



*Ithaca-Tompkins County  
Transportation Council*

**RESOLUTION 20-04**

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***APPROVING AMENDMENTS TO 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, the *Ithaca-Tompkins County Transportation Council* has developed and adopted the 2020-2021 Unified Planning Work Program, which is in accordance with federal requirements; AND

**WHEREAS,** due to the coronavirus pandemic, the *Ithaca-Tompkins County Transportation Council* had to vacate its office and direct all staff to work from home for an indefinite period of time; AND

**WHEREAS,** an unplanned-for purchase of a laptop computer was needed in order to equip all staff members for telework;

**NOW THEREFORE BE IT RESOLVED,** that the *Ithaca-Tompkins County Transportation Council* does hereby amend the 2018/2019 FTA Auditable Budget with a transfer of \$1,354 from the 'Travel' budget line to the 'Equipment' budget line. These transfers are to be reflected in the 2020/2021 ITCTC Operating Budget with a reduction of \$1,354 from the "Travel/Training" budget line, and an increase of \$1,354 to the "Computer Equipment" budget line. These changes are shown in bold in the attachment to this resolution.

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**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 2020-2021 Unified Planning Work Program document to the pertinent State and Federal Agencies.

This resolution having been considered and approved on August 25, 2020

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Meloney McMurry, Chair

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David Smith, Secretary

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**2020-2021 AVAILABLE FUNDING FOR ITCTC OPERATION**

**TABLE 2**

2020-2021 ITCTC Operating Budget					FTA Carry-Over Funds			Total Funds Available For Operations
CODE	DESCRIPTION	FHWA	FTA	TOTAL	2018-2019 FTA	2019-2020 FTA	FTA Sub-TOTAL	GRAND TOTAL
<b>REVENUES:</b>					<b>EXPENSES:</b>			
.4959	FEDERAL AID GRANT	\$280,326	\$41,953	\$322,279	\$4,283	\$5,900	\$10,183	\$332,462
	REPROGRAMMED FUNDS	\$27,415	\$0	\$27,415	\$0	\$0	\$0	\$27,415
	<b>TOTAL REVENUES</b>	<b>\$307,741</b>	<b>\$41,953</b>	<b>\$349,694</b>	<b>\$4,283</b>	<b>\$5,900</b>	<b>\$10,183</b>	<b>\$359,877</b>
<b>EXPENSES:</b>					<b>EXPENSES:</b>			
	COMBINED SALARIES	194,480	26,269	220,749	0	0	0	220,749
.8800	FRINGE	93,078	12,572	105,650	0	0	0	105,650
<b>.2206</b>	<b>COMPUTER EQUIPMENT</b>	500	0	500	<b>1,354</b>	0	<b>1,354</b>	<b>1,854</b>
.2210	OTHER EQUIPMENT	0	0	0	0	0	0	0
.2214	FURNITURE & FIXTURES	400	0	400	0	0	0	400
.2230	COMPUTER SOFTWARE	300	0	300	0	0	0	300
.4303	OFFICE SUPPLIES	500	0	500	300	500	800	1,300
.4330	PRINTING	5,500	250	5,750	100	750	850	6,600
.4332	BOOKS/PUBLICATIONS	200	0	200	0	0	0	200
.4342	FOOD	200	0	200	0	0	0	200
.4400	PROGRAM EXPENSE	0	0	0	0	0	0	0
.4402	LEGAL ADVERTISING	500	250	750	0	450	450	1,200
<b>.4412</b>	<b>TRAVEL/TRAINING</b>	500	500	1,000	<b>429</b>	1,000	<b>1,429</b>	<b>2,429</b>
.4414	LOCAL MILEAGE	700	500	1,200	1,200	1,200	2,400	3,600
.4416	PROFESSIONAL DUES	300	300	600	0	0	0	600
.4424	EQUIPMENT RENTAL	100	500	600	300	500	800	1,400
.4425	SERVICE CONTRACTS	1,200	0	1,200	0	0	0	1,200
.4432	RENT	500	0	500	0	0	0	500
.4442	PROFESSIONAL SERVICE FEES	5,375	0	5,375	0	500	500	5,875
.4452	POSTAGE SERVICES	488	512	1,000	100	500	600	1,600
.4472	TELEPHONE	720	0	720	500	500	1,000	1,720
.4618	INTERDEPARTMENTAL CHARGE	2,200	300	2,500	0	0	0	2,500
	<b>TOTAL EXPENSES</b>	<b>307,741</b>	<b>41,953</b>	<b>\$349,694</b>	<b>\$4,283</b>	<b>\$5,900</b>	<b>10,183</b>	<b>\$359,877</b>

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**2018-2019 FTA Section 5303 AUDITABLE BUDGET**  
**GRANT # NY-80-0028/ PIN # P218-15-80A**  
**As of March 31, 2020 (estimated & unaudited)**

**TABLE 6**

<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	857	161		1,018
44.22.00	GENERAL DEVELOPMENT/COMPREHENSIVE PLANNING	857	161		1,018
44.23.01	LONG RANGE PLANNING – SYSTEM LEVEL	857	161		1,018
44.23.02	LONG RANGE PLANNING – PROJECT LEVEL	857	161		1,018
44.24.00	SHORT RANGE TRANSPORTATION PLANNING	86	15		101
44.25.00	TRANSPORTATION IMPROVEMENT PROGRAM	555	104		659
44.26.12	COORD OF HUMAN SVC TRANS	214	40		254
44.27.00	OTHER ACTIVITIES				
<b>TOTAL</b>		<b>4,283</b>	<b>803</b>		<b>5,086</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				
44.20.02	FRINGE/LEAVE				
<b>44.20.03</b>	<b>TRAVEL</b>	<b>1,629</b>	<b>305</b>		<b>1,934</b>
<b>44.20.04</b>	<b>EQUIPMENT</b>	<b>1,354</b>	<b>257</b>		<b>1,611</b>
44.20.05	SUPPLIES/REPRODUCTION	400	73		473
44.20.06	CONTRACTUAL				
44.20.07	OTHER	900	168		1,068
44.20.08	INDIRECT CHARGES				
XX.XX.XX	Toll Credits				
<b>TOTAL</b>		<b>4,283</b>	<b>803</b>		<b>5,086</b>