

February 19, 2024



AGENDA ITEM 4A

MINUTES

TYPE OF ITEM: Consent

The minutes from the November 21, 2023, CRTPA Meeting are provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the November 21, 2023, CRTPA Meeting.

ATTACHMENT

Attachment 1: Minutes of the November 21, 2023, CRTPA Meeting



CRTPA BOARD

MEETING OF TUESDAY, NOVEMBER 21, 2023 AT 1:30 PM

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

Meeting Minutes

Members Present:

Commissioner Rick Minor, CRTPA Chair, Leon County
Commissioner Quincee Messersmith, CRTPA Vice Chair, Wakulla County
Commissioner Kimblin NeSmith, Gadsden County
Commissioner Evelyn Riley Goldwire, Gadsden Municipalities
Commissioner David O'Keefe, Leon County
Commissioner Nick Maddox, Leon County
Commissioner Curtis Richardson, City of Tallahassee
Commissioner Dianne Williams-Cox, City of Tallahassee

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

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order by the Chairman with a roll call at 1:30 pm.

2. AGENDA MODIFICATIONS

3. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

4. CONSENT AGENDA

- A. Minutes of the September 19 CRTPA Meeting**
- B. CRTPA 2024 Calendar**
- C. Regional Trails Project Priority List (PPL) Update**
- D. SUN Trails Applications Resolutions of Support**
- E. Executive Director's Quarterly Timesheet Approval**
- F. Unified Planning Work Program Amendment**

Mr. Slay made comments on Consent Agenda Item 4.F, Unified Planning Work Program Amendment. He stated that at the September 19, 2023, meeting there was discussion regarding adding North Monroe Street to the CRTPA's Priority Projects List. Due to legislative timelines, the timing of the request was after the deadline due to the early (January 2024) legislative session and could not be met. Based on that information, he stated staff was proposing to complete a North Monroe implementation plan and apply for funds under the Safe Streets and Roads for All (SS4A) program. He stated the implementation plan would primarily focus on safety improvements because that is the focus of the SS4A program.

Board Action: Commissioner Richardson made a motion to approve the consent agenda as presented by staff. Commissioner O'Keefe 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 seeks Board ratification of an amendment to the FY 2024– FY 2028 Transportation Improvement Program (TIP) to include the following project:

- Tallahassee Connection: Sustainable Southside Transit Center 442542-3: (Leon County) Fifteen million in federal grant funding in FY 24 for the construction of the City of Tallahassee's project, the Sustainable Southside Transit Center.

Ms. Lex provided information on the Fiscal Year (FY) 2024 – FY 2028 Transportation Improvement Program (TIP) Amendment. She stated this amendment would add the Tallahassee Connection: Sustainable Southside Transit Center and that the amendment was requested by FDOT to be included in the TIP. Ms. Lex noted the funds were federal funds that would be directly sent to the City of Tallahassee's StarMetro agency. She noted there was a required match for the funds between the state, Blueprint Intergovernmental Agency and the City of Tallahassee.

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

7. CRTPA ACTION

A. Fiscal Year (FY) 2025 – FY 2029 Draft Tentative Work Program

A presentation on the FY 2025 – FY 2029 Draft Tentative Work Program will be provided by the Florida Department of Transportation, District 3.

Ms. Carla Hodges, FDOT, D3, Program Management Administrator, provided an overview of the FY 2025 – FY 2029 Draft Tentative Work Program. Ms. Hodges provided information on the projects in the Work Program for each of the counties in the CRTPA region. She provided highlights on the Traffic Operations Projects (additions); Capacity Projects (additions); Local Programs (additions/advances); SUN Trails (additions); Transportation Systems Management Projects (additions); Resurfacing Projects (additions); and Bridge Projects (advances). Ms. Hodges noted all information on the projects can be reviewed at the FDOT District 3 Work Program Webpage www.fdot.gov/wpph/district3.

Board Action: This item was for Information only; therefore, no action was taken.

B. Transportation Alternatives (TA) Program

A discussion related to a proposed update to the evaluation criteria for use in the review of TA applications as well an update applicant guidance related to the maximum amount of funding that may be requested per project application will be provided.

Mr. Burke introduced the CRTPA Transportation Alternatives (TA) Program and stated that back on November 1, 2023, the CRTPA initiated a call for applications to be submitted for the TA Program. He discussed the recent federal changes to the program related to the 2021 the Bipartisan Infrastructure Law (BIL). Mr. Burke stated the changes included an increase in funding annually for the TA program exclusively dedicated to the CRTPA Region and that, as a result, the evaluation criteria needed to be reviewed. He stated that on October 18, 2023, the TA subcommittee met and discussed the criteria including the new requirement regarding equity. Other minor changes proposed for the TA evaluation criteria include removal of the “Project Constructability” criterion as the Subcommittee noted that if a project was not constructable it would be ineligible for TA funding consideration. Mr. Burke stated this funding increase almost doubled the anticipated TA funds for the CRTPA region to approximately \$660,000 annually over the next five years.

