

April 16, 2024



AGENDA ITEM 4 A

MINUTES

TYPE OF ITEM: Consent

The minutes from the March 18, 2024, CRTPA Meeting are provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the March 18, 2024, CRTPA Meeting.

ATTACHMENT

Attachment 1: Minutes of the March 18, 2024, CRTPA Meeting



CRTPA BOARD

MEETING OF MONDAY, MARCH 18, 2024, AT 1:30 PM

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

Meeting Minutes

Members Present:

Commissioner Quincee Messersmith, CRTPA Chair, Wakulla County
Commissioner Dianne Williams-Cox, CRTPA Vice-Chair City of Tallahassee
Commissioner Laurie Cox, Leon County Schools Representative
Commissioner Kimblin NeSmith, Gadsden County
Commissioner Evelyn Riley Goldwire, Gadsden Municipalities
Commissioner David O'Keefe, Leon County
Commissioner Rick Minor, Leon County
Commissioner Curtis Richardson, City of Tallahassee
Commissioner Jeremy Matlow, City of Tallahassee (Virtual)

Staff Present: Greg Slay, CRTPA; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA; Bryant Paulk, FDOT; Chris Rietow, ARPC; Andrea Rosser, StarMetro

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 1:30 p.m. with a roll call and a quorum present.

2. AGENDA MODIFICATIONS

Commissioner Messersmith noted Commissioner Matlow was attending the meeting virtually and requested a motion to allow Commissioner Matlow to attend the meeting and vote on agenda items virtually.

Board Action: Commissioner Williams-Cox made the motion to allow Commissioner Matlow to attend the meeting virtually. Commissioner Minor seconded the motion, and the motion was unanimously passed.

3. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

4. CONSENT AGENDA

- A. Minutes of the February 19 CRTPA Meeting
- B. Unified Planning Work Program (UPWP) Amendment
- C. Draft Fiscal Year (FY) 2025 – FY 2026 Unified Planning Work Program (UPWP)

Board Action: Commissioner Minor made a motion to accept the Consent Agenda as presented by staff. Commissioner Richardson seconded the motion, and the motion was unanimously passed.

5. CONSENT ITEMS PULLED FOR DISCUSSION

6. ROLL CALL VOTE AGENDA ITEMS

A. Fiscal Year (FY) 2024 – FY 2028 Transportation Improvement Program (TIP) Amendment

This item sought Board adoption of an amendment to the FY 2024– FY 2028 Transportation Improvement Program (TIP) to include the following project:

- SR 20 (Deer Tree Drive to east of Smitt’s Way) (Project No. 454441-1): Provide \$29,710 in funding in FY 24 for lighting improvement (Leon County)

Ms. Lex introduced the amendment and stated that the total shown was for the lighting improvement on SR 20 in Leon County. She noted the funds would be provided to the City of Tallahassee through a Joint Participation Agreement (JPA) for the installation of the lighting. Ms. Lex explained the amendment was an addition to the TIP, due to the funding being federal funds.

Board Action: Commissioner Richardson made a motion to adopt the Fiscal Year (FY) 2024 – FY 2028 Transportation Improvement Program (TIP) Amendment. Commissioner Williams-Cox seconded the motion, and a roll call vote was conducted. The motion was unanimously passed.

7. CRTPA ACTION

A. CRTPA Year 2050 Long Range Transportation Plan (LRTP) Consultant Selection

This item sought CRTPA Board selection of a consultant for the Year 2050 Long Range Transportation Plan.

Mr. Kostrzewa provided a brief overview of the process for updating the Long Range Transportation Plan (LRTP). He stated the LRTP must be updated every five years and the first step in the process was to select a consultant. Mr. Kostrzewa explained that in December 2023, staff worked to develop the scope of work as well as the Request for Qualifications (RFQ) for release in January 2024. After receiving the proposals, four (4) in total, the Selection Committee voted to move all the submitted RFQs into the presentation

phase. The presentations and selection meeting occurred on March 12, 2024, with the committee recommending approval of Kittelson and Associates for the Year 2050 LRTP.

Board Action: Commissioner Richardson made a motion to approve staff recommendation to 1: Approve the Consultant Selection Committee recommendation of Kittelson & Associates to perform the Year 2050 Long Range Transportation Plan and 2: Provide the CRTPA Chairperson, Commissioner Quincee Messersmith, the authority to sign the negotiated contract and CRTPA Executive Director, Greg Slay, the authority to negotiate and administer the executed contract. Commissioner Cox seconded the motion, and the motion was unanimously passed.

B. CRTPA Regional Freight Study

This item sought approval of the CRTPA Regional Freight Study.

Mr. Kostrzewa introduced the CRTPA Regional Freight Study and noted the study was ongoing for about a year and was presented at the CRTPA Retreats in 2023 and 2024. He introduced Rickey Fitzgerald of RS&H consulting.

