AGENDA AND MEETING NOTICE
JOINT PLANNING & POLICY COMMITTEE MEETING
Date: Tuesday, June 15, 2021
Time: 1:00 – 3:00 P.M.
Location: Remote Meeting; meeting will be recorded
Join Zoom Meeting
https://us02web.zoom.us/j/82695183817
Meeting ID: 826 9518 3817
Passcode: 620086
One tap mobile
+1-929-436-2866, 82695183817#, *620086#

I. Public Comment Period

Planning Committee Items:
II. Approval of May 18, 2021 Action Summary
   Planning Committee Chair

III. TIP Action – Administrative Modification
    a. Dryden Trail Phase 2 – PIN:395071
       Ray Burger, Fernando de Aragón

Policy Committee Items:
IV. Approval of April 20, 2021 Action Summary
    Policy Committee Chair

V. TIP Amendment – Etna Rd. Bridge over Fall Creek
   Tompkins County, NYSDOT

Joint Committee Items:
VI. Public Involvement Procedures Update
    Fernando de Aragón

VII. Performance Measures Report
     ITCTC Staff

VIII. Director’s Report
      Fernando de Aragón

IX. Member Reports
    Committee Members

X. Adjournment

* Please allow two hours for this meeting*
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

Approval of Planning Committee Action Summary – May 18, 2021

Report: The May 18, 2021 Action Summary is attached to the end of this meeting packet.

Action Requested: Motion to approve the May 18, 2021 Action Summary.

ITEM III

TIP Action – Administrative Modification
Dryden Trail Phase 2 – PIN:395071

Report: The Town of Dryden, in coordination with NYSDOT, is requesting an administrative modification to the Dryden Rail Trail Phase 2 Project-PIN 395071. The modification adds a FFY 20/21 ROW Incidents phase and a FFY 21/22 ROW Acquisition phase to the project. These two new phases consist of TAP-Flex funds reallocated from the Construction and Inspection phases. There are also changes to the obligation dates for the Construction and Inspection phases to reflect changing project requirements. Total project funding remains unchanged.

More details in the Administrative Modification form pasted below.

Action Requested: Planning Committee motion approving the proposed administrative modification to the Dryden Trail Phase 2 project.
The Planning Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved a Transportation Improvement Program (TIP) Administrative Modification on June 15, 2021, during a regularly scheduled meeting. The action on the 2020-2024 TIP and the current State Transportation Improvement Program (STIP) affects one (1) project as described below.

**Description:**
The Town of Dryden, in coordination with NYSDOT, is requesting an administrative modification to the Dryden Rail Trail Phase 2 Project-PIN 395071. The modification adds a FFY 20/21 ROW Incidentals phase and a FFY 21/22 ROW Acquisition phase to the project. These two new phases consist of TAP-Flex funds reallocated from the Construction and Inspection phases. There are also changes to the obligation dates for the Construction and Inspection phases to reflect changing project requirements. Total project funding remains unchanged.

- Add a new $38,000 ROW Acquisition phase for FFY 21/22 consisting of TAP Flex funds
- Add a new $5,000 ROW Incidentals phase for FFY 20/21 consisting of TAP Flex funds
- Reallocate $41,000 from FFY 20/21 Construction and $2,000 from FFY 20/21 Inspection to new ROW phases
- Change FFY 20/21 Construction phases to FFY 21/22
- Change FFY 20/21 Inspection to FFY 21/22

The tables in Attachment A include the 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.
EXISTING:

TIP date: 2019

PIN: 395071

BIN: 

Project Name: Dryden Rail Trail Phase 2

Sponsor: Town of Dryden

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

Fund Source: TAP FLEX (NOTE: 100% LOCAL CONST. PHASE)

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<thead>
<tr>
<th>Project Element</th>
<th>Funding</th>
<th>Date</th>
<th>Obligated</th>
<th>19/20</th>
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Total: $0 $255,000 $1,937,000 $0 $0 $0 $2,192,000

Federal: $0 $204,000 $1,273,600 $0 $0 $0 $1,477,600

State Funding: $0 $0 $0 $0 $0 $0 $0

Local Funding: $0 $51,000 $663,400 $0 $0 $0 $714,400

ADMINISTRATIVE MODIFICATIONS:

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Total: $0 $255,000 $6,000 $1,931,000 $0 $0 $2,192,000

Federal: $0 $204,000 $4,800 $1,268,800 $0 $0 $1,477,600

State Funding: $0 $0 $0 $0 $0 $0 $0

Local Funding: $0 $51,000 $1,200 $662,200 $0 $0 $714,400

Note: modifications shown in Bold.
Policy Committee business:

ITEM IV

Approval of Policy Committee Action Summary – April 20, 2021

Report: The April 20, 2021 Action Summary is attached to the end of this meeting packet.

