



Ithaca-Tompkins County Transportation Council

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AGENDA AND MEETING NOTICE
POLICY COMMITTEE MEETING

Date: Tuesday, April 16, 2024

Time: 1:00 P.M. – 3:00 P.M.

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

There is an option to attend this meeting remotely via Zoom;
quorum must be achieved by in-person attendees.

Zoom Meeting: <https://us02web.zoom.us/j/84304527240>
Meeting ID: 843 0452 7240; Passcode: 350385
Mobile: +1.929.436.2866, 84304527240#, *350385# US (NY)

- I. Public Comment Period
- II. Approval of February 13, 2024 Policy Committee Action Summary Policy Committee Chair
- III. 2023-27 TIP Actions
 - a. Amendment - Update of FTA 5307 Table-FFY 2024 Frank Doldo & Staff
 - b. Amendment – C. Ithaca, Hector St. Culvert Rehabilitation City of Ithaca Staff
 - c. Amendment – Add MEP&ATC funded project Frank Doldo & Staff
- IV. Resolution 2024-04, Amendment To The 2024-2025 UPWP Fernando de Aragón
- V. Director’s Report Fernando de Aragón
- VI. Member Reports Committee Members
- VII. Adjournment

Please allow two hours for this meeting
The 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.

ITEM II

Approval of Policy Committee Action Summary – February 13, 2024

Report: The February 13, 2024 Action Summary is attached to the end of this meeting packet.

Action Requested: Motion to approve the February 13, 2024 Action Summary.

ITEM III.a.

2023 – 2027 TIP Actions: Amendments & Modification

Update of FTA 5307 Table-FFY 2024: TIP Amendment

Report: This TIP action will amend the Section 5307 FTA Tables in FFY 23/24. The amendment allocates remaining balances from FTA Sec. 5307 funding from FFY 20/21 and 22/23 to FTA Sec. 5307 for FFY 23/24, on behalf of Tompkins Consolidated Area Transit, Inc. (TCAT). The ITCTC Planning Committee voted to recommend Policy Committee approval of this TIP amendment during its March 19, 2024 meeting.

More details on the proposed amendment are included in the TIP action form below.

Action Requested: Policy Committee approval of proposed 2023-2027 TIP amendment of the FTA 5307 table.

2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

****Amendment****

Update of FTA 5307 Table-FFY 2024

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2023-2027 Transportation Improvement Program (TIP) on April 16, 2024, during a regularly scheduled meeting. The amendment was reviewed and approved by the ITCTC Planning Committee on March 19, 2024. The actions on the ITCTC’s 2023-2027 TIP include amending six activities to the Section 5307 Urban Formula Program. The changes to the current State Transportation Improvement Program (2023-2027 STIP) affect Section 5307 activities to the FTA Tables for FFY 23/24, as described below and in the attached table.

Description:

Tompkins County, in coordination with TCAT and NYSDOT, requests the ITCTC approve the 2023-27 TIP/STIP amendment to the FTA Tables in FFY 23/24. The amendment allocates remaining balances from FTA Sec. 5307 funding from FFY 20/21 and 22/23 to FTA Sec. 5307 for FFY 23/24, on behalf of Tompkins Consolidated Area Transit, Inc. (TCAT). The funds will be allocated for five new projects and one existing project as shown below.

Five New Projects:

- Operating Assistance – TCAT.
- Transit Facility Parking lot rehab project
- TCAT office space project
- TCAT Boiler replacement project
- Bus transmission/ engine replacement

One Existing Project:

- TCAT replacement cars

Funds totaling \$251,982 from FFY 20/21 and \$1,126,856 from FFY 22/23 will be used, for a total of \$1,378,838 being allocated to the above six projects in FFY 23/24.

The proposed amendment to the 2023-2027 TIP and the 2024 STIP are shown in Attachment A table. The table shows the projects as they will appear in the TIP and STIP. The TIP and STIP will remain fiscally constrained.

Attachment A

2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM					
FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM SUMMARY TABLES			2024		
URBAN FORMULA (FTA 5307)	DESCRIPTION	PIN#	2024	Revised 2024	Difference
Boiler replacement project	This project will replace the TCAT facility boilers	382992	\$0	\$45,000	\$45,000
TCAT Office space project	Rehab TCAT facility offices and create new cubicles	382993	\$0	\$130,000	\$130,000
Engine/Transmission work TCAT	Replace three transmissions and one engine on four buses	382994	\$0	\$80,000	\$80,000
Operating Assistance - TCAT	Operating assistance for TCAT	382995	\$0	\$893,838	\$893,838
Transit Facility parking lot rehab	This project will repave and reline the parking lot	382996	\$0	\$140,000	\$140,000
TCAT Replacement Cars	This project will fund three replacement staff cars for TCAT	382978	\$0	\$90,000	\$90,000

City of Ithaca, Hector Street Culvert Rehabilitation: TIP Amendment

Report: The City of Ithaca, in coordination with NYSDOT, is requesting an amendment to increase funding for the Hector Street Culvert Rehabilitation-PIN 375701 project by utilizing STBG-FLEX funds from regional sources outside of Tompkins County, as well as 100% LOCAL city funds. The ITCTC Planning Committee voted to recommend Policy Committee approval of this TIP amendment during its March 19, 2024 meeting.

More details on the proposed amendment are included in the TIP action form below.

Action Requested: Policy Committee approval of proposed 2023-2027 TIP amendment of the Hector Street Culvert Project-PIN 375701.

2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

****Amendment****

Hector Street Culvert Project – Funding Increase

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2023-2027 Transportation Improvement Program (TIP) on **April 16, 2024**, during a regularly scheduled meeting. The amendment was reviewed and approved by the ITCTC Planning Committee on **March 19, 2024**. The action on the 2023-2027 TIP and the current State Transportation Improvement Program (STIP) affects one (1) project as described below.

