



June 4, 2024

COMMITTEE AGENDA ITEM 3A

MINUTES

TYPE OF ITEM: Consent

The minutes from the May 7, 2024, TAC meeting is provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the May 7, 2024, TAC meeting.

ATTACHMENT

Attachment 1: May 7, 2024, TAC Minutes



TECHNICAL ADVISORY COMMITTEE (TAC)

MEETING OF TUESDAY, MAY 7, 2024
(9:00 a.m. – 11:00 a.m.)

TALLAHASSEE CITY HALL
TALLAHASSEE ROOM, 2ND Floor
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

Meeting Minutes

Committee Members Present: Melissa Corbett, Chair, Wakulla County Administration; Allen Seceast City of Tallahassee Traffic Management; Eric Gooch, City of Tallahassee City Engineering; Charles Wu, Leon County Public Works, Transportation; Kate Daniel, City of Tallahassee Growth Management; Ryan Guffey, Leon County Development Support and Environmental Management; Mike Alfano, Planning Department; Pat Maurer, Ride on Commuter Services; Mary O'Brien, Apalachee Regional Planning Council; Autum Calder; Blueprint IA

Staff Present: Jack Kostrzewa, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA

The meeting was called to order at 9:04 AM, with a quorum present.

1. **AGENDA MODIFICATIONS**
2. **PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA**
3. **CONSENT AGENDA**
 - A. Minutes of the April 2, 2024, TAC Meeting
 - B. Draft Unified Planning Work Program (UPWP)

Committee Action: Mr. Guffey made a motion to approve the consent agenda as presented by staff. Mr. Alfano seconded the motion. The motion was unanimously passed.

4. **CONSENT ITEMS PULLED FOR DISCUSSION**

5. PRESENTATION/DISCUSSION/ACTION

A. **CRTPA School Safety Study**

This item provided an update on the CRTPA School Safety Study (“Take the Safe Route – Safe Access to School Study”). The study focuses on the identification of schools in the region with the most need for improved bicycle and pedestrian infrastructure improvements. Following this identification, a comprehensive analysis will be carried out on the identified schools.

RECOMMENDED ACTION: Committee Information Only.

Mr. Vincent Spahr, KHA, provided information on the CRTPA School Safety Study. Mr. Spahr outlined the objective of the study noting that the study took a comprehensive review of the schools in the region to understand the safety concerns at the schools in order to encourage a culture of walking and biking. He stated the next step included a strategic engagement with stakeholders, teachers, and parents to understand what would be useful at the locations, followed by recommendations for policy and infrastructure improvements for the schools that have been identified. Mr. Spahr noted that some of the improvements to be developed may be broad enough to be applied to more than one location. He further stated ultimately, the study could help streamline funding requests to the Safe Routes to Schools program as well as other funding opportunities. Mr. Spahr stated the project would consist of two phases with Phase 1 involving stakeholder meetings, data collection, prioritization, and identification of the schools for further evaluation. He stated that Phase 2 would begin soon and consists of conducting student and parent and safety assessments at the identified schools. Mr. Spahr noted that the safety assessments would include field studies within the walking zones to determine physical improvements that may be needed. He next outlined the methodology for prioritization that was conducted as part of Phase 1. Mr. Spahr outlined the rankings, noting the highest schools for each county and noted that Leon County had more schools largely due to the crash volumes and general population/densities around the schools.

Mr. Wu requested additional information on the ability to streamline funding requests. Mr. Spahr clarified that funding requests could potentially be streamlined for Safe Routes to School funding because the project was identified as part of the study. Mr. Gooch asked if CRTPA was working in conjunction with FDOT on the Safe Routes to School Process pilot program. Ms. Lex noted yes, coordination with FDOT was a part of the process for the study. Ms. Calder shared concerns regarding the weight of equity being too high within the methodology for the study and noted the point of the program was safety. Mr. Spahr provided more details in the process used related to methodology and noted equity was an important consideration. He further explained having an equity component included in the criteria, was often a requirement for grant funding and opens additional doors for funding. Ms. O’Brien stated the safety analysis were reactive and suggested more expansion of criteria number 11. She noted FDOT has completed some analysis of roadways that are designed in a way that have a higher likelihood of crashes. Lastly, Ms. O’Brien suggested more preventative measures versus reactive measures. Mr. Spahr noted the hazardous walking conditions (criteria number 6) from Leon County Schools was important because this was the school’s evaluation of safety around the schools.

Ms. Calder asked if the standing list from the City/County were incorporated into the analysis. Mr. Spahr that projects that on the City's standing list have been discussed by the stakeholders at several meetings. He noted a full comparison was not a part of the study, but the goal was to start from scratch in the evaluation of the schools. Mr. Gooch asked if the evaluation included a comparison to the CRTPA 2014 reports. Mr. Kostrzewa noted that was a different process and that this evaluation was geared toward addressing bike and pedestrian issues within close proximity to schools. Ms. Calder requested the breakdown of the ranking without the equity factor and asked if the Capital Improvement Program (CIPs) were considered within the study. Mr. Spahr stated the CIPs were considered. He outlined the next steps towards finalizing the study including conducting surveys and, field reviews of the walking zones with a focus on current infrastructure and opportunities for improvement. Mr. Gooch suggested that the survey include questions from the national safe routes to school center and noted that when applying for safe routes funding there was a requirement to conduct a travel tally. Mr. Spahr noted the final study will be presented to the Board in the fall of this year.

Committee Action: Committee Information Only.

B. Public Involvement Plan (PIP) Update

The CRTPA's update to the PIP was discussed.

RECOMMENDED ACTION: Committee Information Only.

Ms. Lex made an announcement regarding the Public Involvement Plan (PIP) Update noting that the comment period is now open. She stated notifications have been sent to various groups and posted on the website and noted there will be a formal agenda item on the PIP to the committees at the June meeting. Ms. Lex noted that comments would be accepted up until the June 17, 2024, Board Meeting at which point the PIP will be recommended for adoption.

Committee Action: Committee Information Only.

6. INFORMATION

A. Future Meeting Dates

7. ITEMS FROM COMMITTEE MEMBERS OR STAFF

Ms. Lex provided some information on the TIP and PPLs noting that there would be a meeting notice sent out and that the public comment period will be 30 days before board approval. She stated if there were any comments or questions on the PPLs rankings, please reach out to the CRTPA staff to discuss the comments. Mr. Wu stated the Magnolia Drive project will begin and the roadway will be closed to through traffic. Ms. Maurer reminded the committee of the Ride On Smart Cycling course on Saturday June 1, 2024, and is a prerequisite to become a Lead Certified Instructor that will be conducted this fall.

8. ADJOURNMENT

The meeting was adjourned at 10:30 am.