



AG/Planning/Environmental

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Agenda ~

Tuesday, April 6, 2021

10:00 AM

Board Room

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Committee Member Douglas Bentley	☐	☐	☐	
Committee Member Beau Harbin	☐	☐	☐	
Committee Member Ronald J. Van Dee	☐	☐	☐	
Committee Member Susan Wilson	☐	☐	☐	
Committee Chair Kevin Fitch	☐	☐	☐	
Committee Member Joseph Nauseef	☐	☐	☐	
Committee Vice-Chair Mitchel Eccleston	☐	☐	☐	

MINUTES

Ag/Planning/Environmental - Committee Meeting - Mar 9, 2021 10:00 AM

Presentations

1. Presentation of the Cortland County Housing Conditions Survey by Thoma Assoc
2. Presentation from the National Park Service Regarding Finger Lakes National Heritage Area
3. Presentation of Cortland County Coordinated Public Transit Human Services Transportation Plan

RESOLUTIONS

Planning Department

ON MOTION OF FITCH

AGENDA ITEM NO. 1

Adopt Cortland County Coordinated Public Transit Human Services Transportation Plan 2020 - Cortland County Planning Department

WHEREAS, the New York State Department of Transportation/Federal Transit Authority requires that an updated Transportation Needs Assessment be completed by Cortland County to address federal mobility management goals that were first established under the Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA-LU) and continued under the Moving Ahead for Progress in the 21st Century Act (MAP-21) which was passed in 2012, and were reaffirmed through the FAST Act (Fixing America's Surface Transportation Act) signed into law December 2015, AND

WHEREAS, Resolution No. 263-13 authorized the adoption of a Cortland County Coordinated Public Transit Human Services Transportation Plan 2013 which addressed the federal mobility management goals first established under the SAFETA-LU and continued under the MAP-21 which passed in 2012, AND

WHEREAS, Cortland County is currently utilizing the Federal Transportation Administration programs Section 5311 Formula Grant for Rural Areas, Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities, and the Coronavirus Aid, Relief and Economic Security (CARES) Act to improve public transportation services available to residents of Cortland County, AND

WHEREAS, the Cortland County Coordinated Public Transit Human Services Transportation Plan 2020 was prepared to address federal mobility management goals first established under the SAFETA-LU, MAP-21, and the FAST Act, AND

WHEREAS, the adoption of the Cortland County Coordinated Public Transit Human Services Transportation Plan 2020 will update the coordinated plan currently in effect to better address the transportation needs of Cortland County by encouraging coordination efforts between providers of transportation and cooperation between human service agencies which could increase efficiencies in operation and provide more transportation options; marketing current and proposed services to the general public and educating the public and those who work with specialized populations on the available transportation services; working with other counties in the region to create a transportation network not constrained by county borders; and using available FTA funding to work on coordination efforts and the creation of new services to address unmet transportation needs, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby officially adopts the Cortland County Coordinated Public Transit Human Services Transportation Plan 2020.

ON MOTION OF FITCH

AGENDA ITEM NO. 2

Adopt the Cortland County Transportation Advisory Committee Bylaws - Planning Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 289-19 which authorized the establishment of the Transportation Advisory Committee as a Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Transportation Advisory Committee has developed bylaws to formalize the committee with said bylaws subject to Legislative review and approval, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Transportation Advisory Committee by-laws are hereby approved by the Cortland County Legislature, AND BE IT FURTHER

RESOLVED, that a copy of the bylaws shall be kept on file with the Clerk of the Legislature.

ON MOTION OF FITCH

AGENDA ITEM NO. 3

Appoint Members to Transportation Advisory Committee - Planning Department

WHEREAS, Resolution Number 289-19 authorized the formalization of the Transportation Advisory Committee as a Citizen's Advisory Committee, AND

WHEREAS, the Transportation Advisory Committee as a formal subcommittee of the Agriculture, Planning, and Environment Committee will consist of a membership from a wide variety of community service agencies and government agencies, AND

WHEREAS, the following agencies would best support the transportation system within Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature appoint the following community service and government agency representatives to the Transportation Advisory Committee.

