to the Cecil A. Malone Dr. Bridge Replacement (PIN:375589) – TIP project. The modification recognizes the need to add ROW Acquisition and ROW Incidentals phases to the project schedule to meet project requirements. This modification transfers funding from the project's Scoping, Preliminary Design and Final Design phases to the new ROW Acquisition and ROW Incidentals phases. Total project funding remains unchanged.

**The TIP Action form with all modification details is copied below.**

**Action Requested:** Planning Committee motion and vote approving the TIP Administrative Modification for the Cecil A. Malone Bridge Replacement project.

**2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM**

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

**CECIL A. MALONE DR. BRIDGE REPLACEMENT PROJECT PHASE FUNDING  
REALLOCATION**

The Planning Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved a Transportation Improvement Program (TIP) Administrative Modification on **May 5, 2020**. The action on the 2020-2024 TIP and the current State Transportation Improvement Program (STIP) affects one (1) project as described below.

**Description:**

The City of Ithaca is requesting an administrative modification to the *Cecil A. Malone Dr. Bridge Replacement (PIN:375589)* – TIP project. The modification recognizes the need to add ROW Acquisition and ROW Incidentals phases to the project schedule to meet project requirements. This modification transfers funding from the project’s Scoping, Preliminary Design and Final Design phases to the new ROW Acquisition and ROW Incidentals phases. Total project funding remains unchanged.

Propose changes:

- \$18,000 from the Scoping phase from previously obligated Federal Fiscal Year 2018/19.
- \$18,000 from the Preliminary Design phase from previously obligated FFY 2018/19.
- \$7,000 from the Final Design phase from previously obligated FFY 2018/19.
  
- \$36,000 to ROW Incidentals for FFY 2019/20.
- \$7,000 to ROW Acquisition for FFY 2019/20.
  
- Total funding adjustment equals \$43,000 with no fund source changes.

The tables in Attachment A include the existing project and the modified project as it 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.

ATTEST:

\_\_\_\_\_  
Tim Logue, *Chair, ITCTC Planning Committee*

**EXISTING:**

**TIP date** 2018 **PIN** 375589 **BIN** 2210640  
**Project Name** Cecil Malone Dr. over Flood Relief Channel Bridge  
**Sponsor** City of Ithaca  
**Description** Cecil Malone Dr. over Flood Relief Channel Bridge-BIN 2210640. Bridge Replacement. City of Ithaca, Tompkins CO. BNY2018-Funding in 95% Federal (Using 15% Toll Credit) and 5% Local Match.

**Fund Source: STBG-OSB**

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated</b>	<b>Date</b>	<b>19/20</b>	<b>20/21</b>	<b>21/22</b>	<b>22/23</b>	<b>23/24</b>	<b>5 YR Total</b>
C-8-Detailed Design	STBG-OSB		\$0	05-20	\$1,000	\$0	\$0	\$0	\$0	\$1,000
B-4-Preliminary Design	STBG-OSB	02-19	\$118,000		\$0	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	STBG-OSB	02-19	\$157,000		\$0	\$0	\$0	\$0	\$0	\$0
A-1-Scoping	STBG-OSB	02-19	\$118,000		\$0	\$0	\$0	\$0	\$0	\$0
G-18-Construction	STBG-OSB		\$0	03-21	\$0	\$1,591,000	\$0	\$0	\$0	\$1,591,000
H-22-Inspection	STBG-OSB		\$0	03-21	\$0	\$188,000	\$0	\$0	\$0	\$188,000
<b>Total:</b>			\$393,000		\$1,000	\$1,779,000	\$0	\$0	\$0	\$1,780,000
Federal Funding:			\$373,350		\$950	\$1,690,050	\$0	\$0	\$0	\$1,691,000
State Funding:			\$0		\$0	\$0	\$0	\$0	\$0	\$0
Local Funding:			\$19,650		\$50	\$88,950	\$0	\$0	\$0	\$89,000