Mr. Fitzgerald provided background information on the Regional Freight Study and outlined the timelines and the process for the study. Mr. Fitzgerald stated the goal of the study was to identify freight movements, trends and challenges and identify opportunities for improvement in the four-county region. He stated considerations included all freight modes, origin destinations, types, volumes and potential improvements. He noted during the process any state and federal goals were considered and aimed to align the goals of the study with state and federal goals. Through that process, the goals of the study were developed and included safety, system connectivity and function, partnerships, resiliency, supply chain and emerging technologies.

Mr. Fitzgerald discussed the stakeholder engagement of the Study. He stated there were two (2) stakeholder committee meetings, consisting of members from Economic Development Councils, freight communities, airport, rail providers, and county representatives in the region, providing technical expertise in support of the study.

Mr. Fitzgerald discussed the assessment of the existing conditions. He discussed the Strategic Intermodal System (SIS) which was a statewide high priority network that includes airports, spaceports, seaports, rail terminals and highways as primary means to move people and goods in the state. Mr. Fitzgerald noted there were meetings with FDOT and rail representatives and both groups indicated infrastructure improvements would be needed and the development of passenger rail would require increased logistical coordination with freight movements.

Mr. Fitzgerald discussed future conditions and noted a major factor was population growth which creates a need for more housing, buildings, construction, and supporting infrastructure. The region is growing at a steady pace, but not as fast as the rest of the state. There was approximately an 11% increase projected through 2045. Mr. Fitzgerald discussed freight employment a consumer region and not a manufacturing area but noted farming and mining are longstanding for the region.

Mr. Fitzgerald discussed the needs and recommendations using Performance Management that are tied to Performance Measures to provide direction. He discussed the Connectivity Measures focused on intermodal and multimodal factors of freight mobility and supply chain linkage. He briefly discussed Safety stating safety focused factors that inhibit freight mobility and creates additional cost to supply chain operations. Mr. Fitzgerald discussed the reliability measures, stating reliability measures focused on fluidity factors across the complete network and supply chain. Mr. Fitzgerald discussed freight needs. He discussed the Land Use and Policy needs which included air travel expansion, encouragement of intermodal development, freight origination/destination, freight parking/staging, freight friendly zoning and land use descriptions and regional cooperation beyond municipal boundaries. Mr. Fitzgerald discussed the Safety System needs which included roadway and intersection crash hotspots and rail crossing modifications. Mr. Fitzgerald then briefly discussed several components covered in the report. These included planning level cost estimates for infrastructure improvements; areas that may require additional corridor analysis to understand the problem and identify recommendations to help with the movement of freight vehicles; and the need for coordination between municipalities, MPOs and other Government entities. Lastly, the recommendations from this study will evolve over time.

Commissioner Richardson asked if there were any funding request to the Legislature or Governor's office to fund the recommendations. Mr. Slay explained there were not any request to the Legislature or Governor's office, but these recommendations will be included in the annual priority process. Commissioner Messersmith asked for a breakdown of the short-term, mid-term and long-term priorities. Mr. Fitzgerald stated the priorities are phased in that manner based on cost and time effectiveness for deliverables. He explained stated the short-term priorities would have minimal cost and are from 1-5 years for delivery; mid-term costs are more expensive than short-term with 5-10 years for delivery and long-term are large projects that are 10+ years for delivery and normally very expensive to complete. Commissioner Cox asked for the next steps for the study to get the recommendations implemented. Mr. Paulk stated studies like the Freight Study help support the ability to fund the project. He further explained there was a competitive process for funding and the Region's corridors that are eligible for freight funding are submitted by District 3 to Central Office and those funding request will compete against other corridors in the state for funding. Mr. Slay stated District 3 was currently the smallest district within the state and noted the big disadvantage in the Region was the lack of facilities on the SIS. He noted most of the corridors around the state that receive funding are located on the SIS. CRTPA requested to add facilities to the SIS and the Department has agreed to some of the requested additional facilities to the SIS.

Board Action: Commissioner Williams-Cox made a motion to approve the CRTPA Regional Freight Study. Commissioner Richardson seconded the motion, and the motion was unanimously passed.

C. Congestion Management Plan (CMP)

Development of the CRTPA's CMP evaluating congestion and safety in the CRTPA has been completed for Board approval.

Mr. Burke stated the Congestion Management Plan Update was initiated in Spring 2022. He noted the CMP was a requirement for areas designated as a Transportation Management Area (TMA).

Mr. Phillips, Project Manager with Halff & Associates, presented the Congestion Management Plan (CMP) Update and provided a background on the CMP. Mr. Phillips stated the CMP was developed over the last year and a half and included meetings with the CMP Technical Task Force in June of 2022 and June 2023. He noted that stakeholder interviews were conducted with Wakulla, Gadsden, Jefferson, Leon Public Works Departments, the Regional Traffic Management Center (RTMC), and the City of Tallahassee Underground Utilities and Infrastructure Department to discuss their concerns relating to safety and congestion.

