



ELMIRA-CHEMUNG  
TRANSPORTATION COUNCIL

TO: Planning Committee and Policy Committee

FROM: Brian C. Kelly, Secretary, Planning Committee

SUBJECT: **Meeting Minutes of the Planning Committee**

DATE: October 7, 2008

Attached are the minutes of the July 24, 2008 Planning Committee meeting, with attachments.

If you have any questions or comments, please contact this office.

BCK:PH:lf  
Attachments

**MINUTES  
ECTC PLANNING COMMITTEE**

A meeting of the ECTC Planning Committee was held at 10:00 AM on Thursday, July 24, 2008 at the Chemung County Commerce Center in Elmira, New York. The following individuals were present:

**Planning Committee Members**

S. Crater, City of Elmira  
Randy Olthof, Commissioner, Chemung County Planning  
B. Kelly, RPPM, NYSDOT  
R. Williams, Chemung Transit  
T. McGarry, STCRP&DB

**Policy Committee Members**

T. Bennett, STCRP&DB

**MPO Central Staff**

J. Schissell  
M. Perry  
J. Arey

**NYSDOT Staff**

P. Hansell, Region 6  
W. Piatt, Region 6

**Others**

D. Shoen, WENY  
J. Cress, Chemung County Planning  
A. Crook, Elmira Corning Airport  
M. Whitney, Village of Horseheads

The following items of business were discussed:

- 1 Communications, Introductions, Public Participation - None**
- 2 Approval of the April 24, 2008 meeting minutes.**

A motion to approve the minutes of the April 24, 2008 Planning Committee Meeting was made by Brian Kelly and seconded by Randy Olthof. All being in favor the motion was carried.

- 3 Agency Quarterly Reports/Project Updates**

**Central Staff** – Written report attached.

Mike Perry reported that he attended several GIS conferences. No progress has been made on formation of a GIS cooperative.

Jim Arey reported that service charges have been under discussion at recent Transit Board Meetings. As a result of the FTA Triennial Review, vehicle maintenance procedures will be reviewed.

### 3 Agency Quarterly Reports/Project Updates Cont'd

The Catharine Valley Trail Bridge in Millport was opened in June. An RFP has been published to identify the trail location and right-of-way issues from the Domes to Wygant Road.

Jay reported that a Steering Committee has been established for the Center at Horseheads access road project. Brian Kelly noted that more than \$1 million has been authorized for the Preliminary Engineering of this project. Under current Federal guidelines, federal funds may be withdrawn if the project does not proceed to Construction within ten years.

Jay reported that a meeting on the Staffing/Operations Plan will be held July 29.

**NYSDOT** - Written Report attached.

Brian Kelly reported that Design Approval for the Elmira-Lowman project was received July 10, 2008. Right-of-Way Acquisition and Final Design are underway.

Designation of I-86 from Exit 52 to Exit 56 is awaiting the Governor's announcement.

The statewide review of Rest Area needs is underway. Local support for a Chemung Rest Area has been voiced.

**City of Elmira** – Written report attached

Shawn Crater reported that an Open House for the College Avenue project was held last week. The City anticipates starting the project this Fall with completion in the Spring of 2009.

**County Highway** – Written report attached

**County Transit** – Written report attached.

Rob Williams reported that the Transit System will hold a Public Hearing regarding potential changes to service. Ridership is up 10% over last year. The commuter Route to Ithaca has increased 36%, and may require an additional bus.

**County Planning** – Written report attached.

**Regional Airport**

Ann Crook reported that the parking lot project is under construction. This work should be completed by Thanksgiving.

The runway extension project is moving ahead. The preferred alternative involves installation of an arresting bed. This alternative avoids moving the road and Sing Sing Creek.

### 4 Schuyler-Steuben Committee

Tom McGarry presented the Advisory Committee's 2008 Goals (copy attached). He noted that STC recently hired a GIS staff member.

The next BACPAC Meeting will be held July 25<sup>th</sup>.

**5 Transportation Improvement Program (TIP)**

Brian Kelly presented updated TIP project tables. He reported that Resolution 08-P2, to incorporate 100% Federal funding on three TIP projects, was approved by Mail Ballot. The current estimated costs of the local TIP projects exceed the approved TIP by \$1.5 M.

Individual project budgets and schedules need to be reviewed to identify offsets.

**6 Transportation Enhancement Program**

Brian Kelly reported that the Region received 11 TEP applications totaling more than \$9 million. The ranking process is underway.

**7 Safe Routes to Schools**

Brian Kelly reported that the project rankings for the Safe Routes to School program have been completed and submitted. The selected projects should be announced before September.