Action Requested: Motion to approve the April 20, 2021 Action Summary.

ITEM V

2020-2024 TIP Amendment
CR109 (Etna Rd.) over Fall Creek

Report: Tompkins County, in coordination with NYSDOT, is requesting an amendment to the CR 109 over Fall Creek Bridge project-PIN 375653. This amendment adds a new 100% locally funded Construction phase for FFY 20/21. It also reallocates funds from the FFY 20/21 Inspection phase to the NHPP-funded FFY 20/21 Construction phase. On May 18, 2021, the ITCTC Planning Committee voted unanimously to recommend this TIP Amendment for Policy Committee formal approval.

More details in the amendment form below.

Action Requested: Policy Committee approval of the proposed amendment to the CR109 over Fall Creek project (PIN:375653)
The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2020-2024 Transportation Improvement Program (TIP) on June 15, 2021 during a joint meeting with the Planning Committee. The amendment was reviewed and approved by the ITCTC Planning Committee at their May 18, 2021 meeting. The action on the 2020-2024 TIP affects one (1) project as described below.

**Description:**
Tompkins County, in coordination with NYSDOT, is requesting an amendment to the CR 109 over Fall Creek Bridge project-PIN:375653. This amendment adds a new 100% locally funded Construction phase for FFY 20/21. It also reallocates funds from the FFY 20/21 Inspection phase to the NHPP-funded FFY 20/21 Construction phase. This amendment is necessary in order to meet changing project requirements. There is no change to total NHPP funds. This amendment includes as follows:

- Add 100% locally funded Construction phase totaling $431,000 for FFY 20/21
- Move $40,000 from FFY 20/21 Inspection to FFY 20/21 Construction phase with NHPP funds
  - FFY 20/21 Inspection phase now totals $125,000
  - NHPP-FFY 20/21 Construction phase now totals $1,540,000
- Change date of Construction and Construction Inspection phases to June 2021

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 amendment will not affect the funding of projects within any other jurisdiction. The TIP will remain fiscally constrained.
### EXISTING:

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<td>2018</td>
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<td>3314180</td>
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**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

#### Fund Source Distribution

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<tr>
<th>Project Element</th>
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<th>23/24</th>
<th>5 YR Total</th>
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Total Federal: $326,800  
Total State Funding: $17,200  
Total Local Funding: $17,200

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### AMENDMENT:

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Total Federal: $326,800  
Total State Funding: $0  
Total Local Funding: $17,200

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**Note**: modifications shown in **Bold**.
Joint Committee business:

ITEM VI

Public Involvement Procedures Update

Report: Per ITCTC direction at the December 2020 meeting, a draft Public Involvement Procedures document was released to the public in January 2021 and was made available for comment for longer than the federally required 45-day comment period. The document update reflects and incorporates social media and remote meeting options that have evolved since the last version of the PIP. The document will be attached to the agenda as a separate file, and can also be found in the ITCTC website: https://www2.tompkinstownny.gov/files2/itctc/CivilRights/PIP-0121-DRAFT.pdf.

Staff received comments from NYSDOT main office which were incorporated into the document. Other comments on minor corrections and typos were also addressed. Thanks to all who reviewed the document.

Action Requested: Planning and Policy Committee approval of the updated Public Involvement Procedures.

ITEM VII

Performance Measures Report

Report: The ITCTC Long-Range Transportation Plan includes a table at the end of chapter 1 listing ITCTC Performance Measures. This table includes federally mandated measures, such as safety and infrastructure condition, but also includes measures of interest locally. This information is annually presented to the ITCTC for your information and to help identify trends and conditions in the Transportation System in Tompkins County. Data availability varies across the different factors as reflected in the table which is included below.

Action Requested: This item form information purposes.
### LRTP PERFORMANCE MEASURES REPORT - May 2021

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<th>MEASURE</th>
<th>DATA SOURCE</th>
<th>BASELINE</th>
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<th>DATA TREND 2</th>
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<th>DATA TREND 4</th>
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<tr>
<td><strong>Safety</strong> (and Security)</td>
<td>1. Progressively reduce the number of motor vehicle crash fatalities and serious injuries in Tompkins County.</td>
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<tr>
<td>Crash Fatality Rate</td>
<td>Number of average annual crash fatalities per 100MVT in the last five years</td>
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<td>2010-2014 = 1.07</td>
<td>2011-2015 = 1.11</td>
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<td>2013-2017 = 1.13</td>
<td>2014-2018 = 1.03</td>
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2. Progressively reduce the number of annual bicycle and pedestrian crashes and the number of crashes with serious injuries in Tompkins County.


