



CRTPA BOARD

MEETING OF MONDAY, OCTOBER 19, 2020 AT 1:30 PM

NOTE:

Due to the ongoing COVID-19 pandemic, the CRTPA will meet via Webex video conference. The public is invited to view the meeting's live broadcast on WCOT (<https://www.talgov.com/cotnews/wcot.aspx>).

MISSION STATEMENT

"The mission of the CRTPA is to act as the principal forum for collective transportation policy discussions that results in the development of a long range transportation plan which creates an integrated regional multimodal transportation network that supports sustainable development patterns and promotes economic growth."

FINAL AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **AGENDA MODIFICATIONS**
3. **PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA**

IMPORTANT: CRTPA public comment for this meeting may be submitted online at <http://crtpa.org/contact-us/> until 5 p.m. on Friday, October 16 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.

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.

4. CONSENT AGENDA

- A. Minutes of the September 21, 2020 meeting**
- B. Unified Planning Work Program (UPWP) Amendment**

5. CONSENT ITEMS PULLED FOR DISCUSSION**6. CRTPA ACTION****A. Tallahassee-Leon County Intelligent Transportation Systems (ITS) Master Plan**

This item provides an update on the recently developed ITS Master Plan.

B. Midtown Area Transportation Plan Phase II

The Midtown Area Transportation Plan – Phase II has been developed for Board approval. Identifying recommended options for Board consideration, the plan seeks to assist in improving Midtown’s multimodal options and vibrancy.

C. Thomasville Road Multi-Use Trail Feasibility Study

A feasibility study related to a Thomasville Road will be discussed.

D. US 90 Multi-Use Trail Feasibility Study

An update on the development of the US 90 Multi-Use Trail Feasibility Study will be provided.

7. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT**8. EXECUTIVE DIRECTOR’S REPORT**

A status report on CRTPA activities will be provided.

9. CRTPA INFORMATION

- A. Future Meeting Dates**
- B. Committee Actions**
- C. Correspondence**

“Public Participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans With Disabilities Act, or persons who require translation services (free of charge) should contact the CRTPA Title VI Coordinator, Suzanne Lex, four days in advance of the meeting at 850-891-8627 (Suzanne.Lex@crtpa.org) and for the hearing impaired, telephone 711 or 800-955-8771 (TDY).”

“La participación pública se solicita sin distinción de raza, color, nacionalidad, edad, sexo, religión, discapacidad o estado familiar. Las personas que requieran adaptaciones especiales en virtud de la Ley de Americanos con Discapacidades, o las personas que requieran servicios de traducción (sin cargo) deben comunicarse con Suzanne Lex, CRTPA Coordinadora del Título VI, al 850-891-8627 (Suzanne.lex@crtpa.org) y para las personas con discapacidad auditiva, teléfono 711 o 800-955-8771 (TDY) cuatro días antes de la reunión.

10. CRTPA CITIZEN COMMENT

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11. 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.

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October 19, 2020

AGENDA ITEM 1

CALL TO ORDER AND ROLL CALL



October 19, 2020

AGENDA ITEM 2

AGENDA MODIFICATIONS



October 19, 2020

AGENDA ITEM 3

PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

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October 19, 2020

AGENDA ITEM 4A

MINUTES

TYPE OF ITEM: Consent

The minutes from the September 21, 2020 meeting are provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the September 21, 2020 CRTPA meeting.

ATTACHMENT

Attachment 1: Minutes of the September 21, 2020 CRTPA meeting.



CRTPA BOARD

MEETING OF MONDAY, SEPTEMBER 21, 2020 AT 1:30 PM

NOTE:

Due to the ongoing COVID-19 pandemic, the CRTPA met via WebEx video conference on September 21, 2020 at 1:30 pm. The public was invited to view the meeting's live broadcast on <https://www.talgov.com/employment/hrlivestream.aspx> or [Talgov.com/WCOT](https://www.talgov.com/WCOT)

Meeting Minutes

Members Present:

Commissioner Randy Merritt, Wakulla Chairman
Commissioner Anthony Viegbesie, Gadsden County
Commissioner Betsy Barfield, Jefferson County
Commissioner Bryan Desloge, Leon County
Commissioner Kristin Dozier, Leon County
Commissioner Nick Maddox, Leon County
Commissioner Rick Minor, Leon County
Commissioner Jeremy Matlow, City of Tallahassee
Commissioner Curtis Richardson, City of Tallahassee
Commissioner Dianne Williams-Cox, City of Tallahassee

Staff Present: Greg Slay, CRTPA; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA; Thornton Williams, CRTPA Attorney; Chris Rietow, ARPC; Andrea Rosser, StarMetro; Bryant Paulk, FDOT; Donna Green, FDOT; Allison Fluitt, KHA; Kate Widness, KHA

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 1:40 pm with a roll call.

2. AGENDA MODIFICATIONS

None

"Public Participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans With Disabilities Act, or persons who require translation services (free of charge) should contact the CRTPA Title VI Coordinator, Suzanne Lex, four days in advance of the meeting at 850-891-8627 (Suzanne.Lex@crtpa.org) and for the hearing impaired, telephone 711 or 800-955-8771 (TDY)."

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3. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

No comments were received.

4. CONSENT AGENDA

- A. Minutes of the August 17, 2020 meeting
- B. Limited English Proficiency Plan (LEPP) Update
- C. ICAR Agreement Approval
- D. UPWP FY 2018/2019 - FY 2019/2020 UPWP Deobligation Amendment
- E. UPWP FY 2020/2021 – FY 2021/2022 UPWP Amendment

Board Action: Commissioner Richardson made a motion to approve the consent agenda. Commissioner Dozier seconded the motion. The motion unanimously passed.

5. CONSENT ITEMS PULLED FOR DISCUSSION**6. ROLL CALL VOTE AGENDA ITEMS****A. Fiscal Year (FY) 2021– FY 2025 Transportation Improvement Program (TIP) Amendments**

Ms. Lex presented information on the CRTPA FY 2021 – FY 2025 TIP amendment. The proposal would amend the TIP to reflect the addition of the projects listed within Jefferson, Gadsden and Wakulla counties.

