



Ithaca-Tompkins County Transportation Council

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AGENDA AND MEETING NOTICE **POLICY COMMITTEE MEETING**

Date: Tuesday, February 13, 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.

Join Zoom Meeting - <https://us02web.zoom.us/j/89908830317>

Meeting ID: 899 0883 0317; Passcode: 626045;

Phone: 1.929.436.2866, 89908830317#, *626045#

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|-------|--|------------------------|
| I. | Public Comment Period | |
| II. | Approval of December 19, 2023, Joint Committee Action Summary | Policy Committee Chair |
| III. | Approval of 2024-2025 UPWP and Resolutions 2024-01 and 2024-02 | Fernando de Aragón |
| IV. | 2023-27 TIP Action | |
| | a. Amendment - Update of FTA 5307 Table-FFY 2024 | |
| | b. Amendment – Update of FTA 5339 Table | Frank Doldo and Staff |
| V. | 2023-2024 UPWP Amendment – Resolution 2024-03 | Staff |
| VI. | Director's Report | Fernando de Aragón |
| VII. | Member Reports | Committee Members |
| VIII. | 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 Joint Committee Action Summary – December 19, 2023

Report: The December 19, 2023 Action Summary is attached to the end of this meeting packet.

Action Requested: Motion to approve the December 19, 2023 Action Summary.

ITEM III.

Review of 2024-2025 UPWP and Resolutions 2024-01 and 2024-02

Report: The latest draft of the Simplified Statement of Work/UPWP for the April 1, 2024–March 31,2025 fiscal year has been emailed to committee members for review and comment. 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. Please send any comments to Fernando de Aragón.

Please note 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**.

- 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.

Looking ahead, 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.

Action Requested: Policy Committee approval of the draft 2024-2025 UPWP and Operating Budget via Resolutions 2024-01 and 2024-02 (below).

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.

2023-2027 TIP Action
Amendment - Update of FTA 5307 Table-FFY 2024

Report: 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.

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 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

2023-2027 TIP Action
Amendment - Update of FTA 5339 Table-FFY 2024

Report: 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.

Action Requested: Policy Committee approval of proposed 2023-2027 TIP amendment of the FTA 5339 table.

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.

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 Requested: Policy Committee approval of the proposed amendment to the 2023-2024 UPWP via Resolutions 2024-03 (below).

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	0	300	1,800
.4425	SERVICE CONTRACTS	1,200	0	1,200	1,500	0	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	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

ITEM VI

Director's Report

Report:

- Priority Trails Strategy
- LRTP

Action Requested: This item is for information purposes.

ITEM VII

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 VIII

Adjournment

The next ITCTC meetings:
ITCTC Planning Committee, March 19, 2024 at 10:00 a.m.
ITCTC Policy Committee, April 16, 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 Joint Planning & Policy Committee Action Summary –
December 19, 2023**
(See page 1 above)

Approval of Action Summary
December 19, 2023 Meeting

JOINT PLANNING & POLICY COMMITTEE MEETING ACTION SUMMARY

December 19, 2023 - 1:00 p.m.

Present:

Policy Committee

In Person: Rod Howe, Chair (Town of Ithaca), Jason Leifer, Vice Chair (Town of Dryden), Dave Roth (NYSDOT Reg.3, alternate for David Smith), Don Hartill (Village of Lansing), Ray Burger (Town of Dryden), Brent Cross (Village of Cayuga Hts., alternate for Jennifer Biloski), Timothy Logue (City of Ithaca), Mike Lane (Tompkins County Legislature), Ruth Groff (Town of Lansing), Reed Huegerich (Cornell University).

Remote: Ronny Hardaway (Village of Lansing), Joel Gagnon (Town of Danby), Michelle E. Wright (Town of Ulysses).

Planning Committee:

In Person: Ray Burger, Chair (Town of Dryden), Brent Cross (Village of Cayuga Heights), Jason Leifer (Town of Dryden), C.J. Randall (Town of Ithaca), Timothy Logue (City of Ithaca), Erin Cuddihy (City of Ithaca), Reed Huegerich (Cornell University), Ruth Groff (Town of Lansing), Kate Kelley-MacKenzie (Town of Caroline), Curt Parrish (TCAT), Dave Roth (NYSDOT Reg.3), Katrina Bergan (NYSDOT Reg.3).