**8 I-86 Coalition**

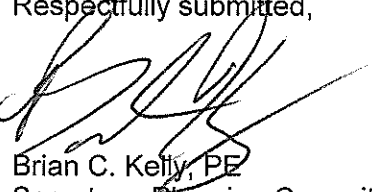
Ted Bennett reported that he provided I86 information to Dean Skelos, the new New York Senate Majority Leader.

Ted noted that the date for the Route 15/I99 ribbon cutting has not yet been set.

**9 Other Business - None**

**10 Next Meetings:** Policy & Planning Committees – September 4, 2008  
Planning Committee – October 23, 2008

As there was no further new business, the meeting was adjourned.

Respectfully submitted,  
  
Brian C. Kelly, PE  
Secretary, Planning Committee



## **CENTRAL STAFF WORK ACCOMPLISHMENTS**

April 1, – June 30, 2008

### **TASK 1.0 TRANSPORTATION MANAGEMENT - DATA COLLECTION**

Responded to traffic count inquiries and continued to assist in the updating of the local highway databases and maps.

Attended a Webinar on eRoadInfo, a pavement and asset management GIS software solution, and received a proposal to implement the system for Chemung County.

### **TASK 2.0 MOBILITY ENHANCEMENT ACTIVITIES.**

Led Incident Management meeting with Regional staff planning detour material preparation and distribution and training schedule for first responders.

Assisted in the coordination of the NYSMPO Safety Working Group (SWG) including monthly teleconferences. Moderated the Safety Roundtable at the NYSMPO Conference at which SWG goals for 2008-09 were developed.

Continued to coordinate the consultant project to develop a Safety Assessment (SA) process for use by NYSMPOs and local municipalities. Reviewed three years of crash data for County Route 64 provided by the Chemung County Sheriff's Department and New York State Police for the SA. Test assessments were conducted in Big Flats, Glens Falls and NYC. The final Draft SA Guidelines will be completed by July with project completion by late summer. Moderated a session on the SA project at the NYSMPO Conference.

Discussed formation of a TraCS sub-committee for the Chemung County Traffic Safety Board.

Assisted in the formation of a Steering Committee and helped to coordinate the first meeting of the Committee that will be working with the consultant team that will be designing the new access road from the Center at Horseheads to Route 13.

Attended meeting of the Steuben-Schuyler Transportation Committee at which goals for the group were adopted for 2008.

Attended a meeting of the Steering Committee that will be working with NYSDOT and their consultant on the Watkins Glen area Transportation Study.

### **TASK 3.0 TRANSIT ENHANCEMENT ACTIVITIES**

Participated in two Chemung County Transit Board Technical Committee meetings and one Transit Board meeting. Provided technical assistance to County on capital and operating issues, including drawdown of Federal funds and NYSDOT required annual operating data reporting. Considerable effort was performed to prepare for and participate in two-day FTA Triennial Review, and prepare follow up technical assistance and review based on the results of the Triennial Review Report. Led semi-annual on-site oversight of transit operator, First Transit. Began renewed efforts to develop the Chemung County Coordinated Human Service Agency Public transit Coordination Plan by having two meetings with stakeholders.

Continued efforts to assist Schuyler County in selecting transit operator based on RFP received at the end of March. Led two human service agency coordinated service meetings.

Led meeting of statewide NYSMPO Transit Working Group.

#### **TASK 4.0 COMPUTER SUPPORT**

Provided mapping and GIS support for ECTC tasks, various site maps for Southern Tier Economic Growth and an updated CVT map that was placed on the ECTC website.

Maintained and updated the GIS Crash Reporting System.

Attended the GIS/SIG Conference in Pittsford NY, the 2<sup>nd</sup> Annual Geospatial Summit in Skaneateles, NY, and the NYSMPO GIS Meeting in Syracuse.

Computer maintenance included repair of the plotter that is used for large scale mapping.

Met with Bergmann Associates to discuss status of the implementation of the GIS Assessment for Chemung County.

Coordinated the training of an intern with the City of Elmira regarding the fundamentals of GIS.

#### **TASK 5.0 TRANSPORTATION ENHANCEMENTS/PUBLIC PARTICIPATION**

As a member of the DOT Safe Routes to Schools (SRTS) program project rating committee helped develop prioritization of projects for SRTS funding.

Participated in Transportation Enhancement Program (TEP) grant program local workshops in Elmira in April. Applications will be reviewed in July.

Attended statewide NYSMPO staff working group bicycle and pedestrian meeting.

Led quarterly meeting of the tri-county Bicycle Advisory Committee and Pedestrian Advisory Committee (BACPAC). Began work on implementing the City of Elmira Walking Routes project. Assisted in local efforts for May Bike Month.

Participated in two Chemung County River Council meetings.

Participated in on-going discussions about the funding and phasing of the Elmira Promenade.