The CRTPA FY 2021 – FY 2025 TIP is proposed to be amended to reflect the addition of the following projects:

- CR 257B Salt Road Crossing No. 625529Y) (Project #219401-2): Provide funding in FY 21 related to rail safety project at identified crossing location. (Jefferson County).
- Gadsden Co Safe Routes to School - Multiple Locations (Project #441347-1): Provide construction funding in FY 2021 related to various Safe Routes to School sidewalk projects in Gadsden. (Gadsden County).
- Gadsden Safe Routes to School - Town of Havana Lighting (Project #441347-3): Provides funding in FY 21 associated with improving lighting near the Havana Middle School. (Gadsden County).
- Gadsden Safe Routes to School - City of Quincy Lighting (Project #441347-4): Provides funding in FY 21 associated with improving lighting at various school locations in Quincy. (Gadsden County).
- Amend Appendix F (“Eastern Federal Lands Highway Division Projects and Information Items”) of the CRTPA TIP - add information related to a project in Wakulla County included in the Eastern Federal Lands Highway Division (EFLHD) FY 2020-2023 Transportation Improvement Program (TIP) Mid-Year Update for transportation projects within Federal Lands.

Board Action: Commissioner Richardson made motion to approve Option 1: Adopt Resolution 2020-09-6A amending the FY 2021 – FY 2025 Transportation Improvement Program to reflect the addition of the listed projects. Commissioner Minor seconded the motion. A roll call vote was taken, and the motion was unanimously passed.

**7. CRTPA ACTION
Project Priority Lists (PPLs)**

Ms. Lex presented information to the Board on the Project Priority Lists (PPLs).

A. Fiscal Year (FY) 2022 – FY 2026 Project Priority Lists (PPLs)

The Draft FY 2022 – 2026 Project Priority Lists has been developed for board adoption. The lists to be discussed consist of the following:

1. Regional Mobility Plan (RMP) Roadways Project Priority List

Commissioner Dozier asked staff to provide additional information regarding history of these proposed projects. Commissioner Williams-Cox requested including the initiation year of the project. She noted this would be good information for future board members.

Board Action: Commissioner Richardson made a motion to approve Option 1: Adopt the FY 2022 – FY 2026 RMP Roadways Project Priority List. Commissioner Williams-Cox seconded the motion and the motion was unanimously passed.

2. Regional Mobility Plan (RMP) Bicycle and Pedestrian Project Priority List

Board Action: Commissioner Barfield made a motion to approve Option 1: Adopt the FY 2022 – FY 2026 RMP Bicycle and Pedestrian Project Priority List. Commissioner Minor seconded the motion and the motion was unanimously passed.

3. Regional Trails Project Priority List

Commissioner Dozier discussed the US 90 Trail (Jefferson) noting there was overlap with the SUN Trails Network. She suggested we look at the trails network and determine if there are funding benefits to complete the connectivity in Leon/Tallahassee. Mr. Slay stated the CRTPA would apply for additional SUN Trails funding most likely next year. He noted due to timing, the CRTPA may not be in a good position to submit an application.

Board Action: Commissioner Barfield made a motion to approve Option 1: Adopt the FY 2022 – FY 2026 Regional Trails Project Priority List. Commissioner Richardson seconded the motion and the motion was unanimously passed.

4. Transportation Systems Management (TSM) Project Priority List

Commissioner Richardson discussed projects along Orange Avenue at Nims Middle School and the Crosswalk at Liberty Park Neighborhood. Ms. Lex stated that FDOT stated these projects could not be completed, due to not meeting criteria. These could be moved to Urban Attributable Funds.

Board Action: Commissioner Richardson made a motion to approve Option 1: Adopt the FY 2022 – FY 2026 Transportation System Management Project Priority List. Commissioner Desloge seconded the motion and the motion was unanimously passed.

5. Intelligent Transportation System (ITS) Project Priority List

Commissioner Dozier requested that because this was a new priority list category, there should be a short update or presentation. Mr. Slay explained given that time constraints associated with funding availability, this list was generated outside the normal process. However, he that a presentation on the ITS Master Plan would shortly be provided to Board in near future.

Board Action: Commissioner Dozier made a motion to approve Option 1: Recommend the CRTPA Governing Board adopt the FY 2022 – FY 2026 Intelligent Transportation System Project Priority List. Commissioner Richardson seconded the motion and the motion was unanimously passed.

6. StarMetro Project Priority List

Commissioner Richardson noted the Orange Avenue Transit Center would be an excellent addition to the overall redevelopment of the South City Neighborhood. He noted there would be greenspace with Park amenities. He stated this would be a transformational project for South City.

Board Action: Commissioner Richardson made a motion to approve Option 1: Recommend the CRTPA Governing Board adopt the FY 2022 – FY 2026 StarMetro Project Priority List. Commissioner Williams-Cox seconded the motion and the motion was unanimously passed.

7. Tallahassee International Airport Project Priority List

Board Action: Commissioner Williams-Cox made a motion to approve Option 1: Recommend the CRTPA Governing Board adopt the FY 2022 – FY 2026 Tallahassee International Airport Project Priority List. Commissioner Dozier seconded the motion and the motion was unanimously passed.

B. SU Funding Project approval

This item seeks Board approval to use Urban Attributable (SU) funding for specified CRTPA projects.

Mr. Slay provided information on SU Funding Project Funds. He provided an overview of the approved projects from the priority lists. The following proposed projects were identified: CCTV Camera Upgrades TATMs Plan, Thomasville Trail design, US 90 Sidewalks (Quincy), Gadsden Street Sidewalks, Safety Improvements Orange Avenue (Nims Middle School/Liberty Park Neighborhood) for FY 21 Funding.

Commissioner Richardson discussed his great concern for students and citizens safety and expressed the need for an expedited resolution.

Board Action: Commissioner Richardson made a motion to approve Option 1: The CRTPA Governing Board approve the proposed project list funded by FY 2021 SU allocation. Commissioner Williams-Cox seconded the motion and the motion was unanimously passed.

C. 2021 CRTPA Budget

The CRTPA's budget for 2021 has been developed for Board discussion.

Ms. Lex provided information on the 2021 Budget. She noted the increases in the overall budget include cost to Health Plan cost. The other increases would purchase additional computer equipment and software.

Board Action: Commissioner Dozier made a motion to approve Option 1: The CRTPA Governing Board approve the FY 2021 CRTPA Budget. Commissioner Williams-Cox seconded the motion and the motion was unanimously passed.

D. Connections 2045 Regional Mobility Plan (RMP)

CRTPA staff and Kimley-Horn the Project Team will be presenting Draft Connections 2045 Regional Mobility Plan - Cost Feasible Plan for comments, questions and approval.

Mr. Kostrzewa provided information on the draft Connections 2045 Regional Mobility Plan Roadway Cost Feasible Plan.

