



January 4, 2024

EXECUTIVE COMMITTEE AGENDA ITEM 4A  
**FISCAL YEAR 2024 - FISCAL YEAR 2028**  
**TRANSPORTATION IMPROVEMENT PROGRAM**  
**AMENDMENT**

TYPE OF ITEM: ROLL CALL

**STATEMENT OF ISSUE**

The purpose of this item is to amend the CRTPA Fiscal Year (FY) 2024 – FY 2028 Transportation Improvement Program to add two projects and associated funding. This agenda item is time sensitive.

Staff is seeking approval of Resolution 2024-01-4A (Attachment 1) to add the following projects:

- SR 61 (US 27)/Monroe Street at Park Avenue (Project No. 454170-1): Provide funding \$388,330 in FY 24 for the replacement of the mast arm [Construction Phase] at the intersection. (Leon County) (**Attachment 2**)
- SR 61 (US 319)/Thomasville Rd. from Timberwolf Crossing to the Georgia State Line (Project No. 452940-1): Provide \$1,516,273 in funding in FY 24 for the Design Phase for the resurfacing. (Leon County) (**Attachment 3**)

**HISTORY AND ANALYSIS**

Adopted annually, the CRTPA's TIP reflects those projects in the region that have received state and federal funding in the Florida Department of Transportation (FDOT) Work Program. After adoption, changes to a project can require an amendment to the CRTPA's TIP. The FDOT requested the CRTPA amend the FY 2024 - FY 2028 TIP to add two projects and funding in FY 2024.

In order for the projects to be amended into the State Transportation Improvement Program and subsequently authorized by the Federal Highway Administration (FHWA), the projects must be reflected in the CRTPA's current FY 2024- FY 2028 TIP. The TIP Amendment is time sensitive as FDOT is seeking immediate authorization from Federal Highway Administration (FHWA) for this project.

Timely approval allows FDOT to initiate the projects. The Executive Committee is authorized to approve time-sensitive items pursuant to Section IV. CRTPA Bylaws, Subsection D.4.c., Duties of the Executive Committee. The CRTPA By-laws Section IV.D. is provided as **Attachment 4**. After the Executive Committee approval, the FY 2024 - 2028 TIP will be updated to reflect the amendments and transmitted, along with Resolution 2024-01-4A to the FDOT.

### **RECOMMENDED ACTION (ROLL CALL)**

Option 1: Recommend adoption of the Executive Committee Resolution No. 2024-01-4A amending the FY 2024 – FY 2028 Transportation Improvement Program to reflect the addition of projects and funding as follows:

- SR 61 (US 27)/Monroe St. at Park Avenue (Project No. 454170-1): Provide funding \$388,330 in FY 24 for the replacement of the mast arm [Construction Phase] at the intersection. (Leon County) (**Attachment 2**)
- SR 61 (US 319)/Thomasville Rd. from Timberwolf Crossing to the Georgia State Line (Project No. 452940-1): Provide \$1,516,273 in funding in FY 24 for the Design Phase for the resurfacing project. (Leon County) (**Attachment 3**)

Option 2: As desired by the Committee.

### **ATTACHMENTS**

Attachment 1: CRTPA Executive Committee Resolution No. 2024-01-4A

Attachment 2: Amended CRTPA FYs 2024-2028 TIP Project Page, Project No. 454170-1

Attachment 3: Amended CRTPA FYs 2024-2028 TIP Project Page, Project No. 452940-1

Attachment 4: CRTPA Bylaws (Adopted September 2023) Section IV.D

## C RTPA RESOLUTION 2024-01-4A

**A RESOLUTION OF THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (C RTPA) EXECUTIVE COMMITTEE ENDORSING  
THE AMENDMENTS TO THE FY 2024 – FY 2028 TRANSPORTATION IMPROVEMENT PROGRAM**

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**Whereas**, the Capital Region Transportation Planning Agency (C RTPA) is the organization designated by the Governor of Florida on August 17, 2004 together with the State of Florida, for carrying out provisions of 23 U.S.C. 134 (h) and (i)(2), (3) and (4); CFR 450.324, 326, 328, 330, and 332; and FS 339.175 (5) and (7); and

**Whereas**, the Transportation Improvement Program (TIP) shall be endorsed annually by the C RTPA and submitted to the Governor of the State of Florida, to the Federal Transit Administration, and to the Federal Highway Administration, through the State of Florida;

**Whereas**, the TIP is periodically amended to maintain consistency with the Florida Department of Transportation Work Program and;

**Whereas**, The Executive Committee is authorized to approve time-sensitive documents pursuant to Section IV. C RTPA Bylaws, Subsection D.4.c., Duties of the Executive Committee;

**Whereas**, authorization for federal funding of projects within an urbanized area cannot be obtained unless the projects are included in the C RTPA's TIP, and authorization of the federal funding for Projects Nos. 454170-1 and 452940-1 is time sensitive.

