



• 4<sup>TH</sup> FLOOR CITY HALL •  
300 S. ADAMS STREET TALLAHASSEE, FL 32301  
[www.crtpa.org](http://www.crtpa.org)

## **CRTPA BOARD**

**MEETING OF MONDAY, MAY 19, 2008 AT 1:00 PM**

CITY OF TALLAHASSEE COMMISSION CHAMBERS  
300 S. ADAMS STREET  
TALLAHASSEE, FL 32301

### ***MISSION STATEMENT***

*“The mission of the CRTPA is to act as the principle forum for collective transportation policy discussions that results in the development of a long range transportation plan which creates an integrated regional multimodal transportation network that supports sustainable development patterns and promotes economic growth.”*

### **Meeting Minutes**

**Members Present:** Andrew Gillum, City of Tallahassee  
Debbie Lightsey, City of Tallahassee  
John Marks, City of Tallahassee  
John Dailey, Leon County  
Bryan Desloge, Leon County  
Ed DePuy, Leon County  
Jane Sauls, Leon County  
Cliff Thaell, Leon County  
Ed Brimner, Wakulla County  
Sheila Costigan, Leon County School Board  
Doug Croley, Gadsden County  
Delores Madison, representing the Town of Havana, City of Midway, and City of Quincy

**Staff Present:** Harry Reed, CRTPA; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Colleen Roland, CRTPA; Peter Koeppel, CRTPA; Yulonda Mitchell, CRTPA; Tony Park, Leon County Public Works Department; Gabe Menendez, City of Tallahassee Public Works Department; Wayne Tedder, Tallahassee-Leon County Planning Department; Bill Woolery, City of Tallahassee Public Works Department; Vince Long, Leon County Administration; Jim Davis, Blueprint 2000; Star Metro; Ron Garrison, Star Metro

**1. CRTPA TRANSPORTATION MANAGEMENT AREA CERTIFICATION**

In June of 2002, the Tallahassee-Leon County Metropolitan Planning Organization (MPO) was designated as a Transportation Management Area (TMA), which is a geographic urbanized area with a population over 200,000. Being designated a TMA requires a detailed certification process that occurs over a two-day period and covers topics from the LRTP to Title VI to air quality. This process occurs every three years, with the first TMA Certification process completed in March of 2005. At today's meeting, the Federal Highway Administration (FHWA) will discuss this process with CRTPA members to ensure that they are aware of what this process means to the CRTPA.

Stacie Blizzard, FHWA provided information on the CRTPA Transportation Management Area Certification. She stated this was the second certification of the Capital Region. She outlined the process for being designated as a Transportation Management Area based on Census counts for the Urbanized area and that this designation required a different level of oversight by the Federal Highway Administration and the Federal Transit Administration. She invited the Board members to come to the public meeting scheduled on May 19, 2008 and the Certification meetings on May 20 and 21 to provide any comments. Ms. Blizzard discussed the funding, stating that there are a few changes she stated the requirements are currently being met as a part of the State of Florida requirements.

The Board discussed Air Quality requirements. Mrs. Blizzard stated that the entire state was currently in attainment. She stated that air quality requirements are currently being reassessed and that it would be next year before anything would be finalized.

**Board Action:** This item was an informational item and no action was taken.

**2. AGENDA MODIFICATIONS**

**No actions required**

**3. CONSENT AGENDA**

**A. Minutes of the March 17, 2008 Meeting**

**B. Transportation Disadvantaged Grant for Planning Services**

This item seeks approval to execute and file the Transportation Disadvantaged Grant for Planning Services for FY 2009.

**C. Apalachee Parkway Project Development and Environment (PD&E) Study**

The Federal Highway Administration (FHWA) has issued a Finding of No Significant Impact (FONSI) for the Apalachee Parkway PD&E Study. A FONSI

is issued by the FHWA when environmental analysis and interagency review find a project to have no significant impacts on the quality of the environment.

#### **D. Multimodal Advisory Committee Appointments**

Two members of the CRTPA's Multimodal Advisory Committee (MAC) have recently resigned and their seats on the committee will need to be filled. Staff is seeking approval for the appointment of two new members to serve two-year terms on the MAC.