Remote: Katie Borgella, Vice Chair (Tompkins County), Ronny Hardaway (Village of Lansing), Joel Gagnon (Town of Danby), Michelle E. Wright (Town of Ulysses).

Excused:

Policy Committee: David Smith, Secretary (NYSDOT Region 3), Randy Brown (Tompkins County Legislature), Bill Goodman (Town of Ithaca), Linda Woodard (Village of Cayuga Heights), Jennifer Biloski (Village of Cayuga Heights), Laura Lewis, (City of Ithaca), Frank Proto (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), Nicole McGrath (FHWA).

Planning Committee: Jim Morse (Tompkins County Highway), Dan Thaete (Town of Ithaca), Kate Supron (Cornell University), John Zepko (Town of Lansing), Stephanie Redmond (Town of Enfield), John Courtney (Village of Lansing), Ellard Keister (Town of Groton), Michael Allinger (Town of Newfield), Niels Tygensen (Town of Ulysses), Megan McDonald (Tompkins County), Greg Hutnik (Town of Danby), Dave Roth (NYSDOT Reg.3), Richard Sawczak (NYSDOT Reg. 3, Adam Klein (FTA), Nicole McGrath (FHWA).

Staff:

Fernando de Aragón, Teresa Linde, Jay Lambrix.

Guests:

Remote: Frank Doldo (Chief Transportation Planner, T.C. Planning & Sustainability), Catherine Wilde (Transportation Planner, T.C. Planning & Sustainability), Jacob Yatsko (Bike Walk Tompkins), Niki Friske (Bike Walk Tompkins), Denise Thompson (C.U. Assistant Director for Off-Campus Living).

At 1:05 p.m. Ray Burger assumed the Chair and asked if there were any members of the public present who wished to speak.

I. Public Comment Period

Report: There were none.

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

II. Approval of Action Summary – October 17, 2023

Action: The Action Summary from October 17, 2023 was Moved by C.J. Randall, seconded by Ruth Groff, and unanimously approved by the ITCTC Planning Committee without modification.

III. Election of Officers for 2024

Report: Rod Howe assumed the Chair for this agenda item. Fernando de Aragón reported that Ray Burger has been nominated for Chair and Katie Borgella for Vice-Chair of the ITCTC Planning Committee for 2024. He asked if there were any other nominations; hearing none a vote was called.

Action: Moved by Brent Cross, seconded by Reed Huegerich and unanimously approved to elect Ray Burger as chairperson and Katie Borgella as vice-chairperson of the ITCTC Planning Committee for 2024.

IV. 2023-2027 TIP Amendments

Report: In the interest of efficiency, the chairs of the ITCTC Policy and Planning Committees agreed to hold this agenda item as a joint discussion followed by separate voting of each committee.

- a. Update Highway Safety Performance Targets.** Fernando de Aragón reviewed the information as detailed in the agenda packet; he explained that this action includes both a TIP amendment and a resolution. He encouraged members to contact him for local safety data and goals & objectives to support any applications being planned. The committee members agreed to use one vote to recommend and approve both actions.

Planning Committee Action: The 2023-2027 TIP Amendment: *Updating Highway Safety Performance Targets for 2024—Text Amendment*, and Resolution 23-09, *Supporting NYSDOT's 2024 Targets For Highway Safety Performance Measures*, were Moved by Reed Huegerich, seconded by Brent Cross, and unanimously approved for recommendation to the ITCTC Policy Committee.

Policy Committee Action: The 2023-2027 TIP Amendment: *Updating Highway Safety Performance Targets for 2024—Text Amendment*, and Resolution 23-09, *Supporting NYSDOT's 2024 Targets For Highway Safety Performance Measures*, were Moved by Rod Howe, seconded by Jason Leifer, and approved by consensus.

