



300 S. ADAMS STREET
TALLAHASSEE, FL 32301
www.crtpa.org

TECHNICAL ADVISORY COMMITTEE

9:00 AM – 11:00 PM
Commission Chambers, 2nd Floor

TALLAHASSEE CITY HALL
300 S. Adams Street
Tallahassee, Fl. 32301

November 7, 2017

1. AGENDA MODIFICATIONS

2. CONSENT

A. TAC Minutes

The minutes of the June 6, 2017, and October 3, 2017 TAC meetings have been prepared for committee review and approval.

Recommended Action: *Recommend approval of the June 6, 2017 and October 3, 2017 TAC Meeting Minutes.*

3. PRESENTATIONS/DISCUSSION/ACTION

A. Fiscal Year (FY) 2018 – FY 2022 Transportation Improvement Program (TIP) Amendment

The CRTPA FY 2018 – FY 2022 TIP is proposed to be amended to reflect the following:

- CR 65 Smith Creek Road (s of Fire Department to SR 20 Blountstown Highway) (Project #4420601): Add funding in FY 2018 to add bike lanes (Leon County).

Recommended Action: For TAC recommendation of approval.

If you have a disability requiring accommodations, please contact the Capital Region Transportation Planning Agency at (850) 891-6800. The telephone number of the Florida Relay TDD Service is #711.

B. 2018 CRTPA Meeting Calendar

- The 2018 meeting calendar for the TAC has been developed to support the proposed CRTPA Board calendar. At this time, a vote of approval is requested for the upcoming 2018 calendar.

Recommended Action: For TAC recommendation of approval.

C. Election of CRTPA Chair and Vice-Chair

Annually, the TAC elects a new Chair and Vice-Chair to serve for the upcoming calendar year. The elected Chair and Vice-Chair shall be employed with different local governments.

Recommended Action: Elect a Chair and Vice-Chair for the 2018 Calendar year.

D. Thomasville Road Safety Discussion

The Florida Department of Transportation (FDOT), District 3 staff will present a recently completed safety analysis of Thomasville that focuses largely on the segment from Meridian/Seventh Avenue to Betton/Bradford Roads.

Recommended Action: For TAC information.

E. CRTPA Urban Attributable (SU) Funds

A proposal regarding use of the CRTPA's annual allocation of federal Urban Attributable funds will be provided.

Recommended Action: For TAC information.

4. OPEN FORUM FOR PUBLIC COMMENT

Citizens are invited to address the committee.

5. INFORMATION**6. ITEMS FROM COMMITTEE MEMBERS OR STAFF**



November 7, 2017

AGENDA ITEM 2 A

COMMITTEE MINUTES

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

Staff is seeking approval of the Minutes of the June 6, 2017, and October 3, 2017 Committee Meetings. The minutes have been provided as **Attachments 1** and **2**, respectively.

RECOMMENDED ACTION

Option 1: Provide a recommendation of approval of the June 6, 2017, and October 3, 2017 Committee Meeting Minutes.

ATTACHMENTS

Attachment 1: June 6, 2017 Committee Meeting Minutes

Attachment 2: October 3, 2017 Committee Meeting Minutes

Attachment 1 Meeting Minutes



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TECHNICAL ADVISORY COMMITTEE

9:00 AM – 11:00 AM,
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June 6, 2017

TAC Attendance: Jill Jeglie, Chris Muhlemann, Keith Burnsed, Cherie Bryant, Charles Wu, Brian Waterman

Other: Lynn Barr, Greg Burke, Yulonda Mitchell, Starsky Harrell, Suzanne Lex.

1. AGENDA MODIFICATIONS -- *ITEM 2A WAS MOVED TO DISCUSSION.*

2. CONSENT

A. TAC Bylaw Revisions

The CRTPA Board reviewed the Draft TAC Bylaws at their March, 2017 Meeting and did not recommend any changes. Since that time, the bylaws were posted on the CRTPA webpage for public review and did not received any comments. The bylaws were scheduled for final adoption at the June 19, 2017 CRTPA Board Meeting, and CRTPA staff was requesting a recommendation of approval from the committee.

