



CRTPA BOARD

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

NOTE:

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

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, September 18 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.

"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."

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

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

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

7. CRTPA ACTION**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**
2. **Regional Mobility Plan (RMP) Bicycle and Pedestrian Project Priority List**
3. **Regional Trails Project Priority List**
4. **Transportation Systems Management (TSM) Project Priority List**
5. **Intelligent Transportation System (ITS) Project Priority List**
6. **StarMetro Project Priority List**
7. **Tallahassee International Airport Project Priority List**

B. SU Funding Project approval

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

C. 2021 CRTPA Budget

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

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.

8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

A status report on CRTPA activities will be provided including on an update on on the Midtown Area Transportation Plan.

9. EXECUTIVE DIRECTOR'S REPORT**10. CRTPA INFORMATION**

A. Future Meeting Dates

B. Committee Actions

11. CRTPA CITIZEN COMMENT

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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.



September 21, 2020

AGENDA ITEM 1

CALL TO ORDER AND ROLL CALL



September 21, 2020

AGENDA ITEM 2

AGENDA MODIFICATIONS



September 21, 2020

AGENDA ITEM 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, September 18 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.



September 21, 2020

AGENDA ITEM 4A

MINUTES

TYPE OF ITEM: Consent

The minutes from the August 17, 2020 meeting are provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the August 17, 2020 CRTPA meeting.

ATTACHMENT

Attachment 1: Minutes of the August 17, 2020 CRTPA meeting.



CRTPA BOARD

MEETING OF MONDAY, AUGUST 17, 2020 AT 1:30 PM

NOTE:

Due to the ongoing COVID-19 pandemic, the CRTPA held the meeting via Webex video conference on August 17, 2020 at 1:30 PM.

MEETING MINUTES

Members Present:

Commissioner Merritt, Wakulla Chairman
Commissioner Barfield, Jefferson County
Commissioner Maddox, Leon County
Commissioner Dozier, Leon County
Commissioner Desloge, Leon County
Commissioner Maddox, Leon County
Commissioner Minor, Leon County
Commissioner Matlow, City of Tallahassee
Commissioner Richardson, City of Tallahassee
Commissioner 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; Donna Green, FDOT; Allison Fluitt, KHA; Andrea Rosser, StarMetro; Kate Widness, KHA.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order by the Chair at 1:30 PM with the roll call.

2. AGENDA MODIFICATIONS

None

3. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

All public comment submitted to the Agency was distributed to the Board and included as part of the official record of the meeting.

4. CONSENT AGENDA

- A. Minutes of the June 15 meeting
- B. FDOT 2019 Joint Certification of the CRTPA
- C. Transportation Improvement Program (TIP) Administrative Amendments

Board Action: Commissioner Viegbesie made a motion to accept the consent agenda as presented by staff. Commissioner Richardson seconded the motion. A roll call vote was taken and the motion was unanimously passed.

5. CONSENT ITEMS PULLED FOR DISCUSSION**6. CRTPA ACTION****A. M-CORES Update**

This item provides an update on the Florida Department of Transportation Multi-use Corridors of Regional Economic Significance (M-CORES) initiative.

Chris Edmonston provided a presentation on the M-CORES Task Force. Mr. Edmondston stated the Suncoast Corridor Study Area covers 8 Counties from Citrus County to Jefferson County and is about 150 miles in length. There was a series of six (6) Task Force meetings beginning in August 2019 through June 2020. The task force included a large public engagement component. Public comment was taken at each Task Force Meeting with the public comment period on draft recommendations to occur in September/October 2020. The completed final report is scheduled to be adopted in November 2020. There were Community Open Houses in each corridor, briefings with regional or local partner organizations and communications via website, email, phone, social media and newsletters.

Commissioner Minor requested information on the concerns raised by the Florida Tax Watch and 1000 Friends of Florida. He asked questions regarding the current and anticipated need of the project. Mr. Edmondston stated the needs are evaluated at the PD&E Phase and that financial feasibility of the project would be determined at a later date. Commissioner Minor stated the Needs Analysis and Financial Feasibility should be completed prior to moving the PD&E phase. He noted Alachua County voting a "No-Build" option for the corridor in the area.