**ADMINISTRATIVE MODIFICATIONS:**

<b>Project Element</b>	<b>Funding</b>	<b>Date</b>	<b>Obligated</b>	<b>Date</b>	<b>19/20</b>	<b>20/21</b>	<b>21/22</b>	<b>22/23</b>	<b>23/24</b>	<b>5 YR Total</b>
C-8-Detailed Design	STBG-OSB		\$0	05-20	\$1,000	\$0	\$0	\$0	\$0	\$1,000
B-4-Preliminary Design	STBG-OSB	02-19	<b>\$100,000</b>		\$0	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	STBG-OSB	02-19	<b>\$150,000</b>		\$0	\$0	\$0	\$0	\$0	\$0
A-1-Scoping	STBG-OSB	02-19	<b>\$100,000</b>		\$0	\$0	\$0	\$0	\$0	\$0
<b>ROW Incidentals</b>	<b>STBG-OSB</b>			<b>05-20</b>	<b>\$36,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$36,000</b>
<b>ROW Acquisition</b>	<b>STBG-OSB</b>			<b>05-20</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,000</b>
G-18-Construction	STBG-OSB		\$0	03-21	\$0	\$1,591,000	\$0	\$0	\$0	\$1,591,000
H-22-Inspection	STBG-OSB		\$0	03-21	\$0	\$188,000	\$0	\$0	\$0	\$188,000
<b>Total:</b>			\$350,000		<b>\$44,000</b>	\$1,779,000	\$0	\$0	\$0	<b>\$1,823,000</b>
Federal Funding:			\$332,500		<b>\$41,800</b>	\$1,690,050	\$0	\$0	\$0	<b>\$1,731,850</b>
State Funding:			\$0		\$0	\$0	\$0	\$0	\$0	\$0
Local Funding:			\$17,500		<b>\$2,200</b>	\$88,950	\$0	\$0	\$0	<b>\$91,150</b>

Note: modifications shown in **Bold**.

**TIP Administrative Modification**  
**CR109 (Etna Rd.) over Fall Creek Bridge Replacement (PIN 375653)**  
**Tompkins County**

**Report:** The Tompkins County Highway Department is requesting an administrative modification to the CR109 (Etna Rd.) over Fall Creek Bridge Replacement (PIN 375653) TIP project. The modification recognizes the need to add funding to the ROW Acquisitions phase to meet project requirements. This modification transfers funding from the project's Final Design phase to the ROW Acquisition phase. Total project funding remains unchanged.

**The TIP Action form with all modification details is copied below.**

**Action Requested:** Planning Committee motion and vote approving the TIP Administrative Modification for the CR109 (Etna Rd.) over Fall Creek Bridge Replacement project.

**2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM**  
**\*\*Administrative Modification\*\***

**CR109 (ETNA RD.) OVER FALL CREEK BRIDGE REPLACEMENT PROJECT**  
**PHASE FUNDING REALLOCATION**

The Planning Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved a Transportation Improvement Program (TIP) Administrative Modification on **May 5, 2020**. The action on the 2020-2024 TIP and the current State Transportation Improvement Program (STIP) affects one (1) project as described below.

**Description:**

The Tompkins County Highway Department is requesting an administrative modification to the CR109 (Etna Rd.) over Fall Creek Bridge Replacement (PIN 375653) TIP project. The modification recognizes the need to add funding to the ROW Acquisitions phase to meet project requirements. This modification transfers funding from the project's Final Design phase to the ROW Acquisition phase. Total project funding remains unchanged.

- \$12,000 from obligated Federal Fiscal Year 2018/19 Final Design phase funds to ROW Acquisition in FFY 2019/20.
- Total funding adjustment equals \$12,000 with no funding source changes.

The tables in Attachment A include the existing project and the modified project as it 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.

ATTEST:

\_\_\_\_\_  
 Tim Logue, *Chair, ITCTC Planning Committee*

**EXISTING:**

**TIP date** 2018 **PIN** 375653 **BIN** 3314180

**Project Name** CR 109 over Fall Creek

**Sponsor** Tompkins County

**Description** County Road 109 (Etna Rd.) Over Fall Creek, Bridge Replacement. BIN 3314180. Town of Dryden, Tompkins CO. BNY2018-Funding in 95% Federal (Using 15% Toll Credit) and 5% Local Match.

