



Agriculture, Planning & Environmental Committee

Committee Meeting

~ Agenda ~

60 Central Ave.
Cortland, NY 13045

<https://www.cortlandcountyny.gov>

Thursday, January 9, 2025

10:00 AM

Room 302

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m5dadfaf930bf4d453fe41cefec865693>

Thursday, January 9, 2025 10:00 AM | 1 hour | (UTC-05:00) Eastern Time (US & Canada)

Meeting number: 2336 554 5187

Password: Ddt8a4aeAG7

Join by phone +1-415-655-0001
US Toll Access code: 233 655 45187

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Committee Member Mitchel Eccleston	☐	☐	☐	
Committee Member Paul Heider	☐	☐	☐	
Committee Member William McGovern	☐	☐	☐	
Committee Member Jason Prentice	☐	☐	☐	
Committee Member Sandra Price	☐	☐	☐	
Committee Vice-Chair Reed Cleland	☐	☐	☐	
Committee Chair Beau Harbin	☐	☐	☐	

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Dec 5, 2024 10:00 AM

RESOLUTIONS

ON MOTION OF HARBIN

AGENDA ITEM NO. 1

Appoint Member - Soil and Water Conservation District Board of Directors

WHEREAS, according to the Soil and Water Conservation District Law as passed by the legislature of the State of New York, "When a county has been declared a soil and water conservation district, a board of directors consisting of five members shall be appointed by the county board. This board of directors shall consist of two members of the county board and three persons not members of the county board, two of whom shall be practical farmers. The fifth member shall be appointed from the county at large and shall represent the urban, suburban and rural non-farm landownership interest; AND

WHEREAS, the terms of members is one year for Legislative Representatives and three years for other members of the Board; AND

WHEREAS, this appointment is for a one year term to fulfill the remainder of a term left vacant;
NOW THEREFORE BE IT

RESOLVED, that the following is and hereby are appointed to serve as a member of the Soil and

Water Conservation District Board of Directors:

Name	Address	Capacity	Term Expiration
Jeremy Boylan	4361 Locust Ave, Homer, NY 13077	At Large Representative	12/31/2025

ON MOTION OF HARBIN

AGENDA ITEM NO. 2

Authorize Federal Section 5311 Consolidated Grant Application FY 2024-2025 New York State Department of Transportation - Planning Department

WHEREAS, Cortland County is submitting a request, for consolidated grant funds, to the New York State Department of Transportation, pursuant to Section 5311, Title 49 United States Code, for project(s) to provide public mass transportation service for fixed route and demand responsive service throughout the County, with limited service to contiguous counties by First Transit, Inc., Cortland County's public transportation provider; AND

WHEREAS, the service was provided during the fiscal year of 2024 and from January 1, 2025 until March 28, 2025; AND

WHEREAS, the Central New York Regional Transportation Authority will provide public transportation services for Cortland County beginning March 31, 2025; AND

WHEREAS, Cortland County is also submitting this request for project(s) to provide the continuation of Mobility Management for fiscal years 2024 and 2025 and has a committed local share; AND

WHEREAS, Cortland County has contracted with a third-party subcontractor for the operation of Cortland County's Public Transportation System; AND

WHEREAS, Cortland County and the State of New York have entered into continuing agreements, or will enter into successor continuing agreements, which authorizes the undertaking of the project(s) and reimbursement of the Federal and applicable State Shares; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is authorized to act on behalf of the Cortland County to sign the application and any related contracts, and to progress and complete the above-named project(s); AND BE IT FURTHER,

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is authorized to sign any contracts or agreements between Cortland County and any third-party subcontractor necessary to complete the public transportation project(s).

MONTHLY REPORTS

1. Planning Department Monthly Report

DISCUSSION ITEMS

ADJOURNMENT



Agriculture, Planning & Environmental Committee

60 Central Ave.
Cortland, NY 13045

Committee Meeting

<https://www.cortlandcountyny.gov>

~ Minutes ~

Thursday, December 5, 2024

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:01 AM by Committee Chair Beau Harbin

