



February 6, 2024

COMMITTEE AGENDA ITEM 3A

MINUTES

TYPE OF ITEM: Consent

The minutes from the June 6 and November 7, 2023, CMAC meeting are provided as ***Attachments 1 & 2.***

RECOMMENDED ACTION

Option 1: Approve the minutes of the June 6 and November 7, 2023, CMAC meeting.

ATTACHMENT

Attachment 1: June 6, 2023, CMAC Minutes

Attachment 2: November 7, 2023, CMAC Minutes



CITIZENS MULTIMODAL ADVISORY COMMITTEE (CMAC)

MEETING OF TUESDAY, JUNE 6, 2023
(11:30 AM – 1:30 PM)

TALLHASSEE ROOM (2nd, Floor), CITY HALL
300 S. ADAMS STREET
TALLHASSEE, FL 32301

Meeting Minutes

Members Present: Chad Hanson, Chairman; John Dunn; Hans van Tol; Christi Hale; Amie Longstreet; Mary Kay Falconer; Roger Holdener; Marcus Thompkins (Virtual)

Staff Present: Greg Slay, Executive Director, CRTPA; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA

The meeting was called to order at 11:35 AM with an introduction of Committee Members and a quorum present.

1. **AGENDA MODIFICATIONS**
2. **PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA**
3. **CONSENT AGENDA**
 - A. Minutes of the April 4, 2023, CMAC Meeting
 - B. CRTPA TIP Amendment Approval

Committee Action: Ms. Falconer made a motion to approve the consent agenda as presented. Mr. Dunn seconded the motion. The motion was unanimously passed.

4. **CONSENT ITEMS PULLED FOR DISCUSSION**

5. PRESENTATION/DISCUSSION/ACTION

A. Safe Streets and Roads for All (SS4A) Action Plan

The CRTPA's Safe Streets and Roads for All (SS4A) Action Plan has been developed. The Plan identifies a comprehensive set of projects and strategies to improve safety on the CRTPA region's roadways.

RECOMMENDED ACTION: Recommend the CRTPA adopt the Safe Streets and Roads for All (SS4A) Action Plan.

Mr. Kostrzewa introduced the project and stated the Safe Streets and Roads for All was a federal government grant process program that was announced approximately a year ago. He stated the program consisted of two grant processes, 1. Action Plan and 2. Implementation Plan of Projects (subsequent to Action Plan completion). Mr. Kostrzewa noted the CRTPA opted to use current funding to develop the Safety Action Plan and that the plan was initiated about nine months ago. He explained the plan utilized a data driven process that included using data from the Congestion Management Plan to develop a High Injury Network. Mr. Kostrzewa explained there were other requirements of the program including equity and safety that must be addressed. He noted that CRTPA staff requested local governments provide projects for consideration to apply for the grant program noting that safety and equity were major parts of the grant process. Mr. Kostrzewa stated that if a project does not meet those two requirements the project would not be recommended to move forward to apply for grant funds. Lastly, he noted this was the 2nd year of the five-year SS4A Program and that he then introduced Ms. Lindsay Slutterback, Kimley Horn and Associates (KHA).

Ms. Slutterback, KHA, stated efforts were initiated on the project in September and the deadline was moved to this July 2023. She explained the point of the plan was to reduce the number of fatalities and serious injuries on the roadways. Ms. Slutterback noted that first requirement of SS4A program was to complete a Safety Action Plan and provided a brief overview of the steps for plan development.

Ms. Slutterback discussed the safety analysis included within the plan and noted the analysis of the four county region's crash data from 2017-2022 which resulted in development of a high injury network. Ms. Slutterback stated the analysis identified segments and hot-spot intersections where majority of crashes were occurring based on volume. She also noted there was a second plan component, equity consideration that includes historically disadvantaged communities and that this component was a focus of the grant. Ms. Slutterback discussed the third component of the plan was public involvement. She stated a different approach was taken to get more feedback and that this included attending various public events and distributing information and receiving input from citizens through online mapping tool and survey tool. In addition to the public events, meetings with the Community Traffic Safety Teams for each of the four counties were held.

Ms. Slutterback stated based on public input there were five things that citizens identified as important concerns: bicycle and pedestrian facilities, public transportation, unsafe conditions for multimodal users, more law enforcement to address speeding, and distracted driving. She stated the

data collected from the surveys was used to develop a prioritization criteria system, which was a requirement. Ms. Slautterback stated most projects and priorities provided for this year's program were from City of Tallahassee, Leon County, and the universities. She noted due to timelines, other projects within Jefferson, Wakulla, and Gadsden counties would be considered as a part of next year's SS4A process. Ms. Slautterback stated the next step was Board presentation and that subsequently, CRTPA staff would work with the local agencies on gathering applications for submittal.