Commissioner Desloge asked M-CORES Board members Dozier and Barfield to comment on the M-CORES. He stated he would not automatically be against the proposal until there was a full understanding of this planning process. Commissioner Dozier discussed concerns and suggested a process that would weigh other options before moving straight to toll roads. She discussed the GIS tool that is available to view for this corridor that has valuable information. Commissioner Barfield stated the Jefferson County Commission has decided to wait until there are lines on a map showing the actual location for the corridor. She noted it

would not be appropriate to vote on this item today in order until after the elections are completed to allow for new members to be a part of the larger conversation. She also noted there are additional steps prior to funds being committed. Commissioner Richardson expressed concerns over the process related to local governments and noted the many citizens that are opposed to the project.

Board Action: Commissioner Minor made a motion to bring back to board at the November meeting with a more in depth discussion and possibly a decision. Commissioner Richardson seconded the motion. A roll call vote was taken and the motion was passed.

B. Connections 2045 Regional Mobility Plan (RMP)

CRTPA staff and Kimley-Horn has continued the development of the RMP from the Needs Plan through to, but not including, the Draft Cost Feasible Plan. The intent of this agenda item is to present materials to the Board regarding the RMP for discussion and direction as necessary. These materials have been under development since March 2020 but not presented to the Board due to the COVID-19 pandemic. Lastly, the presentation allows for the Board members to ask questions as the project moves towards the Draft Connections 2045 RMP Cost Feasible Plan presentation at the September 21, 2020 Board meeting and Public Engagement in October.

Mr. Kostrzewa stated the Connections 2045 RMP is planned for adoption at the November 23, 2020 Board meeting and introduced Allison Fluitt and Kate Widness from Kimley Horn and Associates.

Ms. Widness briefly outlined the steps that have been completed for the Connections 2045 Regional Mobility Plan (RMP) including the Goals, Evaluation Criteria, Prioritization Criteria, Needs Plan and previous public engagement efforts.

Ms. Fluitt provided an overview of the RMP Needs Plan process. She explained that the Needs Plan is a series of transportation projects, regardless of mode, identified through public engagement, previous studies and the transportation modeling projections.

This was followed by Ms. Fluitt discussing the project evaluation and prioritization process, which applied the weighted evaluation criteria to the Needs plan projects. The outcome of which was the prioritization of Needs Plan projects.

Ms. Widness provided an overview of the next steps in the Connections 2045 RMP process:

- August - Continue development of project costs and Development of Draft Connections 2045 RMP Cost Feasible Plan
- September - Present Draft Connections 2045 Cost Feasible Plan and Public Engagement opportunity
- October - Finalize Draft Connections 2045 RMP Cost Feasible Plan and Public Engagement
- November - Adoption of the Connections 2045 RMP

7. **FLORIDA DEPARTMENT OF TRANSPORTATION REPORT**

No Report Today

8. **EXECUTIVE DIRECTOR'S REPORT**

SU Allocations/Recommendations List
DOT Reduction in Revenues
September and November Meetings

9. **CRTPA INFORMATION**

- A. Future Meeting Dates
- B. Committee Actions

10. **CRTPA CITIZEN COMMENT**

All public comment submitted to the Agency was distributed to the Board and included as part of the official record of the meeting.

11. **ITEMS FROM CRTPA BOARD MEMBERS**

None

12. **ADJOURNMENT**

The meeting was adjourned at 3:15 PM

Attested:

Yulonda Mitchell, Recording Secretary

Randy Merritt, CRTPA Chairman

September 21, 2020



AGENDA ITEM 4B

CRTPA LIMITED ENGLISH PROFICIENCY PLAN (LEPP) UPDATE

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

Staff is seeking approval of a minor update to the CRTPA's Limited English Proficiency Plan (LEPP), provided as ***Attachment 1***.

CRTPA COMMITTEE ACTIONS

On September 1, 2020, the Technical Advisory Committee (TAC) and the Citizen's Multimodal Advisory Committee (CMAC) recommended approval of the Limited English Proficiency Plan (LEPP). Comments received from the CMAC included recognizing the efforts to expand public outreach, and a recommendation for a revision to the Summary Table in the document, which is reflected in the attached document.

RECOMMENDED ACTION

Option 1: The CRTPA Governing Board approve the minor update to the CRTPA's Limited English Proficiency Plan.

