

**TOMPKINS CONSOLIDATED AREA TRANSIT, INC.  
BOARD OF DIRECTORS MEETING**

Thursday June 24, 2010  
4:00PM TCAT Conference Room  
737 Willow Avenue, Ithaca, NY

Attendees: D. Cogan, J. Dotson, H. Dullea, K. Luz Herrera, D. Lieb,  
P. Mackesey, F. Proto, N. Schuler, J. Turcotte

S. Brock, R. Andrascik, A. Eccleston, N. Oltz, P. Poist,  
D. Swartz, D. Tome, T. Wright, S. Persons/Recording Secretary

Also Attended: George Eberhardt, Fred Bonn

**Agenda**

**I. Call to Order**

F. Proto called the meeting to order at 4:08 PM, and welcomed everyone to the June 24, 2010 TCAT, Inc. Board of Directors Meeting.

**II. Board Member Items**

F. Proto asked P. Poist for an update on the Ithaca Festival.

P. Poist reported that we had good weather for Friday and Saturday, it was a joint effort between TCAT, Ithaca Carshare and Way2Go to staff the information table. She stated it was busy for TCAT staff and we took a bus to Stewart Park on Sunday.

J. Dotson stated that it was really successful and a nice way to extend staff, a great way for TCAT to have a presence without having to staff it every second.

**III. Public Comment**

F. Bonn Director of the Ithaca Tompkins County Convention and Visitors Bureau stated he had been asked by P. Mackesey and J. Dotson to come and encourage TCAT to think about opportunities to increase service during certain events like the Ithaca Festival, and the one that he has talked to P. Mackesey and J. Dotson about which would be during Grassroots. One of the challenges is that people that are coming to that festival site are often there for much of the time, if we increase service and promote that to the attendees it is an opportunity to get them to move into other parts of the community.

F. Proto requested that the Transit Services Committee and Operations staff discuss this.

G. Eberhardt asked if there was any notice of any kind of when we will be able to get into Walmart without having to walk so far.

N. Oltz stated we have not been notified at this point, but she would make a note of checking on it and request to be notified as soon as we can.

**IV. Approval of the minutes from April 22, 2010 meeting**

The motion to approve the minutes from May 27, 2010 was made by D. Cogan; seconded by N. Schuler. S. Brock stated there was one change on page one, under the Board Member Items the last line states "a petition was delivered to the courthouse" it should state "a petition was delivered to him at the County Legislature's Office at the courthouse". The motion to approve the minutes as amended passed unanimously.

**V. Chairperson's Report**

F. Proto stated that he is reporting on behalf of the County that they did pass a resolution regarding the STOA delay. He also reported that he and J. Turcotte had a meeting with Village of Cayuga Heights Mayor Supron regarding the route 30 situation and listened to all of their concerns. F. Proto stated that the staff needs a head count for the participants for the 2011 Budget Presentation on July 28<sup>th</sup> and asked that the Board Members get back to the staff with who can come to the presentation.

**VI. General Manager's Report**

- J. Turcotte reported that Jenn Jennings gave birth to her son Jacob Matthew Jennings and while she is out we have an intern Sydney Pearson filling in helping out with the front desk. She is a graduate of the University of Arkansas the Sam Walton School of Business; she is doing a great job, has a great attitude and is quickly picking things up.
- Monthly Operating Reports – J. Turcotte presented the Monthly Operating Reports for May 2010. He reviewed the details of the Riders, Miles & Hours Statistics, Service Changes & Special Events, Maintenance Statistics, Accidents & Other Incidents, Finance, Human Resources, Marketing Initiatives, & Customer Communications.

**VII. Action Items from Staff**

Consider approval of Resolution {2010-12} Authorizing the Chair to send a letter to Village of Cayuga Heights Mayor regarding route 30. F. Proto presented resolution 2010-12.

**RESOLUTION 2010-12  
AFFIRMING USE OF NORTHWAY ROAD ON ROUTE 30 AND AUTHORIZING  
BOARD CHAIRPERSON TO SEND LETTER TO VILLAGE OF CAYUGA  
HEIGHTS MAYOR**

WHEREAS, in January of 2010, Tompkins Consolidated Area Transit, Inc. ("TCAT") implemented a one-block route adjustment that moved its buses from Upland Road to Northway Road as they travel between The Parkway and Triphammer Road, and

WHEREAS, the continued use of Upland Road presented several significant issues for TCAT's buses, oncoming vehicular traffic and pedestrians due to its narrow width, curves and incline, and

WHEREAS, the improvements the Village of Cayuga Heights made in 2007 to Northway Road, due in part as a result of TCAT's communications with Village staff about TCAT's

concerns over the continued use of Upland Road, have provided safer and easier turning maneuvers for TCAT buses, pedestrians and oncoming vehicular traffic, and

WHEREAS, the TCAT Board, Transit Service Committee and TCAT staff have received many communications from Village of Cayuga Heights residents about this route adjustment, including persons addressing the Board at its January 28, 2010, March 10, 2010, and March 25, 2010 meetings, and persons addressing the Transit Service Committee at its February 23, 2010 meeting, and