Mr. Phillips outlined the following goals and objectives of the CMP: 1. Safety-Reduce the number automobile crashes; 2. Incorporate Multimodal Options-Reduce nonrecurring congestion; 3. Increase Network Connectivity-Promote multimodal connectivity through facility enhancements; and 4., Increase Access to Key Destinations-improve access to residential and employment clusters.

Next, he detailed the roadways analyzed in the CMP and provided information related to identified congestion and safety issues that were identified. Mr. Phillips outlined four key recommendations associated with development of the CMP. The first recommendation is to conduct further evaluation of the identified roadway segments with recurring and non-recurring congestion. The second recommendation is that further studies be conducted on the identified 30 safety locations. Mr. Phillips stated that the third recommendation is to monitor the effectiveness of the strategies and projects implemented in the CMP and, lastly, periodically reevaluate the performance measures associated with the CMP's four goals of safety, multimodal, connectivity and access.

Commissioner Nesmith asked the timeframe for the data in the study. Mr. Phillips explained the data was for the period of 2017-2021 and that 2023 was included for the LOS, as the study went longer than anticipated. Commissioner Richardson discussed the ongoing congestion on Orange Avenue (Springhill Road to Wahnish Way segment) and noted the roadway needs to be a high priority as it needs immediate improvement. Mr. Slay gave an update on Orange Avenue and noted that CRTPA staff recently met with the design team and the design plans were at 90% completion. He stated that the Florida Department of Transportation requested this segment be placed on hold due to lack of funding for ROW at this time. Mr. Slay discussed the last quarterly meeting with FDOT stating that project was discussed, and the project was a top priority but there was a struggle with funding.

Board Action: Commissioner Williams-Cox made a motion to approve the Congestion Management Plan. Commissioner Richardson seconded the motion, and the motion was unanimously passed.

D. Town of Havana Resolution of Support

This item sought approval of a resolution to the Florida Department of Transportation related to the CRTPA's support of the Town of Havana's desire to reduce the lanes of US 27 through downtown Havana. The item was initially considered at the November 21, 2023, CRTPA meeting with members requesting the item be brought back after further discussion with the Town.

Commissioner Nesmith provided information on his recent meeting with the Town Manager of Havana. He stated the Town Manager noted that the impetus for the proposal was to enhance the pedestrian environment in downtown Havana. Justin Ford, Town of Havana consultant with Dewberry, explained the Town's desire to reduce to reconfigure the lanes of US 27 was to enhance the walkability of the downtown area due to the current travel lanes being close to the pedestrian area. Mr. Ford stated there was an evaluation of options which included lane reduction in the downtown area. After discussions with FDOT and CRTPA, it was later determined the best option would be to have 2 northbound lanes and one south bound lane. He stated the main concern was, maintaining an evacuation route in case of an emergency. Mr. Ford stated any combination would be acceptable to the Town, as it would provide the necessary space to either side of the corridor for pedestrian facilities. Lastly, Mr. Ford noted the Town of Havana was not able to fund the improvements at this time.

Board Action: Commissioner Nesmith made a motion to approve the Town of Havana Resolution of Support. Commissioner O'Keefe seconded the motion, and the motion was unanimously passed.

8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

Mr. Paulk stated there were no updates from the Department at this time. Commissioner Cox asked a question about extending Orchard Pond Road from the end at Old Bainbridge Road to US 27. Mr. Paulk explained that the Orchard Pond Parkways was a not a state toll road and that any improvements would be the local government's decision and at the local government's expense. Commissioner O'Keefe stated the toll road was a privately owned toll road and the decision would be made by the owner and at the owner's expense.

9. EXECUTIVE DIRECTOR'S REPORT

Mr. Slay stated the North Monroe Safe Streets and Roads for All (SS4A) implementation project is continuing and that the CRTPA would be reaching out to City of Tallahassee and Leon County for letters of support.

10. CRTPA INFORMATION

- A. Future Meeting Dates (Next Board Meeting April 16, 2024)**
- B. CRTPA Committee Actions**

11. ITEMS FROM CRTPA BOARD MEMBERS

Commissioner Williams-Cox noted there was a proposal for a name change for Wahnish Way on FAMU's campus. The proposed name was in honor of Althea Gibson, a FAMU graduate and a renowned Tennis, Basketball and Golf player. She stated the proposal would be considered at the Leon County Commission Meeting on tomorrow 3-19-24.

Commissioner Minor discussed the walk on North Monroe.

Commissioner Williams-Cox asked for an update on passenger rail activities and Amtrack. Mr. Slay discussed Bipartisan Infrastructure Law (BIL), which determined there were 15 corridors recommended throughout the country that could provide passenger rail service. Mr. Slay stated he was unaware of the next steps, but stated staff was considering adding information to the website to provide citizens information the activities as information becomes available. Commissioner Williams-Cox noted during a meeting with Senator Simon, it was stated it was determined this area did not have a population to warrant the service. Commissioner Minor stated the area may not have the population but noted the connection to other areas could provide the population to warrant the service.

12. ADJOURNMENT

The meeting was adjourned at 2:40 pm.