Participated in Friends of the Catharine Valley Trail (CVT) Board meeting and the Annual Meeting, at which the Route 14 Bridge opened. Participated in discussions with NYSDOT and State Parks about ways to make the Montour Falls Route 14 crossing as safe as possible.

Developed an RFP to hire a consultant to examine Right-of-Way and environmental issues related to identifying a useable trail corridor that will connect the CVT from Mark Twain State Park to Wygant Road. The RFP will be issued in July.

Participated in meetings with the consultant who is designing the Village of Watkins Glen/Schuyler County trail project that will connect the CVT to Seneca Lake. That project should be completed by this fall.

Developed a scope of services and a contract for consultant services to update ECTC Public Participation, Staffing and Operations Plan. The project will start in July.

Reviewed and updated ECTC website and provided support to CVT Friends group for website maintenance and updates.

#### **TASK 6.0 PROGRAM ADMINISTRATION**

Staff attended June 2008 NYSMPO Conference June 12 and 13. Worked with the coordinator of the NYSMPO Association to identify a possible location in the Finger Lakes region for the 2009 conference.

Attended meetings of the Chemung County Human Relations Commission, and Pipeline for Progress.

Attended the Southern Tier Central Leadership conference.

Administrative tasks included billings, progress reports and meeting attendance and staff meetings.

NYSDOT Region 6  
Work Accomplishments  
April 08 - June 08

1.0 **Transportation Management/Data Collection**

The 2007 Chemung Traffic Counts have been completed and the batched files have been transferred to ECTC.

Chemung County traffic counts are being obtained for the 2008 count season.

2.0 **Mobility Enhancement Activities**

Regional staff continue to participate in the NYSMPO Safety Working Group and Safety Assessment Guidelines development.

Regional staff continue to participate in coordinating/optimizing the emergency response plans with ECTC and various county agencies.

Regional staff continue to participate and facilitate the Old Ithaca Road Extension project, and have received Federal approval for the functional classification revision.

Regional staff coordinated a meeting with Norfolk Southern, STEG, ECTC, and DOT Main Office regarding continued/enhanced rail service to the Center at Horseheads. Meeting scheduled for 7/22/08.

6.0 **Program Administration**

Meetings were attended, minutes and agendas were prepared, and other support and administrative services were provided.

CITY OF **ELMIRA** NEW YORK  
DEPARTMENT OF PUBLIC SERVICES



*ECTC UPWP STATUS REPORT – Quarter 1*  
April 1, 2008 to June 30, 2008

1.0 TRANSPORTATION MANAGEMENT/DATA COLLECTION

- Continued to update local highway system database
- Continued to update City GIS files

2.0 LONG RANGE PLANNING - MOBILITY ENHANCEMENT ACTIVITIES

- Progressed Corridor 1, Phase 2 of Traffic Signal Project bid – Powerline Constructors is 99% complete.
- Corridor 2, Phase 2 of Traffic Signal Project (Northwest side signals.) – Delay Start to October 1, 2008.
- Progressed Lackawanna Trail Project – completed design report.
- Attended Traffic Coordinating Board (TCB) Meetings
- Progressed Promenade Project. Awaiting FHWA and DOT Approval of Norfolk Southern Match.
- Progressed ITS Signage Project. Received FHWA Approval.
- Progressed N. Main Street Project. Bid in Spring of 2009.
- Progressed College Avenue Project. Bid out in September of 2008.
- Participated in CR 64 Corridor Safety Analysis Program (City Traffic Staff)

4.0 LONG RANGE PLANNING - COMPUTER SUPPORT

- Continued computer support
- Attended ECTC Technical Staff Meetings/GIS Coordination

6.0 PROGRAM SERVICES

- Prepared Quarterly Reports and Billing
- Attended ECTC meetings (Policy & Planning)
- Provided liaison to other agencies

**DEPARTMENT OF PUBLIC WORKS  
COUNTY OF CHEMUNG**

803 Chemung Street  
Horseheads, NY 14845-2288

*ECTC UPWP STATUS REPORT – Quarter 1  
April 1, 2008 to June 30, 2008*

1.0 TRANSPORTATION MANAGEMENT/DATA COLLECTION

- Reviewed local highway system database.

2.0 LONG RANGE PLANNING - MOBILITY ENHANCEMENT ACTIVITIES

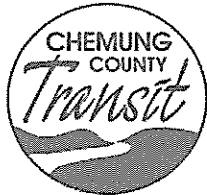
- Progressed Crescent Street Bridge LAFA Project (Hunt Engineers) – Progressed R-O-W supplemental.
- Progressed Schweizer Road over Sing Sing Creek Bridge LAFA Project (C&S Engineers) – Progressed R-O-W supplemental.
- Progressed Center at Horseheads Connector Road – Close to final scope.
- Evaluated Status of Big Flats – Horseheads Study
- Participated in CR 64 Corridor Safety Analysis Program
- Progressed ITS Signage Project.