BACKGROUND

The CRTPA believes that public involvement is critical to providing safe and equitable transportation facilities for everyone in the Capital Region, including those who are limited English proficient (LEP), either because English is not their native language, or they have low literacy in general. Providing meaningful access to essential CRTPA services for LEP individuals ensures compliance with key civil rights provisions, including Title VI of the Civil Rights Act of 1964 (which in part prohibits national origin discrimination) and subsequent Presidential Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency*, issued in August of 2000. To ensure LEP access, the CRTPA has completed a minor update to the Limited English Proficiency Plan (LEPP) to evaluate the number or proportion of LEP persons by County and for the region, and the frequency with which these persons contact the CRTPA.

MINOR UPDATE LEPP

The Minor Update to the LEPP utilized the most recent Census Data available from the America Community Five-Year Survey (2013-2018). The most significant change is that Hindi is no longer the predominate limited English proficient language group in Jefferson County. Instead, the data reflects that the significant population group with limited English proficiency is from the Spanish language group; as is the case with the rural counties of Gadsden and Wakulla. In Leon County there are three language groups identified with limited English proficiency. The Spanish language group constitute 38 percent, Asian and Pacific Islander language group make-up 31 percent and the Indo-European language group represent 23 percent of the LEP population. The remaining percentage is “Other”.

NEXT STEPS

Following the adoption of the minor update to the LEPP, updates to the Public Involvement Plan Process (PIPP) will be drafted for review by the public, and the CRTPA Committee and Board Members. As part of the development of the PIPP, staff will explore in greater detail strategies to reach all sectors of the public, including those with limited English proficiency. As applicable, data, resources and strategies identified as part of the PIPP will be incorporated in the LEPP.

To further the CRTPA’s outreach to populations with limited English proficiency, the CRTPA’s website is updated to include a language translation option. At this time translation options are available for ten languages, with additional languages to be included in a future update.

RECOMMENDED ACTION

Option 1: Approve the minor update to the CRTPA’s Limited English Proficiency Plan.
(Recommended)

Option 2: CRTPA Board Discretion.

ATTACHMENT

Attachment 1: Limited English Proficiency Plan (LEPP)



Limited English Proficiency Plan (LEPP)

300 South Adams Street, Tallahassee, Florida, 32301 Phone: 850-891-8630

www.crtpa.org

Limited English Proficiency Plan (LEPP)

Capital Region Transportation Planning Agency

Adopted: *September 21, 2020*

This Limited English Proficiency Plan has been prepared to address the CRTPA responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq, and its implementing regulations, which state that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled Improving Access to Services for Persons with Limited English Proficiency, indicates that differing treatment based upon a person's inability to speak, read, write or understand English is a type of national origin discrimination. It directs each agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds.

This Plan was financed in part by the U.S. Department of Transportation (USDOT), the Federal Highway Administration (FHWA), the Federal Transit Authority (FTA), the Florida Department of Transportation (FDOT), and the participating local governments.

The views and opinions of the authors (or agency) expressed herein do not necessarily reflect those of the USDOT, FHWA, FTA, FDOT, or the local participating governments of the CRTPA.

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Appendix:

Table 1: Data from American Community Survey Five-Year 2013-2018 [Table DP02](#)
Language Identification Cards

I. Introduction

What is the CRTPA?

The Capital Region Transportation Planning Agency (CRTPA) serves as the metropolitan planning organization (MPO) for the Capital Region. As such, the CRTPA is responsible for the regional transportation planning that guides the future growth and development of Gadsden, Jefferson, Leon, and Wakulla counties. Mandated by federal and state law, the CRTPA provides continuous, cooperative, and comprehensive transportation planning for these counties and municipalities within.

The CRTPA Board is composed of elected officials who meet on a regular basis to provide direction and make decisions needed to implement transportation projects and strategies. The CRTPA works with its planning and transportation agency partners in Gadsden, Jefferson, Leon, and Wakulla counties, as well as the Florida Department of Transportation (FDOT), CRTPA committees, staff, and the public to:

- Identify and evaluate transportation needs in the region;
- Determine the types of studies, strategies, and improvements needed; and
- Develop short- and long-term programs and plans that include schedules, improvement needs, and funding sources.

Through the public involvement and planning process, the CRTPA guides how federal and state dollars are spent on existing and future transportation projects and programs in the region. The Limited English Proficiency (LEP) Plan is an important component of the public involvement and planning processes, as it provides the blueprint for how individuals with limited proficiency in the English language can have meaningful access to the transportation planning processes.

II. Background On Limited English Proficiency

What is Limited English Proficiency?

