



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

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### **AGENDA AND MEETING NOTICE**

#### **PLANNING COMMITTEE MEETING**

**Date:** Tuesday, February 16, 2010

**Time:** 10:00 A.M. – 12:00 P.M.

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

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|--------------|---|--------------------------|
| <b>I.</b>    | <b>Public Comment Period</b>  |                          |
| <b>II.</b>   | <b>Approval of Action Summary – December 15, 2009</b>   | Planning Committee Chair |
| <b>III.</b>  | <b>Review of Draft 2010/2011 Unified Planning Work Program</b>  | Staff                    |
| <b>IV.</b>   | <b>2007-12 TIP Administrative Action</b><br><i>Prospect St. Reconstruction and Clinton Street Bridge Projects</i> | Staff                    |
| <b>V.</b>    | <b>Project Selection Guidelines Amendment</b>   | Staff                    |
| <b>VI.</b>   | <b>2011-2015 TIP – Draft Review</b>   | Staff                    |
| <b>VII.</b>  | <b>Joint Cooperative Planning Agreement</b>   | Staff                    |
| <b>VIII.</b> | <b>Director's Report</b>  | Fernando de Aragón       |
| <b>IX.</b>   | <b>Member Reports</b>   | Committee Members        |
| <b>X.</b>    | <b>Adjournment</b>  |                          |

**\*\* Please allow two hours for this meeting\*\***

All meetings of the ITCTC are open to the public and held in accessible facilities

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Approval of Action Summary  
*December 15, 2009 Meeting*

**JOINT COMMITTEE MEETING ACTION SUMMARY**

**December 15, 2009 - Ithaca Tompkins Transit Center**  
**2:00 p.m.**

**Present:** *Policy Committee:* **Carolyn K. Peterson, Chair** (City of Ithaca), **Dooley Kiefer, Vice Chair** (Tompkins County), **Carl Ford, Policy Secretary** (NYSDOT), **Herb Engman** (Town of Ithaca), **Brent Cross** (Village of Cayuga Heights proxy), **Mary Ann Sumner** (Town of Dryden), **Bill Wendt** (TCAT Board & Cornell Transportation Services),

*Planning Committee:* **Bill Gray, Chair** (City of Ithaca), **Dan Kwasnowski, Vice Chair** (Town of Dryden), **Jonathan Kanter** (Town of Ithaca), **Ed Marx** (Tompkins County), **Timothy Logue** (City of Ithaca), **John Gutenberger** (Cornell University), **Brent Cross** (Village of Cayuga Heights), **Sue Poelvoorde** (Town of Ulysses), **Joseph Turcotte** (TCAT), **Rick Andrascik** (TCAT), **Janis Gross** (NYSDOT), **Joe Flint** (NYSDOT)

**Excused:** **Don Hartill** (Village of Lansing), **Ron Anderson**, (Village of Cayuga Heights), **Mary Tomlan** (City of Ithaca proxy), **Larry Fresinski** (Village of Lansing proxy), **Pat Leary** (Town of Ithaca proxy), **John Courtney** (Village of Lansing), **Dick Coogan** (Town of Ulysses), **Pamela Mackesey** (Tompkins County proxy), **John Lampman** (Tompkins County), **Scott Pinney** (Town of Lansing), **Don Barber** (Town of Caroline), **Laura Shawley** (Town of Danby), **Frank Podufalski** (Town of Enfield), **Glenn Morey** (Town of Groton), **Richard C. Case Jr.** (Town of Groton), **Charles Berggren** (Town of Newfield), **Kevin Berggren** (Town of Newfield), **Jack French, Jr.** (Town of Lansing), **Cindy Whitaker** (Town of Caroline), **Sue Ritter** (Town of Ithaca), **Jim Weber** (Town of Ithaca), **William Sczesny** (Tompkins County), **Victor Waldron** (FTA), **Richard F. Beers, Jr.** (FHWA) **Nicole Tedesco** (TCAT), **Victor Jorrin** (ITCTC), **Martha Robertson** (Tompkins County Legislature)

**Staff:** **Fernando de Aragón, Teresa Linde, Tom Mank**

**Guests:** **Dwight Mengel** (DSS, Chief Transportation Planner), **Chris George** (George Corporation), **Chrisophia Somerfeldt** (Way2Go)

*Bill Gray assumed the chair at approximately 2:05 p.m.*

**I. Public Comment Period**

There were no public comments.

**Planning Committee Business Items:**

**II. Approval of Planning Committee Action Summary – November 17, 2009**

**Action:** The Action Summary from November 17, 2009 was Moved by Sue Poelvoorde, seconded by Tim Logue, and unanimously approved without modification.

**III. Election of Officers for 2010**

**Report:** Fernando de Aragón nominated Sue Poelvoorde to be the ITCTC Planning Committee Chair for 2010 and Dan Kwasnowski to continue as Vice-Chair. There were no further nominations and no objections. The ITCTC Planning Committee did a joint vote for both seats; it was moved by John Gutenberger and seconded by Bill Wendt. Since she was running for chair, Sue Poelvoorde opted to abstain from voting. The vote was approved.