Description:

The City of Ithaca, in coordination with NYSDOT, is requesting an amendment to increase funding for the Hector Street Culvert Rehabilitation-PIN 375701 project by utilizing STBG-FLEX funds from regional sources outside of Tompkins County, as well as 100% LOCAL city funds. The changes are as follows.

1. Increase funding for FFY 24/25 Construction phase by a total of \$800,000.
2. New FFY 24/25 ROW Acquisition phase composed of \$4,750 in 100% LOCAL funds.
3. New FFY 24/25 ROW Acquisition phase composed of \$13,250 in 100% LOCAL funds.

The tables in Attachment A include the project as it will appear in the TIP (note: changes shown in bold). This amendment will not affect the funding of projects within any other jurisdiction. The TIP and STIP will remain fiscally constrained.

Attachment A

EXISTING:

TIP date 2022 **PIN** 375701 **BIN**

Project Name Hector Street Culvert Rehabilitation

Sponsor City of Ithaca

Description Rehabilitate the Hector Street Culvert carrying Lindeman Creek. Extends the outlet half of the culvert's structure with a new pipe to increase the structure's lifespan, reduce erosion, and to make room for a new sidewalk. City of Ithaca, Tompkins CO.

Fund Source: STBG-FLEX

Project Element	Funding	Date	Obligated	Date	22/23	23/24	24/25	
25/26	26/27	5 YR Total						
A-1-Scoping	STBG-FLEX		\$0	11-22	\$30,000	\$0	\$0	\$0
B-4-Preliminary Design	STBG-FLEX		\$0	11-22	\$70,000	\$0	\$0	\$0
C-7-Detailed Design	STBG-FLEX		\$0	07-23	\$50,000	\$0	\$0	\$0
G-18-Construction	STBG-FLEX		\$0	10-24	\$0	\$0	\$550,000	\$0
H-22-Inspection	STBG-FLEX		\$0	10-24	\$0	\$0	\$66,000	\$0
Total:			\$0		\$150,000	\$0	\$616,000	\$0
Federal Funding:			\$0		\$120,000	\$0	\$492,800	\$0
State Funding:			\$0		\$0	\$0	\$0	\$0
Local Funding:			\$0		\$30,000	\$0	\$123,200	\$0

AMENDMENT:

Fund Source: STBG-FLEX/100% LOCAL

Project Element	Funding	Date	Obligated	Date	22/23	23/24	24/25	
25/26	26/27	5 YR Total						
A-1-Scoping	STBG-FLEX		\$0	11-22	\$30,000	\$0	\$0	\$0
B-4-Preliminary Design	STBG-FLEX		\$0	11-22	\$70,000	\$0	\$0	\$0
C-7-Detailed Design	STBG-FLEX		\$0	07-23	\$50,000	\$0	\$0	\$0
G-18-Construction	STBG-FLEX		\$0	10-24	\$0	\$0	\$1,350,000	\$0
H-22-Inspection	STBG-FLEX		\$0	10-24	\$0	\$0	\$66,000	\$0
D-10-Rt of Way Acq	100% LOCAL		\$0	10-24	\$0	\$0	\$4,750	\$0
E-13-Rt of Way Incd	100% LOCAL		\$0	10-24	\$0	\$0	\$13,250	\$0
Total:			\$0		\$150,000	\$0	\$1,434,000	\$0
Federal Funding:			\$0		\$120,000	\$0	\$1,132,800	\$0
State Funding:			\$0		\$0	\$0	\$0	\$0
Local Funding:			\$0		\$30,000	\$0	\$301,200	\$0

Note: modifications shown in **Bold**

Add MEP & ATC funded project: TIP Administrative Modification

Report: This TIP action adds one project to the NYS Accelerated Transit Capital (ATC) and Modernization & Enhancement Program (MEP) Summary Table. ATC and MEP are 100% State funds and are included in the TIP for information purposes.

MEP and ATC funds will be used for the purchase of five new diesel buses for TCAT.

More details on the proposed amendment are included in the TIP action form below.

Action Requested: Policy Committee approval of proposed 2023-2027 TIP Administrative Modification to add MEP & ATC funded project.

2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

Amendment

New MEP/ATC Project-Diesel Bus Purchase

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2023-2027 Transportation Improvement Program (TIP) on April 16, 2024, during a regularly scheduled meeting. The action on the 2023-2027 TIP and the current State Transportation Improvement Program (STIP) affects one (1) project as described below.

Description:

Tompkins County requests that the ITCTC approve a 2023-27 TIP amendment to the NYS Accelerated Transit Capital (ATC) and Modernization & Enhancement Program (MEP) Summary Table. The amendment adds one new project allocating MEP and ATC funding from FFY 20/21, 21/22, and 22/23 to FFY 23/24, on behalf of the Tompkins Consolidated Area Transit, Inc. (TCAT) and Tompkins County for the purchase of five new diesel buses. MEP and ATC are 100% State funds and are included in the TIP for information purposes.

A total of \$1,812,252 in MEP funds and \$773,183 in ATC funds are being programmed for the new project. The table in Attachment A includes the project as it will appear in the TIP (note: changes shown in bold). This amendment will not affect the funding of projects within any other jurisdiction. The TIP and STIP will remain fiscally constrained.

