

February 18, 2025



AGENDA ITEM 4 A

MINUTES

TYPE OF ITEM: Consent

The minutes from the February 18, 2025, CRTPA Meeting are provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the February 18, 2025, CRTPA Meeting.

ATTACHMENT

Attachment 1: Minutes of the February 18, 2025, CRTPA Meeting



CRTPA BOARD

MEETING OF MONDAY, FEBRUARY 18, 2025, AT 1:30 PM

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

Meeting Minutes

Members Present:

Commissioner Williams-Cox, Vice Chair, City of Tallahassee
Commissioner Maddox, Leon County, Vice-Chair
Commissioner Goldwire, Gadsden Municipalities
Commissioner Minor, Leon County
Commissioner O'Keefe, Leon County
Commissioner Matlow, City of Tallahassee
Commissioner Richardson, City of Tallahassee
Commissioner Messersmith, Wakulla County
Commissioner Cox, Leon County Schools

Staff Present: Greg Slay, CRTPA; Greg Burke, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA; Bryant Paulk, FDOT; Kaylor Collins, FDOT

1. CALL TO ORDER AND ROLL CALL

2. AGENDA MODIFICATIONS

Mr. Slay stated the FDOT D3 Work Program presentation was added to the agenda. Due to the snowstorm in January, the D-3 Team could not present the information at the Board Retreat.

Board Action: Commissioner Maddox made a motion to accept the modified agenda. Commissioner Minor seconded the motion. The motion was unanimously passed.

3. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

4. CONSENT AGENDA

A. Minutes of the September 16, 2024, CRTPA Meeting

- B. CRTPA 2025 Meeting Calendar
- C. CRTPA General Planning Consultant (GPC) Contract Extension
- D. Executive Director's Timesheet Approval (July - September & October – December 2024)
- E. Unified Planning Work Program (UPWP) Modifications

Board Action: Commissioner Minor made a motion to approve 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) 2025 – FY 2029 Transportation Improvement Program (TIP) Amendment Ratification

This item seeks Board ratification of an amendment to the FY 2025– FY 2029 Transportation Improvement Program (TIP) that was approved by the Executive Committee on December 2, 2024, to include the following projects:

- SR 369 (US 319) from S of East Ivan Road to SR 267 (Bloxham Cutoff Road) (Project No. 220495-7): Provide \$726,873 in funding in FY 25 to add lanes and reconstruct roadway [Construction Phase] (Wakulla County)
- SR 263 Capital Circle from CR 2203 Springhill Rd to SR 371 Orange Avenue (Project No. 415782-9): Provide \$5,231,199 in funding in FY 25 to add lanes and reconstruct roadway [Construction Phase] (Leon County)
- SR 10 (US 90) West Tennessee Street from CR 1581 Aenon Church Road to SR 20 (Blountstown Street) (Project No. 454522-1): Provide \$100,000 in funding in FY 25 to add roadway lighting (Leon County)
- StarMetro FY 2023 Section 5339(b) Buses and Bus Facilities Discretionary Grant (Project No. 456181-1): Provides StarMetro with \$20,370,792 in FY 2023 FTA money and \$3,911,546 in matching local monies from the City of Tallahassee (COT). The project funds the purchase of battery-electric buses, supports charging infrastructure and the development of a workforce training program for its mechanics and operators to maintain the fleet. The project will help reduce emissions and improve service and reliability for riders in and around Tallahassee (Leon County)
- riders in and around Tallahassee (Leon County)
- StarMetro Section 5339(c) Low or No Emission Discretionary Grant (Project No. to be assigned): Provides \$ 10,702,365 in FY 2024 FTA funding, \$646,687 in State funds (toll credits) and \$1,200,000 (COT) local funds to StarMetro to buy new battery-electric buses to replace older vehicles and install charging equipment. The project will reduce emissions, improve service and reliability, and help the city achieve its goal for 100% battery electric bus transportation by 2035 (Leon County)

Ms. Lex outlined the Fiscal Year (FY) 2025– FY 2029 Transportation Improvement Program (TIP) Amendments. She explained the request from FDOT was for the additions to the FY 25-FY 29 TIP of the listed projects. She noted the Capital Circle and Crawfordville Road projects were a combination of left over funds that rolled forward to finish the projects. The West Tennessee St project added funds that have been provided for the safety improvement of additional lighting. Ms. Lex explained, after approval, FDOT would enter into a Joint Participation Agreement (JPA) with the City of Tallahassee and the project will be completed by the City. She noted the executive committee met on December 2, 2024, and approved the amendments. Ms. Lex requested ratification of the amendments by the full CRTPA Board.