Mr. Van Tol asked for information on the deadlines. Mr. Kostrzewa stated the deadline was originally September for the previous year, but the deadline was moved to July 2023. He stated the plan can be used by other counties to apply for grants. He noted the projects must meet safety and equity within a high injury network. He noted the plan is flexible to be changed as the requirements may change. Mr. Slay noted Wakulla and Jefferson have not been LAP certified. Ms. Lex noted the rural counties should be aware the grant is a reimbursement grant; therefore, the municipality must have the money up front and be reimbursed. Mr. Hanson asked about events in Wakulla to provide information on SS4A program. Ms. Slautterback stated due to timing, there were no events that were available in Wakulla County. Mr. Hanson stated he would be able to assist with getting events schedules in the future. Mr. Thompkins asked what types of improvements the funds can be used to address. Mr. Kostrzewa stated most applications are for infrastructure improvements to address a specific corridor or provide bike and pedestrian safety.

Committee Action: Ms. Falconer made a motion to recommend approval. Ms. Longstreet seconded the motion. The motion was passed unanimously.

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

The FY 2024 – FY 2028 TIP reflecting the projects that have received funding in the Florida Department of Transportation Work Program has been developed.

RECOMMENDED ACTION: Recommend the CRTPA Board adopt the FY 2024 – FY 2028 Transportation Improvement Program.

Ms. Lex provided information on the Fiscal Year (FY) 2024– FY 2028 Transportation Improvement Program (TIP) including the public involvement activities for the TIP. She stated comments may be received up until June 18, 2023, before the Board Meeting. Ms. Lex explained that the projects included in the TIP are developed using a variety of sources including the Regional Mobility Plan, through coordination with the CRTPA's transportation partners (including the Tallahassee International Airport and StarMetro), local governments Bicycle and Pedestrian Plans, comprehensive plans, and the Transportation Alternatives program. After projects are identified, the projects are placed on the Project Priority Lists and sent to FDOT to request funding. Ms. Lex stated the next steps would be to present the TIP to the Board on June 19, 2023, followed by submittal to the FDOT.

Committee Action: Mr. Van Tol made a motion to recommend approval. Mr. Holdener seconded the motion. The motion passed with Mr. Thompkins voting in opposition.

C. Fiscal Year (FY) 2025 – FY 2029 Project Priority Lists (PPLs)

The FY 2025 – 2029 Project Priority Lists have been developed:

1. Regional Mobility Plan (RMP) Roadways Project Priority List
2. Regional Mobility Plan (RMP) Bicycle and Pedestrian Project Priority List
3. Regional Trails Project Priority List
4. Transportation Systems Management (TSM) and Safety Project Priority List
5. Intelligent Transportation Systems (ITS) Project Priority List
6. Tallahassee International Airport Project Priority List
7. StarMetro Project Priority List

RECOMMENDED ACTION: Recommend the CRTPA adopt the FY 2025 – FY 2029 Project Priority Lists.

Ms. Lex provided information on the Fiscal Year (FY) 2025 – FY 2029 Project Priority Lists (PPLs) and stated that PPLs will be provided to FDOT for development of upcoming Work Program. She noted staff will meet with FDOT staff in July to begin coordination for funding of the priorities. She stated the projects are prioritized using adopted criteria developed by CRTPA or the local governments. Ms. Lex explained FDOT has worked on funding the #2 project, on the Regional Mobility Plan Roadway PPL, for a few years and asked if the CRTPA was good with overstepping the #1 project and funding the #2 project. She stated the CRTPA was willing to accept the funds to fund the #2 project instead, the Capital Circle from Springhill to Orange Avenue. Ms. Lex stated the last segment of Capital Circle from Crawfordville Road to Springhill Road is the last piece to be funded and note the cost to complete was 65 million.

Committee Action: Mr. Van Tol made a motion to recommend approval of the Fiscal Year (FY) 2025 – FY 2029 Project Priority Lists (PPLs). Ms. Falconer seconded the motion. The motion unanimously passed.

D. Strategic Intermodal System (SIS) Discussion

A discussion related to the SIS designated roadways in the CRTPA region will be provided.

RECOMMENDED ACTION: Action required.