**Fund Source: NHPP**

Project Element	Funding	Date	Obligated Date	19/20	20/21	21/22	22/23	23/24	5 YR Total
A-1-Scoping	NHPP	2-19		\$104,000	\$0	\$0	\$0	\$0	\$0
B-4-Preliminary Design	NHPP	2-19		\$104,000	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	NHPP	2-19		\$138,000	\$0	\$0	\$0	\$0	\$0
C-8-Detailed Design_2	NHPP		\$0 05-20	\$1,000	\$0	\$0	\$0	\$0	\$1,000
D-10-Rt of Way Acq	NHPP		\$0 05-20	\$15,000	\$0	\$0	\$0	\$0	\$15,000
E-13-Rt of Way Incd	NHPP	2-19		\$10,000	\$0	\$0	\$0	\$0	\$0
G-18-Construction	NHPP		\$0 03-21	\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
H-22-Inspection	NHPP		\$0 03-21	\$0	\$165,000	\$0	\$0	\$0	\$165,000
<b>Total:</b>				\$356,000	\$16,000	\$1,665,000	\$0	\$0	\$1,681,000
<b>Federal Funding:</b>				\$338,200	\$15,200	\$1,581,750	\$0	\$0	\$1,596,950
<b>State Funding:</b>				\$0	\$0	\$0	\$0	\$0	\$0
<b>Local Funding:</b>				\$17,800	\$800	\$83,250	\$0	\$0	\$84,050

**ADMINISTRATIVE MODIFICATIONS:**

Project Element	Funding	Date	Obligated Date	19/20	20/21	21/22	22/23	23/24	5 YR Total
A-1-Scoping	NHPP	2-19		\$104,000	\$0	\$0	\$0	\$0	\$0
B-4-Preliminary Design	NHPP	2-19		\$104,000	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	NHPP	2-19		<b>\$126,000</b>	\$0	\$0	\$0	\$0	\$0
C-8-Detailed Design_2	NHPP		\$0 05-20	\$1,000	\$0	\$0	\$0	\$0	\$1,000
D-10-Rt of Way Acq	NHPP		\$0 05-20	<b>\$27,000</b>	\$0	\$0	\$0	\$0	\$27,000
E-13-Rt of Way Incd	NHPP	2-19		\$10,000	\$0	\$0	\$0	\$0	\$0
G-18-Construction	NHPP		\$0 03-21	\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
H-22-Inspection	NHPP		\$0 03-21	\$0	\$165,000	\$0	\$0	\$0	\$165,000
<b>Total:</b>				<b>\$344,000</b>	<b>\$28,000</b>	\$1,665,000	\$0	\$0	<b>\$1,693,000</b>
<b>Federal Funding:</b>				<b>\$326,800</b>	<b>\$26,600</b>	\$1,581,750	\$0	\$0	<b>\$1,608,350</b>
<b>State Funding:</b>				\$0	\$0	\$0	\$0	\$0	\$0
<b>Local Funding:</b>				<b>\$17,200</b>	<b>\$1,400</b>	\$83,250	\$0	\$0	<b>\$84,650</b>

Note: modifications shown in **Bold**.

**TIP Amendment**  
**FTA Tables update - multiple projects**

**Report:** 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 TIP Action form with all modification details is copied below.**

**Action Requested:** Planning Committee recommendation for Policy Committee approval of the proposed amendments to the 2020-2024 TIP FTA tables.