3. Progressively reduce the number of annual bicycle and/or pedestrian fatalities to zero in 2025.

| Bicycle / Pedestrian | Number of average annual bicycle/ pedestrian fatalities | ALG | Bike-Ped fatalities: 2009–2012 = 2; 5 year avg = 9.6 | 2010-2014 = 0.6 bikeped | 2011-2015 = 1.2 bikeped | 2012-2016 = 2.0 bikeped | 2013-2017 = 2.0 bikeped | 2014-2018 = 2.4 bikeped | 2015-2019 = 1.4 | 2016-2020 = 0.6 |

### Infrastructure Condition (System Condition)

4. Progressively reduce the number of structurally deficient bridges in Tompkins County.

| Bridge Condition | Number of structurally deficient bridges | NYSDOT | 2014 = 89 bridges | 2015 = 78 bridges | 2016 = 83 bridges | 2017 = 84 | 2018 = 80 |

5. Progressively reduce the miles of state roads in 'poor' condition in Tompkins County.

| State Road Pavement Condition | Number of miles of State roads in Tompkins County in 'poor' condition | NYSDOT | 2012 = 87.7 lane miles | 2013 = 76.9 lane miles | 2014 = 62.3 lane miles | 2015 = 82.1 lane miles | 2016 = 93.7 lane miles |

### Congestion Reduction (System Performance)

6. Manage congestion to maintain adequate system performance on the National Highway System (NHS) roads (SR-13 and SR-79).

| Congestion | Number of miles of congested NHS roads = TDM + Census miles * 0.5% volume-to-capacity (VOC) | CTTP | 2012 = 13.89 miles | 2013 = 15.61 miles | 2014 = 14.51 miles | 2015 = 15.01 miles | 2016 = 16.21 miles | 2017 = 16.81 miles | 2018 = 15.61 miles |
### System Reliability (Accessibility/Place Making)

7. Progressively increase the provision and access to multiple transportation options.

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<tr>
<th>Factor/Objectives</th>
<th>Measure</th>
<th>Data Source</th>
<th>Baseline</th>
<th>Data Trend 1</th>
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<th>Data Trend 3</th>
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<td><strong>Transit Service</strong></td>
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<td>2013 = 129,663 hours</td>
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<td>TCAT: rides per revenue hour</td>
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</tbody>
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| **Transit Proximity** | % of population within 1/2 mile of transit with at least hourly transit service | IT/TC + Census CTTP | 2012 = 52.11% | 2013 = 52.11% | 2014 = 52.11% | 2015 = 52.11% | 2016 = 52.11% | No change |

| **Complete Streets** | Miles of “complete streets” (bus, bike and pedestrian facilities) | IT/TC + Municipalities | 2014 = 0.256 miles | 2015 = 10.556 miles | 2016 = 10.837 miles | 2017 = 11.923 miles | 2018 = 12.733 miles | Increase |

### Environmental Sustainability (Climate Change / Energy Use)

8. Progressively reduce the environmental impact associated with the transportation sector.

<table>
<thead>
<tr>
<th>Factor/Objectives</th>
<th>Measure</th>
<th>Data Source</th>
<th>Baseline</th>
<th>Data Trend 1</th>
<th>Data Trend 2</th>
<th>Data Trend 3</th>
<th>Data Trend 4</th>
<th>Trend</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Vehicle Miles Traveled</strong></td>
<td>Annual Vehicle Miles Traveled (VMT) per capita</td>
<td>TDM + Census CTTP</td>
<td>2010 = 7,475.6 miles traveled per capita (10yr’s +)</td>
<td>2012 = 7,062.3 miles traveled per capita (10yr’s +)</td>
<td>2014 = 6,939.4 miles traveled per capita (10yr’s +)</td>
<td>2016 = 7,279.4 miles traveled per capita (10yr’s +)</td>
<td>2018 = 7,181.6 miles traveled per capita (10yr’s +)</td>
<td>Decrease</td>
</tr>
<tr>
<td><strong>Carbon dioxide</strong></td>
<td>Metric Tons of systemwide carbon dioxide emitted</td>
<td>TDM + VERRP</td>
<td>2015 = 443,660,880.3 CO2 GM/mile</td>
<td>2017 = 443,660,880.3 CO2 GM/mile</td>
<td>2019 = 443,660,880.3 CO2 GM/mile</td>
<td>2021 = 443,660,880.3 CO2 GM/mile</td>
<td>2023 = 443,660,880.3 CO2 GM/mile</td>
<td>No change</td>
</tr>
</tbody>
</table>

| **Land Use / redevelopment** | % of population located in the urbanized areas and villages | Census ACS | 2000 = 56.4% | 2010 = 56.8% | 2015 = 56.6% | 2020 = 56.5% | 2025 = 56.3% | No change |

| **Vehicles per household** | Number of personal vehicles per household | Census ACS | 2010 = 1.577 vehicles/household | 2014 = 1.514 vehicles/household | 2015 = 1.505 vehicles/household | 2016 = 1.517 vehicles/household | 2017 = 1.473 vehicles/household | No change |

### Reduced Project Delivery Delays

9. Working with Federal, State and local partners, reduce the amount of time it takes for projects to advance to implementation.