Allison Fluitt provided the presentation on the draft Cost Feasible Plan. The presentation included a discussion of the plans, financial assumptions, draft Cost Feasible Plan, and the Next Steps. She outlined the process of drafting the draft Cost Feasible Plan which includes project prioritization, project revenues, and project costs. She provided information on the existing plus committed projects and noted that these projects already have funds allocated.

Draft Cost Feasible Plan

The draft Cost Feasible Plan has projects listed in tiers and year of funding as follows: Tier 1-2021 through 2025 (TIP matches next 4 year period); Tier 2-2026 through 2030 (five years); Tier 3-2031 through 2035 (five years); Tier 4-2036 through 2045 (ten years). The projects were discussed within the tiers in which they are anticipated to be funded.

Commissioner Dozier discussed the projects and funding sources. She noted there are very few projects in the outer counties. Mr. Slay noted that these listed on the Roadway list were capacity projects and there were no projects of this scale in Jefferson, Gadsden and Wakulla counties. Commissioner Dozier also noted the funding shown for ITS projects. Mr. Slay discussed this issue and noted that the CRTPA would be bringing back a presentation of the City of Tallahassee's recently adopted ITS Master Plan.

Next Public Engagement Opportunities.

Oct 6 at 6p-8p, Oct 8 at 6p-8p and Oct 14 at 6p-8p.

Board Action: Commissioner Williams-Cox made a motion to approve Option 1: Approve the Draft Connections 2045 RMP Roadway Cost Feasible Plan. Commissioner Barfield seconded the motion and the motion was unanimously passed.

8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

Bryant Paulk stated the Department had two updates at the meeting.

1. Department has concluded the Feasibility Study on Blountstown Highway/Pensacola Street Corridor the study found the need for additional capacity on the corridor. It also found interim operational improvements that could be pursued. He noted this project was currently #8 on the Project Priority List; however, it was the priority that needs a PD&E Study. This project was well suited for consideration within the upcoming Work Program for the PD&E Study.
2. Orange Avenue PD&E Study. To keep the project on the production schedule, there will be an online Public Alternatives Meeting. It is scheduled to open for information and public comment on October 30, 2020 for 30 days. Notice will be sent to elected officials, stakeholders, agencies and property owners. Again, the meeting will be open on October 30, 2020 for information and comment and will be open for 30 days. This project was the #5 Priority on the Project Priority List. He stated this was the first project that needed design and right-of way funds for consideration within the upcoming Work Program.

Commissioner Dozier discussed the various budget issues including the recession or other factors that could impact the upcoming work plan. Mr. Paulk noted there was a current year impact that may affect the next 3-5 years or even the next ten-year Strategic Intermodal Systems (SIS) program. The upcoming Tentative Work Program will be a very lean program. The department would do the best it could with holding to the projects, but some may be pushed out to another year but to what extent of the impacts was unknown and worked on by FDOT staff.

9. EXECUTIVE DIRECTOR'S REPORT

Mr. Slay stated the Retreat would be changed to a regular meeting (1:30 pm) and the date would change to Monday, October 19, 2020 and CRTPA staff would contact members for availability. He noted the retreat could possibly be held in December.

10. CRTPA INFORMATION

- A. Future Meeting Dates**
- B. Committee Actions**

11. CRTPA CITIZEN COMMENT

No comments were received.

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 3:31 PM

Attested:

Yulonda Mitchell, Recording Secretary

Randy Merritt, CRTPA Chairman

October 19, 2020



AGENDA ITEM 4B

FY 2020/21 - 2021/22 UNIFIED PLANNING WORK PROGRAM (UPWP) AMENDMENT

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

The purpose of this item is to amend the CRTPA Fiscal Year (FY) 2020/21 – Fiscal Year 2021/22 Unified Planning Work Program (UPWP).

CRTPA COMMITTEE ACTIONS

The CRTPA's two (2) committees (Citizen's Multimodal Advisory Committee and Technical Advisory Committee) recommended the CRTPA approve the UPWP amendment at their October 6, 2020 meetings.

RECOMMENDED ACTION

Option 1: Approve the amendment to the project budgets in the FY 2020/21 – FY 2021/22 UPWP.

BACKGROUND

At the May 19, 2020 CRTPA Meeting the Governing Board adopted the CRTPA's FY 2020/21 – FY 2021/22 UPWP and approved the Joint Planning Agreement (JPA) with FDOT. The proposed amendment revises the FY 2020/21 – FY 2021/22 UPWP and the JPA to align with the revised de-obligation of funds approved the CRTPA Governing Board at the September 21, 2020 meeting.

As amended, the Congestion Management (CM) funding for consultant work is moved from FY 21 into FY 22. The CM funding in Sub-tasks 5.4 and 7.2 is replaced in FY 21 through the reallocation of budgeted SU monies.

Project budgets are revised for the feasibility studies underway (Thomasville Road Multi-Use Path and US 90 Multi-Use Path) to reflect the Phase I and Phase II budgets, and to ensure adequate funding for the upcoming Phase II public Involvement in FY 2021. In addition, Tasks Three (3), Four (4), Five (5)

and Six (6) are revised. Each task now includes minimal funding allocated for consultant work, such as data collection and preliminary assessments, in support of the activities listed in the tasks.

The FY 2021 Operating Budget, which was approved by the CRTPA Board and Executive Committee, is updated in the UPWP.

OPTIONS

Option 1: Approve the FY 2020/21 - 2021/22 UPWP Amendment. (Recommended)

Option 2: Provide other direction.

