



June 15, 2020

AGENDA ITEM 4 A

**MINUTES**

TYPE OF ITEM: Consent

The minutes from the May 19, 2020 meeting are provided as ***Attachment 1***.

**RECOMMENDED ACTION**

Option 1: Approve the minutes of the May 19, 2020 CRTPA meeting.

**ATTACHMENT**

Attachment 1: Minutes of the May 19 2020 CRTPA meeting.



## **CRTPA BOARD**

MEETING OF TUESDAY, MAY 19, 2020 AT 1:30 PM

**NOTE:**

Due to the ongoing COVID-19 pandemic, the CRTPA will meet via Webex video conference on May 19, 2020 at 1:30 pm. The public is invited to view the meeting's live broadcast on <https://www.talgov.com/employment/hrlivestream.aspx> or Comcast Channel 13 (WCOT-13)

### **Meeting Minutes**

**Members Present:**

Commissioner Merritt, Wakulla County, Chairman  
Commissioner Barfield, Jefferson County  
Commissioner Viegbesie, Gadsden County  
Commissioner Minor, Leon County  
Commissioner Dozier, Leon County  
Commissioner Maddox, Leon County  
Commissioner Desloge, Leon County  
Commissioner Richardson, City of Tallahassee  
Commissioner Williams-Cox, City of Tallahassee

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

**1. CALL TO ORDER AND ROLL CALL**

The meeting was called to order and the roll was called at 1:30 pm with a quorum present. Due to the on going COVID-19 pandemic, the meeting was held virtually, via Webex video conference. All CRTPA items that required a vote was conducted by roll call vote.

**2. AGENDA MODIFICATIONS**

None

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

*If you have a disability requiring accommodations, please contact the Capital Region Transportation Planning Agency at (850) 891-8630. The telephone number of the Florida Relay TDD Service is # 711.*

No public comment submitted

4. **CONSENT AGENDA**

- A. Minutes of the February 18 meeting
- B. General Planning Consultant (GPC) Contract Extensions
- C. Citizens Multimodal Advisory Committee Appointments

**Board Action:** Commissioner Richardson made a motion to accept the consent agenda as presented by staff. Commissioner Viegbessie seconded the motion and a roll call vote was taken on the motion. The motion was unanimously passed.

5. **CONSENT ITEMS PULLED FOR DISCUSSION**

None

6. **ROLL CALL VOTE AGENDA ITEMS**

A. **Transportation Performance Measures Consensus Document Adoption**

This item seeks CRTPA adoption of the “Transportation Performance Measures Consensus Planning Document” that serves to outline the roles of the Florida Department of Transportation (FDOT) and the CRTPA.

**Board Action:** Commissioner Richardson made a motion to accept the Transportation Performance Measures Consensus Document Adoption as presented by staff. Commissioner Viegbessie seconded the motion and a roll call vote was taken on the motion. The motion was unanimously passed.

B. **Fiscal Year (FY) 2020 – FY 2024 Transportation Improvement Program (TIP) Amendment**

The FY 2020 – FY 2024 TIP is proposed to be amended to reflect the addition of the following project:

- Leon County Retrofit Pedestrian Lighting (Limits: Various Signalized Intersections on SR 61 (US 27/319), SR 20 and SR 371) (Project #4470421): Provide design funding for pedestrian safety lighting at various signalized intersections in Leon County.

**Board Action:** Commissioner Minor made a motion to accept the Fiscal Year (FY) 2020 – FY 2024 Transportation Improvement Program (TIP) Amendment as presented by staff. Commissioner Richardson seconded the motion and a roll call vote was taken on the motion. The motion was unanimously passed.

## 7. CRTPA ACTION

NOTE: Due to the meeting being conducted via video conference, voting on action items will be done using roll call.

### A. Unified Planning Work Program (UPWP)

The Fiscal Year (FY) 2020/21 – 2021/2022 draft UPWP reflecting the CRTPA’s transportation planning activities for the next two years has been developed for CRTPA adoption. Approval of an Amendment to the Joint Planning Agreement and FY 2019 – FY 2020 UPWP.

**Board Action: Commissioner Minor made a motion to approve Amendment to the Joint Planning Agreement and FY 2019 – FY 2020 UPWP as presented by staff. Commissioner Richardson seconded the motion and a roll call vote was taken on the motion. The motion was unanimously passed.**

**Board Action: Commissioner Viegbessie made a motion to adopt the Fiscal Year (FY) 2020/21 – 2021/2022 draft UPWP as presented by staff. Commissioner Richardson seconded the motion and a roll call vote was taken on the motion. The motion was unanimously passed.**

### B. Regional Mobility Plan Update

This item provides information to the CRTPA Board regarding the Regional Mobility Plan Update including what’s been accomplished and what is scheduled as plan development proceeds.

**Board Action: The Regional Mobility Plan Update was and informational item, therefore, no action was taken.**

### C. Leon County Transportation Disadvantaged Local Coordinating Board

This item seeks Board approval related to a change in the designated planning agency for the Leon County Transportation Disadvantaged Local Coordinating Board.

**Board Action: Commissioner Richardson made a motion to approve the Leon County Transportation Planning Local Coordination Board change in designated planning agency as presented by staff. Commissioner Barfield seconded the motion and a roll call vote was taken on the motion. The motion was unanimously passed.**

## 8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

Mr. Paulk stated the Department had no updates to report.

**9. EXECUTIVE DIRECTOR'S REPORT**

A status report on CRTPA activities will be provided including an update on the recent FDOT Joint Certification of the CRTPA for 2019.

Mr. Slay stated the Audit would meet the deadline. Mr. Slay noted there was a need for the Board to meet in July, 2020. The board was in consensus with holding a meeting in July to cover time sensitive items.

Commissioner Dozier noted we needed to have guidelines in place to address social distancing requirements.

**10. CRTPA INFORMATION**

- A. 2020 Freight Priorities Program CRTPA Submittal**
- B. Future Meeting Dates**

**Board Action: These items were informational items, therefore, no action was taken.**

**11. CRTPA CITIZEN COMMENT**

IMPORTANT: CRTPA public comment for this meeting may be submitted online at <http://crtpa.org/contact-us/> until 5 p.m. on May 18 in order to allow sufficient time for provision to CRTPA members prior to the meeting. Any comments submitted after this time will be accepted and included as part of the official record of the meeting.

**12. 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, as appropriate.

**13. ADJOURNMENT**

The meeting was adjourned at 1:20pm

Attested:

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Yulonda Mitchell, CRTPA Secretary

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Commissioner Randy Merritt, Chairman