<table>
<thead>
<tr>
<th>Factor/Objectives</th>
<th>Measure</th>
<th>Data Source</th>
<th>Baseline</th>
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<th>Data Trend 3</th>
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<th>Trend</th>
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<tr>
<td><strong>Years from TIP inclusion to Project Final Phase Obligation</strong></td>
<td>Average number of years between first inclusion in the TIP and funds obligated for the final phase of the project</td>
<td>IT/TC, NYS DOT &amp; Local Project Sponsors</td>
<td>2010-2014 = 54 months (4.4 years)</td>
<td>2011-2015 = 52 months (4.3 years)</td>
<td>2012-2016 = 50 months (4.2 years)</td>
<td>2013-2017 = 44 months (3.7 years)</td>
<td>2015-2019 = 45 months (3.7 years)</td>
<td>No change</td>
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</table>

*Last TRENDS compared to baseline and last 3 Data points

**RT 76 added to NHS / 2018: 0.95 miles of RT 76 congested, 14.05 miles of RT 13 congested; NYS DOT bridge rating methodology changed.
ITEM VIII

Director's Report

Report:
- Bikeshare update.
- Staff return to office

Action Requested: This item for information purposes.

ITEM IX

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 X

Adjournment

The 2021 Meeting Schedule can be viewed on our website:
https://www2.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.
II. Approval of Planning Committee Action Summary – May 18, 2021

IV. Approval of Policy Committee Action Summary – April 20, 2021
Approval of Action Summary
May 18, 2021 Meeting

PLANNING COMMITTEE MEETING ACTION SUMMARY
May 18, 2021 - 10:00 a.m.

Present: Timothy Logue, Chair (City of Ithaca), Ray Burger, Vice Chair (Town of Dryden), Sue Ritter (Town of Ithaca), Katie Borgella (Tompkins County), John Webert (Tompkins County Highway), Brent Cross (Village of Cayuga Heights), Eric Hathaway (City of Ithaca), Reed Huegerich (Cornell University), Michelle E. Wright (Town of Ulysses), Joseph Wetmore (Town of Lansing), C.J. Randall (Town of Lansing), Matt Yarrow (TCAT), Stephanie Redmond (Town of Enfield), David West (Town of Danby), Mark Frechette (NYSDOT Reg.3), Dave Roth (NYSDOT Reg.3), John Reichert (NYSDOT Region 3).

Excused: Jason Leifer (Town of Dryden), Dan Thaete (Town of Ithaca), Kate Supron (Cornell University), Meagan Pulver (TCAT), John Courtney (Town of Lansing), Joel Gagnon (Town of Danby), Michael Perkins (Town of Groton), Gautam Mani (FHWA), Adam Klein (FTA).

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

Guests: Susan Beckley (Member of the public)

Tim Logue assumed the Chair at approximately 10:04 a.m.

I. Public Comment Period
Report: There were no public comments.

II. Approval of Planning Action Summary – March 16, 2021
Report: The following two modifications were made to the action summary:

a. Michelle E. Wright: page 13, Member Reports, #1, should be corrected to say the Town of Ulysses has one bridge and two culvert applications to Bridge NY.

b. Ray Burger: page 13, Member Reports, #4, should be corrected to Mill Street Bridge, not Mill Creek Bridge.

Action: The Action Summary from March 16, 2021 was Moved by Ray Burger, seconded by Michelle E. Wright, and unanimously approved by the ITCTC Planning Committee with modifications.
III. **2020-2024 TIP Amendment: CR109 (Etna Road) over Fall Creek**

*Report:* Fernando de Aragón reported that this amendment adds local funding to the Construction phase for FFY 20/21; it also reallocates $40,000 from the FFY 20/21 Inspection phase to the NHPP-funded FFY 20/21 Construction phase.

John Webert reported that the original numbers were based on estimates for engineering and construction costs; approval of this amendment will move this project forward to obligation of funds.