ATTACHMENTS

Attachment 1: 2020/21 - 2021/22 UPWP Fiscal Tables (Adopted and Amended)

Attachment 2: FY21 Operating Budget

UPWP		Original + Amndt No.1		Amended (No. #2)		Original (Amended #1)		Amended (No. #2)	
SU FY 21 UPWP & SU FY 20 De-Ob		FY 2020/21		FY 2020/21		FY 2020/21		FY 2021/22	
TOTALS AVAILABLE		\$2,112,251.00		\$2,112,251.00		\$2,112,251.00		\$176,830.00	
Task 1.0 Administration								\$176,880	
Personnel	219107	\$	219,107	\$	219,107	\$	-		
Total 1.0 Budget		\$ 219,107		\$ 219,107		\$ 219,107		\$ -	
Task 2.0 Data Collection									
Total 2.0 Budget		\$ -		\$ -		\$ -		\$ -	
Task 3.0 Long-Range Planning									
3.0 Consultant Support Work /Data Collection		\$	-	\$	-	\$	30,000		
3.1 LRTP Update	185,000	\$	185,000	\$	185,000	\$	200,000		
Total 3.0 Budget		\$ 185,000		\$ 185,000		\$ 230,000		\$ -	
Task 4.0 Short-Range Planning									
4.0 Consultant Support Work /Data Collection		\$	-	\$	-	\$	30,000		
4.1 TIP Software		\$	-	\$	-	\$	-		
Total 4.0 Budget		\$ -		\$ -		\$ 30,000		\$ -	
Task 5.0 Mobility Planning									
5.0 Consultant Support Work /Data Collection		\$	-	\$	-	\$	30,000		
5.1.1 Thomasville Rd. Path Feasibility Study (FS) Phase I	125,000	\$	125,000	\$	125,000	\$	89,955		
5.1.2 Thomasville Rd. FS Public Engagement Phase.II						\$	75,000		
5.2 Wakulla Springs (SR 267) Feasibility Study	100,000	\$	100,000	\$	100,000	\$	100,000		
5.3 Apalachee Pkwy Trail Feasibility Study	60,000	\$	60,000	\$	60,000	\$	60,000		
5.4 Congestion Management Plan Process Phase II		\$	-	\$	-	\$	125,000		
5.5 Comprehensive Operational Analysis (Transit)	250,000	\$	250,000	\$	250,000	\$	250,000		
5.6 Oak Ridge Road Trail Feasibility Study	75,000	\$	75,000	\$	75,000	\$	75,000		
5.7 Regional Transit Study Update	60,000	\$	60,000	\$	60,000	\$	60,000		
5.8 Other Trail Studies/Mobility Projects (TBD)**	200,000	\$	197,500	\$	197,500	\$	166,291		
5.9 Midtown Phase II		\$	2,500	\$	2,500	\$	2,500		
Total 5.0 Budget		\$ 870,000		\$ 870,000		\$ 1,033,746		\$ 125,000	
Task 6.0 Public Involvement									
6.0 Consultant Support Work /Data Collection						\$	30,000		
Total 6.0 Budget		\$ -		\$ -		\$ 30,000		\$ -	
Task 7.0 Special Projects									
7.1.1 US 90 Bike/Ped Tr.Feasibility Study Phase I	150,000	\$	150,000	\$	150,000	\$	43,754		
7.1.2 US 90 Bike/Ped Tr. FS Public Engagement Phase II						\$	100,000		
7.2 Stadium/Lk. Bradford/Gaines/Varsity Int. Study	73,170	\$	73,170	\$	73,170	\$	125,000		
7.3 Other Special Projects/Safety Studies (TBD)**	375,000	\$	375,000	\$	375,000	\$	200,000		
7.4 Corridor/Complete Streets (TBD)**	239,974	\$	239,974	\$	239,974	\$	100,644		
Total 7.0 Budget		\$ 838,144		\$ 838,144		\$ 569,398		\$ 176,830	
TOTAL		\$ 2,112,251		\$ 2,112,251		\$ 2,112,251		\$ 176,830	
		Amendment No. 1		Amendment No. 2 (SU)		Amendment No. 2 (CM)			
		Add 5.9 Mid-Town Phase II		Move CM Funds to FY 22		CM Funds now in FY 22			
		Reallocate SU Funds		Reallocate SU \$ to replace CM		in Corridor Studies TBD			
		5.8 to 5.9 \$2,500.		Increase 3.1 RMP Budget		Note: \$50.00 more are CM			
				Revise 5.1.1/Add Phase II 5.1.2		Funds available than			
				Revise 7.1.1/Add Phase II 7.1.2		budgeted. Prior to next FY			
				with reallocated SU funds.		updated Budgets will be			
						adopted and the contract			
						amended.			

Fund	Dept	Account	Descr	2020 Amended Budget	2021 Budget
870	460101	511000	Salaries	424052.00	439,378.00
870	460101	511300	Salary Enhancements	222.00	13,181.00
870	460101	512400	Other Salary Items	1560.00	1,560.00
870	460101	515000	Pension- Current	98000.00	87,500.00
870	460101	515100	Pension- MAP	27627.00	25,648.00
870	460101	515600	Mandatory Medicare	7103.00	6,597.00
870	460101	516000	Health Benefits	59495.00	69,506.00
870	460101	516100	Flex Benefits	11765.00	9,840.00
870	460101	521010	Advertising	7645.00	9,000.00
870	460101	521030	Reproduction	8352.46	3,000.00
870	460101	521040	Unclassified Professional Fees	500.50	500.50
870	460101	521100	Equipment Repairs	225.00	795.00
870	460101	521160	Legal Services	46156.50	32,000.00
870	460101	521180	Unclassified Contractual Srvcs	72164.00	32,000.00
870	460101	521190	Computer Software	13100.00	15,000.00
870	460101	522080	Telephone	0.00	3,750.00
870	460101	523020	Food	2000.00	1,750.00
870	460101	523050	Postage	750.00	750.00
870	460101	523060	Office Supplies	1000.00	13,000.00
870	460101	523080	Unclassified Supplies	1512.00	1,512.00
870	460101	524010	Travel & Training	5000.00	10,000.00
870	460101	524020	Journals & Books	600.00	600.00
870	460101	524030	Memberships	3000.00	3,000.00
870	460101	541040	Insurance	0.00	18,000.00
870	460101	550040	Computer Equipment	1500.00	18,000.00
870	460101	560010	Human Resource Expense	9955.00	8,300.00
870	460101	560020	Accounting Expense	20588.00	23,250.00
870	460101	560030	Purchasing Expense	4300.00	3,000.00
870	460101	560040	Information Systems Expense	39137.00	28,000.00
870	460101	560070	Revenue Collection	388.00	810.00
870	460101	560082	Facilities and Environmental	850.00	850.00
870	460101	560090	Vehicle Garage Expense	30.00	30.00
870	460101	611300	Debt Service Transfer	0.00	5,853.00
870	460101	612400	Inter-Fund Ops Transfer	0.00	\$0.00
				868577.46	885,960.50



October 19, 2020

AGENDA ITEM 5

CONSENT ITEMS PULLED FOR DISCUSSION

October 19, 2020



AGENDA ITEM 6 A

**INTELLIGENT TRANSPORTATION SYSTEMS (ITS)
MASTER PLAN**

TYPE OF ITEM: Action

STATEMENT OF ISSUE

This item provides information on the recently developed ITS Master Plan. The plan provides a roadmap for the planning, implementation, operation, and maintenance of Intelligent Transportation Systems and ITS communications assets.

