

CITIZENS ADVISORY COMMITTEE

MEETING OF TUESDAY, MARCH 4, 2008 AT 12:00PM
CONFERENCE ROOM 4F, TALLAHASSEE CITY HALL
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

MINUTES

MEMBERS PRESENT: Richard Junnier, Rich Dye, Wakulla County; Dan Baity, Leon County School Board; Marc Tancig, Leon County Commission; Pamela Hall, Leon County Commission; Harrison Higgins, City of Tallahassee, Robbie Redding, Leon County Commission; Tim Center, City of Tallahassee; Jerald Losey, Leon County Commission

STAFF PRESENT: Harry Reed, CRTPA; Greg Burke, CRTPA; Yulonda Mitchell, CRTPA; Colleen Roland, CRTPA; Peter Koeppel, CRTPA

The meeting was called to order by the Chairman Junnier at 12:09 with a quorum present.

1. AGENDA MODIFICATIONS

2. CONSENT AGENDA

A. Approval of the minutes of the November 6, 2007 meeting.

Committee Action: Mr. Losey made a motion to approve the minutes. Mr. Basham seconded the motion. The vote was unanimously passed, with two amendments to show Tim Center and Pam Hall as absent and not present.

3. CONSENT ITEMS PULLED FOR DISCUSSION

None

4. PRESENTATIONS/DISCUSSION

A. FY 09/10 Draft Unified Planning Work Program (UPWP)

This item seeks approval to transmit the draft UPWP to review agencies. The UPWP serves as the agency's work plan through the identification of federally funded transportation planning activities to be undertaken by the CRTPA during the upcoming fiscal year. This year marks the first time that the CRTPA and all MPO's in the State of Florida will be developing two-year UPWP's. Therefore, the activities included in the document reflect the CRTPA's work effort for FY 09 and FY 10.

After the Draft UPWP is reviewed and approved by the CRTPA it will be forwarded to the State of Florida and the Federal Highway Administration for agency review and comment. After any changes are made the document will be brought back to the subcommittees and CRTPA Board in May of this year.

Ms. Colleen Roland will be presenting this item for your consideration. Additionally, the Draft Unified Planning Work Program is shown as **Attachment 1 in Agenda Item 4 A.**

Ms. Roland summarized the FY 09/10 Draft Unified Planning Work Program (UPWP). She outlined the planning as required for State and Federal Government. She noted staff was requesting Committee approval for Transmittal to transportation partners for comments. This document will be reviewed for final approval in May, 2008.

Committee Action: Mr. Center made a motion to approve the FY 09/10 Draft Unified Planning Work Program (UPWP) for transmittal. Mr. Baity seconded the motion. The motion was unanimously passed.

B. FY 09/13 Draft Transportation Improvement Program (TIP)

This item seeks approval to transmit the Draft TIP to review agencies and to schedule a public meeting to present the document. The TIP provides a listing of transportation projects within the CRTPA region that are included within the Draft FDOT FY 09/13 Work Program.

In addition to state and federally funded projects, the TIP includes locally funded transportation projects contained within local government capital budgets within the CRTPA area for the next five-year period. The TIP's development is the final phase of the State's Annual Work Program process that was initiated last year and began with approval of the priority project list criteria in June 2007 and continued through the adoption of the CRTPA 's Priority Project Lists in September 2007 and the presentation of the FDOT Draft Work Program in December of 2007. The next steps in the TIP process will be to present the document to the CRTPA for review and comment, incorporate any changes resultant from the legislative session and finalize the document once the Governor has signed off on the Work Program. Any changes to the TIP as a result of the legislative session will be reflected in the final document that will be presented to the subcommittees and CRTPA board in June of this year.

The next cycle of Work Program activities (for FY 10/14) is underway with the re-valuation of the project ranking criteria for the Major Priority Project List. This information will be brought to the CRTPA subcommittees in May of this year.

Mr. Greg Burke will be presenting this item and will be available to answer your questions. **Agenda 4B** discusses the TIP and provides the draft document as an attachment.

Mr. Burke summarized the FY 09/13 Draft Transportation Improvement Program (TIP). He also provided a brief presentation outlining the process for the Work Program. Mr. Burke itemized the changes/deletions/deferments per each county.