Mr. Slay provided background information on the Strategic Intermodal System. He explained staff would be presenting information to the board on the recommended changes to the SIS designated roadways. Mr. Slay explained the FDOT revises the SIS every five years. He noted the current SIS facilities in the CRTPA Region were I-10; Capital Circle NW/SW (SR 263) from the Tallahassee International Airport to I-10; Thomasville Road (US 319) from I-10 to the state line. Mr. Slay provided an overview of the recommended additions to the SIS for the CRTPA Region and stated the justification for each roadway. 1) Crawfordville Road - US 98 to Capital Circle SW, this portion of Crawfordville Road meets the SIS designation criteria of a corridor connecting an urban area with a Rural Area of Opportunity (Wakulla County) and has a AADT of at least 6,000 (ranged from 13,000 to 22,000

depending on location in 2022); 2) Capital Circle SW - Springhill Road to Crawfordville Highway, this section of Capital Circle SW would provide access to the Tallahassee International Airport (TLH) from areas south of Leon County and provide a continuous connection with the SIS; 3) Capital Circle SW/SE - Crawfordville Highway to I-10, this would provide continuous connection on the SIS to eastern Tallahassee and I-10 East; 4) US 27 - I-10 to Georgia State Line, meets the criteria related to NHS designated facilities that connect to an urbanized area outside the state not already served by a SIS facility; 5) Capital Circle NW - I-10 to US 27, this segment of Capital Circle NW serves as a hub connection from US 27 to the Tallahassee International Airport as well as I-10. Mr. Slay noted truck volumes along this segment are nearly 10% of overall AADT. Mr. Slay stated the proposed additions would be submitted to FDOT-District and then to FDOT-Central Office for final consideration, after the review and approval by the Board.

Committee Action: Mr. Van Tol made a motion to recommend approval of the Strategic Intermodal System (SIS), modifying the list to excludes 27 North and the connector on Capital Circle. Mr. Dunn seconded the motion. The motion was passed with opposition.

E. Thomasville Road Multi-Use Path Design Update

An update of the Thomasville Road Multi-Use Path Design will be provided by CRTPA staff.

RECOMMENDED ACTION: No action required.

Mr. Kostrzewa provided an update of the Thomasville Road Multi-Use Path Design but noted there currently no funding for the project. He stated the anticipated completion date for the design of the project was in December 2023, but again noted no construction funds were available. He noted there was a scheduled public meeting on June 27, 2023, with a virtual component and additional information was available on the project website on the CRTPA webpage.

Committee Action: Informational item, therefore, no action was taken.

6. INFORMATION

A. Future Meeting Dates

7. ITEMS FROM COMMITTEE MEMBERS OR STAFF

Ms. Lex stated she was currently working to schedule a helmet fitter training in Wakulla County and would provide additional information, when available.

8. ADJOURNMENT

The meeting was adjourned at 1:05 PM



CITIZENS MULTIMODAL ADVISORY COMMITTEE (CMAC)

MEETING OF TUESDAY, NOVEMBER 7, 2023
(11:30 AM – 1:30 PM)

TALLAHASSEE ROOM (2ND FLOOR), CITY HALL
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

Meeting Minutes

Members Present: Chad Hanson, Chair; Marcus Thompkins, Vice- Chairman; Mary Kay Falconer; Hans van Tol; Roger Holdener; John Dunn; Amie Longstreet; Christie Hale

Staff Present: Greg Slay, Executive Director, CRTPA; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA

1. **AGENDA MODIFICATIONS**

2. **PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA**

3. **CONSENT AGENDA**
 - A. Minutes of the September 5, 2023, CMAC Meeting
 - B. Unified Planning Work Program (UPWP) Amendment
 - C. Fiscal Year (FY) 2024 – FY 2028 Transportation Improvement Program (TIP) Amendment
 - D. Regional Trails Project Priority List Amendment
 - E. CMAC 2024 Calendar

Mr. Hanson noted, there wasn't a quorum at the previous meeting and the June 6, minutes were not approved, yet. Mr. Burke stated this was an oversight and the June minutes would be on the agenda for the next meeting for approval.

Committee Action: Mr. van Tol made a motion to approve the consent agenda except for item 3B, Unified Planning Work Program (UPWP) Amendment and 3D, Regional Trails Project Priority List Amendment which were pulled for discussion. Mr. Thompkins seconded the motion and the motion was unanimously passed.

4. CONSENT ITEMS PULLED FOR DISCUSSION

3B. Unified Planning Work Program (UPWP) Amendment

Ms. Lex introduced the Unified Planning Work Program (UPWP) Amendment. She stated the first amendment was for the Tallahassee to Havana Trail to include a public involvement component. Ms. Lex stated the Tallahassee to Havana Trail Study was approved at the end of last year by the Board. She stated as the cycle for SUN Trails applications opens, CRTPA wanted to be sure there was additional public involvement for the project. Ms. Lex noted this would be one meeting in the Havana community to receive input from the public on the study.