To view the ITS Master Plan, [click here](#).



AGENDA ITEM 6 B

MIDTOWN AREA TRANSPORTATION PLAN PHASE II

TYPE OF ITEM: Action

STATEMENT OF ISSUE

This item seeks approval of the Phase II of the Midtown Area Transportation Plan which was initiated in 2017. The plan identifies recommended options consistent with the plan's goal of improving Midtown's multimodal options and vibrancy.

CRTPA COMMITTEE ACTIONS

The CRTPA's two (2) committees (Citizen's Multimodal Advisory Committee and Technical Advisory Committee) unanimously recommended the CRTPA approve the Midtown Area Transportation Plan Phase II at their June 2, 2020 meetings.

RECOMMENDED ACTION

Option 1: Adopt the Midtown Area Transportation Plan Phase II

BACKGROUND

Transportation improvements to the Midtown area of Tallahassee have been discussed and documented for a number of years. Recent efforts include:

- The CRTPA's Connections 2040 Regional Mobility Plan" (adopted on November 16, 2015) which identifies the Thomasville Road/Meridian Road/Seventh Avenue intersection for improvement.
- Blueprint Intergovernmental Agency Community Enhancement project ("Midtown Placemaking (Thomasville and Monroe Roads)") that identifies improvements at the five-points intersection of Meridian Road/Thomasville Road/Seventh Avenue as well as streetscaping improvements to Monroe Street (Thomasville Road to Tharpe Street) and Thomasville Road (Monroe Street to Post Road). This project was included in the November 2014 passage of the Leon County Penny Sales Tax Extension.

- FDOT safety study (“Thomasville Road (Midtown) Safety Study”) was conducted by the FDOT on Thomasville Road (Monroe Street to Betton Road) based upon a request by the CRTPA to evaluate bicycle and pedestrian safety along the corridor. The study, presented to the CRTPA on September 19, 2016, identified potential pedestrian safety improvements along the corridor some of which are currently being scheduled for construction).

Building upon and coordinating the above efforts, the Midtown Area Transportation Plan was initiated at the June 19, 2017 CRTPA meeting and developed in two parts (Phase I and Phase II). The development of the plan sought to identify potential changes to Midtown’s transportation network that will enhance the area’s mobility and vibrancy. The plan’s result is a blueprint towards moving forward with short-term, mid-term, and long-term improvements that will increase the area’s multimodal options and safety.

Currently, sidewalks exist on most corridors in Midtown; however, there is both significant gaps and existing sidewalks of insufficient width that ultimately limit the overall connectivity of the sidewalk network. Additionally, limited opportunities for safe pedestrian crossings on main corridors, as well as insufficient buffers between sidewalks and travel lanes hinder the perception of safety of users. The area also lacks connectivity with the existing bicycle network and does not provide bicycle facilities. This is a major disadvantage for the area, and Phase I reflected this by evaluating recommendations that addressed key sidewalk gaps and encouraged traffic-calming in areas on corridors that bicyclists and pedestrians frequently use.

PHASE I of the Midtown Area Transportation Plan was a technical study that was approved by the CRTPA on February 20, 2018. The phase provided an evaluation of the following nine (9) options, of which the **highlighted options** were removed by the Board from further study. The approved options provided a foundation from which the next phase (“Phase II”) of project would begin.

The following provides a summary of the options:

- **Beard St and North Gadsden St Realignment** - Realignment of Beard Street within existing right-of-way to improve connectivity at this location has been identified.
- **Sidewalk Connectivity** - Missing gaps in the Midtown area are identified (including key missing gaps at N. Gadsden, discussed below).
- **North Gadsden St corridor improvements from 6th Ave to Thomasville Rd** - Identifies construction of missing key sidewalk gaps and Road Diet in this key location of Midtown.
- **Midtown Boulevard/Complete Street** - by definition, Complete Streets are streets designed for all users (pedestrian, bicyclists, transit users as well as motorized transportation). Many of the proposed alternatives evaluated can be implemented in a manner that to improve the Midtown area for all users.
- **One-way southbound option of Thomasville Rd from N Gadsden St to N Monroe St** - This alternative improves roadway level of service and could be constructed to use existing right-of-way for complete street improvements. Potential negatives with proposal include reduced access to businesses.
- **One-way southbound option of Thomasville Rd from N Gadsden St to 6th Ave** - This alternative improves roadway level of service and could be constructed to use existing right-of-

way for complete street improvements. Potential negatives with proposal include reduced access to businesses.

- **Thomasville, Meridian and N Gadsden Roundabout (includes all existing movements)** - Analysis identifies that this option does not operationally work and will have constructability issues. Additionally, a roundabout at this location creates pedestrian challenges.
- **Thomasville, Meridian and N Gadsden Roundabout (No Gadsden to Meridian movement)** - Analysis identifies constructability issues. Additionally, a roundabout at this location creates pedestrian challenges.
- **6th and 7th Ave Bi-Directional Roadways** - Convert the existing one-way pairs into two-way roadways. Analysis identifies that this change would reduce level-of-service and create additional conflict points at intersections.

Due to the technical nature of Phase I of the Plan, coordination efforts focused on meeting with the Florida Department of Transportation District 3 and local planning agencies.

PHASE II - Phase II of the Plan involved extensive public and stakeholder input as identified options were built upon and refined. Specifically, the alternatives identified in Phase I were further developed and evaluated through a series of public engagement opportunities that included focused meetings, public workshops, pop-up tent events, and an online survey (**Attachment 3** providing a link to the project's page details these efforts). Phase II included a focus on alternative transportation opportunities for bicyclists and pedestrians given the area's concentration of restaurants, shops, and other businesses as well as surrounding neighborhoods.

Ultimately, Phase II developed a series of recommendations (see **Attachment 2** providing a link to the report) that are broken out into short-term, mid-term, and long-term timeframes for the Midtown area. A large portion of the plan, however, focused on identifying long-term recommendations on the area's two (2) main arterial roadways: Thomasville Road and Monroe Street. Opportunities were identified for Thomasville Road South (Monroe Street to 7th Avenue), Thomasville Road North (7th Avenue to Betton/Bradford roads) and North Monroe Street (Thomasville Road to Tharpe Street). Ultimately, these opportunities were refined through extensive public involvement that resulted in identifying recommended options for each of these three (3) distinct corridors of Midtown.