Recommended Action: *The bylaws received a recommendation of approval with a quorum present. Ms. Keith Burnsed made the motion of approval, which was seconded by Ms. Jill Jeglie.*

B. TAC Minutes

The minutes of the November 22, 2016, and March 7, 2017 TAC meetings were prepared for committee review and approval.

Recommended Action: *The minutes received a recommendation of approval with a quorum present. Ms. Jill Jeglie made the motion of approval, which was seconded by Ms. Cherie Bryant.*

3. PRESENTATIONS/DISCUSSION/ACTION

A. Fiscal Year (FY) 2018 - FY 2022 Transportation Improvement Program (TIP) Adoption

The CRTPA FY 2018 – FY 2022 TIP, which contains projects that have received funding in the Florida Department of Transportation’s FY 2018 – FY 2022 Work Program, were presented to committee members for a recommendation of approval.

Recommended Action: *The TIP received a recommendation of approval with a quorum present. Ms. Cherie Bryant made the motion of approval, which was seconded by Mr. Brian Waterman.*

B. Fiscal Year (FY) 2019 - FY 2023 Priority Project Lists (PPLs)

The following PPLs were presented to the committee for a recommendation of approval:

1. *Regional Mobility Plan (RMP) Roadways PPL*
2. *Regional Mobility Plan (RMP) Bicycle and Pedestrian PPL*
3. *Regional Trails PPL*
4. *Transportation Systems Management (TSM) PPL*
5. *StarMetro PPL*
6. *Tallahassee International Airport PPL*

Recommended Action: *The PPL lists received a recommendation of approval with a quorum present. Ms. Cherie Bryant made the motion of approval, which was seconded by Mr. Keith Burnsed.*

C. Fiscal Year (FY) 2018 Unified Planning Work Program (UPWP) Update

CRTPA staff presented an update of the 2018 UPWP to the committee for a recommendation of approval.

Recommended Action: *The UPWP amendment received a recommendation of approval with a quorum present. Ms. Chris Muehlemann made the motion of approval, which was seconded by Ms. Jill Jeglie.*

4. OPEN FORUM FOR PUBLIC COMMENT

None.

5. INFORMATION

- **June 19, 2017 CRTPA Agenda**

The June 19, 2017 CRTPA Agenda was provided for committee information.

6. ITEMS FROM COMMITTEE MEMBERS OR STAFF

- Ms. Suzanne Lex, FDOT D3, informed the committee of an upcoming workshop on the Complete Streets Handbook, which is scheduled for October 4, 2017 from 9-11 am in Chipley, Florida. She also provided information to the committee on the Quincy Loop project alternatives.

The meeting was adjourned at 9:55 AM.

Attachment 2 Meeting Minutes



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TECHNICAL ADVISORY COMMITTEE

9:00 AM – 11:00 AM,
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October 3, 2017

TAC Attendance: Ryan Guffey, Charles Wu, Melissa Corbett, Steve Shafer, Cherie Bryant, Chris Muhlemann

Other: Greg Slay, Jack Kostrzewa, Lynn Barr, Greg Burke, Yulonda Mitchell, Suzanne Lex.

1. **AGENDA MODIFICATIONS** -- NONE

2. **CONSENT**

A. **TAC Minutes**

The minutes of the June 6, 2017 TAC meeting were prepared for committee review and approval.

Recommended Action: Due to lack of a quorum, the TAC tabled the minutes until the next meeting.

3. **PRESENTATIONS/DISCUSSION/ACTION**

A. **October 17, 2017 CRTPA Board Retreat**

The Draft October 17, 2017 CRTPA Retreat Agenda was provided for information and CRTPA Executive Director, Greg Slay, provided an overview of items which were scheduled for discussion.

Recommended Action: No action was taken.

4. OPEN FORUM FOR PUBLIC COMMENT

None.

5. INFORMATION

- **June 19, 2017 CRTPA Agenda**
The June 19, 2017 CRTPA Agenda was provided for committee information.

6. ITEMS FROM COMMITTEE MEMBERS OR STAFF

- Ms. Suzanne Lex, FDOT D3, informed the committee of an upcoming Public Hearing on the Work Program on October 10, 2017, emphasizing that comments on the Work Program are due to FDOT by October 20, 2017. In addition, she provided information on an upcoming public information meeting on the Quincy Loop North Project for October 12, 2017.