**Action:** Moved by John Gutenberger, seconded by Bill Wendt, Sue Poelvoorde abstained, and approved by consensus to elect Sue Poelvoorde as ITCTC Planning Committee Chair and Dan Kwasnowski Vice-Chair for 2010.

**IV. 2030 Long Range Transportation Plan (LRTP) Approval of Final Draft**

**Report:** Fernando de Aragón reported that the final version of the 2030 LRTP can be found on the ITCTC website ([www.tompkins-co.org/itctc](http://www.tompkins-co.org/itctc)). The document was reviewed during Planning and Policy Committee meetings and an extensive public outreach program involved mailings, newspaper ads and articles, emails, tabling at public events, and a traveling display placed at public locations throughout the county. He asked if there were any questions on the plan; hearing none, the Bill Gray called for a vote. Recommendation for Policy Committee approval was moved by Jonathan Kanter, seconded by Bill Wendt, and unanimously approved by the Planning Committee.

**Action:** Moved by Jonathan Kanter, seconded by Bill Wendt and unanimously approved to recommend Policy Committee approval of Resolution 09-07, *Approval Of The 2030 Long-Range Transportation Plan*.

**V. TIP Administrative Action**

**Report:** Fernando de Aragón reported that a TIP Administrative Action was needed for two projects, the Cayuga Waterfront Trail and TCAT Bus Replacement. These projects need to have their implementation dates advanced to reflect actual schedules; there are no funding changes associated with either of these projects.

**Action:** 2007-2012 TIP Minor Revision Administrative Action Project Rescheduling Cayuga Waterfront Trail and TCAT Replacement Buses, Moved by Dan Kwasnowski, seconded by Brent Cross and unanimously approved.

**VI. NYSDOT 2007-2012 TIP Amendment**

**Report:** Fernando de Aragón reported that NYSDOT requested a TIP Amendment in order to increase funding to a bridge inspection project and change its implementation date to the current federal fiscal year 09/10. The funding increase would be offset by the construction phase of the Cayuga Heights Road Bridge over Route 13 project.

Janis Gross added that the Cayuga Heights Road Bridge project would be restored at the next TIP. Brent Cross asked what the procedure was for that to happen. Ms. Gross replied that the ITCTC would include the project in the new TIP; the original construction date will not change as it was scheduled to take place after the new TIP was approved.

Jonathan Kanter asked for a very brief description of what needs to be done on the Cayuga Heights Road Bridge over Route 13. Joe Flint replied that the project includes deck and structure work.

Bill Gray asked if there were any other questions; hearing none he called for a vote. The Planning Committee unanimously approved to recommend Policy Committee approval of the TIP amendment.

**Action:** Moved by Tim Logue, seconded by Jonathan Kanter and unanimously approved to recommend Policy Committee approval of an amendment to the 2007-2012 TIP affecting the State/Local Bridges: inspection 09/10 (PIN 3B1002), and the Cayuga Heights Road Bridge over Route 13 (PIN 305756) projects.

*The Planning Committee portion of the meeting concluded at approximately 2:20 p.m.*

## **Policy Committee Business Items**

*The Policy Committee portion of the meeting commenced at approximately 2:20 p.m.  
Carolyn Peterson assumed the Chair.*

### **VII. Approval of Policy Committee Action Summary – October 20, 2009**

**Action:** The Action Summary from October 20, 2009 was Moved by Dooley Kiefer, seconded by Herb Engman, and approved by consensus without modification.

### **VIII. Election of Officers for 2010**

**Report:** Fernando de Aragón nominated Herb Engman to be the ITCTC Policy Committee Chair for 2010 and Dooley Kiefer to continue as Vice-Chair. There were no further nominations and no objections. Carolyn Peterson asked for a motion to close nominations and approve the slate of officers; Dooley Kiefer so moved, Carl Ford seconded. The ITCTC Policy Committee did a joint vote for both seats; the vote was approved by consensus.

**Action:** The ITCTC Policy Committee approved by consensus to elect Herb Engman as ITCTC Policy Committee Chair and Dooley Kiefer as Vice-Chair for the year 2010.

### **IX. 2030 Long Range Transportation Plan (LRTP) Approval of Final Draft**

**Report:** Carolyn Peterson reported that the 2030 LRTP was discussed during the Planning Committee portion of the meeting; she asked if there were any further questions or comments from Policy Committee members.

Dooley Kiefer asked if the preamble includes numbers related to climate change. Fernando de Aragón replied that it does not because the preamble in the LRTP is a general policy statement; it will agree that global warming is a threat and that the LRTP should include items concerning it as a consideration, but it will not go into the details.

Ms. Kiefer voiced her appreciation for the presentation Fernando de Aragón gave to the Tompkins County Legislature on the LRTP, saying it generated a lot of discussion.

Carolyn Peterson asked if there were any other questions or comments; hearing none she called for a vote. The resolution was approved by consensus.

**Action:** Moved by Dooley Kiefer, seconded by Carl Ford and approved by consensus, Resolution 09-07, *Approval of the 2030 Long Range Transportation Plan.*

### **X. NYSDOT 2007-2012 TIP Amendment: State/Local Bridges**

**Report:** Carolyn Peterson noted that this item was discussed during the Planning Committee portion of the meeting. She called to open the floor for Policy Committee discussion; Herb Engman so moved, Dooley Kiefer seconded. Mayor Peterson asked if there were any questions or comments. Hearing none, she called for a vote; the TIP Amendment was approved by consensus.