Board Action: Commissioner O’Keefe made a motion to approve the Fiscal Year (FY) 2025 – FY 2029 Transportation Improvement Program (TIP) Amendment Ratification. Commissioner Messersmith seconded the motion, and a roll call vote was conducted. The motion was unanimously passed.

B. Fiscal Year (FY) 2025 – FY 2029 Transportation Improvement Program (TIP) Amendment

This item seeks Board ratification of an amendment to the FY 2025– FY 2029 Transportation Improvement Program (TIP) to include the following project:

- US 90/SR10 from Gadsden County/Jackson County Line to SR 12 (Project No. 455418-1): Provides \$221,180 in SUN Trail funding in FY 25 for a Multi-use Path Feasibility Study (Gadsden County)
- Iron Bridge Road/CR 153 from the Gadsden County Line to Salem Road/CR 159 (Project No. 455420-1): Provides \$659,412 in SUN Trail funding in FY 25 for the Design (PE) Phase for a Multi-use Trail (Gadsden County)
- Old Bainbridge Road/CR 153 from the Leon County Line to Orchard Pond Greenway Trail Head (Project No. 455411-1): Provides \$976,480 in SUN Trail funding in FY 25 for the Project Development and Environment (PD&E) Phase for a Multi-use Trail (Leon County)
- Bloxham Cutoff Road/SR 267 from Wakulla Springs Park to St. Marks Trail Head (Project No. 410172-2): Provide \$822,714 in SUN Trail funding in FY 25 for the Design (PE) Phase for a Multi-use Trail (Wakulla County)

Ms. Lex outlined the Fiscal Year (FY) 2025 – FY 2029 Transportation Improvement Program (TIP) Amendments. She stated these were all regional trails on the SUNTrail system. Ms. Lex noted one of the projects was partly funded by federal funds with the additional requirement of being added to the State Transportation Improvement Program (STIP) for final approval of the funds. Ms. Lex explained these were funded by Senate Bill 106 and four of the CRTPA’s applications were funded. Lastly, she requested adoption of the resolution number 2025-02-6B.

Minor asked which project received federal funds. Ms. Lex stated the Bloxham Cutoff Road project was the project that received federal funds and would have the additional requirement of being added to the STIP.

Board Action: Commissioner Minor made a motion to approve the Fiscal Year (FY) 2025 – FY 2029 Transportation Improvement Program (TIP) Amendment. Commissioner Messersmith seconded the motion, and the motion was unanimously passed.

7. CRTPA ACTION

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. CRTPA Safety Targets

This item seeks adoption of the 2025 CRTPA Safety Performance Targets for safety performance measures that the CRTPA is required to annually address.

Mr. Burke outlined the CRTPA Safety Targets noting that annually, the CRTPA was required to adopt Safety Targets by Federal Highway Administration (FHWA) for the following five (5) performance measures: 1. Number of Fatalities; 2. Rate of Fatalities; 3. Number of Serious Injuries; 4 Rate of Serious Injuries; and 5. Number of Non-Motorized Fatalities and Serious Injuries. He stated the proposed targets reflected a 5% reduction from last year's safety targets as this was consistent with the Board's direction provided in 2022. Mr. Burke stated staff also was recommending maintaining support for a long-term goal of zero serious injuries and fatalities in the CRTPA region by 2040.

Mr. Burke discussed the CRTPA's long-term trends for serious injuries and fatalities in the region. He stated that from 2017 to 2024 serious injuries in the region have been decreasing and noted 2024 was the lowest since tracking the measures. Mr. Burke stated fatalities remained somewhat consistent over the years and were not decreasing as much. He stated pedestrian and bicycle serious injuries from last year increased slightly from the previous year. Next Mr. Burke stated that as it relates to pedestrian and bicyclist fatalities, both had decreased from the previous year. The breakdown for pedestrian fatalities by county identifying 13 fatalities occurred in Leon and 1 Gadsden and 1 Wakulla.