Resolution 23-09
SUPPORTING NEW YORK STATE DEPARTMENT OF TRANSPORTATION'S
2024 TARGETS FOR HIGHWAY SAFETY PERFORMANCE MEASURES

WHEREAS, the Ithaca-Tompkins County Transportation Council has been designated by the Governor of the State of New York as the Metropolitan Planning Organization responsible for the comprehensive, continuing, and cooperative transportation planning process for the Ithaca-Tompkins County Urbanized and approved Metropolitan Planning Areas; AND

WHEREAS, the Highway Safety Improvement Program (HSIP) final rule (23 CFR Part 490) requires States to set initial targets for five safety performance measures by August 31, 2020; AND

WHEREAS, As required by 23 CFR Part 490, New York State must set annual safety performance targets (5 year rolling averages) for five safety performance measures; AND

WHEREAS, the New York State Department of Transportation (NYSDOT) has established year 2024 targets based on five year rolling averages for the following performance measures:

- (1) Number of Fatalities,
- (2) Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT),
- (3) Number of Serious Injuries,
- (4) Rate of Serious Injuries per 100 million VMT, and
- (5) Number of Non-Motorized Fatalities and Non-motorized Serious Injuries, AND

WHEREAS, the NYSDOT coordinated the establishment of safety targets with the 14 Metropolitan Planning Organizations (MPOs) in New York through the New York State Association of Metropolitan Planning Organizations (NYSAMPO), AND

WHEREAS, the Governors Traffic Safety Committee has adopted safety targets for number of fatalities, rate of fatalities and number of serious injuries as set forth in the Highway Safety Strategic Plan (HSSP), and NYSDOT has officially adopted identical 2024 safety targets in the Highway Safety Improvement Program annual report dated August 31, 2023, AND

WHEREAS, the Ithaca-Tompkins County Transportation Council may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the State targets, or establish its own target within 180 days of the State establishing and reporting its safety targets,

NOW THEREFORE, BE IT RESOLVED, that the ITCTC Policy Committee has agreed to support NYSDOT's 2024 targets for the five highway safety performance targets as attached herein, AND

BE IT FURTHER RESOLVED, that the MPO Policy Committee directs the ITCT Staff Director to update the 2023-2027 TIP to include the 2024 highway safety targets, AND

BE IT FURTHER RESOLVED, that the MPO Policy Committee will plan and program projects that contribute to the accomplishment of said targets.

This resolution having been considered and approved on December 19, 2023.

2024 HIGHWAY SAFETY TARGETS AND SUPPORTING DATA						
MEASURE	LAST ANNUAL BASELINE		STEP 1: FORECAST USING 5-YR MOVING AVERAGE TRENDLINE		STEP 2: ROUND AND APPLY .50% CAP	
	2021 Annual	2021 Baseline 2017-2021 Average	2024 Forecast	% Change 2020-2024 vs. 2017-2021	Rounded / Capped Percent	NYSDOT Target 2024
Number of Fatalities	1,157	1,021.2	894.9	-12.4%	-.50%	1,016.1
Fatality Rate	1.083	0.890	0.768	-13.7%	-.50%	0.886
Number of Serious Injuries	11,238	11,145.6	11,034.1	-1.0%	-.50%	11,089.9
Serious Injury Rate	10.516	9.654	9.370	-2.9%	-.50%	9.606
Number of Non-Motorized Fatalities and Serious Injuries	2,663	2,641.6	2,502.9	-5.3%	-.50%	2,628.4

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2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

****Amendment****

Updating Highway Safety Performance Targets for 2024 - Text Amendment

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the text of the 2023-2027 Transportation Improvement Program (TIP) on **December 19, 2023** during a joint meeting with the Planning Committee. The amendment was reviewed and approved by the ITCTC Planning Committee during the meeting. The action on the 2023-2027 TIP is described below.

Description:

Federal rules require the State to set targets for five safety performance measures in coordination with MPOs. NYSDOT worked with the NY State Association of MPOs (NYSAMPO) and its working groups to develop a set of targets. The Ithaca-Tompkins County Transportation Council may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the aforementioned State targets or establish its own targets. The ITCTC, along with other NY State MPOs, has opted to support the State targets. Starting on 2017 the ITCTC has passed resolutions annually *supporting New York State Department of Transportation's Targets for Safety Performance Measures*. These targets have been updated in the TIP each year.

NYSDOT has developed 2024 Targets for safety performance measures. These targets are supported by the ITCTC per Resolution 23-09: *Supporting New York State Department of Transportation's 2024 Targets for Safety Performance Measures*.