**Action:** Amendment to the 2007-2012 TIP affecting the State/Local Bridges: Inspection 09/10 (PIN 3B1002) and the Cayuga Heights Road Bridge over Route 13 (PIN 305756) was Moved by Herb Engman, seconded by Dooley Kiefer and approved by consensus.

## **XI. Route 96 Corridor Management Study**

**Report:** Fernando de Aragón reported that he presented this resolution to the Planning Committee in July and they voted to recommend Policy Committee approval. The Policy Committee reviewed the resolution in October and decided to postpone their action until December in order to give the municipalities time to act on their own resolutions first.

Fernando de Aragón introduced Leslie Schill, from the Tompkins County Planning Department (TCPD). Ms. Schill reported that, since July when the ITCTC Planning Department recommended approval of the attached resolution, the Town of Ithaca, City of Ithaca, and Town of Ulysses have all expressed their support for the Rt.96 study and/or passed their own resolutions of support; the TCPD is currently waiting for the Ithaca Town Board's vote on their resolution. The TCPD asks the ITCTC Policy Committee to approve [Resolution 09-05, Expressing Support of the Rte. 96 Corridor Management Study](#).

Carolyn Peterson asked for a motion to discuss and vote on ITCTC Resolution 09-05; Herb Engman so moved and Dooley Kiefer seconded.

Carolyn Peterson reported that she had a problem with the first "Resolve" as compared to the resolution passed by the City of Ithaca.

Dooley Kiefer said she felt the first "Resolve" was written in such a way as to be removed enough for the City of Ithaca to feel comfortable. Carolyn Peterson explained that the word "supports" was too strong a word for her to vote to approve this resolution. Mary Ann Sumner suggested changing the word "supports" to "accepts". Ms. Kiefer replied that "accepts" was too low for her, as a representative of Tompkins County Legislature, to second this resolution.

Ed Marx offered to talk to the City of Ithaca Planning Board and City Council about their concerns. He added that the TCPD and the ITCTC had a lengthy feedback period when these concerns could have been addressed before now.

Fernando de Aragón reminded members that the Policy Committee votes by consensus, which is defined in the Unified Operations Plan as meaning no negative vote, so a member can abstain from a vote without negatively impacting the outcome.

Herb Engman reported that the Town of Ithaca has been supportive of the Rte. 96 Corridor Study; the Town Planning Board approved the resolution was approved by the Planning Board and the only reason the Town Board hasn't acted on it yet was because it was erroneously omitted from the last agenda. He had no problem with the current wording of the ITCTC resolution or with voting on it today.

Carolyn Peterson asked if there were any objections to voting on Resolution 09-05, hearing none she called for a vote. [Resolution 09-05, Expressing Support of the Rte. 96 Corridor Management Study](#) was approved by consensus with no negative votes and with Carolyn Peterson abstaining.

**Action:** [Resolution 09-05, Expressing Support of the Rte. 96 Corridor Management Study](#) was Moved by Herb Engman, seconded by Dooley Kiefer and approved by consensus with the City of Ithaca abstaining.

*The Policy Committee portion of the meeting concluded at approximately 2:35 p.m.*

## **Joint Meeting Business Items:**

*The joint portion of the meeting commenced at approximately 2:35 p.m. Bill Gray assumed the Chair.*

### **XII. 2010 Meeting Schedule**

**Report:** Fernando de Aragón reviewed the information as presented in the meeting packet. There were no comments or changes from the committee members. Bill Gray called for a vote and the draft 2010 ITCTC Meeting Schedule was unanimously approved.

**Action:** The 2010 ITCTC Meeting Schedule was Moved by Sue Poelvoorde, seconded by Tim Logue and unanimously approved by a joint vote of the Policy and Planning Committees.

### **XIII. Way2Go Report**

**Report:** Fernando de Aragón reported that the Way2Go program of Cooperative Extension was established using FTA funds to provide a one-stop location for transportation information and to help individuals with personal transportation plans; the program is nearing its launch date. He introduced its director, Chrisophia Somerfeldt, to provide a brief status update.

Ms. Somerfeldt gave a brief review of the program:

- It will be a tool to influence transportation habits and a place for transportation providers to get information from the users.
- A public “launch” will take place mid-January to February. The website will be up by mid to late January.
- People will be able to compare real transportation costs, such as the cost to own a car.
- There will be a gathering of transportation providers and planners in February.
- The agency will encourage cross marketing of transportation alternatives.
- Community-based social workshops will be held to develop such things as pilot programs with employers and urban/suburban projects (for example: expanding Carshare to areas of low-income housing).
- Think strategically where transportation education can make the most difference.

She gave each committee member a “Rural Info Gathering” survey and asked him or her to fill it out and return it to her by the end of the meeting. In the next year, Way2Go will be selecting at least two rural areas, residential clusters or social networks in which to do 2-3 month transportation education projects.

The survey will help them choose areas where they can make the most difference and where education could help people make better use of existing transportation resources.

Tom Mank reported that he has census data from 2000 that includes things such as low-income, if you took the bus, etc and he offered to meet with someone from Way2Go about cross-tabulation.