WHEREAS, many of the residents have expressed concern about the safety of children as they walk, bike or are driven to the back entrance of the Cayuga Heights Elementary School located near the intersection of Northway Road and The Parkway, and

WHEREAS, some of the residents are concerned that TCAT buses could have the ability to travel quickly through the intersection of Northway Road and the Parkway because Northway Road is easier to negotiate than Upland Road, and

WHEREAS, TCAT managers observed TCAT buses at this intersection after the route adjustment in January of 2010 and saw no evidence that TCAT buses are traveling at unsafe speeds through this intersection, and

WHEREAS, TCAT's Executive Committee discussed these field observations at its March 10, 2010 meeting, decided that the public's perception of safety would nonetheless be enhanced if the Village of Cayuga Heights installed stop signs at all approaches to the intersection of Northway Road and The Parkway, and recommended that the TCAT Board ask the Village of Cayuga Heights to consider installing stop signs at the approaches that do not currently have them, and

WHEREAS, on March 25, 2010, the TCAT Board adopted Resolution No. 2010-06, which recommended that the Village of Cayuga Heights consider installation of stop signs at the approaches to the intersection of Northway Road and The Parkway that do not currently have them, and

WHEREAS, TCAT's General Manager and other staff have met and spoken with Village residents on numerous occasions about their suggestions for alternative routes, have field-tested the feasibility of some of these alternatives by driving buses along the proposed alternative routes, have otherwise thoroughly investigated such alternatives, and have concluded that the alternatives either do not provide adequate service to significant numbers of riders or present significant operational issues for TCAT's buses,

NOW, THEREFORE, be it RESOLVED that the TCAT Board of Directors hereby affirms that the use of Northway Road for Route 30 buses as they travel between The Parkway and Triphammer Road is appropriate, and

BE IT FURTHER RESOLVED, that the TCAT Board of Directors authorizes the Board Chairperson to send a letter to the Mayor of the Village of Cayuga Heights transmitting this resolution.

The resolution to authorize the Board Chairperson to send a letter to Village of Cayuga Heights Mayor was moved by J. Dotson and seconded by K. Luz Herrera. Discussion followed.

K. Luz Herrera suggested a change to the last Whereas, last line, to change the words "for TCAT's buses" to "for TCAT and its buses". The resolution as amended passed unanimously.

Consider approval of Resolution {2010-13} Sub recipient agreement for grant NY-95-X017. F. Proto presented Resolution {2010-13} to approve sub recipient agreement for grant NY-95-X017.

**RESOLUTION 2010-13  
SUB RECIPIENT AGREEMENT FOR GRANT NY-95-X017**

WHEREAS, Tompkins County (the “County”) executed an agreement with the Federal Transit Administration for a 2009 Section 5307 grant NY-95-X017 for \$2,614,400 in federal funds allocated between Tompkins Consolidated Area Transit, Inc. (TCAT) (\$2,134,400) and the County (\$480,000) and

WHEREAS, Tompkins County has advised TCAT that the two parties need to enter into a Subrecipient Agreement so TCAT can receive reimbursement of FTA funds for certain projects in the grant, and

WHEREAS, the attached “Subrecipient Agreement for 2009 FTA Sec 5307 Grant NY-95-X017” spells out each party’s rights and responsibilities related to the grant money to be received pursuant to Section 5307 Grant NY-95-X017, and specifies the projects and amounts for which TCAT will receive grant reimbursement,

NOW, THEREFORE, be it RESOLVED, that the TCAT Board approves the attached Subrecipient Agreement with Tompkins County and authorizes the Board Chair and General Manager to execute the Subrecipient Agreement, subject to the approval of TCAT’s attorney.

The resolution to approve the sup recipient agreement was moved by H. Dullea and seconded by N. Schuler. The resolution passed unanimously.

**VIII. Committee Reports**

- **Executive Committee**

F. Proto reported that the Executive Committee met on June 9, 2010 and discussed the Black Box project, the Tioga Transport claim, and STOA updates.

- **Budget Committee**

H. Dullea reported that the Budget Committee met on June 17, 2010 and discussed Revenue Expenditure Report: May 31, 2010, fuel report and draft 2011 operating and capital budget presentation.

- **Transit Service Committee**

P. Mackesey reported that the Transit Service Committee met on June 22, 2010 and discussed youth passes.

- **Human Resources Committee**

A. Eccleston reported that the Human Resources Committee met on June 21, 2010 and discussed staffing levels, bargaining unit employee handbook, total compensation statements, and maintenance and staff training.

- **Planning Committee**

D. Cogan reported that the Planning Committee met on June 24, 2010 and discussed the scope of the committee, the IT study, the regional study, facility needs and expansion, and park and ride lots.

**IX. Next meeting**

F. Proto announced the next meeting date July 22, 2010 at 4:00 PM.

**X. Adjournment**

The motion to adjourn the meeting was made by K. Luz Herrera; and seconded by D. Lieb. The meeting adjourned at 6:00 PM.