Committee Action: Mr. Center made a motion to approve the FY 09/13 Draft Transportation Improvement Program (TIP). Mr. Baity seconded the motion. The motion was unanimously passed.

C. FY 2008 – FY 2012 Transportation Improvement Program (TIP) Amendment

The Florida Department of Transportation (FDOT) has requested that the CRTPA amend the current FY 2008 – FY 2012 TIP to reflect:

Funding for the construction of turn lanes on SR 267 at US 319 (SR 369) in Wakulla County and a signal modification north of Crawfordville.

Mr. Burke summarized the FY 2008 – FY 2012 Transportation Improvement Program (TIP) Amendment. He stated this was a safety project within Wakulla County.

Committee Action: Mrs. Hall made a motion to approve the FY 09/13 Draft Transportation Improvement Program (TIP) Amendment. Mr. Baity seconded the motion. The motion was unanimously passed.

D. Pensacola Street Resolution

Staff is seeking approval of a resolution endorsing bicycle and pedestrian improvements to be made in conjunction with the planned resurfacing of Pensacola Street (from west of Appleyard Drive to Rivoli Road).

Mr. Koppel provided the information for the resolution. He stated this resurfacing project was within the Work Program. The Board at the January meeting the Board recommended preparing a resolution to address additional improvements for Pedestrians and Bicyclists in this area, that mainly serves student traffic.

Committee Action: Mrs. Hall made a motion to approve the resolution. Mr. Higgins seconded the motion. The motion was unanimously passed.

E. Safety Projects

The inclusion of the Waverly at Thomasville Road intersection improvement at the last CRTPA meeting prompted a heavy discussion amongst members as to what constitutes a “safety” project. The members requested further information from the Florida Department of Transportation (FDOT) to ensure that the CRTPA was maximizing this efforts within the region.

The Florida Department of Transportation will be attending this meeting to discuss this issue with members.

Mr. Reed outlined the current safety projects. The Committee briefly discussed the items. Mr. Reed noted there would be FDOT staff available at the CRTPA Board meeting to address any Board member’s questions.

Committee Action: This was an information item, therefore no action was taken.

F. CRTPA Boundary Expansion

CRTPA staff will provide a status update on the expansion of the CRTPA’s planning area boundary.

At the November CRTPA meeting, members voted to expand the Planning Area Boundary to include all of the Tallahassee Metropolitan Statistical Area. This area includes Gadsden, Jefferson, Leon, and Wakulla Counties, and was expanded as a result of the 2000 Census.

A Metropolitan Statistical Area is defined as:

“Metropolitan and micropolitan statistical areas (metro and micro areas) are geographic entities defined by the [U.S. Office of Management and Budget \(OMB\)](#) for use by Federal statistical agencies in collecting, tabulating, and publishing Federal statistics. The term "Core Based Statistical Area" (CBSA) is a collective term for both metro and micro areas. A metro area contains a core urban area of 50,000 or more population, and a micro area contains an urban core of at least 10,000 (but less than 50,000) population. Each metro or micro area consists of one or more counties and includes the counties containing the core urban area, as well as any adjacent counties that have a high degree of social and economic integration (as measured by commuting to work) with the urban core.”

Since the approval of the expansion to the Metropolitan Statistical Area, staff has met with Jefferson County officials and is in the process of discuss the expanded areas with other municipalities contained in Gadsden and Wakulla Counties. Additionally, a new Interlocal Agreement and weighted voting scenario is being developed for this effort.

Mr. Harry Reed provided an update to members regarding this process. He outlined the process to formalize the expansion. He stated these documents would be reviewed by all involved counties and then approved by the Governors office and then obtain a new inter-local agreement.

Committee Action: This was an information item, therefore no action was taken.

G. Lafayette Street Pedestrian Tunnel

CRTPA staff will provide an update of the Lafayette Street pedestrian tunnel project.

Recommended Action: *No action required – for information only*

H. CRTPA Certification

CRTPA staff will provide an update on the CRTPA’s FDOT and FHWA certification status.

Recommended Action: *No action required – for information only*

I. WCOT Program

CRTPA staff will be featured on an upcoming edition of City Talk on WCOT.

Recommended Action: *No action required – for information only*