This text amendment to the 2023-2027 TIP follows a format as agreed by NYSDOT and FHWA in coordination with NYSAMPO. The amended text serves to update performance measure safety targets to 2024 as shown in Attachment A (underlined/strike through text) below. The TIP and STIP will remain fiscally constrained.

Addressing Performance Targets

Background

Unchanged

HSIP and Highway Safety

On March 15, 2016, FHWA published the final rule for the HSIP and Safety Performance Management (Safety PM) Measures in the *Federal Register* with an effective date of April 14, 2016.

The 2017 New York Strategic Highway Safety Plan (SHSP) is intended to reduce “the number of fatalities and serious injuries resulting from motor vehicle crashes on public roads in New York State.” The SHSP guides NYSDOT, the MPOs, and other safety partners in addressing safety and defines a framework for implementation activities to be carried out across New York State. The NYSDOT Highway Safety Improvement Program (HSIP) annual report documents the statewide performance targets.

The ITCTC agreed to support the NYSDOT statewide targets for Safety PM measures as shown in the table below, based on five year rolling averages per Title 23 Part 490.207 of the Code of Federal Regulations. Resolutions agreeing to support statewide targets were approved as follows:

- December 19, 2023, Resolution 2023-09: Supporting NYSDOT’s 2024 Targets for Safety Performance Measures
- ~~October 24, 2017, Resolution 2017-05: Supporting NYSDOT’s 2018 Targets for Safety Performance Measures~~
- ~~September 11, 2018, Resolution 2018-04: Supporting NYSDOT’s 2018 Targets for Safety Performance Measures~~
- ~~October 15, 2019, Resolution 2019-06: Supporting NYSDOT’s 2020 Targets for Safety Performance Measures~~
- ~~August 25, 2020, Resolution 2020-03: Supporting NYSDOT’s 2021 Targets for Safety Performance Measures~~
- ~~September 14, 2021, Resolution 2021-03: Supporting NYSDOT’s 2021 Targets for Safety Performance Measures~~
- ~~September 13, 2022, Resolution 2022-06: Supporting NYSDOT’s 2023 Targets for Safety Performance Measures~~

NY State Safety Performance Measures Targets 2024 3				
	5-Year Baseline 2021 0 2017 6 -2021 0 avg.)	2024 3 Target (based on 2020 19 -2024 3 forecast analysis)		
Number of Fatalities	1,021.998.2	894.9895.1		
Rate of Fatalities per 100M Vehicle Miles Traveled (VMT)	.890.844	.768.768		
Number of Serious Injuries	11,145.611,198.2	11,034.111,034.1		
Rate of Serious Injuries per 100M VMT	9.654 9.431	9.370 9.370		
Number of Non-motorized Fatalities and Serious Injuries	2,641.6 2,660.0	2,502.9 2,503.3		

Anticipated Effects

Safety is a critical component of the ITCTC’s mission, and the projects on the TIP are consistent with the need to address safety. Safety is a primary consideration in the selection of projects to be included in the TIP. “To improve the safety of the overall transportation system” is an overarching goal of the ITCTC Long-Range Transportation Plan (LRTP). In addition, the LRTP includes goals and policies prioritizing safety as a base component of all infrastructure design. The Initial Project Proposal utilized during TIP development requires a description of each project’s safety benefits regardless of funding source. HSIP funded projects include additional safety analysis. The TIP includes projects programmed with HSIP funds and other fund sources that are expected to materially benefit the safety of the traveling public on roadways throughout the metropolitan planning area. The anticipated effect of the overall program is that it will contribute toward achieving NYSDOT’s safety performance targets.

- b. **2023-2027 TIP Amendment: MbC Rte. 13/34/96 Elmira Rd. to N. Ithaca City Line – New SDF Funding.** Fernando de Aragón reported that NYSDOT is requesting an amendment to add 100% SDF funds to both the construction and inspection phases of this project. Dave Roth added that this is part of the paving program, funding was awarded, and this action adds money to the project. MbC is *maintenance by contract*.

Planning Committee Action: The 2023-2027 TIP Amendment: *MbC Rt 13/34/96 – New SDF Funding*, was Moved by C.J. Randall, seconded by Kate Kelley-MacKenzie, and unanimously approved for recommendation to the ITCTC Policy Committee.