NYS Accelerated Transit Capital (ATC) and Modernization & Enhancement Program (MEP) Summary Table				
	PIN	ATC	MEP	TOTAL
TCAT 2-40 Ft Diesel Buses	382868	288,571	324,639	613,210
TCAT 2021 Electric Buses	382900	446,046	711,663	1,157,709
TCAT Electric Infrastructure - 3 chargers	382968	-	479,851	479,851
TCAT Facility Roof Replacement	382416	500,000	-	500,000
TCAT Facility Generator	382969	-	99,800	99,800
TCAT Fare Box System Replacement	382970	108,000	-	108,000
TCAT 2-35Ft Diesel Buses	382971	258,858	115,142	374,000
Floor Scrubber	382972	76,554	-	76,554
TCAT 2023 Electric Buses	382932	530,456	331,417	861,873
TCAT Mid-Life Bus Rehab - 7 Diesel Buses	382973	115,212	-	115,212
TCAT 5-40 Ft Diesel Buses	382997	773,183	1,812,252	2,585,435
Total Funding		\$3,096,880	\$3,874,764	\$6,971,644

Note: modifications shown in **Bold**

Amendment to 2024-2025 UPWP

Report: The ITCTC received notice from NYSDOT main office that ‘actual’ FTA apportionments resulted in a \$747 reduction in available FTA funds for the ITCTC budget for 2024-25. FTA requires that our budget exactly match available funds, therefore we must process an amendment reducing our FTA budget by \$747. Attached is a resolution to amend the UPWP. The \$747 reduction will be assigned to the Travel/Training budget line.

Action Requested: Policy Committee approval of Resolution 2024-04, *Approving Amendments To The 2024-2025 Unified Planning Work Program.*

RESOLUTION 24-04

***APPROVING AMENDMENTS TO THE 2024-2025
UNIFIED PLANNING WORK PROGRAM***

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 New York State Department of Transportation (NYSDOT) has updated the 2024-2025 Federal Transit Administration (FTA) Section 5303 Allocations to Metropolitan Planning Organizations based on the latest posting of the Section 5303 Metropolitan Planning Program apportionment by the FTA; AND

WHEREAS, the updated allocations to the Ithaca-Tompkins County Transportation Council result in a decrease of \$747 in 2024-2025 FTA funding to the UPWP Operating Budget;

NOW THEREFORE BE IT RESOLVED, that the *Ithaca-Tompkins County Transportation Council* does hereby amend the FTA funds in the 2024-2025 Operating Budget (Table 2) to accommodate a decrease of \$747 by reducing funding for the TRAVEL/TRAINING budget line by that total amount. This budget adjustment is to be reflected across the 2024/2025 FTA Section 5303 Auditable Budget (Table 4). The updated budget tables are included in the attachment to this resolution.

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 April 16, 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
REVENUES:					REVENUES:			
.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
	TOTAL REVENUES	\$398,414	\$50,852	\$449,266	\$3,300	\$9,535	\$12,835	\$462,101
EXPENSES:					EXPENSES:			
	COMBINED SALARIES	232,996	26,931	259,927	0	0	0	259,927
.8800	FRINGE	104,848	12,119	116,967	0	0	0	116,967
.2206	COMPUTER EQUIPMENT	1,000	1,500	2,500	0	1,000	1,000	3,500
.2210	OTHER EQUIPMENT	500	0	500	0	1,000	1,000	1,500
.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	7,000	0	7,000	0	1,000	1,000	8,000
.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	1,200	800	2,000	500	1,000	1,500	3,500
.4412	TRAVEL/TRAINING	2,500	753	3,253	0	2,000	2,000	5,253
.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	1,200	0	1,200		0	0	1,200
.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	1,810	2,690	4,500	0		0	4,500
	TOTAL EXPENSES	398,414	50,852	\$449,266	\$3,300	\$9,535	\$12,835	\$462,101

2024-2025 FTA Section 5303 AUDITABLE BUDGET

TABLE 4

GRANT #NY-80-0034 / PIN # PT25-15-80A

TASK BUDGET					
CODE	DESCRIPTION	FEDERAL (\$)	STATE (\$)	LOCAL (\$)	TOTAL (\$)
44.21.00	PROGRAM SUPPORT ADMINISTRATION	10,170	1,907	636	12,713
44.22.00	GENERAL DEVELOPMENT/COMPREHENSIVE PLANNING	10,170	1,907	636	12,713
44.23.01	LONG RANGE PLANNING – SYSTEM LEVEL	10,170	1,907	636	12,713
44.23.02	LONG RANGE PLANNING – PROJECT LEVEL	10,170	1,907	636	12,713
44.24.00	SHORT RANGE TRANSPORTATION PLANNING	1,017	190	63	1,270
44.25.00	TRANSPORTATION IMPROVEMENT PROGRAM	6,612	1,240	413	8,265
44.27.00	OTHER ACTIVITIES	2,543	477	158	3,178
TOTAL		50,852	9,535	3,178	63,565
AUDITABLE BUDGET					
CODE	DESCRIPTION	FEDERAL (\$)	STATE (\$)	LOCAL (\$)	TOTAL (\$)
44.20.01	PERSONNEL	26,931	4,863	1,621	33,415
44.20.02	FRINGE/LEAVE	12,119	2,574	858	15,551
44.20.03	TRAVEL	1,143	381	127	1,961
44.20.04	EQUIPMENT	2,700	382	127	3,209
44.20.05	SUPPLIES/REPRODUCTION	500	95	32	627
44.20.06	CONTRACTUAL	0	0	0	0
44.20.07	OTHER	7,149	1,240	413	8,802
44.20.08	INDIRECT CHARGES				
XX.XX.XX	Toll Credits				
TOTAL		50,852	9,535	3,178	63,565



ITEM V

Director's Report

Report:

-Bridge NY update – Planning Committee approved Falls Rd. project proposal.

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 ITCTC meetings:

ITCTC Planning Committee, May 21, 2024 at 10:00 a.m.