Specifically, Phase II of the Midtown Area Transportation Plan recommends the following for the three (3) corridors focused within the plan:

- Thomasville Road South: The community-preferred alternative for Thomasville Road South includes the elimination of the center turn lane to reallocate right-of-way for wider sidewalks and increased landscaping on both sides of the corridor. Note: more details on this opportunity and all project recommendations is included in the draft project report (**Attachment 2**).
- Thomasville Road North: The community-preferred alternative includes the reduction in number of travel lanes on Thomasville Road North from six lanes to four lanes. The additional right-of-way obtained from removing two travel lanes, as well as having consistent lane widths, will allow for a shared-use path and landscaped buffer on both sides of the corridor.

Like Thomasville Road South, this will allow bidirectional movement for pedestrians and bicyclists. A landscaped median is also included in this alternative and would provide left turns where warranted.

- Monroe Street: For this alternative, North Monroe Street will remain within the existing footprint of the road with a modified center turn lane. This two-way center turn lane will be replaced where feasible with a landscaped median to improve access management along the corridor, with left turns provided at appropriate locations. Monroe Street currently has limited right-of-way and any significant changes to the roadway's footprint are unlikely due to the cost.

NEXT STEPS

The long-term recommended opportunities for the corridors provide a basis from which further project development activities may begin. To that end, the CRTPA's Adopted Fiscal Year (FY) 2022 – FY 2026 Roadway Priority Project List (PPL), adopted at the September 21 CRTPA meeting, contains the next phases for Thomasville Road South and Thomasville Road North on the PPL.

With regards to short-term and mid-terms recommendations, the Midtown Area Transportation Plan identifies both the next steps and responsible agencies for moving towards implementation of the plan's recommendations.

RECOMMENDED ACTION

Option 1: Adopt the Midtown Area Transportation Plan Phase II
(Recommended)

Option 2: CRTPA Board Discretion.

ATTACHMENTS

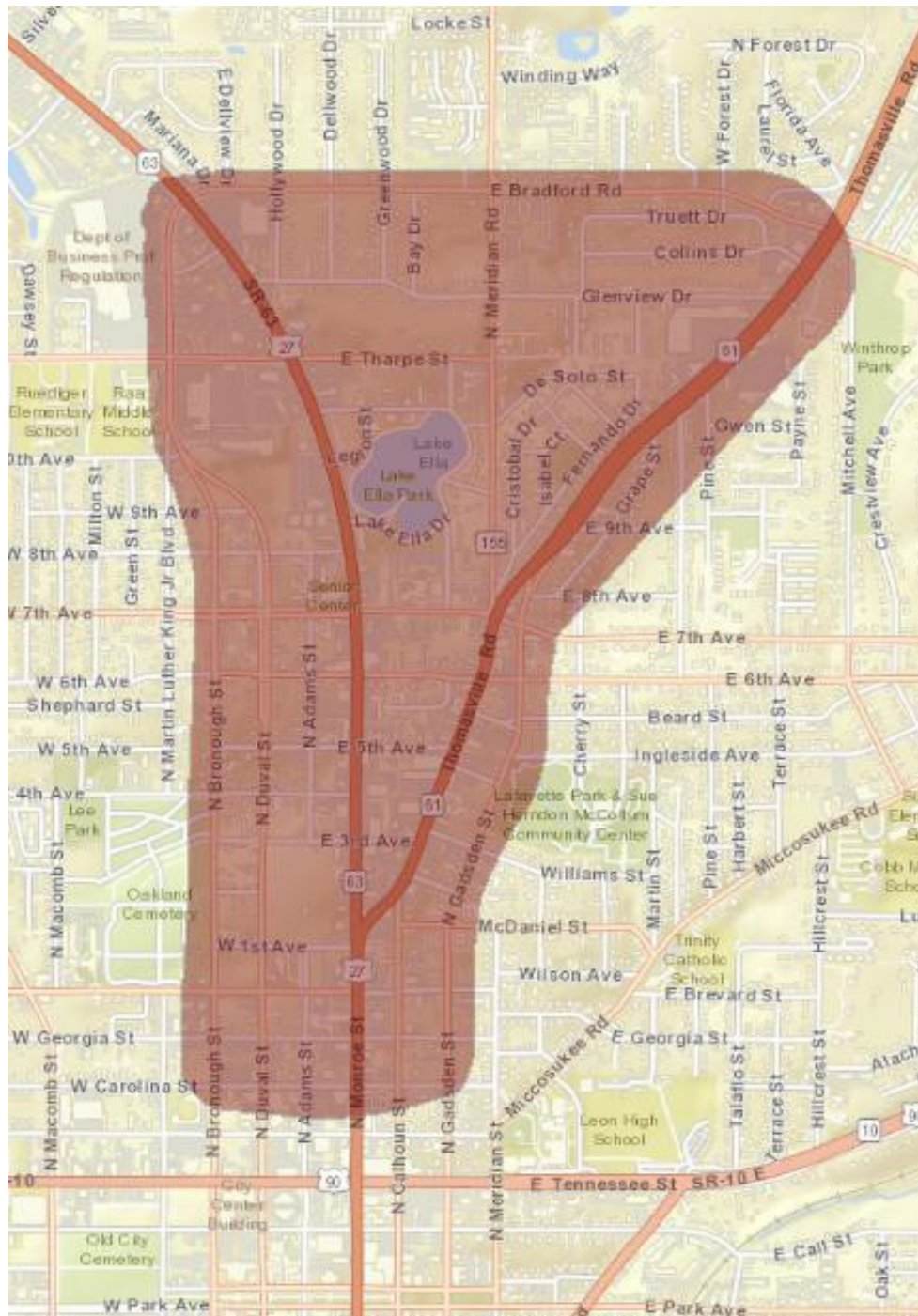
Attachment 1: Project Map

Attachment 2: [DRAFT Midtown Area Transportation Plan Report LINK](#)

Attachment 3: [Midtown Project page LINK](#)

MIDTOWN AREA TRANSPORTATION PLAN

STUDY AREA





October 19, 2020

AGENDA ITEM 6C

THOMASVILLE ROAD MULTI-USE TRAIL

TYPE OF ITEM: TYPE OF ITEM: Action

STATEMENT OF ISSUE

The Thomasville Road Multi-Use Trail (TR Trail) was identified in the 2019 Tallahassee Leon County Bike and Pedestrian Master Plan (BPMP) as an initial project for a Feasibility Study. As the BPMP concluded in early 2020, the Feasibility Study was initiated with the limits from Betton Road to Metropolitan Boulevard. While the project limits in the BPMP begin at Monroe Street and terminate at Interstate 10, the on-going Midtown Area Transportation Plan (MATP) limits cover the Monroe Street to Betton Road portion of the corridor.