The meeting was adjourned at 9:45 AM.



November 7, 2017

Committee AGENDA ITEM 3A

FISCAL YEAR 2018 – FY 2022 TRANSPORTATION IMPROVEMENT PROGRAM

TYPE OF ITEM: Presentation

STATEMENT OF ISSUE

This item seeks a recommendation from the committee to amend the CRTPA Fiscal Year (FY) 2018 – FY 2022 Transportation Improvement Program (TIP) to reflect the following:

- CR 65 Smith Creek Road (s of Fire Department to SR 20 Blountstown Highway) (Project #4420601): Add funding in FY 18 for construction of a bike lane project (Leon County).

RECOMMENDED ACTION

Option 1: Recommend the CRTPA Board amend the FY 2018 – FY 2022 Transportation Improvement Program to reflect:

- ADD PROJECT: CR 65 Smith Creek Road (s of Fire Department to SR 20 Blountstown Highway) (Project #4420601): Add funding in FY 18 for construction of a bike lane project (Leon County)

HISTORY AND ANALYSIS

The CRTPA's Transportation Improvement Program is adopted annually and identifies those projects in the region that have received state and federal funding. Frequently, the TIP needs to be formally amended to reflect project changes such as the addition or deletion of a project and changes to existing projects related to funding or project scope.

The CRTPA was recently contacted by the Florida Department of Transportation to amend the current TIP to reflect the addition of funding received from an Eastern Federal Lands grant award from the Federal Highway Administration. As a background, The Federal Lands Access Program (Access Program) was established in 23 U.S.C. 204 to improve transportation facilities that provide access to, are adjacent to, or are located within Federal lands. The Access Program supplements State and local resources for public roads, transit systems, and other transportation facilities, with an emphasis on high-use recreation sites and economic generators.

The awarded project provides funding for the addition of 5' bike lanes, roadway overlay and restriping to include upgraded signage and drainage as appropriate on Smith Creek Road (CR 65) from south of the Fire Department to Blountstown Highway (SR 20). The project will be constructed by Leon County and is 1.6 miles in length.

Subsequent to Board approval, the FY 2018 – FY 2022 TIP will be updated to reflect the project's addition.

ATTACHMENT

Attachment 1: TIP project page

CR 65 Smith Creek Rd from s of Fire Department to SR 20 Blountstown Hwy



Project #:	4420601				
Work Summary:	BIKE LANE/ SIDEWALK				
Lead Agency:	Leon County				
County:	Leon County				
Fund					
Phase Source	2017/18	2018/19	2019/20	2020/21	2021/22
SIS?:	No				
Length:	1.6 miles				
L RTP #:	2040 Bike/Pedestrian CFP				
CST	PLH	1,000,000	0	0	0
Total	1,000,000	0	0	0	1,000,000

Prior Cost < 2017/18: 0

Future Cost > 2021/22: 0

Total Project Cost: 1,000,000

Project Description: This project was added to the TIP at the November 21, 2017 CRTPA meeting and provides funding for the addition of 5' bike lanes on Smith Creek Road. Funding for the project was provided by an Eastern Federal Lands Grant from the FHWA.



November 7, 2017

AGENDA ITEM 3 B

2018 CRTPA COMMITTEE MEETING CALENDAR

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

Annually, the CRTPA approves a calendar of meetings for the upcoming year. The CRTPA 2018 calendar has been developed for CRTPA approval, and at this time, CRTPA staff is seeking approval of a supporting calendar for committee meetings.

RECOMMENDED ACTION

Option 1: Approve the 2018 Committee Meeting Calendar.