Tim Logue added that the City of Ithaca has also found that the money needed for a project is frequently more than the estimates in the TIP; doing amendments adds another administrative step but doesn’t change the funding agreement. He asked Mark Frechette if there was a way to simplify the administrative steps. John Webert reported that this amendment is for a Bridge NY project with fixed funding so any additional funding needed had to be local. Mark Frechette replied that John is correct, this is a capped project. He added that as projects evolve to construction, costs often change and the FHWA requires any shortfall above 10% must be identified as they are in this TIP amendment; the funds cannot be obligated without the approval of today’s action.

Michelle E. Wright asked if there was a flow chart to guide sponsors through the management of projects. John Webert replied that he had one and would send it to her.

Katie Borgella asked: when does local funding go to the County Legislature in this process? Mark Frechette replied that the project agreement states that anything over the dollar threshold is the responsibility of the local sponsor; the county has the option to throw out bids when they are being submitted. John Webert explained that, in addition to moving funds, $431,000 in local dollars will be needed so a resolution will have to be written; this is easier to do when all of the final numbers are known so that only one resolution needs to be submitted to the legislature. Ms. Borgella asked if the project wouldn’t happen if the legislature didn’t approve the resolution. Mark Frechette replied that is correct, the county controls the project however you don’t know the final cost of a project until it is complete; this step addresses that there will be a shortfall and is asking the county if they will back us up to do the project. John Webert agreed with Mr. Frechette’s explanation.

C.J. Randall reported that the Town of Lansing is applying for Bridge NY funding; she wondered if the county would cover the local portion and added that she would also find the flow chart to be helpful. John Webert replied that the Town of Ulysses had a similar request in the past; he explained that it is a good deal for the county because the local cost of the project is considerably less than the full project cost. Fernando de Aragón cautioned members to not under-estimate projects by applying with low dollar amounts in the hopes of being accepted, always err on the high side when figuring costs. Mark Frechette said he agreed with Fernando and advised project sponsors to add a 10 to 15% contingency for bridges and 30% for culvert projects; he added that the Culvert NY program is most often under-funded.

*Action:* The proposed 2020-2024 TIP amendment to the CR109 over Fall Creek project (PIN:375653) was Moved by Ray Burger, seconded by Sue Ritter and unanimously recommended for formal approval of the Policy Committee.
The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2020-2024 Transportation Improvement Program (TIP) on June 15, 2021 during a joint meeting with the Planning Committee. The amendment was reviewed and approved by the ITCTC Planning Committee at their May 18, 2021 meeting. The action on the 2020-2024 TIP affects one (1) project as described below.

**Description:**
Tompkins County, in coordination with NYSDOT, is requesting an amendment to the CR 109 over Fall Creek Bridge project-PIN:375653. This amendment adds a new 100% locally funded Construction phase for FFY 20/21. It also reallocates funds from the FFY 20/21 Inspection phase to the NHPP-funded FFY 20/21 Construction phase. This amendment is necessary in order to meet changing project requirements. There is no change to total NHPP funds. This amendment includes as follows:

- Add 100% locally funded Construction phase totaling $431,000 for FFY 20/21
- Move $40,000 from FFY 20/21 Inspection to FFY 20/21 Construction phase with NHPP funds
  - FFY 20/21 Inspection phase now totals $125,000
  - NHPP-FFY 20/21 Construction phase now totals $1,540,000
- Change date of Construction and Construction Inspection phases to June 2021

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 amendment will not affect the funding of projects within any other jurisdiction. The TIP will remain fiscally constrained.
## 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

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<th>Funding</th>
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<th>Obligated</th>
<th>Date</th>
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<th>21/22</th>
<th>22/23</th>
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**Total**: $344,000  
Federal: $326,800  
State Funding: $0  
Local Funding: $17,200

Note: modifications shown in **Bold**.

## AMENDMENT:

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<thead>
<tr>
<th>Project Element</th>
<th>Funding</th>
<th>Date</th>
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</tbody>
</table>

**Total**: $344,000  
Federal: $326,800  
State Funding: $0  
Local Funding: $17,200

Note: modifications shown in **Bold**.
IV. Director’s Report

Report: Fernando de Aragón reported the following:

- **OurBus.** Bus service to the state vaccination site ended May 11th. It was considered a very successful initiative; there were a total of 550 round trips, 500 of which were reimbursed by the county. OurBus is now offering service to Syracuse. He thanked everyone who participated with this effort.

- **Urbanized Area Boundary.** He has prepared comments for the Census Bureau on the urban area. The population in an urbanized area determines the MPO mandate; the method is changing from a population-based one to being housing-based. One of the issues identified is that they will be using 2016 aerial photography to determine the urbanized boundary; this data is too old and will miss a lot of construction that has happened in the past five years. In his comments he is suggesting local input be included in the analysis in order to identify where more current building has taken place; as an example, the Village Solar apartments complex on Warren Road would not be included using just the 2016 data.