**Board Action:** Commissioner Desloge made a motion to accept the Consent Agenda. Commissioner Madison seconded the motion and the motion was unanimously passed.

#### **4. CONSENT ITEMS PULLED FOR DISCUSSION**

#### **5. ROLL CALL VOTE AGENDA ITEMS**

##### **A. 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 completion of a corridor management plan for the Big Bend Scenic Byway; and,
- Funding for the purchase of signs associated with the Big Bend Scenic Byway.

**Board Action:** This item required a roll call vote and the item was unanimously passed.

#### **6. CRTPA DISCUSSION (60 MINUTES)**

*The public is welcome to comment on any discussion item after a motion has been made and seconded. Each member of the public is provided three (3) minutes to address the CRTPA.*

##### **A. Regional Mobility Plan (RMP) (Action)**

The RMP selection and funding actions are nearing completion. Several items listed below need Board confirmation and approval.

##### **1. Consultant Selection Recommendation**

Staff seeks approval to begin negotiations with the consultant team recommended for selection by the consultant selection committee.

Mr. Reed noted the selection committee reviewed proposals for seven firms and short-listed to three; Reynolds, Smith, and Hill was selected. Staff was seeking Board approval of the selection.

**Board Action:** Commissioner Sauls made a motion to accept the Consultant Recommendation. Commissioner Madison seconded the motion and unanimously passed.

## 2. Funding for RMP

Funding of the Regional Mobility Plan is provided from several sources. Staff seeks to review and confirm funding levels and sources of funding for the RMP.

Mr. Reed stated the funding for the Regional Mobility Plan: \$350,000 has been designated by FDOT and \$150,000 in conjunction with StarMetro as a part of the overall plan. Due to the uniqueness of the plan a major outreach has been conducted and additional funds were identified to support the plan. He further noted \$100,000 identified within the UPWP over 2-year for planning and that this would be divided between transit funds and roadway funds. DOT has identified an additional \$100,000 to apply to the plan for the next year. He discussed the Bike-pedestrian element of the Plan. He discussed the need for a coordinated system database for Bike-Pedestrian facilities and Trails. He discussed the creating a central database and that the cost would be approximately \$100,000 to complete.

Commissioner Gillum wanted to know what was the big picture or the end result. Mr. Reed stated this plan would provide a document that would take a look into the future and decide where/how to develop and the transportation network to support the development. It also would have a comprehensive approach to all modes of transportation. Mr. Garrison added this would be a coordinated long-range plan and, in reference to the transit system, he stated this would open the range of public involvement and be a strategic plan that is implementable and coordinated. Commissioner Madison suggested the breakdown of funds to report to the outlying county boards. She also discussed transit from Gadsden County to Leon County. Mr. Garrison stated he has been in discussions with Gadsden County and applications are being processed for additional funds and would bring more information at a later date. Commissioner Brimmer stated there should be specific designated public transit corridors, so the next board could continue to work towards implementation. Commissioner Lightsey stated she has been in discussions with the members of The Chamber and expressed the need for one public involvement process, so it would be consistent for the public. She also wanted information on the timeline. Mr. Reed stated the RMP would be adopted in 2010.

**Board Action:** Commissioner Brimner made a motion to accept the Regional Mobility Plan funding. Commissioner Madison seconded the motion and unanimously passed.

### **3. Acceptance of FDOT funds**

The CRTPA will be required to enter into a Joint Participation Agreement (JPA) to receive funds needed for the RMP that flow through the FDOT. Request authorization for CRTPA Chair to execute needed JPA and Executive Director to administer JPA.

Mr. Reed stated as a result of the previous item approval, this item would authorize the chairman to accept funds on behalf of the CRTPA with a resolution attached.

**Board Action:** Commissioner Brimner made a motion to accept the Regional Mobility Plan funding from FDOT. Commissioner Desloge seconded the motion and unanimously passed.

### **B. Final FY 09/10 Unified Planning Work Program (Action)**

This item seeks approval to adopt the UPWP. 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.