Ms. Lex stated the second project was the Implementation Technical Studies as a part of the Safe Streets for All Safety Action Plan. She noted one study to be implemented was North Monroe Street. Ms. Lex noted there would be an application for the Safety Enhancement Grants to implement safety enhancements on North Monroe Street.

Committee Action: Mr. van Tol made a motion to recommend approval of the Unified Planning Work Program (UPWP) Amendment. Mr. Thompkins seconded the motion. The motion was unanimously passed.

3D. Regional Trails Project Priority List (PPL) Amendment

Ms. Lex introduced the Regional Trails PPL Amendment. She stated the amendment support the SUN Trails applications that will be submitted for additional funding. The Tallahassee to Havana Trail limits would be extended from west SR 12 to Orchard Pond Trailhead as the beginning point. Ms. Lex explained the second part of the amendment would add the US 90 Trail to the Regional Trails PPL in support of an additional application that will be submitted for SUN Trails program.

Committee Action: Mr. van Tol made a motion to recommend approval of the Regional Trails Project Priority List (PPL) Amendment. Ms. Falconer seconded the motion. The motion was unanimously passed.

5. PRESENTATION/DISCUSSION/ACTION

A. CRTPA Transportation Alternatives (TA) Program

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

RECOMMENDED ACTION: Recommend the CRTPA Board approve an update related to the TA evaluation criteria as well as the amount of funding that may be requested for each application.

Mr. Burke introduced the CRTPA Transportation Alternatives (TA) Program and stated that back on November 1, 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 in October 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 also discussed funding noting that the BIL included an increase to the TA program. He 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 stated the next steps would include the criteria to be presented to the board for approval at the November 21 Board meeting for approval; a virtual public meeting in November/December; applications are due January 19, 2024; in February, the TA subcommittee will review and rank the applications, lastly the Draft FY 2026-2030 TA Project Priority List will be developed for CRTPA Board adoption.

Committee Action: Mr. Thompkins made a motion to recommend approval the CRTPA Transportation Alternatives evaluation criteria for the TA applications. Mr. van Tol seconded the motion. The motion was unanimously passed.

B. Election of Year 2024 Chair and Vice Chair

Annually, the CMAC elects a new Chair and Vice Chair to serve for the subsequent year. Current leaders may be re-elected, and the current Chair and Vice Chair are Mr. Chad Hanson and Mr. Marcus Thompkins, respectively.

RECOMMENDED ACTION: Elect a Chair and Vice Chair to serve in 2024.

Committee Action: Chair-Mr. Hanson volunteered to continue serving as the Chair. There were no objections. Mr. van Tol made a motion to accept Mr. Hanson continuing to serve as the chair. Mr. Holdener seconded the motion. The motion was unanimously passed.

Committee Action: Vice-Chair-Mr. Thompkins stated he was open to continue serving as the Vice-Chair but would also be open to someone else serving. Mr. van Tol made a motion to accept Mr. Thompkins continuing to serve as the Vice-Chair. Mr. Holdener seconded the motion. The motion was unanimously passed.

C. Sun Trails & Wildlife Corridors Discussion

Dale Allen with the Florida Greenways and Trails Foundation (FGTF) will provide a discussion related to Florida's Sun Trails program and wildlife corridors, as requested by the CMAC Chair.

Mr. Dale Allen provided information on the Florida Greenways and Trails Foundation. He discussed the Florida Sun Trails program. Mr. Allen stated he has been involved with trail work since the 1980s. He provided information on the history of the Rails to Trails Conservatory. He discussed regional trails and other trails opportunities throughout the state. He discussed the recent legislative changes within the state of Florida related to the Sun Trails network.

Committee Action: This item was informational; therefore, no action was taken on this item.

6. INFORMATION**A. Tentative Work Program (Fiscal Year (FY) 2025 - FY 2029)**

The Florida Department of Transportation tentative work program is scheduled to be presented at the November 21 CRTPA meeting.

Ms. Lex briefly discussed the Tentative work program. She stated FDOT has relied on the designated urban allocation funds. Stating FDOT has allocated funds for a number of projects in Leon County on Crawfordville Road for right of way acquisition, which increases the cost of the project significantly. She stated the estimated cost to complete the design and construction of the project was approximately 60 million dollars.

Ms. Lex also discussed the North Monroe Street sidewalks. Ms. Lex stated the project was under design from Lakeshore Drive to John Knox Road (west side) project was fully funded. Right of way acquisition and construction funding was funded in FY 26.

B. Future Meetings**7. ITEMS FROM COMMITTEE MEMBERS OR STAFF****8. ADJOURNMENT**

The meeting was adjourned at 12:45pm.