



June 3, 2025

## COMMITTEE AGENDA ITEM 3A

### MINUTES

TYPE OF ITEM: Consent

The minutes from the April 1, 2025, CMAC meeting is provided as ***Attachment 1***.

### **RECOMMENDED ACTION**

Option 1: Approve the minutes of the April 1, 2025, CMAC meeting.

### **ATTACHMENT**

Attachment 1: April 1, 2025, CMAC Minutes



## **CITIZENS MULTIMODAL ADVISORY COMMITTEE (CMAC)**

MEETING OF TUESDAY, APRIL 1, 2025  
(11:30 AM - 1:30 PM)

RENAISSANCE BUILDING  
2ND FLOOR CONFERENCE ROOM  
435 N MACOMB STREET  
TALLAHASSEE, FL. 32301

### **Meeting Minutes**

**Members Present:** Chad Hanson, Chair; Mary Kay Falconer; Amie Longstreet; Roger Holdener; Julie Christensen; John Dunn; Hans van Tol; Dan Beaty

**Staff and Others Present:** Greg Slay, Executive Director; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex; CRTPA Kaylor Collins, FDOT; Lindsay Slautterback, KHA; and George Reynolds

#### **1. AGENDA MODIFICATIONS**

There were no agenda modifications.

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

There were no public speakers.

#### **3. CONSENT AGENDA**

**A. Minutes of the February 4, 2025, CMAC Meeting**

**B. CRTPA Performance Measures Update Resolution Ratification (PM2 & PM3)**

**Committee Action:** Mr. van Tol made a motion to approve the consent agenda items 3A and 3B. Ms. Falconer seconded the motion; and the motion was unanimously passed.

#### **4. CONSENT ITEMS PULLED FOR DISCUSSION**

Ms. Falconer pulled Agenda Item 3C CRTPA Transportation Alternatives (TA) Project Priority List Adoption and Mr. van Tol pulled Agenda Item 3 D Unified Planning Work Program (UPWP) were pulled for discussion.

### **3.C CRTPA Transportation Alternatives (TA) Project Priority List Adoption**

Mr. Burke explained the Transportation Alternatives PPL was the same list as the adopted list from last year except for the removal of Priority # 2 (Waverly Road sidewalk project). He explained the Waverly Road sidewalk project has been fully funded; therefore, the project has been removed from the TA PPL. Lastly, he noted the remaining three (3) projects have not been funded and, as result, will remain on the list. Mr. Burke stated there would be solicitation for new applications later in the year and noted that at the September CMAC meeting there would be a request for members to serve on the TA subcommittee.

Ms. Falconer asked if there was an estimated fund amount for the next cycle and was funding going to be available. Mr. Burke stated there were no guarantees but as far as it was known now, there would be funding, similarly to last year of approximately \$660k. Mr. Slay noted the Federal Highway Administration has issued a notice for funding opportunities for Safe Streets and Roads for All (SS4A) program.

**Committee Action: Mr. Beaty made a motion to recommend approval the adoption of the Transportation Alternatives PPL. Mr. van Tol seconded the motion; and the motion was unanimously passed.**

### **3.D Unified Planning Work Program (UPWP)**

Ms. Lex stated the update to the second year of the proposed UPWP would bring all available funding and explained the total would include remaining funds from the previous UPWP in PL. She explained those funds would be added to the second year of the work program in addition to the projects already programmed in the second year that total \$1.53 million. Ms. Lex explained staff would identify projects to fund and noted the authorization would be for the amount that was anticipated to be spent within the contract.

Mr. van Tol noted attachment the second attachment was not included in the agenda item. Ms. Lex noted the second attachment was being finalized and noted funding would be added for the Congestion Management Plan (CMP), High Injury Network (HIN), Limited English Proficiency Plan update, and the Community Characteristics inventory and noted those projects would be included in the UPWP in June and remaining funds well be outlined as "TBD" for now. Mr. van Tol asked about the Feasibility Study SR 267, asking if that project was already completed. Mr. Slay explained the initial study was from St. Marks Trail to Wakulla Springs. Ms. Lex explained that was the first phase was completed and the next phase would be the western piece that was within Leon County and stated all funds must be included regardless of the source and noted these funds will be SUNTrail funds. She noted staff was waiting on contracts to be finalized.