Fernando de Aragón said he is looking forward to Way2Go becoming active. He added that a community travel demand management (TDM) program is needed in the area; Way2Go is not a TDM but some of the same functions can come out of it.

Chrisophia Somerfeldt reported that Way2Go hopes to develop many programs, especially working with employers, to significantly shift the way people get around; it can also serve as a “portal” when municipalities want to get information out to the public. She added that a transportation summit is being planned to take place in May.

Bill Gray asked Ms. Somerfeldt what her expectations were of how the ITCTC could help Way2Go. She admitted that she is still trying to figure out just what the ITCTC does and how it ties in with her program. Dwight Mengel described the ITCTC as one of the best players in the area for her program to work with since federal and state money is handled by the ITCTC, with the cooperation of the representatives seated around the table today, often focusing on solving transportation problems countywide.

Mary Ann Sumner stressed that transportation is a huge issue in rural planning.

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

#### **XIV. TCAT Update**

**Report:** Joseph Turcotte gave the following update on TCAT:

1. Transportation Development Plan: the study was completed last year during a 30-week process and is the biggest route re-structure TCAT has done. The route maps and schedules have been redone; they will change over to the new system by January 17<sup>th</sup>, 2010.
2. Fare box replacement project: with the help of Black Box Consulting, TCAT is completely updating its fare system with plastic card bus passes that can offer a multitude of services including being customized with the number of rides a customer wants, an account that can be reviewed for its current balance, and a pass that can be “reloaded” online.
3. Meetings were held between TCAT and TC3 resulting in the use of ID cards for riding the buses and the addition of a 9:20pm bus leaving from TC3 campus to accommodate night classes.
4. Ithaca College has been working with TCAT to enable students to use their ID cards as bus passes in order to increase ridership; the cards can be added to online or at the Green Street hub.
5. Friday is the grand opening for the Green Street hub.
6. TCAT is looking to have a bank of monitors so riders can see “real time” arrivals.
7. The Vanpool program will be starting soon.

Herb Engman asked if the Cornell University card would work with the new fare box system; he felt the publicity should make this clearer.

Mary Ann Sumner congratulated TCAT on the work they have done but added that rural issues continue. New TCAT routes in Dryden are becoming “campus to mall” runs and excluding other populations. She asked Was2Go to look at the “big stuff” such as telecommuting, etc.

Fernando de Aragón reported that the implementation of programs like the rideshare and vanpool should prove to be of particular benefit to rural populations.

Herb Engman suggested that, if you want to change the population’s dependency on cars, you must teach people how to use the bus. A few face-to-face training sessions around the county could help people alleviate their fear of not knowing what to do.

Sue Poelvoorde agreed that education on how to use the bus system is important, especially to capture an aging population before they get to the point of being afraid or unable to drive anymore.

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

**XV. Member Reports**

***Report:***

1. Bill Gray (*City of Ithaca*):
  - There will be no bridge or road closings in the City of Ithaca for the remainder of 2009.
  
2. Dwight Mengel (*Tompkins County, DSS*):
  - A Tompkins County subscription van pilot program will begin in January 2010 serving Newfield and Enfield. The “City Van” will consolidate existing publicly funded taxi services to a van that will serve areas currently without TCAT service. The program will avoid running empty vans by requiring users to register and reserve trips. It uses Federal Transit JARC funds.
  - “Guaranteed ride program” for commuting members not covered by the Cornell University program.
  - Hosting a 2-day NTI course on Coordinated Mobility in April 2010 at the Tompkins County Public Library. Attendance is free but you must sign up on the NTI website. The ITCTC, TCAT, and other agencies, are assisting in this effort.
  - The Health Planning Council Needs Assessment recently found transportation to be one of the biggest barriers.
  - Various programs are being explored, such as volunteer drivers, to make mobility more accessible.
  
3. Tom Mank (*ITCTC*):
  - Traffic accident data has been downloaded; it is sorted by municipality as well as whether the accident involved bike/ped/car, etc. This data only includes all reported accidents. Bill Gray reported that Tim Logue had informed him that some accidents are filed as “incident reports” rather than “accident reports”; he suggested contacting Albany to find out if “incident reports” are included in the data. Tom Mank added that Cornell University data is not included because the campus is considered to be private roads.
  
4. Joe Flint (*NYS DOT*):
  - Federal aid allocations have been received, with \$35 million coming to the area. He is working with the ITCTC but there is not a lot of information yet, more will be available soon. Fernando de Aragón cautioned members that they should not expect new projects, as it may be difficult to fund increases. Joe Flint added that the biggest fund source is bridges.

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

**XVI. Adjournment**

Bill Gray called for adjournment, Moved by Carl Ford, seconded by Ed Marx and unanimously approved by a vote of both committees that the meeting be adjourned at approximately 3:30 p.m.

Planning Committee Action:	February 16, 2010
Approve with/without modifications:	Motion:
	Second:
	Vote:

Policy Committee Action:	March 9, 2010
	By

ATTEST: \_\_\_\_\_  
 Carl Ford, Secretary

[Review of 2010/2011 Unified Planning Work Program](#)

**Report:** Attached is a draft of the Simplified Statement of Work/UPWP for the April 1, 2010 – March 31, 2011 fiscal year. The Policy Committee must approve a final UPWP during their March 9, 2010 meeting. A copy of the draft UPWP was sent to NYSDOT's MPO Bureau.

