

March 17, 2025



EXECUTIVE COMMITTEE AGENDA ITEM 3 A

MINUTES

TYPE OF ITEM: Action

STATEMENT OF ISSUE

The minutes from the December 2, 2024, Executive Committee Meeting are provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the December 2, 2024, Executive Committee Meeting.

ATTACHMENTS

Attachment 1 – December 2, 2024, Meeting Minutes



CRTPA EXECUTIVE COMMITTEE

MEETING OF MONDAY, DECEMBER 2, 2024, AT 10:00 AM

TALLAHASSEE CITY HALL
CRTPA CONFERENCE ROOM (3RD FLOOR)
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

MEETING MINUTES

Members Present: Commissioner Quincee Messersmith, Chair
Commissioner Dianne Williams-Cox, Vice Chair
Commissioner Rick Minor, Past Chair

Staff Present: Greg Slay, CRTPA Executive Director; Greg Burke, CRTPA; Suzanne Lex, CRTPA;
Yulonda Mitchell, CRTPA; Kaylor Collins, FDOT

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:10 am with a roll call.

2. AGENDA MODIFICATIONS

There were no agenda modifications.

3. CONSENT AGENDA

- A. Minutes of the September 5, 2024, Executive Committee Meeting
- B. CRTPA 2025 Calendar

Committee Action: Commissioner Williams-Cox made a motion to approve the consent agenda. Commissioner Minor seconded the motion. The motion was unanimously passed.

4. CRTPA EXECUTIVE COMMITTEE ACTION

A. Functional Classification Maps

The Functional Classification Maps for the CRTPA region have been updated for adoption.

Mr. Slay outlined the Functional Classification Maps. He stated subsequent to the U.S. Census Bureau designation of the urbanized area staff has completed the update of the functional classification maps in the region. Mr. Slay noted that the adjusted urbanized required that adjustments needed to be completed. He stated there were minimal changes to the region and the recommended updates were

sent to each of the CRTPA counties public works and planning departments. Mr. Slay noted that there were few comments were received back from the counties in the region. He explained the roadways and maps are used to determine what cleanups will be paid subsequent to an official disaster declaration and that a roadway designated above a rural collector would be paid by FEMA after a disaster.

Committee Action: Commissioner Minor made a motion to approve the Functional Classification Maps as presented. Commissioner Williams-Cox seconded the motion. The motion was unanimously passed.

B. Fiscal Year (FY) 2025– FY 2029 Transportation Improvement Program (TIP) Amendments

This item seeks roll call approval of a resolution amending the FY 2025 – FY 2029 TIP to reflect the following:

- SR 369 (US 319) from S of East Ivan Road to SR 267 (Bloxham Cutoff Road) (Project No. 220495-7): Provide \$726,873 in funding in FY 25 to add lanes and reconstruct roadway [Construction Phase] (Wakulla County)
- SR 263 Capital Circle from CR 2203 Springhill Rd to SR 371 Orange Avenue (Project No. 415782-9): Provide \$5,231,199 in funding in FY 25 to add lanes and reconstruct roadway [Construction Phase] (Leon County)
- SR 10 (US 90) West Tennessee Street from CR 1581 Aenon Church Road to SR 20 (Blountstown Street) (Project No. 454522-1): Provide \$100,000 in funding in FY 25 to add roadway lighting (Leon County)
- StarMetro FY 2023 Section 5339(b) Buses and Bus Facilities Discretionary Grant (Project No. 456181-1): Provides StarMetro with \$20,370,792 in FY 2023 FTA money and \$3,911,546 in matching local monies from the City of Tallahassee (COT). The project funds the purchase of battery-electric buses, supports charging infrastructure and the development of a workforce training program for its mechanics and operators to maintain the fleet. The project will help reduce emissions and improve service and reliability for riders in and around Tallahassee. (Leon County)
- StarMetro Section 5339(c) Low or No Emission Discretionary Grant (Project No. to be assigned): Provides \$ 10,702,365 in FY 2024 FTA funding, \$646,687 in State funds (toll credits) and \$1,200,000 (COT) local funds to StarMetro to buy new battery-electric buses to replace older vehicles and install charging equipment. The project will reduce emissions, improve service and reliability, and help the city achieve its goal for 100% battery electric bus transportation by 2035. (Leon County)

Ms. Lex outlined the Fiscal Year (FY) 2025– FY 2029 Transportation Improvement Program (TIP) Amendments. She explained the request from FDOT for the addition to the FY 25-FY 29 TIP of the referenced projects. She explained the remaining funds on the Capital Circle and Crawfordville Road projects were unauthorized and therefore rolled forward for approval in FY 2025 . The next project adds funding for a safety improvement- on West Tennessee St. Lighting will be installed from Aenon Church Rd to Blountstown Hwy. Once approved, a Joint Participation Agreement (JPA) between the City of Tallahassee and FDOT would be entered into, and the City would complete the project.

Ms. Lex explained the Federal Transit Administration (FTA) now requires FDOT to include in the State Transportation Improvement Program (STIP) transit projects awarded federal funds from a discretionary grant. The addition of funds would be provided to StarMetro for the following projects: StarMetro FY 2023 Section 5339(b) Buses and Bus Facilities Discretionary Grant and the StarMetro Section 5339(c) Low or No Emission Discretionary Grant. Requested the approval of the Resolution Number 2024-12-4B by the Executive Committee.

Committee Action: Commissioner Williams-Cox made a motion to approve the Fiscal Year (FY) 2025–FY 2029 Transportation Improvement Program (TIP) Amendments. Commissioner Minor seconded the motion. The motion was unanimously passed.

5. CRTPA CITIZEN COMMENT

There were no citizen comments.

6. EXECUTIVE DIRECTOR'S REPORT

Mr. Slay thanked members for attending the meeting to get the time-sensitive approvals completed and noted these items would be on the February 2024 Board Agenda. He provided an update on a number of issues and noted that he was requested to present updates on the CRTPA's SS4A Action Plan to the Tallahassee City Commission. Mr. Slay also discussed that an update to the CRTPA's SS4A Plan will soon be initiated and will evaluate ten corridors for counter measures. He next noted that funding was not awarded for the CRTPA's SS4A grant submittal for a West Tennessee planning study from Aeon Church to Monroe St. Mr. Slay stated that there would be an analysis of Tennessee Street from Aeon Church Road to Junco Court, where there were six pedestrian fatalities in that area in recent years. He also discussed the crashes on the one-way pairs of Bronough Street and Duval Street and are mostly side swipes. Mr. Slay next provided an update on the Pensacola Street resurfacing project by FDOT noting that the project would be completed early next year and would include pedestrian improvements. He discussed the High Visibility Enforcement (HVE) program funded by FDOT via the University of North Florida. Mr. Slay stated that the corridors selected to conduct HVE efforts are consistent with the CRTPA's High Injury Network.

7. ITEMS FROM CRTPA EXECUTIVE COMMITTEE MEMBERS

Commissioner Williams-Cox discussed the Florida legislative agenda. She noted she spoke with Senator Simon and wanted to know if there was anything CRTPA wanted to discuss with the senator. Mr. Slay noted there wasn't any issues at this time.

Commissioner Minor stated he was drafting a letter with a Commissioner in Okaloosa County and noted the letter would be sent to local elected officials for signatures to show how much support there was for the joining of the Southern Rail Commission. Commissioner Minor stated he would ask members to sign the letter at the next CRTPA Board meeting. Mr. Slay noted the Emerald Coast RPC has submitted applications for passenger rail to refurbish rail stations in Crestview and Pensacola.

8. ADJOURNMENT

The meeting was adjourned at 10:53 am.