ITCTC Joint Planning & Policy Committee, June 18, 2024 at 1:00 p.m.

*If you are unable to attend a meeting, 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**

- II. Approval of Policy Committee Action Summary –
February 13, 2024**
(See page 1 above)

Approval of Action Summary
February 13, 2024 Meeting

POLICY COMMITTEE MEETING ACTION SUMMARY

February 13, 2024 - 1:00 p.m.

Present:

In Person: Rod Howe, Chair (Town of Ithaca), David Smith, Secretary (NYSDOT Region 3), Jennifer Biloski (Village of Cayuga Hts.), Timothy Logue (City of Ithaca), Mike Lane (Tompkins County Legislature), Ruth Groff (Town of Lansing), Matthew Rosenbloom (TCAT).

Remote: Jason Leifer, Vice Chair (Town of Dryden), Ronny Hardaway (Village of Lansing), Joel Gagnon (Town of Danby), Michelle E. Wright (Town of Ulysses), Dave Roth (NYSDOT Reg.3).

Excused:

Ray Burger (Town of Dryden), Don Hartill (Village of Lansing), Randy Brown (Tompkins County Legislature), Rich DePaolo (Town of Ithaca), Linda Woodard (Village of Cayuga Heights), Robert Cantelmo, (City of Ithaca), Erin Cuddihy (City of Ithaca), Reed Huegerich (Cornell University), Jennifer Dotson (TCAT Board), Stephanie Redmond (Town of Enfield), Don Scheffler (Town of Groton), Michael Allinger (Town of Newfield), Richard Sawczak (NYSDOT Reg. 3), Adam Klein (FTA), Benjamin Fischer (FHWA).

Staff:

Fernando de Aragón, Teresa Linde, Jay Lambrix.

Guests:

Remote: Joe Slater (Town of Ithaca Hwy. & Public Works), Chris Stephany (Airport), Niki Friske (Director, Bike Walk Tompkins).

*At 1:08 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: Niki Frisko, Director of Bike Walk Tompkins, thanked the ITCTC and commented on the \$15,000 of funding for their agency included in the proposed ITCTC 2024-2025 UPWP. They explained that the funds will be used to promote bicycle safety, maintenance, and skills training throughout the county; included in this will be events featuring the distribution of free bicycle safety equipment, free bike repairs, and multi-modal transportation mentoring. Rural communities and populations affected by financial barriers to reliable transportation will be targeted, but assistance will be available to everyone. They added that events will take place during the May to October season.

Michelle E. Wright, Town of Ulysses, offered to distribute information about events on the town list-serve.

II. Approval of Action Summary – December 19, 2023

Report: Rod Howe asked the committee members to review the action summary from December 19, 2023. Michelle E. Wright asked for a correction on page 26, Item XII. 1., replacing BUILD NY with BRIDGE NY.

Action: The Action Summary from December 19, 2023 was Moved by Mike Lane, seconded by Dave Smith, and unanimously approved by the ITCTC Policy Committee with modification to page 26.

III. Approval of 2024-2025 UPWP and Resolutions 2024-01 and 2024-02

Report: The Planning Committee reviewed and recommended the draft 2024/2025 UPWP for approval during its January 16, 2024 meeting. The Policy Committee must approve a final UPWP during their February 13, 2024 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 will be incorporated in the document.

Fernando de Aragón reported that the draft UPWP includes the following project for use of the required 2.5% *Set Aside for Safe and Accessible Transportation Options*. No other proposals were submitted. The total available is **\$9,469**. As required by NYSDOT, a footnote was added to Table 3, page 23.

- Expand the bike parking survey performed in the City of Ithaca area to include all municipal populations centers in Tompkins County, plus Cornell, Ithaca College, and TC3. The work will be performed by Bike Walk Tompkins, a program of the Center for Community Transportation. Project outcome will be survey data and an interactive map of bike parking facilities in Tompkins County.

Fernando de Aragón further reported:

- The principal staff-led initiatives for 2024-2025 will be the LRTP update and the TIP update.
- The TIP update process is expected to begin in the fall of 2024 with an estimate of available funding and a call-for-projects.
- Final TIP approval will take place in June 2025.
- Car Share will be re-starting business in March or April 2024..

Rod Howe called for two votes, one each for resolutions 2024-01 and 2024-02.

Action: Resolution 2024-01, *Approval Of The 2024-2025 ITCTC Operating Budget*, was Moved by Jennifer Biloski, seconded by Dave Smith and approved by consensus.

Action: Resolution 2024-02, *Approval Of The 2024-2025 Unified Planning Work Program*, was Moved by Ronny Hardaway, seconded by Dave Smith and approved by consensus.

RESOLUTION 2024-01

***APPROVAL OF THE 2024-2025 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 2024-2025 Operating Budget for the period of April 1, 2024 through March 31, 2025;

NOW THEREFORE BE IT RESOLVED, that the *Ithaca-Tompkins County Transportation Council* does hereby adopt the 2024-2025 Operating Budget for the period April 1, 2024 through March 31, 2025 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, 2024.

This resolution having been considered and approved on February 13, 2024.