Mr. van Tol asked about the Thomasville Road to Welaunee Greenway Trail. Mr. Slay explained that was a portion of the entire connection and was short piece from Thomasville Road East to the Welaunee Greenway would be extended as a part of the development in Bradfordville at Bannerman Road.

Ms. Falconer expressed concerns and disappointment with the halting of the improvements to the Thomasville Midtown which has been halted. Mr. Slay noted that project would be only a resurfacing project.

**Committee Action: Mr. van Tol made a motion to recommend approval the Unified Planning Work Program. Mr. Beaty seconded the motion; and the motion was unanimously passed.**

## 5. PRESENTATION/DISCUSSION/ACTION

### A. CRTPA School Safety Study

This item seeks approval of the CRTPA's School Safety Study ("Take the Safe Route - Safe Access to School Study").

RECOMMENDED ACTION: Recommend the CRTPA approve the Take the Safe Route - Safe Access to School Study.

Mr. Burke introduced the study and stated the plan was initiated in late 2023 and provided a focused school safety study to determine which schools in the region would benefit from enhancements to the bicycle and pedestrian safety. He noted the study would be on the agenda at the April Board meeting for approval.

Ms. Slautterback, Kimley-Horn and Associates introduced the Take the Safe Route study. She explained the process included an evaluation of the existing conditions and infrastructure at the schools in the region. Ms. Slautterback noted that the evaluation identified the schools with the most need. She noted that following school identification site visits were conducted, and staff developed recommendations that could be submitted to local governments and grant applications to request funding for improvements. She noted the purpose of the study was to encourage a culture of walking and biking and making sure there are safe routes for the students.

Ms. Slautterback outlined the first phase of the study which involved data collection and analysis. She this phase consisted of narrowing down the number of schools from a total of 80 schools within the region to the ultimate selected twelve schools. Next, Ms. Slautterback explained phase two, which consisted of site visits during school arrival and departure times, and the development of practical recommendations related to infrastructure, behavioral and programmatic recommendations. Lastly, she discussed other components of the study including the student and parent surveys, stakeholder engagement and the development of the draft plan.

Ms. Slautterback outlined the draft plan and noted it was currently on the CRTPA's website for review and that comments may be provided before the Board meeting on April 15, 2025. She discussed stakeholder engagement that included the provision of technical input from over 20 stakeholder agencies. She noted the Safe Routes to School Program requires surveys to be completed and stated that there were 17 classrooms that participated for a total of 327 students and 165 parent surveys. Results from the surveys identified that most kids were driven in the family vehicle and that the survey data was in the plan's appendix. Ms. Slautterback noted parents' major concerns identified in the surveys included distance to walk/bike to the school, speeding, traffic volumes, and concerns related to

children crossing at intersections. She next noted that recommendations have been developed for each of the schools in the plan and outlined the grant funding matrix. Ms. Slautterback explained that the potential identified grants match up with the recommendations and this can be a useful tool for the partners to implement the recommendations.

Ms. Falconer asked if students mentioned improvements for bicyclists at Leon High School. Ms. Slautterback noted recommendations for each school are included in the full recommendations list. Ms. Falconer next asked about crossing guards and Ms. Slautterback noted that was a recommendation for additional crossing guards. Mr. Hanson asked about the radius from the school was included in the study. Ms. Slautterback stated that initially it was the entire school zone. She explained that as a part of the desktop analysis, national standards were followed which recommend the following: elementary .5m; middle 1m; and high school 1.5m. She noted that recommendations were made for the immediate vicinity of the schools. Mr. Hanson asked about schools that were not included and if those schools get recommendations or help with improving the safety at those schools. Ms. Slautterback noted that all schools were evaluated initially, and that the high-level recommendations could be considered for all schools.

**Committee Action: Ms. Christensen made a motion to recommend approval of the CRTPA School Safety Study. Ms. Longstreet seconded the motion, and the motion was unanimously passed.**

#### **B. CRTPA Title VI Policy**

This item seeks approval of the CRTPA's Title VI Plan outlining processes for handling grievances related to alleged violations of Title VI of the Civil Rights Act of 1964 and other nondiscrimination statutes, regulations, and authorities has been developed for CRTPA approval.

RECOMMENDED ACTION: Recommend the CRTPA adopt Title VI Plan.