Mr. Reed stated this document was the final UPWP and this serves as the Agency's Budget.

**Board Action:** Commissioner Lightsey made a motion to accept the Unified Planning Work Program. Commissioner Madison seconded the motion and unanimously passed.

### **C. CRTPA Organizational Structure (Action)**

Several changes to the Florida Statutes (339.175 F.S) have occurred in the last year that governs the organization and administration CRTPA. This item is brought to the Board to determine how it wishes to address the statute changes.

Mr. Reed discussed the Organizational Structure. He stated as a result of legislature passed last year, it has changed the structure of MPOs. Mr. Reed noted as it is now in the statutes the Executive Director would report directly to the Chairman in reference to all administrative matters. With the Management Oversight Committee for the Executive Director reports to City Manager and County Administrator, this current set-up falls in conflict with the current statute. He stated the Organization should be restructured to be in compliance with the current statute. He outlined the possible resolutions to solving the conflict. Commissioner Gillum provided background information from past years and past

policies for the members who were newer to the Board. Commissioner Lightsey stated the City Managers and County Administrators would need to stay involved with this process as a non-political forum and stated there should be a role for them and still be consistent with the state statutes. The Board was in general consensus with an agenda item back before the Board at a later date.

**7. EXECUTIVE DIRECTOR'S REPORT**

A status report on CRTPA activities and items of interest will be provided, including the following:

- Lafayette Street Pedestrian Tunnel

Mr. Reed briefly provided an update on the Lafayette Street Pedestrian Tunnel. He has been in discussions with an engineer and discussed less costly ways to accomplish the same end result.

- Pensacola Street Resurfacing

Mr. Reed provided an update on the Pensacola Street Resurfacing project. He noted that FDOT has reviewed the project and has redesigned the project to include bike lanes as suggested by the CRTPA sub-committees and the CRTPA Board.

- State Energy Bill

Mr. Reed provided information on the State Energy bill. He noted with the passage of the new bill, there would be some impacts to the MPOs. The requirement deals with reducing greenhouse emissions in looking at land use sustainability strategies to improve the community and this is a component of the Long Range Plan.

Commissioner Lightsey stated she would like to have FDOT District 3 Budget. She requested at the soonest meeting a report on transportation funding coming from the Federal Government and FDOT in the next years budget. She further clarified that she wanted to see the overview from District 3 of the sources and use of funds; outlining exactly how many dollars is dispersed to each of the Mops and other jurisdictions as well as the category in which the funds are allocated (bridges, resurfacing, new capacity, etc) and a trend chart to show how the funds have increased or decreased over the last five years.

Commissioner Thael discussed the new legislation relating to the Mopeds being responsible for reducing green house gases. He wanted information on how this would be addressed. Mr. Reed stated, as a part of the regional mobility plan, staff would work with the Growth Management departments to assure that the land use

decisions are complementary to meet the legislation. He stated the County staff was currently working on an agenda item with goals for decreasing the County's green house emissions. Mayor Marks stated the City's staff was currently working to fully understand the legislation and would be implemented to address the needs for the Tallahassee Community, he noted that each community was different. He also noted he has directed the staff to seek more ways to provide a more bicycle friendly community.

**8. CITIZEN COMMENT**

Pamela Hall, 5051 Quail Valley Road, Tallahassee, FL 32309. She stated she was the new Chair of the Citizen's Advisory Committee and discussed the strong impact of land use on transportation systems, environmental issues and climate. She requested the Board find ways to use the Citizen's Advisory Committee perhaps to educate the citizens in the community.

**9. INFORMATION**

- A. Correspondence**
- B. Committee Actions (Citizen's Advisory Committee/Multimodal Advisory Committee/Transportation Technical Coordinating/Transportation Disadvantaged Coordinating Board)**
- C. Future Meeting Dates and Agenda Items (Next Meeting: June 16, 2008)**
- D. CRTPA Expense Report**

**The CRTPA Board meeting was adjourned at 4:45 PM.**

**Attest:**

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Yulonda Mitchell, Recording Secretary

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Ed DePuy, Chairman