Policy Committee Action: The 2023-2027 TIP Amendment: *MbC Rt 13/34/96 – New SDF Funding*, was Moved by Mike Lane, seconded by Tim Logue, and approved by consensus.

2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

****Amendment****

MbC Rt 13/34/96 – NEW SDF FUNDING

The Policy Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved an amendment to the text of the 2023-2027 Transportation Improvement Program (TIP) on **December 19, 2023**, during a scheduled joint meeting with the Planning Committee. The action on the 2023-2027 TIP is described below.

Description:

NYSDOT is requesting an amendment to add 100% SDF funds to both the Construction and Inspection phases of the *MbC Route 13/34/96, Elmira Road to North Ithaca City Line*-PIN 305767 project. The changes are as follows.

1. New FFY 24/25 Construction phase composed of \$7,364,000 in SDF funds.
2. New FFY 24/25 Construction phase composed of \$736,000 in SDF 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.

EXISTING:

TIP date 2017 **PIN** 305767 **BIN**

Project Name MbC Route 13/34/96, Elmira Road to North Ithaca City Line

Sponsor NYS DOT

Description Repave Rt 13/34/96, Rt 79, Rt 89; Rt 13/34/96 (Fulton and Meadow St) from Elmira Rd to North Ithaca City Line, Rt 89 (Buffalo St) from Taughannock Blvd to Meadow St, Rt 79 (Seneca St) from Fulton St to Meadow St and Rt 79 (Green St) from Fulton St to Meadow St; to improve rideability and extend the service life of these highway sections. Work includes upgrading signals, signs, pedestrian accessibility, and pavement markings to improve safety and improve operations along the corridors. City of Ithaca, Tompkins County.

Fund Source: NHPP/HSIP/STBG-FLEX/SDF

Project Element	Funding	Date	Obligated	Date	22/23	23/24	24/25	25/26	26/27	5 YR Total
A-1-Scoping	NHPP	10-17	\$132,000		\$0	\$0	\$0	\$0	\$0	\$0
B-4-Preliminary Design	NHPP	10-17	\$132,000		\$0	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	NHPP		\$0	02-24	\$0	\$176,000	\$0	\$0	\$0	\$176,000
C-8-Detailed Design_2	STBG-FLEX		\$0	02-24	\$0	\$340,000	\$0	\$0	\$0	\$340,000
G-18-Construction	NHPP		\$0	10-24	\$0	\$0	\$5,075,000	\$0	\$0	\$5,075,000
G-19-Construction_2	HSIP		\$0	10-24	\$0	\$0	\$2,538,000	\$0	\$0	\$2,538,000
G-20-Construction_3	STBG-FLEX		\$0	10-24	\$0	\$0	\$1,786,000	\$0	\$0	\$1,786,000
H-22-Inspection	NHPP		\$0	10-24	\$0	\$0	\$503,000	\$0	\$0	\$503,000
H-23-Inspection_2	STBG-FLEX		\$0	10-24	\$0	\$0	\$179,000	\$0	\$0	\$179,000
H-24-Inspection_3	HSIP		\$0	10-24	\$0	\$0	\$254,000	\$0	\$0	\$254,000
Total:			\$264,000		\$0	\$516,000	\$10,335,000	\$0	\$0	\$10,851,000
<i>Federal Funding:</i>			\$211,200		\$0	\$412,800	\$8,547,200	\$0	\$0	\$8,960,000
<i>State Funding:</i>			\$52,800		\$0	\$103,200	\$1,787,800	\$0	\$0	\$1,891,000
<i>Local Funding:</i>			\$0		\$0	\$0	\$0	\$0	\$0	\$0

AMENDMENT:

Fund Source: NHPP/HSIP/STBG-FLEX/SDF

Project Element	Funding	Date	Obligated	Date	22/23	23/24	24/25	25/26	26/27	5 YR Total
A-1-Scoping	NHPP	10-17	\$132,000		\$0	\$0	\$0	\$0	\$0	\$0
B-4-Preliminary Design	NHPP	10-17	\$132,000		\$0	\$0	\$0	\$0	\$0	\$0
C-7-Detailed Design	NHPP		\$0	02-24	\$0	\$176,000	\$0	\$0	\$0	\$176,000
C-8-Detailed Design_2	STBG-FLEX		\$0	02-24	\$0	\$340,000	\$0	\$0	\$0	\$340,000
G-18-Construction	NHPP		\$0	10-24	\$0	\$0	\$5,075,000	\$0	\$0	\$5,075,000
G-19-Construction_2	HSIP		\$0	10-24	\$0	\$0	\$2,538,000	\$0	\$0	\$2,538,000
G-20-Construction_3	STBG-FLEX		\$0	10-24	\$0	\$0	\$1,786,000	\$0	\$0	\$1,786,000
G-21-Construction_4	SDF		\$0	10-24	\$0	\$0	\$7,364,000	\$0	\$0	\$7,364,000
H-22-Inspection	NHPP		\$0	10-24	\$0	\$0	\$503,000	\$0	\$0	\$503,000
H-23-Inspection_2	STBG-FLEX		\$0	10-24	\$0	\$0	\$179,000	\$0	\$0	\$179,000
H-24-Inspection_3	HSIP		\$0	10-24	\$0	\$0	\$254,000	\$0	\$0	\$254,000
H-25-Inspection_4	SDF		\$0	10-24	\$0	\$0	\$736,000	\$0	\$0	\$736,000
Total:			\$264,000		\$0	\$516,000	\$18,435,000	\$0	\$0	\$18,951,000
<i>Federal Funding:</i>			\$211,200		\$0	\$412,800	\$8,547,200	\$0	\$0	\$8,960,000
<i>State Funding:</i>			\$52,800		\$0	\$103,200	\$9,887,800	\$0	\$0	\$9,991,000
<i>Local Funding:</i>			\$0		\$0	\$0	\$0	\$0	\$0	\$0

Note: modifications shown in **Bold**

- V. **2023-2027 TIP Administrative Modification: N. Cayuga St. Bridge Obligation Date Changes**
Report: Tim Logue announced that the City of Ithaca was withdrawing this action from the agenda. He reported that, because of the bridge's historical eligibility, NYSDOT has advised the City that having an additional year for design would give enough time to get the necessary approvals needed.

Action: No action was requested.

Policy Committee Items (1:15 p.m.):

- VI. **Approval of Action Summary – November 21, 2023**
Action: The Action Summary from November 21, 2023 was Moved by Mike Lane, seconded by Rod Howe, and approved by consensus without modification.

- VII. **Election of Officers for 2024**
Report: Ray Burger assumed the Chair for this agenda item. Fernando de Aragón reported that Rod Howe has been nominated for Chair and Jason Leifer for Vice-Chair of the ITCTC Policy Committee for 2024. He asked if there were any other nominations; hearing none a vote was called.

Action: Moved by Don Hartill, seconded by Dave Roth and unanimously approved to elect Rod Howe as chairperson and Jason Leifer as vice-chairperson of the ITCTC Policy Committee for 2024.

- VIII. **2023-2027 TIP Actions – Amendments and Resolution 23-09**
Report: At the beginning of the meeting, the Policy Committee agreed to discuss, review, and vote on these actions during the Planning Committee portion of the joint meeting. See agenda items IV. a. and b.

Policy Committee Action: The 2023-2027 TIP Amendment: *Updating Highway Safety Performance Targets for 2024—Text Amendment*, and Resolution 23-09, *Supporting NYSDOT's 2024 Targets For Highway Safety Performance Measures*, were Moved by Rod Howe, seconded by Jason Leifer, and approved by consensus.

Policy Committee Action: The 2023-2027 TIP Amendment: *MbC Rt 13/34/96 – New SDF Funding*, was Moved by Mike Lane, seconded by Tim Logue, and approved by consensus.

Joint Committee Items (1:18 p.m.):

IX. Approval of 2024 Meeting Schedule

Action: The draft 2024 Meeting Schedule for the ITCTC Planning and Policy Committees was Moved Don Hartill, seconded by C.J. Randall and unanimously approved with one modification: Jason Leifer suggested moving the February Policy Committee meeting to the 13th instead of the 20th to avoid a meeting conflict. There were no objections, and the change was made.