Limited English Proficiency (LEP) relates to how well a person can read, write, speak, or otherwise communicate in and understand English. Within the CRTPA region, there are communities, according to Census data, are identified as being language isolated, or not proficient in the English language. This is important information to know because these populations will need special planning consideration to ensure that the language barrier does not prevent them from engaging in the transportation planning process.

How do you identify LEP populations?

CRTPA staff utilizes the Census data as a primary source for identifying the type, number, and approximate geographical location of LEP persons that reside in the CRTPA area. The U.S.

Census Bureau does not define populations as, “Limited English Proficient”, but it does report data by Census Tract as to how well people in the region speak English. CRTPA staff utilizes Population Data Tables, “Language Spoken At Home By Ability To Speak English for the Population 5 Years and Over” to establish the estimated LEP population in the CRTPA Region. Evaluation of the Census data helps CRTPA staff anticipate what type and where the LEP populations may exist so that public involvement activities can be planned for a successful encounter if it happens.

What is a Limited English Proficiency Plan and why must the CRTPA have one?

Public participation is one of the most important components of a continuous, cooperative, and comprehensive, and as such, the CRTPA wants to make every effort to hear as many voices as it can. The CRTPA believes that the best transportation decisions consider the needs of the entire community and recognizes that the inability to speak English proficiently can create a barrier to participation in or access to the organization’s programs, services and activities. The Limited English Proficiency Plan (LEPP) is a document that outlines the measures that the CRTPA will take to bridge the gap and provide individuals with limited proficiency in English meaningful access to the transportation planning process.

Under the LEP Plan, LEP persons are provided an equal opportunity to services, information, or to benefit from those services and/or information that are provided in English or to English-speaking populations. The LEP Plan directs the CRTPA to provide services and information that is consistent with the fundamental mission of the organization but does not intend for the provisions therein to be inordinately burdening to the organization.

III. Building the Limited English Proficiency Plan

Factors Used to Frame the Plan

In order to prepare this plan, the CRTPA used the four-factor LEP analysis which considers the following factors:

Factor 1: The number or proportion of LEP persons in the Capital Region Planning Area who may be served by the CRTPA.

Factor 2: The frequency with which LEP individuals come in contact with the CRTPA’s programs, services, or activities.

Factor 3: The nature and importance of services provided by the CRTPA to the LEP population.

Factor 4: The resources and interpretation services available and the overall cost to the CRTPA.

Factor Evaluation Updates

CRTPA staff reviews Census data with every long range transportation plan update, and more frequently if major public involvement projects are on the horizon prior to the next long range transportation plan update and new Census data is readily available. Additionally, the CRTPA local governments and advisory committees may alert staff of changes in the population demographics by personal observation. The CRTPA strives to have the most responsive public involvement plan for the CRTPA community. Therefore, the factors building the LEPP will be reviewed on an as-needed basis, and no less frequently than every long range transportation plan update and update to the Census data.

III. CRTPA Area Analysis For LEP

The following pages include an analysis of the CRTPA area pursuant to the four factors identified earlier for building a LEPP. The CRTPA does not intend that the four factor analysis should prevent meaningful access to participation or its documents. Anyone in need of assistance or accommodation in reviewing organization documents may contact the CRTPA Title VI Officer at 850-891-8627.

FACTOR 1: The number/ proportion of LEP persons eligible to be served/ likely to be encountered by CRTPA programs, services, or activities.

Analysis of Type of Contact: The CRTPA conducts regular Board meetings and advisory committee meetings throughout the year. Additionally, there will be public hearings and outreach programs conducted. Although the CRTPA Board meetings and advisory committee meetings are open to the public, the primary sources of contact with citizens is through the webpage and through community outreach and education events. Therefore, it stands to reason that ***the most likely encounter avenue with LEP individuals would be through education and outreach events in the community, and on the CRTPA webpage.***

Analysis of Number of LEP Persons likely to be Encountered: (Data from [Table DP02](#)) Language Spoken At Home by “Ability to Speak English Less than Very Well for the Populations 5 Years and Over” from the U.S. Census Bureau 2018 American Community Survey 5-Year Estimates, was gathered for each CRTPA county.