Attendee Name	Organization	Title	Status	Arrived
Reed Cleland	Cortland County, NY	Committee Member	Present	
Mitchel Eccleston	Cortland County, NY	Committee Member	Excused	
Paul Heider	Cortland County, NY	Committee Member	Present	
William McGovern	Cortland County, NY	Committee Member	Present	
Sandra Price	Cortland County, NY	Committee Member	Present	
Kris Valentine Behnke	Cortland County, NY	Committee Member	Present	
Beau Harbin	Cortland County, NY	Committee Chair	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Christopher Newell	Cortland County, NY	Board Member	Present	
David Rutherford	Cortland County, NY	Executive Director, Cornell Cooperative Extension	Present	
Melissa Potter	Cortland County, NY	Mobility Manager	Present	
Trisha Hiemstra	Cortland County, NY	Planning Director	Present	
Brandy Colebrook	NYALT	Executive Director	Present	
Kim Cameron	Cortland County	Resident	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Hank Day	Cortland County, NY	Land Use Planner	Present	
Amanda Barber	Soil and Water	Executive Director	Late	10:11 AM
Cathy Bischoff	Cortland County, NY	Board Member	Late	10:22 AM
Ronald J. Van Dee	Cortland County, NY	Board Member	Late	10:27 AM
Rob Corpora	Cortland County, NY	County Administrator	Late	10:08 AM

Minutes Acceptance: Minutes of Dec 5, 2024 10:00 AM (MINUTES)

Kevin Fitch	Cortland County, NY	Chair of the Legislature	Late	10:08 AM
Ashley Millard	Cortland County, NY	Deputy Clerk of the Legislature	Remote	
Angela White	MRB Group		Remote	
Tracy Verrier	MRB Group		Remote	
Nicole Compton	Cortland County, NY	Paralegal	Remote	
Jason DeRaiche	Cortland County, NY	Safety Director	Remote	
Jessica Leet	Cortland County, NY	Executive Assistant	Remote	
Doug Schneider	Cortland Standard	Reporter	Remote	

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Nov 7, 2024 10:00 AM

RESULT: APPROVED

RESOLUTIONS

AGENDA ITEM NO. 1 – Approval of Amended Bylaws - Cortland County Planning Board - Planning Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 12/19/2024 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Reed Cleland, Committee Member
AYES:	Cleland, Heider, McGovern, Price, Behnke, Harbin
EXCUSED:	Mitchel Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Approval of Amended Bylaws - Cortland County Planning Board - Planning Department

WHEREAS, the Cortland County Planning Board operates under bylaws that guide its structure, roles, and procedures; AND

WHEREAS, the Cortland County Planning Board has reviewed and recommended amendments to its bylaws, as outlined in the attached document; AND

WHEREAS, the Cortland County Legislature's Agriculture, Planning, and Environmental Committee has reviewed and supports these proposed changes; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the amended bylaws of the Cortland County Planning Board as attached; AND BE IT FURTHER

RESOLVED, that all previously adopted bylaws of the Cortland County Planning Board are hereby replaced in their entirety by the bylaws adopted through this resolution; AND BE IT FURTHER

RESOLVED, that copies of all previously adopted bylaws, as well as the newly adopted bylaws, shall be maintained on file with the Clerk of the Legislature for record-keeping and reference purposes; AND BE IT FURTHER

RESOLVED, that the amended bylaws shall take effect immediately upon adoption of this resolution.

AGENDA ITEM NO. 2 – Authorize State Environmental Quality Review (SEQR) Determination of Environmental Significance for Cortland County Strategic Development Plan

RESULT:	APPROVED [UNANIMOUS]
	Next: 12/19/2024 6:00 PM
MOVER:	Reed Cleland, Committee Member
SECONDER:	Kris Valentine Behnke, Committee Member
AYES:	Cleland, Heider, McGovern, Price, Behnke, Harbin
EXCUSED:	Mitchel Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Authorize State Environmental Quality Review (SEQR) Determination of Environmental Significance for Cortland County Strategic Development Plan

WHEREAS, the Cortland County Legislature (hereinafter referred to as the Legislature) has determined the above referenced Action to be a Type 1 Action pursuant to Part 617 of the State Environmental Quality Review (SEQR) Regulations; AND

WHEREAS, the Legislature has reviewed and accepted the completed Full Environmental Assessment Form Parts 1, 2, and 3 on the Action prepared by the MRB Group; AND

WHEREAS, the Legislature has completed the coordinated review and public comment period provided for under the SEQR Regulations; AND

WHEREAS, the Legislature has designated itself as lead agency under the SEQR Regulations for making the determination of significance upon said action; AND

WHEREAS, the Legislature has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in Full Environmental Assessment Form Parts 1, 2, and 3; NOW THEREFORE BE IT

RESOLVED, that said Action WILL NOT result in any significant adverse environmental impacts based on the review of the Full Environmental Assessment Form; AND BE IT FURTHER

RESOLVED, that the Legislature does hereby make a Determination of Non-Significance on said Action, and the County Administrator is hereby directed to issue the Negative Declaration as evidence of the Legislature's determination of environmental non-significance.