Mr. Burke next discussed the CRTPA's progress in meeting its adopted targets. He explained the most recent 2023 FDOT data (which provides a 5-year rolling average from 2019 to 2023) reflects that the CRTPA did not meet its targets for that year. Mr. Burke next discussed how the CRTPA was addressing safety in the region. He stated the efforts include development of plans, projects, grants and programs; identification and implementation of projects; and safety coordination with partner agencies. He highlighted some of the efforts of the CRTPA including the agency's adoption of a Safe Street and Roadways for All (SS4A) Action Plan and submittal of grant applications for North Monroe; West Tennessee; Jake Gaither Community. Mr. Slay noted the CRTPA grant applications were not successful with getting grant awards; however, if the SS4A program continues forward the CRTPA will resubmit the applications.

Mr. Burke outlined funded sidewalk projects on North Monroe (Leon County); Paul Russell Road (Leon County); Old St. Augustine Road (Leon County); Dr. MLK King, Jr. Memorial Boulevard (Wakulla) and Waverly Road (City of Tallahassee). He discussed other safety projects including Pensacola Street (Lighting enhancement and mid-block crossings); Tennessee Street (Lighting enhancements) and Tennessee Street at Stadium Drive (Signal, signage and stripping upgrades).

Mr. Burke discussed Safe Routes to School funded projects developed by the CRTPA's partners and noted that Sabal Palm Elementary and Fairview Middle School have received funding for sidewalks to assist students walking to school safely in the vicinity. Mr. Burke briefly discussed the CRTPA's School Safety Study and he noted the study identified 12 schools within the region for pedestrian and biking improvements. He noted the Study was scheduled for Board approval in Spring 2025. Additional efforts of the CRTPA include the attending regional events and regional festivals.

Mr. Burke discussed High Visibility Enforcement (HVE) efforts explaining related to Leon County being identified as a top 25 Florida county for pedestrian and bicycle serious injuries and fatalities. As a result, both Tallahassee Police Department (TPD) and Leon County Sheriff's Office (LCSO) are currently conducting HVE efforts on the following corridors: West Pensacola Street, West Gaines Street; Apalachee Parkway; East and West Tennessee Street, Capital Circle, North Monroe Street; Orange Avenue; Blair Stone Road; Miccosukee Road and Thomasville Road.

Mr. Burke also discussed the expansion of the CRTPA's regional trail system and noted that the CRTPA was recently successful in receiving grants for the Wakulla Springs Trail (Wakulla), Tallahassee to Havana Trail (Gadsden) and the US 90 West Trail (Leon). He also discussed the CRTPA's Focus on Safety Page as well as the CRTPA's use of the Urban SDK data platform in gaining data on the region's roadways.

Finally, Mr. Burke stated staff is recommending Board approval of the safety targets and the long-term safety goal of zero fatalities and serious injuries in the CRTPA Region.

Mr. Slay noted the HVE efforts being conducted by TPD and LCSO and noted that on Tennessee Street from Aeon Church Road to the Walmart was a significant area of pedestrian fatalities in the recent past. He noted that last year there were no fatalities, and this may have been a reflection of HVE efforts on the corridor.

Commissioner Minor asked if the CRTPA would reapply for SS4A grants for West Tennessee and North Monroe projects. He expressed concerns related to the future of the SS4A program and its potentiality to be defunded under the new administration. Mr. Slay explained the FHWA SS4A information page still shows the notice of funding opportunity for late March. Mr. Slay noted that both CRTPA SS4A grant applications were recommended for funding but didn't make the final cut and noted these grant applications would be resubmitted. Commissioner O'Keefe asked about the SS4A Plan update related to the High Injury Network (HIN) and if it would be complete in May. Mr. Slay stated that project was still on track for completion in May and that would allow local governments to apply for grants for those corridors with the information from the HIN data. Commissioner Matlow asked what material things can be put forward to achieve the zero long-term goal. Mr. Slay noted three of the corridors are near large, unhoused populations and noted the Pensacola Street resurfacing project would have additional marked pedestrian crossings in that area.

Board Action: Commissioner Richardson made a motion to approve the CRTPA Safety Targets. Commissioner O'Keefe seconded the motion, and the motion was unanimously passed.

B. Interstate 10 Safety Discussion

This item relates to a discussion at the September 2024 CRTPA Board meeting whereby staff was requested to bring back information regarding crashes along Interstate 10.