The draft UPWP is a "simplified statement of work" prepared in accordance with 23 CFR §450.308(d), which reads as follows:

*(d) In areas not designated as TMAs, the MPO in cooperation with the State and transit operators, with the approval of the FHWA and the FTA, may prepare a simplified statement of work, in lieu of a UPWP, that describes who will perform the work and the work that will be accomplished using Federal funds. If a simplified statement of work is used, it may be submitted as part of the Statewide planning work program, in accordance with 23 CFR part 420.*

The purposes of simplifying the UPWP are to: (a) reduce the administrative complexities and burdens on the Staff to a level commensurate with the scope of the *ITCTC*, its funding and function; (b) meet the requirements of NYSDOT and USDOT for the use of Federal planning funds; (c) meet the needs of the local participants for planning products.

The following will be among the major project specific activities for ITCTC staff in the coming year:

- Update the Transportation Improvement Program
- Develop an automated accident mapping process.
- Contribute to and support the transportation planning efforts of participating entities in the MPO process for the following efforts:
  - Implementation of Economic Recovery federal legislation
  - Continued implementation of the Coordinated Public Transit-Human Services Transportation Plan
  - Cornell Community Investment Initiative
- Provide continued emphasis on the development of transportation modes and programs that provide alternatives to the private automobile, particularly: ridesharing, vanpools, guaranteed ride home, bicycle and public transportation.
- Update the Ithaca-Tompkins County Bike Map

**Action Requested:** A motion of the Planning Committee recommending Policy Committee approval of the *draft* 2010/11 UPWP and Operating Budget via formal resolutions.

**ITEM IV  
ATTACHMENT**

**2007-12 TIP Administrative Action**

***Report:*** The City of Ithaca has requested a revision to the 2007-14 TIP in order to combine the Prospect St. Reconstruction and Clinton St. Bridge projects into a single project. This action is taken in coordination with NYSDOT to facilitate a more efficient advancement of these projects, which are scheduled for simultaneous implementation.

Please refer to the attached administrative action form for more details.

***Action Requested:*** Planning Committee motion approving this TIP Administrative Action.



**Project Selection Guidelines Amendment**

**Report:** The proposed Federal Jobs Bill has the potential to result in disruptions to the TIP/STIP schedule. The current STIP expires 9/30/11. If a new STIP is not in place on October 1, 2010, NYSDOT will need to use the fourth year of the current STIP. As a precaution and to align MPO procedures with the SAFETEA-LU planning regulations, MPOs need to amend their project selection and/or TIP amendment procedures to allow the flexibility to move projects among all 4 years of the STIP and to make project selections from the fourth year of the STIP.

ITCTC project selection guidelines are included in the text at the beginning of the TIP document. Currently they refer to advancing projects into year 1 from years 2 and 3. Year 4 needs to be added to this language. Additionally, procedures referring to the first 3 years of the TIP and/or STIP also have to be changed to all 4 years of the TIP or STIP.

FHWA has indicated that unless these procedures are amended, NYSDOT will not be able to make project selections from year 4 of the STIP in the period between October 1 and whenever there is a new STIP.

NYSDOT has requested that MPOs amend their procedures as soon as possible, concurrently with other upcoming Policy Committee actions; as jobs bill resolutions are necessary or when the UPWP is adopted in March. ITCTC staff has reviewed and updated the project selection criteria for the TIP. Minor revisions were made to include Year 4 in the procedures. The proposed new procedures were reviewed by NYSDOT and FHWA.

Enclosed is draft resolution, including the proposed project selection procedures as described above, for consideration by the Planning and Policy Committees.

**Action Requested:** Motion recommending Policy Committee approval of Resolution 10-03 *Amending the Project Selection Procedures in the Transportation Improvement Program.*

**2007-2012 TRANSPORTATION IMPROVEMENT PROGRAM**

**\*\*Minor Revision Administrative Action\*\***

**Combine Prospect St. Reconstruction and Clinton St. Bridge over Six Mile Creek Projects**

**City of Ithaca**

February 16, 2010

The Planning Committee of the Ithaca-Tompkins County Transportation Council (ITCTC) approved a Transportation Improvement Program (TIP) Minor Revision Administrative Action on February 16, 2010, during a regular meeting. The action on the 2007-2012 TIP and the current State Transportation Improvement Program (STIP) affects two TIP projects: Prospect Street Reconstruction (PIN: 375457) and 96B East Clinton Street Bridge over Six Mile Creek (PIN:375474).

**Amendment Description:**

This administrative action will combine the two projects listed above into one project with project identification number 375457. This action was requested by the City of Ithaca in coordination with NYSDOT. Combining the projects will improve the efficiency of their implementation. No changes to funding or project schedule are proposed in this amendment. The table below illustrates the changes in this administrative action as they will appear in the 2007-12 TIP and STIP.

This action will not affect the funding of projects within any other jurisdiction. The TIP and STIP will remain fiscally constrained.