**ATTACHMENT A
RESOLUTION 2024-01**

2024-2025 ITCTC Operating Budget				
CODE	DESCRIPTION	2024-2025 FHWA	2024-2025 FTA	2024-2025 TOTAL
REVENUES:				
.4959	FEDERAL AID GRANT	\$364,206	\$51,599	\$415,805
	REPROGRAMMED FUNDS	\$34,208	\$0	\$34,208
	TOTAL REVENUES	\$398,414	\$51,599	\$450,013
EXPENSES:				
	COMBINED SALARIES	232,996	26,931	259,927
.8800	FRINGE	104,848	12,119	116,967
.2206	COMPUTER EQUIPMENT	1,000	1,500	2,500
.2210	OTHER EQUIPMENT	500	0	500
.2214	FURNITURE & FIXTURES	0	400	400
.2230	COMPUTER SOFTWARE	0	800	800
.4303	OFFICE SUPPLIES	0	500	500
.4330	PRINTING	7,000	0	7,000
.4332	BOOKS/PUBLICATIONS	200	0	200
.4342	FOOD	200	0	200
.4400	PROGRAM EXPENSE	41,919	0	41,919
.4402	LEGAL ADVERTISING	1,200	800	2,000
.4412	TRAVEL/TRAINING	2,500	1,500	4,000
.4414	LOCAL MILEAGE	500	700	1,200
.4416	PROFESSIONAL DUES	600	0	600
.4424	EQUIPMENT RENTAL	500	1,000	1,500
.4425	SERVICE CONTRACTS	1,200	0	1,200
.4432	RENT	500	0	500
.4442	PROFESSIONAL SERVICE FEES	500	1,500	2,000
.4452	POSTAGE SERVICES	141	659	800
.4472	TELEPHONE	300	500	800
.4618	INTERDEPARTMENTAL CHARGE	1,810	2,690	4,500
	TOTAL EXPENSES	398,414	51,599	\$450,013

RESOLUTION 2024-02

***APPROVAL OF THE 2024-2025
UNIFIED PLANNING WORK PROGRAM***

WHEREAS, federal transportation 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, the Metropolitan Planning Organizations are required 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 regulations (23 CFR §450.308(d)), has developed a Simplified Statement of Work for fiscal year 2024-2025 that serves as the Unified Planning Work Program; AND

WHEREAS, in order to support the elements of the 2024-2025 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 2024-2025 Unified Planning Work Program;

NOW THEREFORE BE IT RESOLVED, that the *Ithaca-Tompkins County Transportation Council* hereby approves the 2024-2025 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 2024-2025 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 13, 2024.

IV. **2023-2027 TIP Amendments**

Report: Two TIP amendments were requested: Update of FTA 5307 Table – federal fiscal year 2024, and Update of FTA 5339 Table.

- a. **Amendment – Update of FTA 5307 Table-FFY 2024.** Tompkins County is requesting a 2023-27 TIP/STIP amendment to the FTA Sect.5307 Tables in FFY 2024. The amendment reallocates FTA Sec. 5307 funding from FFY 22/23 to FTA Sec. 5307 for FFY 23/24, on behalf of Tompkins Consolidated Area Transit, Inc. (TCAT), Gadabout Transportation Service, Inc. (Gadabout), and Tompkins County. Eight project budgets are amended as shown in the TIP amendment form below. The TIP and STIP will remain fiscally constrained. Fernando de Aragón reported that this provides new estimates for the program.

Action: The 2023-2027 TIP Amendment: *Update of FTA 5307 Table FFY2024*, was Moved by Jennifer Biloski, seconded by Dave Smith, and approved by consensus.

2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

****Amendment****

Update of FTA 5307 Table-FFY 2024

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2023-2027 Transportation Improvement Program (TIP) on February 13, 2024, during a regularly scheduled meeting. The amendment was reviewed and approved by the ITCTC Planning Committee on January 16, 2024. The actions on the ITCTC's 2023-2027 TIP include amending eight activities to the Section 5307 Urban Formula Program. The changes to the current State Transportation Improvement Program (2023-2027 STIP) affect Section 5307 activities to the FTA Tables for FFY 2024, as described below and in the attached table.

Description:

Tompkins County requests the ITCTC approve a 2023-27 TIP/STIP amendment to the FTA Tables in FFY 2024. The amendment allocates FTA Sec. 5307 funding from FFY 22/23 to FTA Sec. 5307 for FFY 23/24, on behalf of Tompkins Consolidated Area Transit, Inc. (TCAT), Gadabout Transportation Service, Inc. (Gadabout), and Tompkins County.

Eight project budgets are amended:

- Operating Assistance – TCAT
- Transit Facility Rehab Project
- Low or No Vehicle emissions Program
- Tompkins County Project Administration
- Tompkins County Mobility Management
- Tompkins County SCMP Mobility Management
- Gadabout Acquire ADP Software
- Gadabout replacement Buses

A total of \$31,114,255 in federal funding is being used from the 2023 Section 5307 Urban Formula Program for the above eight projects in FFY 23/24.

The proposed amendment to the 2023-2027 TIP and STIP are shown in the table in Attachment A. The table shows the projects as they will appear in the TIP and STIP. The TIP and STIP will remain fiscally constrained.

2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM SUMMARY TABLES - FFY 23/24

URBAN FORMULA (FTA 5307)	DESCRIPTION	PIN#	2024	Revised 2024	Difference
Project Administration - County	This project reimburses county project administration costs of FTA grant-funded projects.	382099	\$188,750	\$1,449,618	\$1,260,868
Mobility Management - County	This project provides County planning management and technical assistance to coordinated transportation, mobility management, SCMP, and Sec. 5310 projects.	382278	\$68,000	\$264,096	\$196,096
Mobility Management - Non-County (SCMP & Gadabout)	This project supports SCMP-eligible mobility management projects identified in the Coordinated Plan and local solicitation review process 2023-2027.	382417	\$100,000	\$438,684	\$338,684
Gadabout ITS Capital Project – Non-County-SCMP	ADP Software project – trip scheduling and dispatch platform	382980		\$25,972	\$25,972
Gadabout replacement Buses (12)	Purchase (12) replacement Paratransit Buses for gadabout includes Transfer from 5311	382925	\$412,221	\$1,437,221	\$1,025,000
Operating Assistance - TCAT	Operating assistance for TCAT, includes Sec 5311 transfer.	382404	\$1,117,878	\$15,718,168	\$14,600,290
Transit Facility Rehabilitation Project	This project includes multiple renovation projects for the TCAT Transit Facility.	382940	\$0	\$1,539,630	\$1,539,630
Low or No Vehicle Emission Program	This project purchases six battery-electric 40-ft. transit buses; four battery-electric under 30-ft. transit buses; two battery charging systems & workforce development activities. Sect. 5339(c) funding.	382966	\$0	\$10,240,866	\$10,240,866
Total Section 5307 Program			\$1,886,849	\$31,114,255	\$29,227,406