2024 DRAFT ITCTC MEETING SCHEDULE

<u>Planning Committee</u>		<u>Policy Committee</u>
<i>10:00 a.m. – 12:00 p.m.</i>		<i>1:00 – 3:00 p.m.</i>
January 16, 2024		
		February 13, 2024
March 19, 2024		
		April 16, 2024
May 21, 2024		
June 18, 2024	<i>Joint meeting at 1:00 p.m.</i>	June 18, 2024
July 16, 2024		August 20, 2024
September 17, 2024	<i>Joint meeting at 1:00 p.m.</i>	September 17, 2024
<i>No October meeting</i>		
November 5, 2024	<i>Joint meeting at 1:00 p.m.</i>	November 5, 2024
December 17, 2024	<i>Joint meeting at 1:00 p.m.</i>	December 17, 2024

X. **Draft 2024-2025 Unified Planning Work Program (UPWP)**

Report: Fernando de Aragón reviewed the information in the agenda packet and reported the following:

- A draft of the 2024-2025 UPWP will be sent to all committee members this week.
- Emphasis areas are summarized in the agenda packet.
- The 2.5% set aside for projects that support carbon reduction. There will be approximately \$9,469 available; he asked members to contact him with project ideas/proposals.
- Bike Walk Tompkins did a survey of bike parking in the urban area; Jacob Yatsko is proposing using the 2.5% to fund extending the survey throughout the county.
- Committee members were asked to review the document and send comments to the ITCTC; the UPWP goes to a vote of recommendation on January 16, 2024 and a final vote of approval on February 13, 2024.

Action: This item was for informational purposes only.

XI. **Director's Report**

Report: Fernando de Aragón reported the following:

- **Safe Streets and Roads for All (SS4A).**
 - The project kicked off on November 28, 2023.
 - Several meetings have been held and public outreach efforts will begin soon.
 - Erin Cuddihy reported that the next meeting is being held today at 3:00pm.
- **GHG Performance Measure.**
 - This new regulation will be implemented in 2024.
 - More information will come before the committees next year.
 - It makes sense to do statewide numbers.
 - It will be incorporated into the LRTP update.
- **LRTP.**
 - A press release went out last week; it should be showing up in local papers this week.
 - Members were sent the press release; please include it in your municipal newsletters and websites.
 - The ITCTC website has a page just for the LRTP update.
 - <https://www.tompkinscountyny.gov/itctc/lrtpupdate>
- **Solar Eclipse.**
 - There will be a total eclipse of the sun on Monday, April 8, 2024 with the path of totality being just barely to the north of Tompkins County. This event draws tens of thousands of people to an area for a short period of time, resulting in significant transportation impacts. Municipalities should be planning ahead for this to mitigate the negative impacts and to see if there are ways to benefit from the influx of visitors; plans and events that encourage a longer stay will also help to lessen the transportation impacts and help local businesses.

Action: This item was for informational purposes only.

XII. Member Reports

Report:

1. **Michelle E. Wright (*Town of Ulysses*).**
 - BUILD NY grant for Curry Road is moving forward; waiting to get the agreement with the state fully executed.
 - Expecting to receive the last payment for Cemetery Road bridge soon.
 - The town is working on an application for the next round of the grant.
2. **Joel Gagnon (*Town of Danby*).**
 - Paving will begin in the spring and normal maintenance will be ongoing this winter.
3. **Ronny Hardaway (*Village of Lansing*).**
 - The sewer extension work in Cayuga Heights has been paused for the winter with clean up and repaving done in the spring.
 - Next spring and summer will have a major project on Dart Drive and Graham Road.
 - The north end entrance to the Shops at Ithaca Mall, heading to the Y and Target will see a project next year of paving, improving the width, and lane marking.
4. **Tim Logue (*City of Ithaca*).**
 - E. State Street mill and pave has been a successful project, winning a Pride of Ownership Award from the Rotary Club. Suit-Kote was an excellent company to work with.
 - The Black Diamond Trail bridge over the flood control channel is temporarily open for the winter; the finish work will be done in the spring.
 - The S. Albany Street bridge is open for the winter; it will be finished up in the spring.
5. **Dave Roth (*NYSDOT Region 3*).**
 - The TAP process has begun; pre-applications started last week.
 - There is a new round of Bridge NY grants; applications are due by the end of January.
 - NYSDOT is gearing up for new program updates; the regional program is being reviewed.
 - The Rt 13/34/96 project is going through design approval; it will go to the city in January. Fernando de Aragón added that this project will generate a lot of public interest.
6. **Ruth Groff (*Town of Lansing*).**
 - Currently concentrating on trails and the town center.
7. **C.J. Randall (*Town of Ithaca*).**
 - There was a kick-off meeting with DOT; the Townline Rd. bridge has been authorized to move forward to scoping.
 - The Safety Corridor is under pre-review; an application will be prepared in January.
8. **Kate Kelley-MacKenzie (*Town of Caroline*).**
 - Hoping for trail extension at the South Hill Recreation Way in the future. Rod Howe reported that there is a meeting with NYSEG today.
 - The Town Highway Barns are being rebuilt.
9. **Katrina Bergan (*NYSDOT Region 3*).**
 - The Route 13/34/96 project got design approval last week.
10. **Mike Lane (*Tompkins County Legislature*).**
 - Bridge projects in "the making": Midline Road, Podunk Road, Cortland St. bridge (in Groton).
 - The Airport was told by FAA that it needs a new fire station; the county continues to look for grants to help cover the cost.
11. **Brent Cross (*Village of Cayuga Heights*).**
 - A question for Dave Roth: Does the Bridge NY program have local decision-making in awarding the grant? David Roth replied that the MPO takes part in the review process of bridges but the Culvert NY are under regional state review, with the MPO only being informed of the awards. Brent Cross asked how a municipality could get a "better shot" at culvert funding. Dave Roth suggested applicants should have the ROW needs clear, when it can be done, and confirm ownership of culverts to be competitive.
 - The village has two TAP projects for sidewalks: "Walking Safe" on Kline Road hopes to have a consultant soon, and Cayuga Heights Road sidewalk project has selected Hunt Engineers.

12. Curt Parrish (TCAT).

- TCAT will need to find a place to park approximately 30 buses from mid to late summer during the garage floor project; they will be reaching out to everyone soon.

13. Jason Leifer (Town of Dryden).

- There was a public meeting on Genung Road last night.
- The trail bridge construction should be done by next year.
- Freese Road has been delayed.

14. Erin Cuddihy (City of Ithaca).

- **SS4A:** Eleven municipalities joined together for the project; there will be a project check-in today at 3:00 pm. The consultant sent out data requests to municipalities.
- **Smart Grant:** The transit signal priority project is underway. An ad was submitted to Contract Reporter for RFPs; there are proposals from at least six companies to review.
- **Carbon Reduction:** a consultant has been selected; working to get a contract signed. This project will include a conceptual bike network, a plan of cycling networks adopted by the city, and improvements to the corridor.
- **Build Grant (Rt. 13) meeting:** It is in design, Bergman consultants worked on three alternatives; public outreach will take place in 2024.
- **TAP application:** Floral Ave. crosswalks and bike safety.

15. Rod Howe (Town of Ithaca).

- Pleased to hear the county is partnering with municipalities on electric car charging stations.

16. Ray Burger (Town of Dryden).

- Put in a TAP application for the region.

17. Fernando de Aragón (ITCTC).

- The Intercity bus management facility discussions have re-started; more meetings will be held soon.

18. Katie Borgella (T.C. Planning & Sustainability).

- Fernando de Aragón and Darby Kiley lead the effort on a priority trails strategy going before the county legislature tonight.

Action: This item was for informational purposes only.

XIII. Adjournment

Action: Planning and Policy committee members unanimously agreed to adjourn the December 19, 2023 ITCTC Joint Planning & Policy Committee meeting at approximately 2:00 p.m.

Planning Committee Action:	January 16, 2024
Approval of 12/19/23 Action Summary:	Motion: Brent Cross
	Second: Ruth Groff
	Vote: Unanimously approved without modification.

Policy Committee Action:	February 13, 2024
Approval of 12/19/23 Action Summary:	By:

ATTEST: _____
 David Smith, ITCTC Policy Committee Secretary