Like the MATP, the initial component of the TR Trail is to identify existing conditions including sidewalks, utilities, trees, parks, businesses, and residential areas along both sides of the corridor. This process began in January of 2020 and continued through the end of August with slowdowns related to the pandemic.

In addition to collecting the existing data, this initial process also included the several internal meetings of bike and pedestrian related city and county departments, as recommended by the BPMP. These meetings were conducted to gather information regarding existing and future projects, knowledge of the corridor, such as tree conditions, and for input on the existing conditions in general.

What will be presented at this meeting is the information that has been gathered to this point. After this meeting the second phase of the project, Public Engagement, will begin. This includes stakeholder and public meetings and plenty of opportunities for input. More information on the Public Engagement will be provided via the CRTPA website and through email distribution in coordination with City of Tallahassee Neighborhood Services.

October 19, 2020



AGENDA ITEM 6 D

US 90 MULTI-USE TRAIL FEASIBILITY STUDY

TYPE OF ITEM: Action

STATEMENT OF ISSUE

This item provides information on the CRTPA's US 90 Multi-Use Trail Feasibility Study. The study was initiated in late 2019 and is being developed by the CRTPA's general planning consultant, Kimley Horne and Associates (KHA), in order to evaluate the feasibility of constructing a multi-use trail on US 90 between Tallahassee and Monticello.

More information on the project may be found on the CRTPA's project page (<http://crtpa.org/us-90-trail-feasibility-study/>).

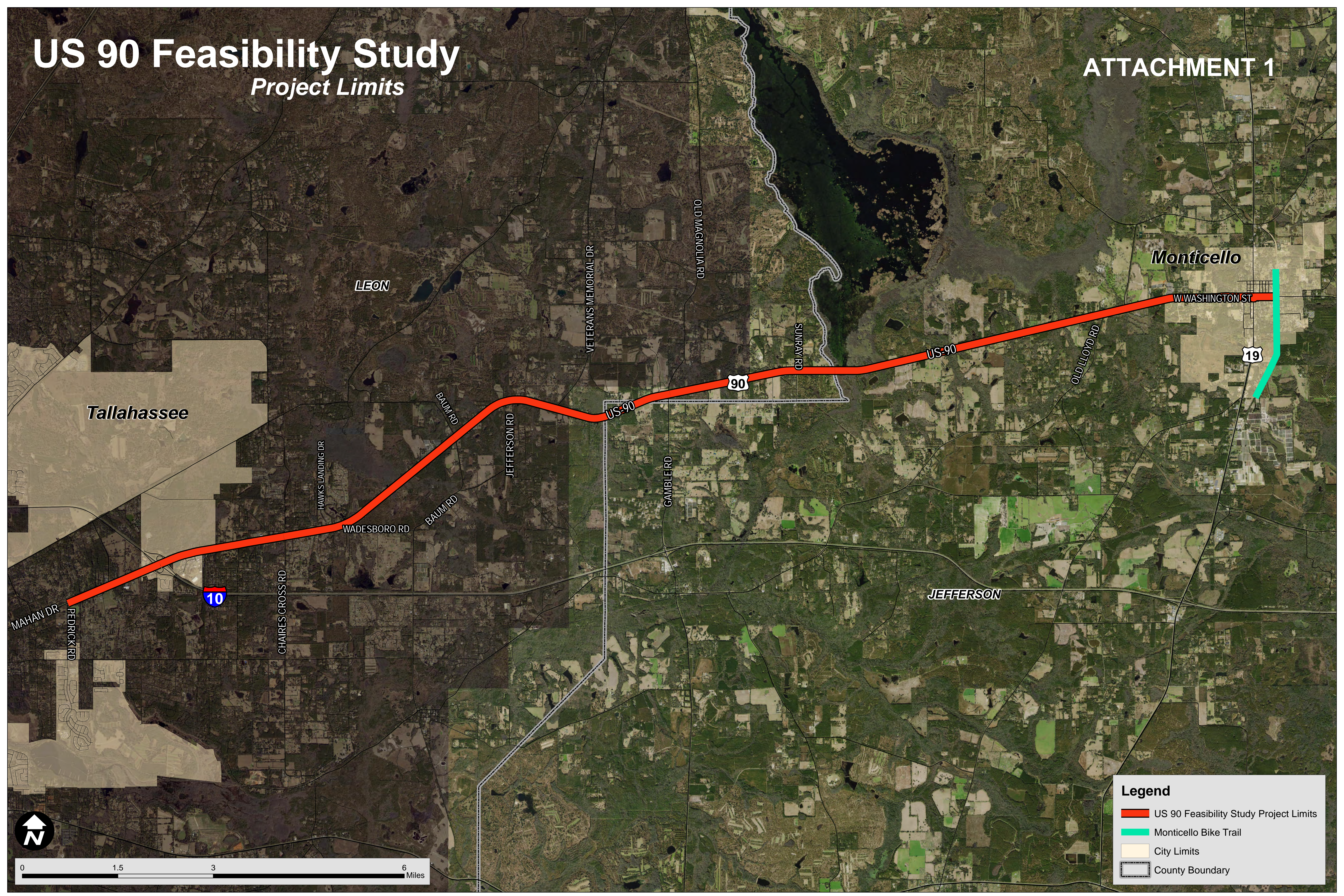
ATTACHMENT

Attachment 1: Project Limits Map


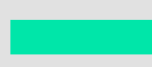
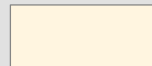
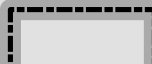
US 90 Feasibility Study

Project Limits

ATTACHMENT 1



Legend

-  US 90 Feasibility Study Project Limits
-  Monticello Bike Trail
-  City Limits
-  County Boundary



October 19, 2020



AGENDA ITEM 7

FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

TYPE OF ITEM: Information

A status report on the activities of the Florida Department of Transportation will be discussed.

October 19 2020



AGENDA ITEM 8

EXECUTIVE DIRECTOR'S REPORT

TYPE OF ITEM: Information

A status report on the activities of the Capital Region Transportation Planning Agency (CRTPA) will be provided.