- b. **Amendment: Update of FTA 5339 Table.** Tompkins County requests the ITCTC approve a 2023-27 TIP/STIP amendment to the FTA Tables in FFY 2024. The amendment adds two new projects allocating FTA Sec. 5339 SUZA and State/Territory funding from FFY 23 to FFY 24, on behalf of Tompkins Consolidated Area Transit, Inc. (TCAT) and Tompkins County. The actions on the ITCTC's 2023-2027 TIP include two projects with a total of five activities as shown in the TIP amendment form below. The TIP and STIP will remain fiscally constrained. Fernando de Aragón reported that this will add new projects to the TIP tables.

Matthew Rosenbloom reported the following reasons for the upgrades:

- The TCAT server and computers are very old.
- The current route planning software is from the early 1990s. It does not react quickly; looking for better quality output and responsiveness to drivers and riders. Ronny Hardaway asked if this was a one-time purchase or a subscription. Mr. Rosenbloom replied that TCAT would have a 2-year option with set-up fees; if the software is acceptable, TCAT would commit to a yearly subscription.

Action: The 2023-2027 TIP Amendment *Update of FTA 5339 Table – FFY 2024*, was Moved by Tim Logue, seconded by Mike Lane, and approved by consensus.

2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

****Amendment****

Update of FTA 5339 Table-FFY 2024

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2023-2027 Transportation Improvement Program (TIP) on February 13, 2024, during a regularly scheduled meeting. The amendment was reviewed and approved by the ITCTC Planning Committee on January 16, 2024. This amendment to the ITCTC's 2023-2027 TIP adds two projects utilizing Section 5339 funds and apportionments of small Urbanized Areas (SUZA) and State/Territory allocation to Tompkins County. The changes to the current TIP and State Transportation Improvement Program (2023-2026 STIP) affect Section 5339 SUZA and State Territory activities in the FTA Tables for FFY 2024, as described below and in the attached table.

Description:

Tompkins County requests the ITCTC approve a 2023-27 TIP/STIP amendment to the FTA Tables in FFY 2024. The amendment adds two new projects allocating FTA Sec. 5339 SUZA and State/Territory funding from FFY 23 to FFY 24, on behalf of Tompkins Consolidated Area Transit, Inc. (TCAT) and Tompkins County. The actions on the ITCTC's 2023-2027 TIP include two projects with a total of five activities. The two projects with associated activities are as follows:

Project 1-Transit Facilities Upgrades

- Security Fobs for entrance doors
- Facility Security Cameras
- Carbon Monoxide Detectors for our facility

Project 2- Computer software upgrades and replacement

- Server and Computer Upgrades
- Route Planning Software Replacement

A total of \$545,208 (\$436,167 federal) in Section 5339 Formula Program funding is being used for the two new projects. The proposed amendment to the 2023-2027 TIP and STIP are shown in Attachment A table. The table shows the projects as they will appear in the TIP and STIP. The TIP and STIP will remain fiscally constrained.

2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM SUMMARY TABLES - FFY 24/25

URBAN FORMULA (FTA 5339)	DESCRIPTION	PIN#	2024	Revised 2024	Difference
Transit Facilities Upgrades	This project activities includes Security Fobs for entrance doors, Facility Security Cameras, and Carbon Monoxide Detectors.	382990	\$0	\$197,181	\$197,181
Computer software upgrades and replacement	This project activities includes Server and Computer Upgrades and Route Planning Software Replacement.	382991	\$0	\$348,027	\$348,027
Total Section 5339 Program			\$0	\$545,208	\$545,208

* Project Identification Numbers have been requested.

V. 2023-2024 UPWP Amendment – Resolution 2024-03

Report: Two unanticipated salary/fringe budget items have been recently identified and are addressed in Resolution 2024-03. The resolution reprograms carry-over funds to accommodate these unanticipated expenses. The items needing action are:

- Fernando de Aragón, Staff Director of the ITCTC, formally retired from the NY State Local Retirement System on August 19, 2023. To complete the retirement process, Tompkins County, as the ITCTC host agency, was required to pay for the accumulated fringe time (vacation & personal) as of the retirement date, an amount totaling \$8,835.12.
- Tompkins County has completed an evaluation and update of salary pay scales. The Transportation Analyst position pay scale was adjusted from pay grade 13 to 14. The resulting increase in pay amounts to \$6,114 combined salary and fringe. The increase is retroactive to January 1, 2024. This UPWP amendment accounts for the period from January 1-March 31, 2024, adding to the budget a total of \$1,100 salary and \$500 fringe.

Resolution 2024-03, below, describes the changes and shows the updated budget tables for the 2023-24 UPWP. Table 2 shows the proposed changes in **bold**.

Action: Resolution 2024-03, *Approving Amendments To The 2023-2024 UPWP*, was Moved by Ronny Hardaway, seconded by Jennifer Biloski, and approved by consensus.