Action: This item was for informational purposes only.

V. Member Reports

Report:

1. Mark Frechette (NYSDOT Region 3).
   - The Route 34B bridge over Salmon Creek project is progressing nicely; abutments are in place and everything is on-schedule.
   - A new state touring route has been approved in the state budget for municipalities that own these state routes; the City of Ithaca owns 8.9 miles of a state touring route. These are routes that the state owns outside of the city but that the city owns and maintains within its boundaries. $100 million has been approved for 100% state funding; Ithaca can receive $2.2 million for the route as well as for adjacent routes. Administration of this funding will be similar to the CHIP program where expenses are reimbursed to the municipality. Miranda Roth is taking over as the NYSDOT Region 3 contact for this program; you may also contact Julie Baldwin.

2. C.J. Randall (Town of Lansing).
   - The town is looking at the Cayuga Lake Scenic Byway (CLSB) as an overlay district with zoning parameters appropriate for a scenic byway. She asked who to contact within the CLSB in order to coordinate this effort. Fernando de Aragón replied that she can contact him as he is a Board member of the CLSB. She said she would contact him as the Town of Lansing develops its town center plan.

3. Ray Burger (Town of Lansing).
   - Freese Road build is on hold due to material costs.
   - Varna sewer/water project is this summer.
   - He doubts there will be construction started this year on the Freese Road Bridge.

   - There are delays in the Cayuga Heights sidewalk project due to a wait for a review by the State Historic Preservation Office (SHPO) on a section in a historic district by Kline Road. They have added architectural analysis of other housing that is not within the historic district. There has been no explanation of why they are adding these structures outside of the district; all work is being done in the Village of Cayuga Heights right-of-way with no impact to these properties. This delay will result in the village missing this construction season; DOT has agreed to hold the TAP grant for next year but the extra studies are adding to the costs as well as causing a delay.

5. Michelle E. Wright (Town of Ulysses).
   - Two culvert applications are ready to be submitted to the state and one bridge application will be submitted by June 19th.
   - Bids came back on the Cemetery Road with all bids coming in over the estimate. Engineers are reviewing the project and working with the county; she will send an email to John Webert about this soon.

6. John Webert (Tompkins County Highway Dept.).
   - Central Chapel Road Bridge project in August.
   - Etna Lane right-of-way needs to be worked out so construction will probably take place next year.
   - Six culvert projects have been pushed to 2022.
   - Pine Tree Road and Ellis Hollow Road crosswalk right-of-way is being worked on; it should be ready to go out to bid soon and they are hoping for a summer construction.
   - A lot of paving and chip sealing work is currently being done.
7. Matt Yarrow (TCAT).
   - TCAT continues to work on its transit development plan; a press release will be going out soon announcing the second public meeting(s) which will take place on May 25th at 12:00 – 1:30 p.m. and again from 5:30 – 7:00 p.m.
   - Summer bus service starts on May 30th; TCAT routes will note local parks and trails.

8. Katie Borgella (Tompkins County Planning & Sustainability).
   - The Highland Consulting Group selected the Route 13 Corridor work for an award. Katie thanked everyone who worked on this with her.

9. Reed Huegerich (Cornell University).
   - Cornell will be allowing two guests per graduating student to attend commencement; approximately 1,200 students will be honored at each event and will be split into four events over two days, May 29th and 30th. Smaller department-based events will also be held.

10. Tim Logue (City of Ithaca).
    - Federal aid projects are progressing and moving through construction.
    - Elmira Road paving contract has been awarded and will start soon.
    - The S. Cayuga Street Bridge over six Mile Creek project has been awarded; there will be a detour to Albany Street for most of the summer.
    - Pedestrian Safety Action Plan bids will be going out soon.
    - The Black Diamond Trail Bridge over the flood control canal has hit delays; it will probably be next year before it is completed.
    - The contractor for the State project of Route 13 over Six Mile Creek will limit the roadway to one-lane for four weekends.
    - The S. Albany Street Bridge project is open for public comment.
    - The City of Ithaca’s Build Grant is waiting to reduce the scope for the feds.
    - College Avenue utility work has started. TCAT will have minimal service to Collegetown this summer.
    - The Thurston Avenue project will be starting soon.

    Fernando de Aragón noted that three bridge projects over Six Mile Creek were reported on; he asked if they were coordinated to avoid overlapping bridge closures. Tim Logue replied that the construction will be coordinated but everyone should still expect congestion.

11. David West (Town of Danby).
    - Town of Danby is doing a zoning update, especially in the hamlet, and needs a contact for the Route 96B and Bald Hill Road development. The town received a grant to study infrastructure in that area.