**NOW, THEREFORE LET IT BE RESOLVED BY THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (C RTPA) THAT:**

The C RTPA amends the FY 2024 – FY 2028 Transportation Improvement Programs to reflect:

- Project No. 454170-1 - SR 61 (US 27)/Monroe St. at Park Avenue: Provide funding \$388,330 in FY 24 for the replacement of the mast arm [Construction Phase] at the intersection. (Leon County)
- Project No. 452940-1 - SR 61 (US 319)/Thomasville Rd. from Timberwolf Crossing to the Georgia State Line: Provide \$1,516,273 in funding in FY 24 for the Design Phase for the resurfacing project. (Leon County)

Passed and duly adopted by the Capital Region Transportation Planning Agency Executive Committee on this 4<sup>th</sup> day of January 2024.

**Capital Region Transportation Planning Agency**

**By:** \_\_\_\_\_

Quincee Messersmith, Chair

**Attest**

\_\_\_\_\_  
Greg Slay, Executive Director

**MONROE STREET AT PARK AVENUE INTERSECTION IMPROVEMENT**

**4541701 Non-SIS**



**Project Description:** INTERSECTION IMPROVEMENT

**Lead Agency:** MANAGED BY CITY OF TALLAHASSEE

**County:** LEON

**Length:** 0.001

**Phase Group:** CONSTRUCTION

**From:** MONROE STRRET

**At:** PARK AVENUE

Phase	Fund Code	2024	2025	2026	2027	2028	Total
CST	ACPR	170,000	0	0	0	0	368,330
CST	DIH	<b>338,330</b>					<b>388,330</b>

Replace Mast Arm at intersection.

**Prior Year Cost: 0**

**Future Year Cost: 0**

**Total Project Cost: 388,330**

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**SR 61 (US 319) THOMASVILLE ROAD  
452940-1 Non-SIS**



**Project Description:** RESURFACING

**Lead Agency:** MANAGED BY FDOT

**County:** LEON

**Length:** 8.531

**Phase Group:** PRELIMINARY ENGINEERING

**From:** TIMBERWOLF CROSSING

**To:** GEORGIA STATE LINE

Phase	Fund Code	2024	2025	2026	2027	2028	Total
PE	DIH	170,000	0	0	0	0	170,000
PE	SA	1,346,273	0	0	0	0	1,346,273
		<b>1,516,273</b>					<b>1,516,273</b>

**Prior Year Cost: 0**

**Future Year Cost: 0**

**Total Project Cost: 1,516,273**

**LRTP: 2045 RMP Page 5-8 - Table 5-4**

#### IV. CRTPA Bylaws

##### §D. Administration

The administration of the CRTPA shall be as set forth in Sections 6.01 through 6.05 of the Interlocal Agreement. The Chairperson shall serve as the principle administrative officer of the Board. The Executive Director shall serve as the principal administrator of the CRTPA's operations and staff and shall have responsibility for advising the Board regarding official CRTPA business and administration.

1. The Executive Director shall serve at the pleasure of the Board and shall report directly to the CRTPA Board for all matters regarding the administration and operation of the CRTPA and any additional personnel as deemed necessary. CRTPA staff will report directly to the Executive Director and serve at the pleasure of the director. The Executive Director shall have authority to:
  - a. Approve expenditures for the normal operations of staff not to exceed \$5,000;
  - b. Approve routine staff travel;
  - c. Hire, fire, assign duties to, and evaluate CRTPA staff, subject to review and concurrence of the Chairperson; and
  - d. Sign invoices, grant applications, and routine communications with local, state and federal agencies, except in those instances when the signature of the chair is required.
2. The Executive Director, or designee, is responsible for the CRTPA meeting minutes and all notices and agendas for future meetings. The Executive Director shall also perform such other and additional duties as are necessary to carry out the objectives and functions of the CRTPA and the directives from the CRTPA membership.
3. The CRTPA General Counsel shall be under a legal services contract, the term of which is not to exceed thirty-six (36) months and shall serve at the pleasure of the Board and shall perform such duties assigned by the Board, the Chairperson or the Executive Director.
4. Executive Committee
  - a. The CRTPA shall establish an Executive Committee comprised of the Chair, Vice-Chair and immediate Past-Chair. The Executive Committee shall meet as directed by the Chair for any items not requiring board