**2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM**  
**\*\*Amendment\*\***

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

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2020-2024 Transportation Improvement Program (TIP) on **May 5, 2020**. The amendment was reviewed and approved by the ITCTC Planning Committee on May 5, 2020 in joint session. The action on the 2020-2024 TIP and the current State Transportation Improvement Program (STIP) affects Section 5307 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 FFY 2020 5307 funds in the amount of \$1,884,683.
- Creates one new project: TCAT Facility Architecture & Engineering for preliminary work for a new administration and maintenance facility.
- Adds funds expected to be transferred from the Section 5311 Rural Formula Program to the 2020 Section 5307 Urban Formula Program in the amount of \$2,707,832 for nine projects.

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.

ATTEST:

\_\_\_\_\_  
Meloney McMurry, *Chair, ITCTC Policy Committee*

\_\_\_\_\_  
David Smith, *Secretary, ITCTC Policy Committee*

**2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM  
FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM SUMMARY TABLE - FFY 2020**

Attachment A  
May 5, 2020

URBAN FORMULA (FTA 5307)		PIN#	2020	Revised 2020	Difference
Preventative Maintenance	This project pays for spare parts and labor for preventative maintenance of TCAT's bus fleet.	382178	955,000	2,012,104	1,057,104
<b>TCAT Facility Architecture &amp; Engineering</b>	<b>This project supports A &amp; E for a new TCAT Facility. Transfer from Sec. 5311.</b>	<b>382924</b>	--	260,000	260,000
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	162,099	249,752	87,653
<b>(3) 40 Ft Diesel or Electric Buses for Expansion</b>	Purchase <b>(3)</b> 40 ft diesel or electric buses for TCAT service expansion. <b>Includes transfer from Sec. 5311.</b>	382920	101,784	581,784	480,000
Gadabout Operations Management Technology	Customer management, dynamic scheduling and optimization of trips, computer assisted dispatch, real-time bus location information. SCMP Capital for 2020 <b>and transfer from Sec. 5311.</b>	382835	32,446	397,446	365,000
Gadabout Replacement Buses (12)	Purchase 12 replacement buses for Gadabout. Transfer from Sec. 5311.	<b>382925</b>	--	942,000	942,000
Mobility Management - Way2Go Tompkins County. Transfer from Sec 5311	Way2Go Mobility Management for Tompkins Co. Community Mobility Education and one-call-one-click service with 2-1-1 Tompkins/Cortland. Sec 5311 Transfer.	382828	188,000	376,000	188,000
Mobility Management - Way2Go Regional	This project develops and implements a regional mobility management program (MoveTogetherNY) of up to 8 counties. Transfer from Sec 5311.	382832	100,000	200,000	100,000
<b>Capital/Planning Projects Subtotal</b>			\$1,539,329	\$5,019,086	\$3,479,757
Operating Assistance - TCAT	Operating Assistance for TCAT 2019-2020	382404	3,316,000	4,336,000	1,020,000
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	220,712	250,712	30,000
<b>Appalachian Development Transit Program</b>	<b>Operating assistance for mobility services. Transfer from Sec. 5311</b>	382890	23,000	46,000	23,000
<b>Operating Assistance Subtotal</b>			\$3,559,712	\$4,632,712	\$1,073,000
<b>Total Section 5307 Program</b>			\$5,099,041	\$9,651,798	\$4,552,757

**Policy Committee business:**

ITEM V

**Approval of Policy Committee Action Summary – February 18, 2020**

**Report:** The February 18, 2020 Action Summary is attached to the end of this meeting packet.

**Action Requested:** Motion to approve the February 18, 2020 Policy Committee Action Summary.

ITEM VI

**TIP Amendment**  
**FTA Tables update - multiple projects**

**Report:** 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 TIP Action form with all modification details is shown above under agenda item IV.**

**Action Requested:** Policy Committee approval of the proposed amendments to the 2020-2024 TIP FTA tables.

ITEM VII

**Director's Report**

**Report:**

- GTSC Grant for enhanced crash data analysis.
- COVID emergency coordination
- Staff status

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

ITEM VIII

**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.

**Adjournment**

***Meeting dates and locations for the rest of this year may be changing; notification will be by email to members as well as a post on the ITCTC website and Facebook page.***

The originally approved 2020 Meeting Schedule lists the following upcoming meetings; these dates are no longer definite:

**A joint meeting of the *ITCTC Planning & Policy Committees* will be held on:  
Tuesday, June 16, 2020, 1:00 p.m.**

**The next meeting of the *ITCTC Policy Committee* will be held on:  
Tuesday, July 21, 2020, 1:00 p.m.**

**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.*

**THE FOLLOWING PAGES CONTAIN THE ATTACHMENT FOR  
AGENDA ITEM V.**

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- V. Approval of Policy Committee Action Summary – February 18, 2020**  
*(See page 8 above)*

Approval of Action Summary  
*February 18, 2020 Meeting*

**POLICY COMMITTEE MEETING ACTION SUMMARY**

**February 18, 2020 - Ithaca Tompkins Transit Center**  
**1:00 p.m.**

**Present:** *Policy Committee:* **Meloney McMurry, Chair** (Village of Cayuga Heights), **David Smith, Secretary** (NYSDOT Region 3), **Rod Howe** (Town of Ithaca), **Ray Burger** (Town of Dryden), **Eric Hathaway** (City of Ithaca), **Frank Proto** (TCAT Board), **Reed Huegerich** (Cornell University), **Christine Laughlin** (Town of Newfield), **Mark Frechette** (NYSDOT Reg.3).

**Excused:** *Policy Committee:* **Don Hartill, Vice Chair** (Village of Lansing), **Mike Lane** (Tompkins County Legislature), **Kathy Servoss** (Town of Dryden), **Timothy Logue** (City of Ithaca), **Bill Goodman** (Town of Ithaca), **Deborah Dawson** (Tompkins County Legislature), **Brent Cross** (Village of Cayuga Heights), **Svante Myrick**, (City of Ithaca), **Mark Witmer** (Town of Caroline), **Joel Gagnon** (Town of Danby), **Stephanie Redmond** (Town of Enfield), **Don Scheffler** (Town of Groton), **Joseph Wetmore** (Town of Lansing), **Jeffrey Hart** (Town of Newfield), **Michelle Wright** (Town of Ulysses), **Cyrenthia Ward** (FTA), **Carlos Gonzalez** (FHWA), **Tom Mank** (ITCTC).

**Staff:** Fernando de Aragón, Teresa Linde, Jay Lambrix.

**Guests:** None

*Meloney McMurry assumed the Chair at approximately 1:10 pm.; she asked for introductions to be made around the room for the benefit of new members.*

**I. Public Comment Period**

**Report:** None

**II. Approval of Joint Action Summary – December 17, 2019**

**Action:** The Action Summary from December 17, 2019 was Moved by Mark Frechette, seconded by Rod Howe, and approved by consensus without modification.

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

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

- This is the annual work program and operating budget for the ITCTC for the fiscal year of 4/1/2020 – 3/31/2021.
- The agenda packet summarizes the emphasis areas for the ITCTC staff in the coming year, they include updating and printing the bike map, implementing recommendations from the 2040 LRTP, community planning activities and support, etc.
- The 20/21 draft UPWP was reviewed and recommended for approval by the ITCTC Planning Committee.
- Two resolutions, one for the UPWP and one for the Operating Budget, are being presented for Policy Committee approval.

**Action:** Resolution 2020-01, *Approval Of The 2020-2021 Ithaca-Tompkins County Transportation Council Operating Budget*, was Moved by Ray Burger, seconded by Mark Frechette and approved by consensus.

**Action:** Resolution 2020-02, *Approval Of The 2020-2021 Unified Planning Work Program*, was Moved by Ray Burger, seconded by Mark Frechette and approved by consensus.