AGENDA ITEM NO. 3 – Adopt the Cortland County Strategic Development Plan

RESULT:	APPROVED [UNANIMOUS]
	Next: 12/19/2024 6:00 PM
MOVER:	Reed Cleland, Committee Member
SECONDER:	Kris Valentine Behnke, Committee Member
AYES:	Cleland, Heider, McGovern, Price, Behnke, Harbin
EXCUSED:	Mitchel Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Minutes Acceptance: Minutes of Dec 5, 2024 10:00 AM (MINUTES)

Adopt the Cortland County Strategic Development Plan

WHEREAS, the Cortland County Legislature, through Resolution No. 174-22, authorized the hiring of consultants to develop a strategic plan, with funding provided by the Appalachian Regional Commission (ARC) and Empire State Development (ESD) in the amount of \$190,000 with a \$10,000 County match; AND

WHEREAS, Resolution No. 137-23, authorized contracting with MRB Group, D.P.C., and in Resolution No. 19-24 Establish Cortland County Strategic Development Plan Steering Committee (“SDPSC”) who in collaboration with the county departments, municipalities, community organizations, and residents, developed the Elevate Cortland County Strategic Development Plan to serve as a guide for the County’s future growth and development; AND

WHEREAS, from September 2023 through November 2024, the SDPSC engaged in extensive community outreach and data collection, including public workshops, focus groups with subject matter experts, a community summit, and a public hearing, ensuring that the planning process reflected the diverse perspectives and needs of Cortland County residents; AND

WHEREAS, the Cortland County Strategic Development Plan outlines a fiscally responsible, practical, and forward-thinking framework for addressing critical areas such as economic development and workforce, housing, sustainability and open space, and connectivity and infrastructure; AND

WHEREAS, a public hearing on the adoption of the Strategic Plan and compliance with the State Environmental Quality Review Act (SEQRA) was held on November 21, 2024, in accordance with proper notice requirements; AND

WHEREAS, the Cortland County Strategic Development Plan was finalized after widely distributing drafts of the Plan, and revised in response to comments by agencies and the public; AND

WHEREAS, the Legislature has carefully and thoroughly reviewed the Strategic Development Plan as revised and are satisfied that it meets the needs of the County and complies with applicable laws; AND

WHEREAS, the Legislature finds the Strategic Development Plan to be an essential planning tool that reflects the County’s shared vision for the future; NOW THEREFORE BE IT

RESOLVED, that the Strategic Plan will be reviewed annually, with an update every five years, to ensure its continued relevance and alignment with the County’s goals; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby adopts the *Cortland County Strategic Development Plan* dated December 19, 2024 (Final Version), as an important planning tool that identifies a wide range of issues, initiatives, studies, projects, and programs to be undertaken by various entities.

AGENDA ITEM NO. 4 – Transfer of Conservation Easements to the New York Agricultural Land Trust (NYALT) for Long-Term Stewardship

RESULT: APPROVED [UNANIMOUS]

Next: 12/19/2024 6:00 PM

MOVER: Reed Cleland, Committee Member

SECONDER: Sandra Price, Committee Member

AYES: Cleland, Heider, McGovern, Price, Behnke, Harbin

EXCUSED: Mitchel Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Minutes Acceptance: Minutes of Dec 5, 2024 10:00 AM (MINUTES)

Transfer of Conservation Easements to the New York Agricultural Land Trust (NYALT) for Long-Term Stewardship

WHEREAS, Cortland County, through the New York State Farmland Protection Implementation Grant program, was awarded five (5) conservation easements, referred to by the following titles at the time of award of the conservation easements:

Conservation Easement	Location	Tax Map No.	Total Acreage
Chace Farm	Cortlandville	65.00-07-03.000	395.12
Henderson Farm	Homer	37.00-02-09.111	137.10
Sears Farm	Homer Homer	37.00-02-03.000 37.00-02-09.112	174.50
Slade Peaceful Valley Farm	Scott Homer Homer Homer Homer Homer Homer	36.00-03-05.100 56.00-01-04.000 56.0001-13.000 56.00-01-14.000 46.00-01-21.000 46.00-01-35.00 46.00-01-38.000	829.97
Underwood Farm	Tully	7.00-08-04.000	131

; AND

WHEREAS, it is in the best interest of Cortland County to transfer the long-term stewardship responsibilities for these conservation easements to a qualified entity with expertise in farmland protection and stewardship, thereby formally ending Cortland County's role as the responsible party for these conservation easements; AND

WHEREAS, the New York Agricultural Land Trust (NYALT) has agreed to accept and manage these conservation easements in perpetuity, ensuring compliance with all terms and conditions of the easements, which formally ; AND

WHEREAS, NYALT requires a transfer fee not to exceed \$186,342.00 for the long-term stewardship of these conservation easements; AND

WHEREAS, the Farmland Protection Reserve Account (A386300.FARM), currently has \$50,604.59 in available funds, said funds intended to provide stewardship fees in succeeding years; AND

WHEREAS, Resolution No. 226-18 created a Debt Reduction Account (A120300.DRFD, which since has changed to account no. A.386300.DEBT) for the reduction of County debt; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature be and hereby allocates the balance of \$86,811.33 to A80205.54055 for purposes of this transfer; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby closes the Debt Reduction Account (A.386300.DEBT), formerly A120300.DRFD, and; AND BE IT FURTHER

RESOLVED, the Cortland County Legislature be and hereby allocates the balance of \$50,604.59 to A80205.54055 for purposes of this transfer; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby closes the Farmland Protection Reserve (A.386300.FARM) and; AND BE IT FURTHER

Minutes Acceptance: Minutes of Dec 5, 2024 10:00 AM (MINUTES)

RESOLVED, that the Cortland County Legislature hereby amends the 2024 Budget as follows:

INCREASE:

A80205.54055	Professional Services	\$186,342.00
A351100	Appropriated Reserves	\$137,415.92

DECREASE:

A80205.51005	Personal Services	\$48,926.08
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; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney, is hereby authorized to execute all necessary agreements, documents, and instruments to effectuate the transfer of said conservation easements to NYALT, thereby formally ending Cortland County's role as the responsible party for these conservation easements.

AGENDA ITEM NO. 5 – Adopt Revisions to the Cortland County Consolidated Agricultural District - Planning Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 12/19/2024 6:00 PM
MOVER:	Reed Cleland, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Cleland, Heider, McGovern, Price, Behnke, Harbin
EXCUSED:	Mitchel Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Adopt Revisions to the Cortland County Consolidated Agricultural District - Planning Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 31-05, which reestablished the Cortland County Agricultural District; AND

WHEREAS, Article 25-AA, Section 303 (a) of the Agriculture and Markets Law, states that the County Legislature shall review any district created eight (8) years after the date of the creation and every eight (8) years thereafter; AND

WHEREAS, the Agriculture and Farmland Protection Board has established a policy whereby any landowners of a parcel of land of less than seven (7) acres must provide justification to the Agriculture and Farmland Protection Board as to the capacity of such property to be a viable agricultural land in order for a property of less than 7 acres to be considered for inclusion in the Cortland County Consolidated Agricultural District; AND

WHEREAS, the Agriculture and Farmland Protection Board and the Legislature's Agriculture, Planning, & Environment Committee have completed all necessary steps and procedures required for reestablishment of the Agricultural District; AND

WHEREAS, the Agriculture and Farmland Protection Board recommends to the County Legislature for adoption, the reestablishment of the Cortland County Consolidated Agricultural District; NOW THEREFORE BE IT

RESOLVED, that revisions to the list of land parcels for inclusion in the reestablished Agricultural District, which include additions to and deletions from the district, be made to the Cortland County Consolidated Agricultural District as follows:

Addition/Deletion	Town	Tax Map No.	Applicant Name	Acreage
Addition	Preble	27.00-01-63.21	Griswold Family Realty, LLC	270
Addition	Preble	27.00-03-19.00	Griswold Family Realty, LLC	44
Addition	Preble	27.00-01-63.220	Preble Hill Farms, LLC	15.5
Addition	Preble	16.00-02-20.000	Preble Hill Farms, LLC	15.5
Addition	Preble	7.00-08-08.200	G&E Land Co, LLC	71
Addition	Cincinnati	123.00-04-23.000	Jacob Christy	49
Addition	Cincinnati	123.00-04-30.000	Jacob Christy	81
Addition	Cincinnati	123.00-04-22.000	David Christy	25
Addition	Cincinnati	123.00-04-21.000	David Christy	3
Addition	Cincinnati	111.00-01-07.20	David Christy	43
Addition	Cincinnati	112.00-02-04.120	David Christy	47
Addition	Cincinnati	133.00-01-05.000	Jeremy Adams	2
Addition	Cincinnati	100.00-01-10.111	Corey Thomas	17

AGENDA ITEM NO. 6 – Amend the 2024 Budget to Fund Agreement with First Transit, Inc. dba TransDev

RESULT: **APPROVED [UNANIMOUS]**

Next: 12/19/2024 6:00 PM

MOVER: Paul Heider, Committee Member

SECONDER: Reed Cleland, Committee Member

AYES: Cleland, Heider, McGovern, Price, Behnke, Harbin

EXCUSED: Mitchel Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Amend the 2024 Budget to Fund Agreement with First Transit, Inc. dba TransDev

WHEREAS, the Cortland County Legislature adopted Resolution No. 148-24, which authorized the Chairman of the Legislature to enter into agreements with First Transit, Inc., dba TransDev, to provide public transportation services during the County's transition to Centro; AND

WHEREAS, additional funding is required to support these services and ensure uninterrupted public transportation during this transition period; NOW THEREFORE BE IT

RESOLVED, that the 2024 County Budget be and hereby is amended as follows:

Increase Revenue:

A563042.41289	DEPARTMENTAL FEES	\$248,000.00
A563044.44590	OPERATING ASSISTANCE	\$48,371.00
A359900	APPROPRIATED FUND BALANCE	\$746,682.54

Increase Expenditure:

A56305.54815	CONTRACTED SERVICES	\$1,043,053.54
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Minutes Acceptance: Minutes of Dec 5, 2024 10:00 AM (MINUTES)

MONTHLY REPORTS

1. Planning Department Monthly Report

RESULT:	COMPLETED
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DISCUSSION ITEMS

1. Recommendation of Adoption of the Strategic Development Plan from the Cortland County Planning Board

RESULT:	COMPLETED
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2. CNYNET Broadband Commitment Letter

RESULT:	COMPLETED
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3. Cooperative Extension Report

RESULT:	COMPLETED
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4. Soil & Water Monthly Report

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 11:04 AM

ON MOTION OF BEAU HARBIN, COMMITTEE CHAIR**AGENDA ITEM NO. 1****Appoint Member - Soil and Water Conservation District Board of Directors**

WHEREAS, according to the Soil and Water Conservation District Law as passed by the legislature of the State of New York, "When a county has been declared a soil and water conservation district, a board of directors consisting of five members shall be appointed by the county board. This board of directors shall consist of two members of the county board and three persons not members of the county board, two of whom shall be practical farmers. The fifth member shall be appointed from the county at large and shall represent the urban, suburban and rural non-farm landownership interest; AND

WHEREAS, the terms of members is one year for Legislative Representatives and three years for other members of the Board; AND

WHEREAS, this appointment is for a one year term to fulfill the remainder of a term left vacant;
NOW THEREFORE BE IT

RESOLVED, that the following is and hereby are appointed to serve as a member of the Soil and Water Conservation District Board of Directors:

Name	Address	Capacity	Term Expiration
Jeremy Boylan	4361 Locust Ave, Homer, NY 13077	At Large Representative	12/31/2025



Cortland County Soil and Water Conservation District

100 Grange Place, Room 202, Cortland, NY 13045

Phone: (607) 756-5991 • Fax: (607) 756-0029

www.cortlandswcd.org

SWCD...established to promote the conservation and wise use of our county's natural resources

December 12, 2024

Kevin Fitch
Cortland County Legislature
60 Central Ave.
Cortland, NY 13045

Dear Mr. Fitch,

Re: Appointment of Member At Large to the Cortland County Soil and Water Conservation District (SWCD) Board of Directors to complete the three year term expiring 12/31/2025.