ATTEST:

\_\_\_\_\_  
Sue A. Poelvoorde, *Chair, ITCTC Planning Committee*



## **DRAFT 11-15 TIP - PROJECT SELECTION PROCESS**

"Project Selection" is a term that is applicable in conjunction with the management of the approved Transportation Improvement Program (TIP) and the Statewide Transportation Improvement Program (STIP). It is **not** the process used to identify projects that would be added to the TIP and/or STIP. That process is described above under 'Project Screening'. Under the Metropolitan and Statewide Planning Rules and Regulations (23 CFR Part 450 and 49 CFR Part 613, Federal Register Volume 72, No. 30, Wednesday, February 14, 2007), the term "Project Selection" refers to the process or mechanism used to manage project implementation from an approved and fiscally constrained TIP and/or STIP.

The Project Selection Process authorized by the *Ithaca-Tompkins County Transportation Council* is based on a process that was developed and suggested by New York State Department of Transportation to provide statewide compatibility between MPO and State DOT processes. The process described below shall be considered as an integral component of the Transportation Improvement Program approved by the *Ithaca-Tompkins County Transportation Council*.

1. Projects identified in the first year of the TIP/STIP have first right to the funds available. To the extent that all the projects are ready to be authorized and the actual costs match the programmed costs, no Project Selection is required.
2. If the value of a project or projects in the first year of a TIP/STIP increase from the programmed cost when it is ready for authorization, it will be necessary to maintain the fiscal integrity of the fund category in the Federal Fiscal Year in order to obtain Federal authorization. Generally, this will require that savings in other first-year projects be identified. If that cannot be demonstrated, other first-year projects (or phases) would need to be deferred to later years. If they are deferred to later years, it is important to remember that fiscal balance in years 2, 3 and 4 of the TIP/STIP must also be maintained. This may necessitate deletion of scheduled projects in years 2, 3 or 4, or deferral to later years. Even though this sounds onerous, it often entails only minor schedule change of a project (e.g., September 2009 to October 2009).
3. It is occasionally necessary to revise the fund category in order to ensure timely authorization of an approved project. It is proposed that this action be permitted under project selection if the fiscal integrity of each affected fund category is maintained.
4. The most likely situation that would require Project Selection occurs as a result of savings incurred as a project is authorized (or bid) or when the schedule of a project slips causing the authorization to be deferred to a subsequent Federal Fiscal Year. In these instances, it will be necessary to select a project from the second or third year of the TIP/STIP for authorization if the lapsing of funds in the current Federal Fiscal Year is to be avoided.
5. The basis for selecting Title I (highway) projects from years 2, 3 and/or 4 or revising fund categories would be, to the extent possible, to select a project that is ready to be authorized from the same geographic area (MPO or non-metropolitan area), then from the same NYSDOT Region, and finally, from anywhere within the State. For Title I (highway) projects, NYSDOT will be responsible for project selection and, if necessary, revising the fund category.
6. It is proposed that for Title III (transit) projects, the grantee is permitted to select project(s) from years 2, 3 and/or 4 of the TIP/STIP to replace first-year project(s) of equal value that will not be ready for authorization at the time the grantee prepares and submits the grant application to the FTA. If the grantee does not have projects in years 2, 3 and/or 4 of the TIP/STIP, the grantee will consult with the MPO and with NYSDOT in order to identify other Title III projects in the TIP/STIP that can be authorized in the first year.
7. For Title I funded projects, the Department will report to the MPO on a quarterly basis if the Project Selection procedures are implemented. Similarly, for the Title III funded projects, the Transit Operator will report to the MPO on a quarterly basis if they utilize the Project Selection procedures in submitting a grant application to the FTA.

**ITEM VI  
ATTACHMENT**

**2011-2015 TIP – Draft Review**

**Report:** The Transportation Improvement Program (TIP) update process is ongoing. Due to the lack of federal funds and already existing commitment of resources, this TIP did not include a call for new projects. Instead local sponsors were asked to update the funding needs and schedule for existing projects in order to compile a list of projects for the 11-15 TIP. Attached for Planning Committee review are three tables, sorted by local sponsor, project identification number, and by fund, showing the proposed projects to be included in the 2011-2015 TIP. These tables were prepared with input from the projects' local sponsors. ITCTC staff worked closely with NYSDOT staff to ensure that the total cost of TIP projects will align with available federal fund allocations.

The draft TIP is subject to a 30 public comment period. The Planning Committee will have the opportunity to review the draft TIP at the regularly scheduled April meeting. Final approval by the Policy Committee is expected in May.

**Action Requested:** A motion directing staff to prepare a draft 2011-2015 TIP to be presented to the public for comment.

**ITEM VII  
ATTACHMENT**

**Joint Cooperative Planning Agreement**

**Report:** In its June 2009 Triennial Review Report for Tompkins County the FTA identified the need for the ITCTC, NYSDOT and TCAT, as the local public transportation provider, to enter into an agreement to cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation process in the ITCTC Planning Area. This agreement is required by SAFETEA-LU (23 CFR 450.314(a)). An agreement was prepared by ITCTC staff and was reviewed by TCAT, NYSDOT, FHWA and FTA. The document needs a final review by the NYSDOT Legal Office in Albany before it can be presented for signatures. That process is now ongoing.