October 19, 2020



AGENDA ITEM 9A

FUTURE MEETINGS

TYPE OF ITEM: Information

The Capital Region Transportation Planning Agency will meet on the following remaining dates, times and locations in 2020*:

Meeting Date	Meeting Type	Location
November 23*	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm
December 15	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm

*Indicates Monday Meeting



AGENDA ITEM 9B

**COMMITTEE ACTIONS
(CITIZEN'S MULTIMODAL ADVISORY COMMITTEE &
TECHNICAL ADVISORY COMMITTEE)**

TYPE OF ITEM: Information

STATEMENT OF ISSUE

This item provides information on the activities of the Technical Advisory Committee (TAC) and the Citizens Multimodal Advisory Committee (CMAC) to the Capital Region Transportation Planning Agency (CRTPA).

TAC and CMAC: The committees each met on October 6, 2020, and took action on the following:

- **Minutes of the September 1, 2020 Committee Meeting**
 - **TAC Action: Approved**
 - **CMAC Action: Approved**
- **Unified Planning Work Program (UPWP) Amendment**
 - **TAC Action: Approved**
 - **CMAC Action: Approved**
- **Thomasville Road Multi-Use Trail Feasibility Study**
 - **TAC Action: For Information-No Action Taken**
 - **CMAC Action: For Information-No Action Taken**
- **US 90 Multi-Use Trail Feasibility Study**
 - **TAC Action: For Information-No Action Taken**
 - **CMAC Action: For Information-No Action Taken**

October 19, 2020



AGENDA ITEM 9C

CORRESPONDENCE

TYPE OF ITEM: Information

The following electronic message has been received by the CRTPA since its last meeting:

TO	FROM	REGARDING	DATE
Commissioner Bryan Desloge	Thornton Williams, CRTPA Attorney	Conflict of Interest Inquiry	October 12, 2020

From: Thornton Williams <twilliams@twalaw.com>

Date: October 12, 2020 at 7:06:36 PM EDT

To: Bryan Desloge <desloge.bryan@gmail.com>

Cc: "Slay, Greg" <Greg.Slay@talgov.com>

Subject: RE: MPO / CRTPA conflict

EXTERNAL EMAIL

Please report any suspicious attachments, links, or requests for sensitive information.

Commissioner,

Please see the attached memorandum.

Let me know if you have any additional questions on this matter.

Thanks,

Thornton

Williams Law Group, P.A.

P. O. Box 10109

Tallahassee, Florida 32302

T: 850-224-3999

F: 850-224-0099

M: 850-294-6514

E: twilliams@twalaw.com

W:

[https://urldefense.com/v3/http://www.twalaw.com;!!N4_s6dRKiShDng!O96Fbe_jYNAfiOh_GBG4aVpqnmAvqpBVGUfxIEl9ln7ZaoEV3Nm9TRmk38NiAMJV\\$](https://urldefense.com/v3/http://www.twalaw.com;!!N4_s6dRKiShDng!O96Fbe_jYNAfiOh_GBG4aVpqnmAvqpBVGUfxIEl9ln7ZaoEV3Nm9TRmk38NiAMJV$)

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Sent from Mail for Windows 10

-----Original Message-----

From: Bryan Desloge [<mailto:desloge.bryan@gmail.com>]

Sent: Friday, October 9, 2020 10:11 AM

To: Thornton Williams

Subject: MPO / CRTPA conflict

Thornton -

Just wanted to confirm and memorialize my conversation with you last year regarding my consulting employment with Atkins.

As we discussed I was approached by Atkins to help run interference with local government in the Counties that would be involved with the MCORES SunCoast Connector Toll road. This would include primarily strategy on how to deal with these counties, introductions to elected officials as needed, and attending some of the Task Force meetings to understand the process. Your counsel was that there was no conflict, since Leon County was not in the corridor for the toll road, and that the CRTPA has no jurisdiction over this project. You also suggested that disclosing this relationship if we did have discussions regarding MCORES would be appropriate, which I have done. Finally you also counseled that in an abundance of caution, recusing myself if the CRTPA took a position on MCORES would be appropriate.

If you can confirm this conversation so I can keep in my files that would be great!

Have a great weekend!

Bryan Desloge

desloge.bryan@gmail.com / 850-841-9285 cell Leon County / deslogeb@leoncountyfl.gov / 850-606-5364

MEMORANDUM

October 12, 2020

To: Commissioner Bryan Desloge, Leon County Commission, in his capacity as a sitting member of the Capital Region Transportation Planning Agency (CRTPA)

From: Thornton Williams, General Counsel, CRTPA

Re: Whether a conflict of interest exists for Commissioner Desloge regarding sitting on the CRTPA board and he being employed by Atkins North America, Inc., who is responsible for assisting the Florida Department of Transportation for M-CORES and where the CRTPA has a representative on the M-Cores task force, even though the CRTPA has no formal role in the selection of the selection of the M-CORES alignment.

Answer: No. There is no conflict of interest.

I was provided the following background by you in an e-mail on October 9, 2020:

As we discussed I was approached by Atkins to help run interference with local government in the Counties that would be involved with the M-CORES SunCoast Connector Toll road. This would include primarily strategy on how to deal with these counties, introductions to elected officials as needed, and attending some of the Task Force meetings to understand the process. Your counsel was that there was no conflict, since Leon County was not in the corridor for the toll road, and that the CRTPA has no jurisdiction over this project. You also suggested that disclosing this relationship if we did have discussions regarding M-CORES would be appropriate, which I have done. Finally you also counseled that in an abundance of caution, recusing myself if the CRTPA took a position on M-CORES would be appropriate.

You and I have discussed this matter prior to your e-mail. The facts that you have outlined are consistent with our prior discussions and my analysis.

The CRTPA has no formal role in this matter. The only role that the CRTPA has had was the selection of a representative to be on the SunCoast task force. The CRTPA has not taken a position regarding any policy involving M-CORES.

To that end, there is no basis for a conflict of interest to exist. In order to avoid an appearance of a conflict, I have advised that a disclosure if this issue comes up at a

CRTPA meeting would be appropriate. I also advised that you should recuse yourself if a formal vote was considered by the CRTPA on any issues regarding the M-CORES.

Obviously, it would be appropriate to review this issue, again, if the M-CORES subject was presented to the CRTPA board at a duly call board meeting.



October 19, 2020

AGENDA ITEM 10

CITIZEN COMMENT

IMPORTANT: CRTPA public comment for this meeting may be submitted online at <http://crtpa.org/contact-us/> until 5 p.m. on Friday, October 16 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.



October 19, 2020

AGENDA ITEM 11

ITEMS FROM MEMBERS