RESOLUTION 2024-03

***APPROVING AMENDMENTS TO THE
2023-2024 UNIFIED PLANNING WORK PROGRAM***

WHEREAS, federal transportation 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, 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 2023-2024 Unified Planning Work Program, which is in accordance with federal requirements; AND

WHEREAS, Fernando de Aragón, Staff Director of the *Ithaca-Tompkins County Transportation Council*, formally retired from the NY State Local Retirement System on August 19, 2023; AND

WHEREAS, to complete the retirement process, Tompkins County, as the *Ithaca-Tompkins County Transportation Council* host agency, was required to pay for the accumulated fringe time (vacation & personal) as of the retirement date, an amount totaling \$8,835.12; AND

WHEREAS, Tompkins County performed an evaluation and update of salary pay scales and determined that the Transportation Analyst position pay scale will increase from pay grade 13 to pay grade 14; AND

WHEREAS, the Transportation Analyst salary increase will be paid retroactively to January 1, 2024 resulting in an increased salary and fringe expense from January 1, 2024 to March 31, 2024 of \$1,100 in salary and \$500 in fringe; AND

WHEREAS, the Ithaca-Tompkins County Transportation Council has access to Federal Highway Administration (FHWA) carry-over funds that can be reprogrammed to cover agency operation expenses;

NOW THEREFORE BE IT RESOLVED, that the Ithaca-Tompkins County Transportation Council does hereby amend the 2023/2024 Unified Planning Work program by increasing the FHWA Auditable Budget by \$9,100 for the PERSONNEL budget line, and \$500 for the FRINGE/LEAVE budget line. These fund transfers are to be reflected in the 2023/2024 Ithaca-Tompkins County Transportation Council Operating Budget with an increase of \$9,100 to the “Combined Salaries” budget line under ‘Expenses’, an increase of \$500 to the “Fringe” budget line, and an increase of \$9,600 to the “Reprogrammed Funds” budget line under ‘Revenues’; and an increase of \$9,600 to federal FHWA P.L. funds and corresponding state and local match adjustment in the 2023/2024 Programmatic Funding Summary table. These changes are shown in bold in the attachment to this resolution.

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 2023-2024 Unified Planning Work Program document to the pertinent State and Federal Agencies.

This resolution having been considered and approved on February 13, 2024.

Rod Howe, Chair

David Smith, Secretary

2023-2024 PROGRAMMATIC FUNDING SUMMARY

TABLE 1

PROGRAM	FEDERAL	STATE	LOCAL	TOTAL
FHWA "P.L."	\$384,818	\$60,761	\$20,254	\$465,833
FTA 5303	\$49,468	\$9,275	\$3,092	\$61,835
<i>ITCTC Subtotal</i>	\$434,286	\$70,036	\$23,346	\$527,668
FTA 5307 (TCAT)	\$0	\$0	\$0	\$0
TOTAL	\$434,286	\$70,036	\$23,346	\$527,668

2023-2024 AVAILABLE FUNDING FOR ITCTC OPERATION

TABLE 2

2023-2024 ITCTC Operating Budget					FTA Carry-Over Funds				Total Funds Available For Operations
CODE	DESCRIPTION	FHWA	FTA	TOTAL	2020-2021 FTA	2021-2022 FTA	2022-2023 FTA	FTA Sub-TOTAL	GRAND TOTAL
REVENUES:					REVENUES:				
.4959	FEDERAL AID GRANT	\$360,218	\$49,468	\$409,686	\$1,600	\$1,300	\$7,000	\$9,900	\$419,586
	REPROGRAMMED FUNDS	\$24,600	\$0	\$24,600	\$0	\$0	\$0	\$0	\$24,600
	TOTAL REVENUES	\$384,818	\$49,468	\$434,286	\$1,600	\$1,300	\$7,000	\$9,900	\$444,186
EXPENSES:					EXPENSES:				
	COMBINED SALARIES	210,798	27,244	238,042	0	0	0	0	238,042
.8800	FRINGE	99,050	13,632	112,682	0	0	0	0	112,682
.2206	COMPUTER EQUIPMENT	500	500	1,000	0	0	0	0	1,000
.2210	OTHER EQUIPMENT	1,000	0	1,000	0	0	0	0	1,000
.2214	FURNITURE & FIXTURES	241	259	500	0	0	0	0	500
.2230	COMPUTER SOFTWARE	400	0	400	0	400	0	400	800
.4303	OFFICE SUPPLIES	200	550	750	0	300	0	300	1,050
.4330	PRINTING	500	0	500	0	0	500	500	1,000
.4332	BOOKS/PUBLICATIONS	500	0	500	100	0	0	100	600
.4342	FOOD	500	0	500	0	0	0	0	500
.4400	PROGRAM EXPENSE	58,304	0	58,304	0	0	2,000	2,000	60,304
.4402	LEGAL ADVERTISING	250	500	750	0	0	0	0	750
.4412	TRAVEL/TRAINING	4,392	1,608	6,000	0	0	1,000	1,000	7,000
.4414	LOCAL MILEAGE	583	800	1,383	0	0	1,000	1,000	2,383
.4416	PROFESSIONAL DUES	600	0	600	0	0	0	0	600
.4424	EQUIPMENT RENTAL	1,500	0	1,500	0	300		300	1,800
.4425	SERVICE CONTRACTS	1,200	0	1,200	1,500		0	1,500	2,700
.4432	RENT	500	0	500	0	0	1,000	1,000	1,500
.4442	PROFESSIONAL SERVICE FEES	0	1,875	1,875	0	0	600	600	2,475
.4452	POSTAGE SERVICES	50	750	800	0	0	450	450	1,250
.4472	TELEPHONE	250	750	1,000	0	300	450	750	1,750
.4618	INTERDEPARTMENTAL CHARGE	3,500	1,000	4,500	0	0		0	4,500
	TOTAL EXPENSES	384,818	49,468	\$434,286	\$1,600	\$1,300	\$7,000	\$9,900	\$444,186