    - In the Cayuga Street bike lane there is a sign warning about roadwork, but none is going on; the sign’s location makes it dangerous for cyclists. Tim Logue promised to check with the sidewalk contractor about the sign placement.

    Action: This item was for informational purposes only.

VI. Adjournment

Action: Moved by John Webert, seconded by Michelle E. Wright and unanimously agreed to adjourn the May 18, 2021 ITCTC Planning Committee meeting at approximately 11:04 a.m.
POLICY COMMITTEE MEETING ACTION SUMMARY

April 20, 2021 - 1:00 p.m.

Present: Meloney McMurry, Chair (Village of Cayuga Heights), Don Hartill, Vice Chair (Village of Lansing), David Smith, Secretary (NYSDOT Region 3), Jason Leifer (Town of Dryden), Timothy Logue (City of Ithaca), Mark Frechette (NYSDOT Reg.3), Mike Lane (Tompkins County Legislature), Rod Howe (Town of Ithaca), Reed Huegerich (Cornell University), John Webert (Tompkins County Highway), Joel Gagnon (Town of Danby), Stephanie Redmond (Town of Enfield), Michael Allinger (Town of Newfield).

Excused: Bill Goodman (Town of Ithaca), Linda Woodard (Village of Cayuga Heights), Ronny Hardaway (Village of Lansing), Ray Burger (Town of Dryden), Svante Myrick, (City of Ithaca), Dan Klein (TCAT Board), Don Scheffler (Town of Groton), Joseph Wetmore (Town of Lansing), Dave Roth (NYSDOT Reg.3), John Reichert (NYSDOT Region 3), Gautam Mani (FHWA), Adam Klein (FTA).

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

Guests: Carrie-Lee Buchanan (Challenge Industries, Coordinator of Youth Services & Employment).

Meloney McMurry assumed the Chair at approximately 1:02 pm.

I. Public Comment Period
Report: There were no public comments.

II. Approval of Policy Committee Action Summary – February 16, 2021
Action: The Action Summary from February 16, 2021 was Moved by Joel Gagnon, seconded by Don Hartill, and approved by the ITCTC Policy Committee without modification.
III. **2020-2024 TIP Amendment: FTA Tables – Sect. 5339**

**Report:** Fernando de Aragón reported that this amendment is programming funds from previous years to 2021 for two capital projects. The amendment is needed to conform with FTA grant-making requirements.

**Action:** 2020-2024 TIP Amendment – FTA Tables Sect. 5339 was Moved by Don Hartill, seconded by David Smith and approved by consensus.

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**2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM**

**Amendment**

**Update of FTA Tables – Sect. 5339 FFY2020-21**

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the 2020-2024 Transportation Improvement Program (TIP) on **April 20, 2021**. The amendment was reviewed and approved by the ITCTC Planning Committee on March 16, 2021. The action on the 2020-2024 TIP and the current State Transportation Improvement Program (STIP) affects Section 5339 in the FTA Tables as described below and in the attached table.

**Description:**

Tompkins County requests the ITCTC approve a 2020-24 TIP amendment to the FTA Tables. The proposed amendment adjusts funding in FFY 2020-21 and is needed to conform with FTA grant-making requirements. The amendment accomplishes the following:

- **FTA Section 5339 – Bus and Bus Facilities Program**
  - The amendment programs $851,965 from the Section 5339 Bus & Bus Facilities Program, from the years 2017 ($123,754), 2018 ($408,827), and 2019 ($319,384) for two capital 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.

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**2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM**

**FEDERAL TRANSIT ADMINISTRATION (FTA) PROGRAM**

**SUMMARY TABLE - FFY 2021**

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<td>Total Section 5339 Program</td>
<td></td>
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IV. 2020-2024 TIP Actions: Administrative Modifications – Report to Committee

**Report:** Fernando de Aragón reported on four recent administrative modifications to the TIP; no federal money is being added and no vote is needed.

- Cemetery Road Bridge project is adding $101,150 in 100% local funds for the 20/21 construction phase.
- Cecil Malone Bridge project is transferring $3,160 from the ROW phase to the construction phase.
- Local PSAP project is adding $175,000 in 100% local funds to the 20/21 construction phase.
- Central Chapel Road over Boice Creek Bridge is adding $52,261 in 100% local funds for the new 20/21 construction phase.

Meloney McMurry asked why these are considered TIP modifications. Fernando de Aragón explained that it is the amount of funding change that determines if it is a modification or an amendment; an amendment is less than 10% of the project cost and has no new state or federal monies being added. There were no further questions on these TIP actions.