Attached is the draft agreement for your information.

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

# AGREEMENT

## BY AND AMONG ITHACA-TOMPKINS COUNTY TRANSPORTATION COUNCIL, NEW YORK STATE DEPARTMENT OF TRANSPORTATION, AND TOMPKINS CONSOLIDATED AREA TRANSIT

This Agreement, made as of \_\_\_\_\_, 20\_\_\_, by and among the Ithaca-Tompkins County Transportation Council (ITCTC), New York State Department of Transportation (NYSDOT), and Tompkins Consolidated Area Transit (TCAT) identifies and specifies the responsibilities and cooperative procedures for carrying out transportation planning (including without limitation corridor and subarea studies) and programming consistent with Title 23 Section 450 (23 CFR 450) Subpart C of the Code of Federal Regulation.

WHEREAS, it is the national interest to encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and through urbanized areas and metropolitan planning areas, while minimizing transportation-related fuel consumption and air pollution in accordance with Title 23 Section 134 of the United States Code (23 USC 134); and

WHEREAS, person trips and freight movements originating from, ending in, and traveling through areas in the Finger Lakes and Southern Tier Region outside of the ITCTC's Metropolitan Planning Area, which encompasses all of Tompkins County, impact and are impacted by the ITCTC's Metropolitan Planning Area (MPA); and

WHEREAS, ITCTC, in accordance with federal and state law, has been designated by the Governor of New York State as the Metropolitan Planning Organization (MPO) for the Ithaca Urbanized Area including all of Tompkins County as its MPA, to carry out a comprehensive, cooperative, and continuous transportation planning and programming process; and

WHEREAS, the primary transportation interests of the State in the ITCTC MPA are represented by NYSDOT; and

WHEREAS, the primary provider of public transportation services in the ITCTC MPA is TCAT; and

WHEREAS, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have promulgated a joint regulation (23 CFR 450.314) that "to the extent possible, there shall be one cooperative agreement" between the State, MPO, and public transportation provider.

NOW, ITCTC, NYSDOT, and TCAT in order to maintain the comprehensive, cooperative, and continuous transportation planning and programming process currently being conducted agree to the following:

A. In order to accomplish the Long Range Transportation Plan (LRTP), which provides a 20-year perspective of existing and projected transportation system capabilities, needs, and objectives, as well as fiscally-constrained recommendations to meet these objectives for the ITCTC MPA, an effective and efficient manner consistent with 23 CFR 450.322, the parties to this Agreement agree as follows:

- 1 ITCTC will convene an LRTP Development Committee (LDC) to ensure the full participation of all interested member agencies (including NYSDOT and TCAT) to guide the development of the LRTP at least every five years or as required by regulation for the timely update of the LRTP;
- 2 NYSDOT and TCAT will actively participate on the LDC during the development of each LRTP;
- 3 NYSDOT and TCAT will make available to the fullest extent practicable the information required by, and assist in validating the analysis and development of information conducted by ITCTC as described below;
- 4 ITCTC will conduct objective analysis and development of information related to identifying existing and projected transportation system capabilities and needs, including (but not limited to) current and future socioeconomic and transportation system operating characteristics;

- 5 ITCTC will work with the LDC (including NYSDOT and TCAT) to cooperatively identify the appropriate objectives to meet the ITCTC MPA's transportation needs;
- 6 NYSDOT and TCAT will make available to the fullest extent practicable the information required for, and assist in validating, the financial plan that demonstrates how the adopted LRTP can be implemented to adequately operate and maintain the federal-aid-eligible transportation system in the MPA;
- 7 ITCTC will work with the LDC (including NYSDOT and TCAT) to cooperatively develop the financial plan that demonstrates how the adopted LRTP can be implemented, including system-level costs and reasonably-expected revenues to adequately operate and maintain the federal-aid-eligible transportation system in the ITCTC MPA, including: public transportation services; highway, bridge, bicycle, pedestrian networks; and other multimodal facilities and programs;
- 8 ITCTC will work with the LDC (including NYSDOT and TCAT) to cooperatively develop and assess alternatives in order to identify fiscally-constrained recommendations to operate and maintain the federal-aid-eligible transportation system in the ITCTC MPA for consideration by the Planning Committee and recommendation to the Policy Committee of the ITCTC.

B. In order to accomplish the Simplified Statement of Work (SSW) or Unified Planning Work Program (UPWP) (<http://www.tompkins-co.org/itctc/upwp/index.html>), which sets forth the program of federally-funded transportation planning activities to be undertaken each year by ITCTC staff, its member agencies, and other jurisdictions in the ITCTC MPA to advance the recommendations of the LRTP (including, without limitation, corridor and subarea studies), in an effective and efficient manner consistent with 23 CFR 450.308, the parties to this Agreement agree as follows:

- 1 As defined in the ITCTC Unified Operations Plan, the ITCTC Planning Committee, including representatives from Tompkins County, municipalities in Tompkins County, NYSDOT, TCAT, Cornell University, FHWA and FTA, will guide the development of the SSW or UPWP at least every two years;
- 2 NYSDOT and TCAT will actively participate on the ITCTC Planning Committee during the development of each SSW or UPWP;
- 3 NYSDOT will provide the amount of federal transportation planning revenues available to the ITCTC MPA;
- 4 ITCTC will solicit SSW or UPWP projects or initiatives proposals from federal-aid-eligible entities in the ITCTC MPA;
- 5 ITCTC Planning Committee members (including NYSDOT and TCAT) will work to cooperatively develop an SSW or UPWP that is consistent with the LRTP for public review and recommendation to the ITCTC Policy Committee;
- 6 ITCTC MPA agencies and entities responsible for the maintenance and operation of the transportation system and the approval of physical development and land use will conduct data collection and corridor and sub-area studies included in the SSW or UPWP, involving ITCTC to the fullest extent practicable; and
- 7 ITCTC and TCAT will conduct public transportation planning, marketing, and other associated studies included in the SSW or UPWP, involving entities in the ITCTC MPA to the fullest extent practicable.

C. In order to accomplish the Transportation Improvement Program (TIP), which identifies the fiscally-constrained funding and timing of all capital and non-capital highway, bridge, public transportation, intelligent transportation system, bicycle, pedestrian and other multimodal transportation projects scheduled for implementation using federal transportation funds during, at a minimum, the next four years, in an effective and efficient manner consistent with 23 CFR 450.324, the parties to this Agreement agree as follows:

- 1 As defined in the ITCTC Unified Operations Plan, the ITCTC Planning Committee, including representatives from Tompkins County, municipalities in Tompkins County, NYSDOT, TCAT, Cornell University, FHWA and FTA, will guide the development and update of the TIP at least every four years;
- 2 NYSDOT and TCAT will actively participate on the ITCTC Planning Committee during the development of each TIP;
- 3 NYSDOT and TCAT will make available to the fullest extent practicable the information required for, and assist in validating, the financial plan that demonstrates how the approved TIP can be implemented in the ITCTC MPA;
- 4 ITCTC Planning Committee (including NYSDOT and TCAT) will work to cooperatively develop the financial plan that demonstrates how the approved TIP can be implemented, including project-level costs in total (including beyond the TIP horizon) and by phase and reasonably-expected revenues by federal fund source and from non-federal sources for all federal-aid eligible projects in the ITCTC MPA;
- 5 ITCTC and NYSDOT will solicit TIP project proposals from federal-aid-eligible entities in the ITCTC MPA;
- 6 ITCTC and NYSDOT will provide a preliminary evaluation and ranking of proposals received for consideration by the ITCTC Planning Committee; and
- 7 ITCTC Planning Committee (including NYSDOT and TCAT) will work to cooperatively develop a fiscally-constrained

program of projects consistent with the LRTP for public review and recommendation to the ITCTC Policy Committee.

D. In order to accomplish the Annual Listing of Obligated Projects (Listing), which presents the obligation of federal transportation funds for the implementation of all capital and non-capital highway, bridge, public transportation, intelligent transportation system, bicycle, pedestrian and other multimodal transportation projects scheduled for implementation in the ITCTC MPA in the preceding federal fiscal year, in an effective and efficient manner consistent with 23 CFR 450.332, the parties to this Agreement agree as follows:

- 1 NYSDOT and TCAT will make available to the fullest extent practicable the information required for, and assist in validating, the information presented in the Listing for the ITCTC MPA area; and
- 2 ITCTC will produce and publish the Listing for the ITCTC MPA based on information provided by NYSDOT and TCAT.

E. In order to implement the Public Involvement Procedures (PIP) (<http://www.tompkins-co.org/itctc/public.html>), which define the process for ensuring that interested parties have meaningful opportunities to participate in the development and execution of the metropolitan planning process undertaken by or on behalf of ITCTC in its role as the MPO for the region, in an effective and efficient manner consistent with 23 CFR 450.316, the parties to this Agreement agree as follows:

- 1 ITCTC will work with its member agencies (including NYSDOT and TCAT) to implement the ITCTC's PIP and periodically review the effectiveness of the procedures and strategies contained therein.

F. The Parties further agree that this Agreement shall not abrogate, infringe upon, or modify any other agreement, MOU, policy, plan, or procedure approved or adopted by ITCTC, NYSDOT, or TCAT.

IN WITNESS WHEREOF, the parties have agreed to the terms hereof and their authorized officials have affixed their signatures below as of the first date stated above.

STANLEY GEE, Acting Commissioner New York State Dept. of Transportation

JOSEPH TURCOTTE, General Manager, Tompkins Consolidated Area Transit

\_\_\_\_\_, Chair of the Ithaca-Tompkins County Transportation Council Policy Committee

**ITEM VIII  
ATTACHMENT**

**Director's Report**

***Report:***

-2009 Traffic Count Report Update  
-APA Conference Presentation

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

**ITEM IX  
ATTACHMENT**

**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 only.

**ITEM X  
ATTACHMENT**

**Adjournment**

**\*\*\* The next meeting of the *ITCTC Policy* Committee will be held on:  
Tuesday, March 9, 2010, 2:00 p.m.  
At the Transit Center\*\*\***

**\*\*\* The next meeting of the *ITCTC Planning* Committee will be held on:  
Tuesday, April 20, 2010, 10:00 a.m.  
At the Transit Center\*\*\***

*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.*