**2023-2024 FHWA AUDITABLE BUDGET
PIN # PH24.15.881**

TASK BUDGET					
CODE	DESCRIPTION	FEDERAL (\$)	STATE (\$)	LOCAL (\$)	TOTAL (\$)
44.21.00	PROGRAM SUPPORT AND ADMINISTRATION	76,964	27,950	20,254	125,168
44.22.00	GENERAL DEVELOPMENT AND COMPREHENSIVE PLANNING	76,964			76,964
44.23.01	LONG RANGE PLANNING – SYSTEM LEVEL	76,964	8,507		85,471
44.23.02	LONG RANGE PLANNING – PROJECT LEVEL	76,964			76,964
44.24.00	SHORT RANGE TRANSPORTATION PLANNING	7,696			7,696
44.25.00	TRANSPORTATION IMPROVEMENT PROGRAM	50,025	24,304		74,329
44.27.00	OTHER ACTIVITIES	19,241			19,241
TOTAL		384,818	60,761	20,254	465,833
AUDITABLE BUDGET					
CODE	DESCRIPTION	FEDERAL (\$)	STATE (\$)	LOCAL (\$)	TOTAL (\$)
44.20.01	PERSONNEL	210,798		12,152	222,950
44.20.02	FRINGE /LEAVE	99,050		5,064	104,114
44.20.03	TRAVEL	4,975			4,975
44.20.04	EQUIPMENT	2,141			2,141
44.20.05	SUPPLIES/REPRODUCTION	700			700
44.20.06	CONTRACTUAL	58,304			58,304
44.20.07	OTHER	8,850		3,038	11,888
44.20.08	INDIRECT CHARGES	0			0
XX.XX.XX	TOLL CREDITS	0	60,761		60,761
TOTAL		384,818	60,761	20,254	465,833

VI. Director's Report

Report: Fernando de Aragón reported the following:

- **Priority Trails Strategy.**
 - Updated, presented to Tompkins County Legislature and accepted.
 - Included in the LRTP and will help guide multi-use trail work countywide.
 - It can be viewed on the ITCTC website.

- **LRTP Update.**
 - Expecting a contract soon with the graphic designer.
 - <https://www.tompkinscountyny.gov/itctc/lrtpupdate>

- **Census / Urbanized Area.**
 - The past census used housing density but allowed for adjustments.
 - A map of the urbanized area per the 2020 census was projected during the meeting; after adjustments the result was a larger, connected urbanized area with a population of 59,102.
 - The next step is to work with NYSDOT to develop a map of the functional classification of roads.
 - Mike Lane asked if a map could be produced with the municipal boundaries and an overlay of the urbanized area. Fernando de Aragón replied that the ITCTC can produce that map.

Action: This item was for informational purposes only.

VII. Member Reports

Report:

1. **David Smith (NYSDOT Region 3).**
 - Route 13/34/96 project is progressing with design approval and a public meeting soon.
 - Bridge NY applications are being received now.

2. **Tim Logue (City of Ithaca).**
 - Spring means the start-up of bridge and paving work soon.
 - A public meeting on the Build Grant Route 13 project will be announced soon.
 - Fernando de Aragón asked if the Build Grant project was going to include Carpenter Park, the old DOT site, and the Farmer's Market areas, including bus access. Mr. Logue replied that the project is mostly on Route 13, there was some discussion about including up 5th Street but the focus is on the main corridor; they are not yet looking at the waterfront. He added that bus access would be from a site plan review. Matthew Rosenbloom added that, in his previous conversations with Erin Cuddihy, he was told that later phases could include access to Carpenter Park but service would have to be suspended during construction.

3. **Ruth Groff (Town of Lansing).**
 - Ludlowville Road by the middle school has been washed out for years and unusable. It will be an approximately \$2 million project so the town is looking for funding sources. An open house will be held soon to explain why it is such a costly project.

4. **Mike Lane (Tompkins County Legislature).**
 - Dryden village is being watched for housing development and maybe more grants.
 - North Street and Route 13 intersection needs improvement; looking to work with DOT on its issues as more housing in the area will produce more traffic and more problems.

5. **Jason Leifer (Town of Dryden).**
 - Freese Road and the pedestrian bridge on Route 13 are waiting to progress.

6. **Fernando de Aragón (ITCTC).**
 - The village of Dryden applied in January for funding for sidewalks; it's being reviewed now.

7. **Matthew Rosenbloom (TCAT).**
 - TCAT is excited about the new software and upgrades for the facility.

8. **Jennifer Biloski (Village of Cayuga Heights).**
 - Walking Safe project in Cayuga Heights is hoping for construction in June and completion by the fall.
 - The village had a meeting with Hunt Engineers regarding Cayuga Heights Road; a public meeting will be held in August, hoping for design approval by October and completion by 2026.

9. **Michelle E. Wright (Town of Ulysses).**

- Working on culvert review.

10. **Ronny Hardaway (Village of Lansing).**

- Cedar Lane sewers all in the ground and resurfacing of the roads will occur in the spring.

11. **Joe Slater (Town of Ithaca).**

- Survey work is being done on Townline Road.

Action: This item was for informational purposes only.

VIII. Adjournment

Action: Policy committee members unanimously agreed to adjourn the February 13, 2024 ITCTC Policy Committee meeting at approximately 1:52 p.m.

Policy Committee Action:

April 16, 2024

Approval of 2/13/2024 Action Summary:

By:

ATTEST: _____

David Smith, ITCTC Policy Committee Secretary