2017 CRTPA Meeting Dates	Committee Dates	TAC Time	CMAC Time
January 16	January 2	9 AM – 11 AM	11:30 AM -1:30 PM
February 20	February 6	9 AM – 11 AM	11:30 AM -1:30 PM
March 19	March 6	9 AM – 11 AM	11:30 AM -1:30 PM
April 17	April 3	9 AM – 11 AM	11:30 AM -1:30 PM
May 15	May 1	9 AM – 11 AM	11:30 AM -1:30 PM
June 18	June 5	9 AM – 11 AM	11:30 AM -1:30 PM
September 18	September 4	9 AM – 11 AM	11:30 AM -1:30 PM
October 16	October 2	9 AM – 11 AM	11:30 AM -1:30 PM
November 26	November 6	9 AM – 11 AM	11:30 AM -1:30 PM
December 18	December 4	9 AM – 11 AM	11:30 AM -1:30 PM



November 7, 2017

Committee AGENDA ITEM 3D

THOMASVILLE ROAD SAFETY DISCUSSION

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

The Florida Department of Transportation will present the results of a recently conducted safety analysis of Thomasville Road in the Midtown area. The analysis, focusing largely from the Meridian Road/Thomasville Road/Seventh Avenue (5 Points) intersection north to Betton Road, includes potential recommendations to enhance safety along the corridor.



November 7, 2017

AGENDA ITEM 3E

URBAN ATTRIBUTABLE (SU) FUNDS DISCUSSION

STATEMENT OF ISSUE

This item provides a discussion of the CRTPA's annual allocation of Urban Attributable (SU) funds.

HISTORY AND ANALYSIS

As a Transportation Management Area, the CRTPA receives an annual allocation of federal Urban Attributable (SU) funds. This allocation ranges from \$3 to \$4 million annually based on the overall distribution of federal funds to the State of Florida. Unlike other funding available to the CRTPA, SU funds provide more flexibility in their use and may be used on different types of transportation projects with the requirement that they be used on projects on the Federal-aid urban system.

Several years ago, the CRTPA directed \$1 million each year in SU funds be directed to bicycle/pedestrian projects. The remaining balance of funds is usually allocated to a phase of an existing project in the work program.

In order to better focus these funds to smaller-scale projects that can readily improve mobility, access and/or safety, staff is proposing to allocate all of the annual funds to specific types of projects based on a percentage of the overall amount.

To that end, staff is proposing that the following percentages be used as a guideline in the annual allocation of the CRTPA's SU funds. The percentages are not meant to be a hard and fast target but more a general guideline and are proposed as follows:

Congestion Management Plan Implementation	40%
Bicycle/Pedestrian Projects	30%
Safety Projects	10%
Complete Streets Implementation	10%
Planning Studies	10%

The following provides more detail on each of the proposed breakdowns:

- **Congestion Management Plan (CMP) Implementation**
Projects in this category would include those identified in the CMP as well Intelligent Transportation System (ITS) and Transportation System Management (TSM) projects

developed by the CRTPA or local government agencies. Examples of projects include the addition of a turn-lane at an intersection or upgrading of traffic signal equipment along a corridor to alleviate congestion, upgrading of pedestrian facilities at a particular location to improve mobility/safety or adding dynamic message signs along a roadway to provide driver information.

- **Bicycle/Pedestrian Projects**

This category would continue to fund projects identified in the RMP or the updated Bicycle/Pedestrian Master Plan. Projects could also be submitted by local agencies. To qualify, projects would have to be of sufficient size/scope as to provide a significant improvement in access or mobility. Maintenance activities or elimination of small, neighborhood sidewalk gaps would not be eligible for these funds.

- **Safety Projects**

Safety projects would be identified through a number of sources including the RMP, CMP or individual safety studies by the CRTPA, FDOT or a local agency. The project would have to include a demonstrable benefit of reducing/eliminating vehicular and/or bicycle/pedestrian crashes, improving access conditions to a school or be a specific countermeasure to eliminate an identified safety issue.

- **Complete Street Implementation**

The Complete Streets category is envisioned as a match program. Local governments would apply to the CRTPA for funds to assist or augment the implementation of a Complete Streets project. In order to qualify, a project would have to improve mobility, accessibility and/or safety for non-motorized transportation along a corridor. If the corridor is a state road, the plan would have to be consistent with FDOT's Complete Street criteria and endorsed by FDOT District 3. CRTPA participation would be limited to 50% of the cost of a design phase (up to \$150,000) or a maximum contribution of \$300,000 for a construction phase.

- **Planning Studies**

These funds would be allocated to planning studies developed by the CRTPA.

Next Steps

Based upon input received from the Retreat, staff will develop an agenda item for formal consideration of use of the agency's annual SU funding allocation for future consideration at a CRTPA meeting.