Ms. Lex stated this was a minor update for the CRTPA Title VI Policy. She explained the policy statement remains the same. She noted the Florida Civil Rights Act was a little different from the Federal Civil Rights Act includes pregnancy. She outlined the responsibilities of the Title VI coordinator. She explained the difference between verbal and non-written complaints. She noted if a verbal complaint. The coordinator was responsible for asking if the citizen wanted to file a written complaint. Informal complaints are handled by the CRTPA informing FDOT and FHWA. Written complaints are forwarded to the district immediately, to district, Central office and FHWA. Recommendation was to approve the minor update to the policy.

**Committee Action: Mr. van Tol made a motion to recommend adoption of the Title IV Policy. Ms. Christensen seconded the motion, and the motion was unanimously passed.**

#### **C. High Injury Network (HIN) Update**

This item provides information related to efforts associated with the CRTPA's HIN update.

RECOMMENDED ACTION: Information Only

Mr. Kostrzewa discussed the High Injury Network Update. He stated the development HIN was developed from the CMP and the SS4A. Mr. Kostrzewa stated this network of roadways and intersections that are safety related with serious injuries and fatalities. He noted KHA reviewed the corridors from Aenon Church to Junco Court noting this area had 7 serious injuries and fatalities. He noted there will be a project sheet for each project which will provide information on crash history, locations, severity, common issues, counter measures that can be implemented to improve safety at the locations. He noted these recommendations are broken into short term and long-term projects. Mr. Kostrzewa stated additional project sheets were being developed and requested any comments should be forwarded directly to the CRTPA. He noted this information would be presented to the board. He noted the network included city, county and state roadways and those governments can apply for SS4A grant applications. Mr. Kostrzewa stated the counter measures would be discussed with the local governments and those measures are based on crash data.

Mr. van Tol discussed the high speed on Gadsden and Adams Street and suggested a lowering to 35mph before vehicles approach the areas where the bike lanes and midblock crossings. Mr. Slay noted there are strict guidelines when addressing/lowering speeds and many roadways were not built for lower speeds. Mr. Slay explained the crash data Bronough and Duval which has as many crashes in total that exceeds the crashes on Apalachee Parkway. He agreed speed was a big factor in the crashes. Mr. Hanson asked for information on the length of a roadway within the HIN. Mr. Kostrzewa explained the network had many small portions of roads that have serious injuries and those were aggregated and made into longer segments to be sure the entire corridor was being addressed as a whole with a better analysis.

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

## **6. INFORMATION**

### **A. Future Meeting Dates**

Mr. Slay noted the May meeting would potentially be cancelled.

## **7. ITEMS FROM COMMITTEE MEMBERS OR STAFF**

Ms. Longstreet asked if the draft PPLs would be presented to the committee. Ms. Lex stated the TIP and PPLs would be presented at the June committee meeting.

Ms. Falconer asked for update on North Monroe and the SS4A program. Mr. Slay stated the SS4A program was opened for applications and noted there would be an update to the grant application and will be submitted by the deadline at the end June. He also noted the SS4A program was being reviewed by the current administration and there could be new guidance in the next round but there is a lot of information that has not been provided.

Ms. Longstreet discussed the Southern Rail Commission and the reconnection of the train from Mobile to New Orleans. Mr. Slay stated the bill has been stalled but was doubtful it would move forward this session.

Mr. van Tol asked about the bicycle component of the RMP and the updates to the Master plans for the counties in the region. Mr. Slay noted CRTPA has not discussed but that would be the responsibility of the individual counties to update their master plans.

Mr. Burke stated that at the last meeting there was an amendment to the TIP providing Sun Trails funding. He explained the Tallahassee to Havana trail received design funds for the Gadsden County portion and received PD&E funding for the Leon County portion and that staff is planning a public meeting (open house style) for the Tallahassee to Havana Trail. The meeting will be conducted on Wednesday, May 7, 2025, at 5:30 p.m. at the Havana Community Center and details will be provided to the Committee.

Mr. Kostrzewa discussed the RMP Public Engagement and noted there would be a Farmer's Market at Walker Ford Community Center. He noted there will also be helmet fitting and providing safety materials for the community. The event is on May 15, 2025, from 2 p.m. -6p.m.

## **8. ADJOURNMENT**

**The meeting was adjourned at 12:55 pm.**