4.0 LONG RANGE PLANNING - COMPUTER SUPPORT

- Continued to update County Highway Computer System
- Attended ECTC Technical Staff Meetings/GIS Coordination

6.0 PROGRAM SERVICES

- Prepared Quarterly Report
- Attended ECTC meetings (Policy & Planning)
- Provided liaison to other agencies



## Chemung County Transit System

1201 Clemens Center Parkway  
Elmira, NY 14901

Phone: (607) 734-5212

Fax: (607) 734-5207

## WORK ACCOMPLISHMENTS

April 1, 2008- June 30, 2008

### **TASK 3.0 TRANSIT ENHANCEMENT ACTIVITIES**

#### *Chemung County Transit Board*

- Attended and prepared materials for the Transit Workshop and Board Meeting- identifying grant status, service changes and transit needs.
- Presented to the Board the CCTS Strategic Work Plan which included our System Goals and Objectives, Marketing Plan, Capital Improvement Plan and a Route and Schedule Report

#### *Marketing*

- Spoke at the Kiwanis Club of Elmira on May 1, 2008
- Held a media event in the parking lot a CCTS on May 6, 2008 announcing safety accomplishments
- Participated in Elmira Business Institute Open House on June 9, 2008
- On June 17, 2008, spoke about public transit and about the June 19<sup>th</sup> National Dump the Pump Day on Magic 92.7
- Participated in the MDA Lock-up on June 18, 2008
- Attended Chemung County Chamber of Commerce Business after Business meetings in June and July
- Provided free rides to the Elmira Street Painting Festival on June 12<sup>th</sup> & 13<sup>th</sup>
- Provided free rides to the Eldridge Park Festival on July 5, 2008
- Attended public meetings regarding the Schuyler Cty Transit needs

### **TASK 6.0 PROGRAM ADMINISTRATION**

#### *Status Reporting*

- Prepared applications for ECTC fund reimbursement
- Preparing for the Wrap-up of the FTA Triennial Review

# **CHEMUNG COUNTY PLANNING DEPARTMENT**

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***Jerre Cress***  
***Assistant Planner***

***Scott A. Shaw***  
***Associate Planner II***

***Nanette Moss***  
***Secretary***

## **FIRST QUARTER 2008-2009 UPWP**

### **WORK ACTIVITY**

**April 1, 2008 – June 30, 2008**

#### **TASK 3.0 TRANSIT ENHANCEMENT ACTIVITIES**

Department staff attended April & May monthly Transit Technical Committee meetings.

Department staff attended two day Federal Transit Administration 2008 Triennial review of Chemung County's Transit system operations. Attended several follow up meetings with MPO and Transit staff as well as FTA consultant to formulate the County's corrective actions to findings for the August 18th deadline.

Department staff along with MPO conducted an semi annual on-site inspection of Transit operations, reviewed preventative maintenance records and toured Transit garage facility.

Department staff attended June Transit Board meeting. Items covered included bus replacement options, transit ridership, grant status, minor service adjustments, human services coordination plan, marketing and doing an origin destination study of riders.

#### **TASK 4.0 COMPUTER SUPPORT**

Staff assisted MPO member agencies with computer related support as needed.

#### **TASK 6.0 PROGRAM ADMINISTRATION**

Staff attended April Planning and Policy Committee meeting.

Prepared Quarterly report and billing for the First Quarter 2008-2009 UPWP.

**SCHUYLER/STEBEN TRANSPORTATION COMMITTEE  
2008 GOALS**

BICYCLE/PEDESTRIAN

- Three-County BACPAC identify partners; and identify and progress projects to develop a bicycle and pedestrian network.
- Design and implement local walking programs with communities.
- Implement approved safe routes to school programs with local school districts and municipalities.
- New map with NYSDOT that highlights State Bike Route 14.
- Produce an updated “Get Active Chemung, Schuyler and Steuben Counties” map. Identify funding for printing.
- Identify routes for a 3 county bike trail map.

TRANSIT

- Continue to develop the Arc proposal to improve regional transit services.
- Help Schuyler County implement its transit coordination plan.
- Identify funding, with NYSDOT, for a manager/s to coordinate implementation of the Steuben and Schuyler County transit plans.
- Determine how to provide the public with regional transit service information.

GIS

- Transit, bicycle and pedestrian facilities on a GIS map.
- 3 county map of next year’s road projects on a GIS map.
- Joint training possibilities with Chemung County GIS?

SIGNS

- Share the road signs: Schuyler and Steuben (CR 119)
- Steuben: SR 54A/ CR 76 Winery sign,  
CR 96/ CrR87 Wayfinding sign,  
Wayfinding signs: Adjust pointers and remove sign clutter.

STATE/COUNTIES

- Identify 3 county shared service opportunities.