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

V. Director’s Report

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

- **TCAT to Trails.** Cornell student-initiated project to transport people to outdoor activities (trails and parks).
- **Transport to vaccinations update.** Providers and county leaders had weekly meetings to address transportation to vaccination sites. As a result, TCAT and Gadabout offers free rides to local sites and OurBus has free rides to the state vaccination site in Binghamton. The Southern Tier mobility group “Get There” are managing the reservations to Binghamton and will invoice the county for the cost which will be paid for with “Covid funds”; 250 rides have been used/reserved. OurBus plans to also offer service to the state site in Syracuse but this will not be subsidized by the county. As the need for access to out of county vaccination sites is decreasing, OurBus will shift its destination in Syracuse to service the airport; this may happen as early as mid-May. Joel Gagnon asked when transportation to the Binghamton vaccination site will be ended. Fernando de Aragón explained that the bus company determines; indications are that they will probably stop by mid-May. Greater availability and convenience of getting vaccinations in-county is lessening the need for the rides to Binghamton.
- **Urbanized Area Boundaries update.** The census took place last year; the definition of an Urban Area was redefined, changing to a land-use/housing density basis instead of the population density basis always used in the past. Tompkins County has a population of 50,000 to 60,000 in its urbanized area; using housing density could create a problem for the ITCTC but closer examination of the numbers is hopeful that we will be ok. One problem could be the Village Solar Apartments on the east side of Warren Road; it is very large housing that may be “missed” with the new census methodology since it may be considered as a separate census block that could now be out of the urbanized area. The census comes out in the summer of 2022; comments about the changes will be accepted up to next month.
- **Earmarks.** The period for submitting comments has passed. He has no idea how this will play out and does not expect announcements any time soon. Dryden submitted an application for supplementary funding for the Rt. 366 in Varna paving project where they are hoping to secure funds for building sidewalks on both sides of the street.

**Action:** This item was for informational purposes only.
VI. Member Reports

13. Reed Huegerich (Cornell Transportation Services).
   - Cornell University is partnering with Cayuga Medical to run an on-campus vaccination site this Friday for students; they will be administering the Moderna vaccine. Meloney McMurry asked how many students could be accommodated on Friday. Reed replied that 700 to 1,000 were expected to be vaccinated but they are hoping for more.
   - There will be in-person commencements on May 29th and 30th for graduate students only.
   - East Avenue, running north/south through the center of campus, will be renamed Chuck Feeney Way; the virtual event will be held April 23rd. Mr. Feeney is an alumni who is being honored in recognition of his having quietly donated almost $1 billion to Cornell over the past few decades while never having his name connected to any buildings, walkways, etc.

14. David Smith (NYS DOT Region 3).
   - The Route 13 work will be done mainly at night, saving closures for weekends and avoiding disrupting graduation weekends. Mike lane asked if there would be full closure of the Route 13 bridge; Mr. Smith replied that it would be closed but, only on weekends and with route 13A as the detour which has been coordinated with the City of Ithaca.
   - The span is gone on the Route 34B over Salmon Creek Bridge; supports are being built and they are hoping for a completion date in November, however, there have been delays due to design changes and delivery of materials.
   - Tim Logue commented that he’s happy to see CHIPS funding (Consolidated (local street and) Highway Improvement Program) back. Mr. Smith replied that it is in the NYS budget but there is no additional information on it right now.

15. Fernando de Aragón (ITCTC).
   - ITCTC Committee meetings have been held as remote, Zoom, meetings for the past year; there is a possibility in-person meetings being allowed later this year. He asked committee members to voice their preferences for future meetings: Zoom (remote), in-person, or a hybrid of the two.
     o Joel Gagnon said he liked the Zoom meetings, adding that the Town of Danby has found more public participation with remote meetings, plus there is the advantage of reducing the number of cars on the road.
     o Meloney McMurry wondered if they could do a hybrid-schedule, alternating Zoom and in-person meetings to take advantage of the benefits of both throughout the year. She asked how a hybrid-meeting would work so that all parties could see, hear, and be heard; Fernando de Aragón replied that he would have to research the technologies available.
     o Mike Lane said his preference is to return to in-person meetings, but he was open to the hybrid options.
     o Dave Smith reported that he likes aspects of in-person meetings but also likes the lack of a commute to a virtual meeting.

   Fernando de Aragón thanked everyone for their input, adding that having NYS DOT in town occasionally is beneficial so maybe a hybrid-schedule rotation would be the answer where some months are in-person and others are through Zoom.

Action: This item was for informational purposes only.

VII. Adjournment

Action: Policy Committee members unanimously agreed to adjourn the April 20, 2021 ITCTC Policy Committee meeting at approximately 1:35 pm.

Policy Committee Action: June 15, 2021
Approval of 4/20/2021 Action Summary: By:

ATTEST: ________________________________
David Smith, ITCTC Policy Committee Secretary