Mr. Burke reminded the Board of the action taken at the November 16, 2021, Board Meeting, that approved a policy that limited the maximum amount of funding for TA applicants to \$650,000, which at the time reflected two years of CRTPA TA allocation. Due to funding changes, staff recommends the policy be updated to limit the maximum amount of TA funding that could be requested by an applicant to two years of anticipated CRTPA TA annual allocation.

Mr. Burke stated staff was seeking the adoption of the CRTPA TA evaluation criteria as developed by the TA Subcommittee and approval of guidance to the applicants limiting the maximum amount of TA funding that could be requested by an applicant to two years of CRTPA TA annual allocation.

Board Action: Commissioner O’Keefe made a motion to adopt the Transportation Alternatives (TA) Program’s option 1 as presented by staff. Commissioner Richardson seconded the motion, and the motion was unanimously passed.

C. CRTPA Resolution of Support related to the Town of Havana

This item seeks 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.

Mr. Burke stated staff was contacted by a consultant working with the Town of Havana on development of a town plan funded by the Florida Department of Commerce. He noted that a few years ago the CRTPA conducted a study that evaluated the Town of Havana's desire to reduce the lanes on US Highway 27 in the downtown area of Havana to provide a more pedestrian friendly environment. Mr. Burke also stated the report from the study concluded the lane reduction was feasible but there were concerns with hurricane evacuation routes. The CRTPA was requested to support the Town's request for lane reduction on US 27 in downtown and has developed a resolution for provision to the FDOT that supports the Town of Havana's efforts.

Commissioner Williams-Cox voiced concerns with the evacuation routes for the Town of Havana and stated the Board should hear from the representatives of Gadsden County. Commissioner NeSmith stated he would like to take time to discuss with the Town of Havana and table the discussion to a later date to get clarity from the Town of Havana.

Board Action: Commissioner NeSmith made a motion to table the decision on the CRTPA Resolution of Support related to the Town of Havana to discuss the reduction of lanes on US Highway 27 through the downtown area. Commissioner Williams-Cox seconded the motion, and the motion was passed with Commissioner O'Keefe voting in opposition.

D. Election of Chair/Vice Chair

Annually, CRTPA member elect a new Chair and Vice Chair to serve for the upcoming calendar year. Currently, Commissioner Rick Minor and Commissioner Quincee Messersmith hold the CRTPA Chair and Vice Chair positions, respectively.

Board Action: Commissioner Richardson nominated Commissioner Messersmith to be the Chairperson for the board for next year. Commissioner Williams-Cox seconded the motion, and the motion was unanimously passed.

Board Action: Commissioner Richardson nominated Commissioner Williams-Cox to be the Vice-Chairperson for the board next year. Commissioner O'Keefe seconded the motion, and the motion was unanimously passed.

E. Election of MPOAC Representative and Alternate

Pursuant to CRTPA By-Laws, the CRTPA's Metropolitan Planning Organization Advisory Council (MPOAC) representative serves a 3-year term. Currently, Commissioner Mattox serves as MPOAC representative with Commissioner Richardson serving as the alternate.

Board Action: Commissioner Williams-Cox made a motion for the current Representative, Commissioner Maddox to remain the Representative the MPOAC for next year. Commissioner Richardson seconded the motion, and the motion was unanimously passed.

Board Action: Commissioner Williams-Cox made a motion for the current Alternate, Commissioner Richardson to remain the Alternate the MPOAC for next year. Commissioner NeSmith seconded the motion, and the motion was unanimously passed.

8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

Mr. Bryant Paulk, FDOT provided information on a hybrid public meeting for a US 90 resurfacing project in Gadsden County (from west of four lanes (west of Quincy) to Duval Street in Quincy).

- Date: Thursday, January 18, 2024, at 5:30 pm-6:30 pm
- Location: Gadsden County Extension Office, 2140 W. Jefferson Street, Quincy, FL

Additional information and registration to attend the meeting can be found at nwflroads.com.

Commissioner Richardson requested an update on Orange Avenue widening project from Adams Street to Capital Circle SW. Mr. Slay noted the project was still in the design phase. Mr. Slay noted he would need to gather information and provide an update later.

9. EXECUTIVE DIRECTOR'S REPORT

A status report on CRTPA activities will be provided.

Mr. Slay stated the scope for the Regional Mobility Plan update was current under development. He requested a board member volunteer to serve on the selection committee for the for the project. Commissioner O'Keefe volunteered to serve on the selection committee. Additionally, Mr. Slay noted that Mr. Patrick Merle, professor from Florida State University, wanted to work with CRTPA to complete messaging campaigns to address bicycle and pedestrian safety.

10. CRTPA INFORMATION

- A. Future Meeting Dates**
- B. Committee Actions**
- C. Correspondence**
- D. Utilization Report Q4 FY 23**

11. ITEMS FROM CRTPA BOARD MEMBERS

This portion of the agenda is provided to allow members an opportunity to discuss and request action on items and issues relevant to the CRTPA.

12. ADJOURNMENT

The meeting was adjourned at 2:25 pm.