Aaron Baier Access to Independence

Liz Haskins Area Agency on Aging

Lindy Glennon CAPCO

Marie Walsh	Catholic Charities
Robert Corpora	Cortland County Administrator
Kevin Fitch	Cortland County Legislature
Dan Dineen*	Cortland County Planning Department
Amy Buggs	Cortland Works Career Center
Kristen Monroe	Cortland County Department of Social Services
Carol Morse*	First Transit, Inc
Michele Gravel	JM Murray Center
Catherine Wilde*	Mobility Manager
Zach Newswanger	SUNY Cortland
Greg Lyons	TC3 Card Office
Jackie Leaf	Seven Valleys Health Coalition

(* -Ex-Officio)

ON MOTION OF FITCH

AGENDA ITEM NO. 4

Amend 2021 Budget to Accept New York State Operating Assistance (STOA) State Funding Year 2020- 21 “Clean Up” Funding New York State Department of Transportation Federal Section 5311 - Planning Department

WHEREAS, the Public Transportation Bureau has sent vouchers to the New York State Comptroller that distributes the SFY 2020-2021 State Wide Mass Transportation Operating Assistance (STOA) “Clean Up” payments to the upstate formula bus systems. These payments distribute the remaining 2020-2021 STOA appropriation balances for the upstate formula bus systems, AND

WHEREAS, the County has received SFY 2020-2021 STOA “Clean Up” payment of \$89,288.10 from the New York State Department of Transportation under Federal Section 5311 for transit operating assistance AND

WHEREAS, the Budget and Finance has adjusted the Revenue account A563044.44589 to indicate the acceptance of the funding, AND

WHEREAS, the Budget and Finance has adjusted the Expense account A56305.54081, AND

WHEREAS, to continue this program for the period of January 1, 2021 to December 31, 2021, NOW THEREFORE BE IT

RESOLVED, the Cortland County Board of Legislature authorizes the release said payment to First Transit and create the following 2021 budget modification.

	<u>CURRENT</u>	<u>CHANGE</u>	<u>REVISED</u>
Expense: Bus Operations Program Expense Increase A56305-54800	\$772,448	+\$89,288.10	\$861,736.10
Revenue: 5311 STOA Passenger and Miles Decrease A563044.43589	\$516,948	+\$89,288.10	\$606,236.10

ON MOTION OF FITCH

AGENDA ITEM NO. 5

A Resolution of the Cortland County Legislature Supporting the Finger Lakes National Heritage Area

WHEREAS, the Finger Lakes form a unique and diverse region in Upstate New York and encompasses a patchwork of cultures and history, as well as spectacular natural, scenic and recreational resources that reflect a unique contribution to the collective American identity, AND

WHEREAS, the Finger Lakes is distinguished by eleven pristine lakes formed over 19,000 years ago at the end of the “Ice Age” that have over the years been Native American hunting grounds and villages, rich agricultural lands that inspired settlement, villages and small towns, a world renowned wine industry, which have together formed a unique and distinctive landscape, AND

WHEREAS, the Congress of the United States has the authority to designate National Heritage Areas that encompasses a region where natural, cultural, historic and recreational resources combine to form a cohesive, nationally distinctive landscape shaped by geography and cultural traditions, AND

WHEREAS, the Finger Lakes National Heritage Area Feasibility Study was authorized by the John D. Dingell, Jr. Conservation, Management, and Recreation Act of 2019, which directed the Secretary of the Interior to evaluate the natural, historic, cultural, educational, and recreational resources of the Finger Lakes, AND

WHEREAS, the legislation identified the following counties to be considered as part of the study: Cayuga, Chemung, Cortland, Livingston, Monroe, Onondaga, Ontario, Schuyler, Seneca, Steuben, Tioga, Tompkins, Wayne, and Yates, AND

WHEREAS, Cortland County is within the Finger Lakes Tourism region, as designated by New York State law and the National Heritage Area study area and has a plethora of natural, cultural, historic, agricultural and recreational resources pertinent to the study, AND

WHEREAS, the Finger Lakes Tourism Alliance has worked since 2014 with regional and area civic organizations, local jurisdictions and local governments, business community and numerous other stakeholders and non-profit groups in submitting the original request to the National Park Service which resulted in the Feasibility Study in 2021, and continues to work the National Park Service to gather input from the public regarding the creation of a national heritage area in the Finger Lakes, NOW,
THEREFORE BE IT

RESOLVED, that the Cortland County Legislature supports the Finger Lakes National Heritage Area designation and the inclusion of all fourteen counties including Cayuga, Chemung, Cortland, Livingston, Monroe, Onondaga, Ontario, Schuyler, Seneca, Steuben, Tioga, Tompkins, Wayne, and Yates counties in the National Heritage Area, and supports Finger Lakes Tourism Alliance in their current and future leadership role in administering the National Heritage Area.

