

November 21, 2023



## AGENDA ITEM 4 F

### CRTPA FISCAL YEAR (FY) 2023 – FY 2024 UNIFIED PLANNING WORK PROGRAM AMENDMENT

TYPE OF ITEM: Consent

#### STATEMENT OF ISSUE

The purpose of this item is to amend the CRTPA FY 2023 – FY 2024 Unified Planning Work Program (UPWP) to add Subtask 5.7.1, Public Engagement for the Tallahassee to Havana Feasibility Study (**Attachment 1**), and to add Subtask 7.5.1, a Safe Streets for All (SS4A) North Monroe Street Implementation Plan (**Attachment 2**).

#### HISTORY AND ANALYSIS

The UPWP is a federally required document that describes the work activities, schedule and budget planned for the CRTPA operations, staffing, and consultant projects. The UPWP is produced the biannually and is amended as necessary to reflect changes in funding and/or work tasks.

Subtask 5.7.1 is added and provides the public engagement component for the Tallahassee to Havana Multi-Use Trail Feasibility Study. Public engagement is an essential component of the transportation planning process. The UPWP Subtask 7.5.1 details the work schedule, engagement activities and deliverables. Funding for the work, \$11,500, is reallocated from Subtask 7.3, Other Mobility Studies TBD.

Subtask 7.5 provides funding for further evaluation and analysis of roadway segments on the High Injury Network (HIN) as identified in the CRTPA's Safe Streets for All (SS4A) Safety Action Plan. Subtask 7.5.1 introduces SS4A Safety Implementation Plan for North Monroe Street. Segments of this roadway are identified on the HIN. The proposed activities, deliverables and schedule are detailed and the \$208,250 of SU funds programmed in 7.5 will be used for the Implementation Plan.

The funding for these projects is being reallocated from Subtask 7.3, "Other Projects To Be Determined."

**RECOMMENDED ACTION**

Option 1: Approve the amendment to the FY 2023 – FY 2024 Unified Planning Work Program (UPWP) to add Subtask 5.7.1, Public Engagement for the Tallahassee to Havana Feasibility Study, and associated budget; and the addition of Subtask 7.5.1, a Safe Streets for All (SS4A) North Monroe Street Implementation Plan.

Option 2: Provide other direction.

**ATTACHMENTS:**

Attachment 1: Subtask 5.7.1, Public Engagement for the Tallahassee to Havana Feasibility Study

Attachment 2: Subtask 7.5.1 SS4A North Monroe Street Implementation Plan

**5.7.1 Public Involvement Tallahassee to Havana Multi-Use Trail BUDGET: \$15,0000**

**Responsible Agency:** CRTPA (Consultant support will be used to complete this task.)

**Purpose:** Complete supplemental public engagement activity in support of Tallahassee to Havana Multi-Use Trail.

Required Activity	End Products	Completion Date
Coordination meetings with staff. Prepare meeting materials.	Power Point Presentation, Information Boards (location map, environmental, typical section, property owners), Project handouts, and web site support information.	Project Begins November 2023
Identify property owners and homeowners in subdivisions adjacent to the project corridor.	List of property owners adjacent to the corridor and homeowners in adjacent subdivisions.	December 2023
Meeting(s) Notice	Postcards mailed to identified property owners, meeting(s) notice advertised on CRTPA website and social media. Gadsden County Public Information Officer notice to the Gadsden County community.	December 2023
Meeting(s)	Conduct Public Meeting(s)	January 2024
Meeting(s) and Reporting	Summary report of public involvement activities and comments. Draft and final project report with updated project limits and results from public involvement.	January 2024
Presentation to CRTPA Committees and Board	Meeting Material and Presentation	February 2024

**Subtask 7.5.1: Safe Streets for All North Monroe Street Safety Implementation Plan (Proposed Budget \$208,250)**

**Responsible Agency:** CRTPA (Consultant support will be used to complete this task.)

**Purpose:** Complete supplemental planning activities in support of SS4A Action Plan through additional data collection and analysis of corridor and intersections identified on the High Injury Network. The North Monroe Street study will drill down to understand the existing conditions and the contributing factors to serious injuries and fatalities, evaluate crash cluster locations, and identify challenges and opportunities for improvement, including recommendations for construction, operational and educational responses. The final product is an implementation plan.

Required Activity	End Products	Completion Date
Engage SS4A Leon County Task Force and stakeholders. Compile additional/supplemental data (crash and speed data, field review, environmental justice, community surveys and site geometry as necessary). Data to include outreach and information gathered by the N. Monroe Street Task Force and accompanying charettes.	SS4A Task Force and stakeholders list. Meeting schedules, materials, and summaries. Site data collected. Collect information on site conditions and public involvement from prior planning activities and charettes.	Nov - Dec 2023
Analyze and summarize data collected, site conditions and public involvement material.	Analysis of data collected and available supplemental material.	Dec 2023 - May 2024
Evaluate information collected from public surveys and determine additional public involvement activities. Conduct outreach as identified if necessary.	Documentation and summary of public involvement and stakeholder meetings as applicable.	Feb - May 2024
Draft and Final Report to include short, medium, and long-term recommendations for project implementation.	Draft and Final Report .	May - June 2024