The SWCD board would like to recommend to you that Jeremy Boylan of 4361 Locust Ave., Homer NY 13077 be appointed Member At Large to complete the term expiring 12/31/2025. Mr. Boylan's past experiences as the Cortland County Clerk to the Legislature, County Historian, and current Vice-President of Bailey Place Insurance would certainly qualify him to serve in the Member At Large position. Mr. Boylan has expressed an interest in serving and indicated he would allocate the time needed to serve.

We would appreciate the County Legislature appointing the Member At Large position to Jeremy Boylan at their earliest convenience. If you have any questions, please feel free to call me at 607-756-5991.

When the above appointment has been made, please send a copy of the Resolution for our files.

Sincerely,

Amanda Barber
District Manager

ON MOTION OF BEAU HARBIN, COMMITTEE CHAIR**AGENDA ITEM NO. 2****Authorize Federal Section 5311 Consolidated Grant Application FY 2024-2025 New York State
Department of Transportation - Planning Department**

WHEREAS, Cortland County is submitting a request, for consolidated grant funds, to the New York State Department of Transportation, pursuant to Section 5311, Title 49 United States Code, for project(s) to provide public mass transportation service for fixed route and demand responsive service throughout the County, with limited service to contiguous counties by First Transit, Inc., Cortland County's public transportation provider; AND

WHEREAS, the service was provided during the fiscal year of 2024 and from January 1, 2025 until March 28, 2025; AND

WHEREAS, the Central New York Regional Transportation Authority will provide public transportation services for Cortland County beginning March 31, 2025; AND

WHEREAS, Cortland County is also submitting this request for project(s) to provide the continuation of Mobility Management for fiscal years 2024 and 2025 and has a committed local share; AND

WHEREAS, Cortland County has contracted with a third-party subcontractor for the operation of Cortland County's Public Transportation System; AND

WHEREAS, Cortland County and the State of New York have entered into continuing agreements, or will enter into successor continuing agreements, which authorizes the undertaking of the project(s) and reimbursement of the Federal and applicable State Shares; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is authorized to act on behalf of the Cortland County to sign the application and any related contracts, and to progress and complete the above-named project(s); AND BE IT FURTHER,

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is authorized to sign any contracts or agreements between Cortland County and any third-party subcontractor necessary to complete the public transportation project(s).



Administration

Housing Study

- Collaborating with BDC/IDA on internship with student from Binghamton University

CNY Regional Planning Board

Southern Tier 8

- Sustainability Group
- CEDS
- Opportunity Zone Collaboration
- Infrastructure Summit – November 13th – <https://southerntiersummit.com/register>

Snowmobile Grant

- 2024-2025 Snowmobile Club Meeting
 - December 10th – Meeting
 - Discussions ongoing concerning Linear Park

Education and Outreach

- GML 239 Guide Book – drafting
- Major Website updates in progress
- ARC Grant Training – Ithaca February 6th

GIS

ESRI Online Portal

- Ongoing updates and addition
 - Link: <https://cortland-county-gis-portal-cortlandplanning.hub.arcgis.com/>

Data Projects

- Addressing spread sheets updating
- 2024 County Parcel Data – shape file available for download
- Cortlandville Assessor – Address & Parcel verification

Mapping Projects

- On-line address assignment process – testing
- Cortlandville - Environmental maps
- City of Cortland – Parking maps
- County Highway - Plow Maps
- E-911 – Wrecker Zones, CPD Sectors, NYSEG, Power & Telephone Comp., & Plow Responsibilities

- County Real Property – Roads and 3 miles outside the county map

Mobility Management

- Continuing to aid TransDev and Centro during this transition period
 - Working with Centro on ridership survey
 - NADTC Survey & Outreach
 - Participating in Leadership Cortland Program
-

Cortland County Planning Board Meeting

GML 239 Reviews:

- Town of Cortlandville – Locust Ave. Solar Project
-

OUR TEAM:



Trisha Hiemstra, PE
Director
of Planning



Melissa Potter, MPH
Mobility
Manager



Jessica Leet
Executive
Administrative Officer



Morgan Spaulding
Grant
Administrator



Laura Herrling
GIS
Planner



Chris Jankus
GIS
Planner