Mr. Slay provided information on Interstate 10. He explained that from 2021 to 2023 there was a total of 28 fatality crashes and 75 serious injury crashes. As of December 17, 2024, there were 6 fatality crashes and 12 serious injury crashes and noted the crash data runs 60 days behind due to federal law to protect identity of the people involved. He stated that single vehicle crashes make up 65% of I-10 crashes and account for 15 of the total of fatal crashes and 30 of the total of serious injury crashes.

Mr. Slay next noted that there were 6 single commercial vehicle crashes, resulting in 6 fatal crashes and 3 serious injury crashes. He explained there were 16 crashes involving commercial vehicles with 8 of those being involved in fatal crashes and 8 of those being serious injury crashes. Mr. Slay discussed the weather conditions related to when crashes occur as well as the time of day. He stated most of the crashes are on clear days but noted the reports often reflect the condition at the time the officer writes the report. Mr. Slay stated that most crashes occur during day light hours. He stated some of the influencing factors could include driver distraction, driving aggressively or being intoxicated from alcohol or drugs. Mr. Slay stated that many of the single vehicle crashes involve the vehicle hitting a tree and noted this accounted for 21 crashes with 11 of those crashes fatal. He next discussed seatbelt usage and stated that in vehicles initiating the crash, a total 84% were wearing a seatbelt. In the second vehicle of the crash a total 92% of those were wearing a seatbelt. Finally, Mr. Slay discussed the resurfacing projects that were in the FDOT Work Program for I-10 over the next few years.

Commissioner O'Keefe noted the information was helpful and that he was surprised by the splits within the data. He asked if the resurfacing projects would help with the cause of crashes. Mr. Slay noted some counties have had some trees removed along the interstate to reduce the severity of the crashes. Commissioner O'Keefe noted non-seatbelt usage and that those crashes were impactful. He asked who oversaw safety campaigns. Mr. Slay noted those campaigns are normally led by FDOT or by Florida Highway Patrol. Mr. Slay noted this would be discussed at the next CTST meeting.

C. FDOT Work Program

Ms. Karla Hodges, FDOT D-3, Program Management Administrator, provided information on the FDOT Work Program. She outlined the projects for the upcoming years (FY 2026 - FY 2030). Ms. Hodges stated that in the CRTPA region the estimated total of work program funding was \$534 million. She highlighted additions and deletions for the capacity, resurfacing, bridge replacement, safety, and local programs projects for each county in the region and noted that additional information on all projects in the region may be found at: www.fdot.gov/wpph/district3.

Commissioner Williams-Cox asked why projects are broken into phases and not completed as one whole project, for example, Orange Avenue project was broken up into two phases. Mr. Slay explained during the design and construction phases, projects will be divided up into segments to be affordable to move forward with the project.

8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

Mr. Paulk provided a status report on FDOT activities and noted that he had one project update on the segment of US 319 South from the Wakulla County Line to south of LL Wallace Road in Leon County. He further explained there would be a virtual project updated on March 12, 2025. Mr. Paulk stated this would allow citizens to review the plans and the status of the project and noted the Right of Way (ROW) was funded in FY 26 and the department would move into the ROW acquisition phase. He noted the stated the construction was not currently funded and the estimated construction cost \$57 million.

Commissioner Maddox asked for an update on the elongated round about for Woodville Highway. Mr. Paulk noted Project Development & Design (PD&E) and Design were completed and that additional ROW acquisition and construction funding was needed for the project. Mr. Slay noted he would research the project details and provide information to all the board members and the Leon County Board of County Commissioners.

9. EXECUTIVE DIRECTOR'S REPORT

Mr. Slay provided a status report on CRTPA activities noting that the financial Audit Services RFSQ was posted and awaiting responses and would schedule the selection committee meetings. Ms. Lex noted the upcoming CRTPA Federal Certification on February 19, 2025, and stated there was a TEAMS link available for members wishing to attend. She also noted there would be a related public meeting also with a TEAMS link and that FHWA wanted citizens to provide comments on the CRTPA and the services provided.

10. CRTPA INFORMATION

- A. Future Meeting Dates (Next Board Meeting March 17, 2025)**
- B. CRTPA Committee Actions**
- C. Utilization Report (April-September 2024)**
- D. CRTPA Title VI Policy**

Ms. Lex stated the open comment period opened on February 18, 2025, for and the CRTPA Title VI Policy Update and that the item would be on the agenda for the April Board meeting for approval.

11. ITEMS FROM CRTPA BOARD MEMBERS

No additional items were discussed.

12. ADJOURNMENT

The meeting was adjourned at 2:00 PM.