*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

#### IV. Director's Report

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

- The ITCTC will be monitoring and participating in several local transportation planning initiatives in the coming year such as City of Ithaca transportation plan, TCAT transit development plan, and the CCT Bicycle Blueprint.
- A Travel demand Management project is just starting up in Ithaca. The Downtown Ithaca Alliance is hosting a pilot transportation benefits program called Golthaca; visit [www.goithaca.org](http://www.goithaca.org) for details and registration. Meloney McMurry asked that updates be reported to the committee as the program progresses; Fernando de Aragón agreed.
- The Route 13 Corridor Study has begun; an online survey with SurveyMonkey has been launched and the response rate so far has been very successful. Questions regarding the study should be directed to Fernando at the ITCTC or to Katie Borgella at Tompkins County Dept. of Planning & Sustainability. Frank Proto noted that this is the fourth or fifth time for a Route 13 study, a previous one addressed the challenges needed to make a connection to Cortland; he asked what the aim was for this study. Fernando de Aragón assured everyone that this study does not address interstate connections; it is trying to protect/improve the current footprint with safe and efficient road operations into the future while developing and using land use plans in the Town of Dryden to minimize road impacts. Mark Frechette added that studies like this prepare a set of planning recommendations for towns to use with development, it is not a policy/decision-making project. Frank Proto thanked them for the information and said he was glad to hear this explanation.
- MPOs are hopeful that transportation funding discussions will begin soon in Washington D.C.; Fernando de Aragón will keep committee members updated as information becomes available.
- Proposed road construction projects for next season were requested from local municipalities; the data will be presented in March.

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

#### V. Member Reports

**Report.**

**1. Ray Burger (Town of Dryden).**

- Dryden is updating its Comp Plan, completion date is June 2021.
- A Dollar General recently applied to be built in the corridor area so the Rt.13 Corridor study will help with that project review.
- George Road is closed through October 2020 for bridge work.
- The solar field project on Route 13 will start in the spring, take five or six months, and include 100 acres of solar panels; it should not affect the Rt. 13 corridor, when completed.
- The Town of Dryden Board signed on with the State for construction of the Route 13 Rail/Trail Bridge in 2021.

**2. Mark Frechette (NYSDOT Reg. 3).**

- The new NYSDOT residency project in Tompkins County was awarded to a contractor who is at work now on the site and will continue to do so through the winter.
- The current NYSDOT site will be put up for auction after the agency has vacated it; the auction could take place in 2020 or 2021, depending on how long it takes to clean the site up.

**3. Frank Proto (TCAT Board).**

- TCAT is researching funding for a new facility; cost estimates are around \$56M for the site and new construction. The TCAT Board selected a site near the new NYSDOT facility by the airport, but operations will probably remain in its current building for the next three to five years.
  - Meloney McMurry asked what the plan was for the old building. Frank Proto replied that, due to it being built with federal funding TCAT does not own the building but both the county and the city have expressed interest in it. The City of Ithaca would like the current TCAT building so it could expand its Public Works Facility.
- TCAT has started on the federal site review process.
- A goal has been set for TCAT to have all electric buses by the year 2030; 3 buses are arriving this year as a pilot program to test the vehicles and gather information.
  - Rod Howe asked what the lifespan of an electric bus was. Frank Proto replied that he was unsure if it would be the same as the standard buses at 12-years, but he added they are supposed to require less maintenance. He further added that availability/assembly of electric buses has slowed down as parts coming from China have been affected by the delays and shutdowns in plants due to the outbreak of the coronavirus.

**4. Meloney McMurry (*Village of Cayuga Heights*).**

- For the Village of Cayuga Height's TAP project, the state and local agreement has been signed, a design-consultant selected, and the goal is for 2020 to be the design year with the aim of starting construction in 2021.

**5. Jay Lambrix (*ITCTC*).**

- He asked Eric Hathaway if there were any updates on the City of Ithaca's transportation plan. Mr. Hathaway reported that the parking study has been scoped and data collection has started; the city would like to hire the same firm to take on the transportation study, but they need to complete the scope first – it is an on-going process.

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

**VI. Adjournment**

**Action:** Moved by Ray Burger, seconded by Mark Frechette and unanimously agreed to adjourn the February 18, 2020 ITCTC Policy Committee meeting at approximately 1:45 pm.

Policy Committee Action:  
Approval of 2/18/2020 Action Summary:

May 5, 2020  
By:

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