ON MOTION OF FITCH

AGENDA ITEM NO. 6

Create the Position of Cortland County Mobility Manager - Health Department

WHEREAS, the needs of the County will be better served by creating one full time position of Mobility Manager, AND

WHEREAS, the funding for this position will be provided through grants, AND

WHEREAS, Agriculture, Planning & Environmental Committee, the Health and Human Services Committee and the Finance and Administration Committees recommend the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one position of Mobility Manager (Management, Grade 11, \$41,494-\$50,484/year, competitive class) be created effective April 23, 2021 at 12:01 A.M., with approval to fill, AND BE IT FURTHER

RESOLVED, that maintaining said position in the future is contingent upon continued grant funding.

ON MOTION OF FITCH

AGENDA ITEM NO. 7

Authorize the County Administrator to Sign Contracts for Transit Display Advertising on County-Owned Buses - Planning Department

WHEREAS, Cortland County-owned buses have space for transit display advertising, AND

WHEREAS, it is in the best interest of Cortland County for the County Administrator in conjunction with the County Mobility Manager to administer the transit display advertising contracts, AND

WHEREAS, any transit display advertising space on County-owned buses must be in accordance with the procedures set forth by the New York State Department of Transportation as to the guidelines for advertising on vehicles as well as guidelines set forth by Cortland County, AND

WHEREAS, the fee schedule will be as follows:

- 1. Traffic Side:** Prices are per month - per bus for 6 months. A discount of \$20 per bus is applied for the 4th bus and every bus thereafter for the same 6-month period:

# of Buses	16 passenger bus: Price listed below is based on \$130 per month x 6 months	26 passenger bus: Price listed below is based on \$150 per month x 6 months
1 bus	\$780	\$900
2 buses	\$1,560	\$1,800
3 buses	\$2,340	\$2,700
4th and every additional bus, price is reduced by \$20 per bus per month		
4 buses	\$3,000	\$3,480
5 buses	\$3,660	\$4,260
6 buses	\$4,320	\$5,040

- 2. Curb Side:** Prices are per month - per bus for 6 months. A discount of \$20 per bus is applied for the 4th bus and every bus thereafter for the same 6-month period:

# of Buses	16 passenger bus: Price listed below is	26 passenger bus: Price listed below is
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	based on \$140 per month x 6 months	based on \$160 per month x 6 months
1 bus	\$840	\$960
2 buses	\$1,680	\$1,920
3 buses	\$2,520	\$2,880
<i>4th and every additional bus, price is reduced by \$20 per bus per month</i>		
4 buses	\$3,240	\$3,720
5 buses	\$3,960	\$4,560
6 buses	\$4,680	\$5,400

3. Bus Wraps: Prices are per month per bus for a minimum of 12 months:

# of Buses	One Full Side: • Includes perforated window film		Full wrap: • Both sides and rear with perforated window film	
	16 passenger bus Price listed below is based on \$200/per month x 12 months	26 passenger bus Price listed below is based on \$250/per month x 12 months	16 passenger bus Price listed below is based on \$300/per month x 12 months	26 passenger bus Price listed below is based on \$375/per month x 12 months
1 bus	\$2,400	\$3,000	\$3,600	\$4,500
2 buses	\$4,800	\$6,000	\$7,200	\$9,000
3 buses	\$7,200	\$9,000	\$10,800	\$13,500

, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized and directed to sign agreements for transit display advertising on County-owned buses.

ON MOTION OF FITCH

AGENDA ITEM NO. 8

Amend and Adopt the Cortland County Consolidated Housing Plan - Cortland County Planning Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 180-17 which updated the Cortland County Consolidated Housing Plan w in accordance with 24 CFR Subpart c - Local Governments; Contents of a Consolidated Plan, 91.200, AND

WHEREAS, the Consolidated Plan is an extensive look at all aspects of the community's housing and non-housing needs and is used for future housing-related, economic development, and infrastructure funding requests, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 213-18 which authorized an application for funds from the New York State Office of Community Renewal through its Community Development Block Grant Program for the purpose of conducting a Substandard Housing Survey, AND

WHEREAS, funds were awarded to conduct such a survey, AND

WHEREAS, the Substandard Housing Survey has now been completed and the document must be added to the Cortland County Consolidated Plan, AND

WHEREAS, failure to adopt an updated Plan may limit State and Federal funding for new or existing housing development projects, programs and services as funding sources often require funding requests to be in conformance with up-to-date community plans, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby officially amends and adopts the revised Cortland County Consolidated Housing Plan.

Monthly Reports

Mobility Management Monthly Report - Seven Valleys Health Coalition

SPCA Monthly Report

Soil & Water Conservation District Monthly Report

Cooperative Extension Monthly Report

ADJOURNMENT