The results of the Census analysis revealed the following for the CRTPA Region:

| County | Percentage of the Total County Population that is LEP | Predominant LEP Language Group as a Percentage of County Population | Percentage of the LEP Population for the County |
|------------------|---|---|---|
| Leon County | 2.4% | Spanish: 4.2% | Approximately 38% of the LEP Population |
| | | Indo-European: 2.6% | Approximately 23 % of the LEP Population |
| | | Asian and Pacific Islander: 2.3% | Approximately 31% of the LEP Population |
| Gadsden County | 4.49% | Spanish: 9.1% | Approximately 85% of the LEP Population. |
| Jefferson County | 1.4 | Spanish: 5.1% | Approximately 81% of the LEP Population. |
| Wakulla County | .8% | Spanish: 3.3% | Approximately 76% of the LEP Population. |
| Region | Percentage of the Total Region that is LEP | LEP Language Group as a Percentage of Region's Population | Percentage of the LEP Population for the Region |
| CRTPA Region | 2.56 | Spanish, 4.71% of the Four-County Region's Population | Approximately 51% of the LEP Population |

The predominant LEP language in the region is Spanish. This LEP population group makes up only 1.3 % of the total population of the CRTPA area.

Results from Factor 1 Analysis: *Based on this information, it would seem reasonable to assume that, after English, the language the CRTPA is most likely to encounter is Spanish, and that it is more likely to be encountered in Gadsden County. The most likely encounter avenue with LEP individuals would be through education and outreach events in Gadsden County, and on the CRTPA webpage.*

FACTOR 2: The frequency with which LEP individuals come in contact with these programs, services, or activities.

Analysis of Frequency: The population analysis conducted for Factor 1 revealed that each county within the CRTPA has a different mix of LEP populations, but the most likely language to encounter is Spanish. The size of this population is relatively small, however, and to date, no request for language assistance services has been made by LEP persons.

Results from Factor2 Analysis: Based on this information, it is likely very infrequently that CRTPA staff will come in contact with LEP populations. CRTPA webpage.

FACTOR 3: The nature and importance of the program, service, or activity to people's lives.

Analysis of Importance: The CRTPA uses federal funds to plan for future transportation improvements and projects, including public involvement, education, and outreach endeavors. Although the work of the CRTPA is important to the community, it does not provide critical, emergency, or life-sustaining services to the community.

The CRTPA does program and provide services that affect the entire population of the CRTPA at some point, including the underserved and underrepresented populations. Title VI and Environmental Justice require that the impacts and benefits to these populations be considered in all actions of investment.

Results from Factor 3 Analysis: The primary projects/documents that the CRTPA undertakes that would be of the most importance for the Title VI populations to understand and have access to their content are :

- ***The Unified Planning Work Program***
- ***The Transportation Improvement Program***
- ***The Long Range Transportation Plan***
- ***The Transportation Disadvantaged Program***
- ***Ongoing Corridor Studies and Master Plans***

Therefore, the CRTPA will place emphasis on language assistance for educational materials and public input related to the five (5) major projects/documents above.

FACTOR 4: The resources available and the overall cost to the CRTPA

Analysis of Resources and Costs: Given the size of the LEP population in the CRTPA area and current financial constraints, full-language translations of complete transportation documents are not considered cost-effective. The CRTPA does have local government partners that have foreign language skills that they have offered to the CRTPA. Additionally, translation services, if

needed, could be secured from the General Consultant on contract with the CRTPA. General safety materials in Spanish are available from the Florida Department of Transportation.

Results of Factor 4 Analysis: *Due to the small percentage of LEP population that is expected to be encountered and the high cost of translating document into a foreign language, the CRTPA will continue to provide Google Translate on the webpage for the LEP population to convert their own documents into a language they understand. Additionally, the CRTPA plans to continue the practice of having “on-call” translators available to convey information verbally as practical. For educational outreach endeavors, the CRTPA will continue to order outreach tools and brochures from the Florida Department of Transportation in Spanish for use in our community outreach endeavors such as coloring books, posters, etc. for roadway safety lessons.*

IV. Methods To Communicate With LEP Individuals

Face-to-Face Language Barrier

The CRTPA staff will utilize language identification sheets to break the initial barrier of language isolation from the transportation planning process. These language identification sheets have the phrase, “Mark this box if you read or speak {name of language} translated into 38 different languages. The Language Identification Cards were downloaded for free at and were developed by the US Census Bureau. A copy of the Language Identification Cards is included in the Appendix.

The Language Identification Sheets will be available at public meetings, regular CRTPA and CRTPA advisory committee meetings, and at the CRTPA office. A list of CRTPA staff and associated individuals who speak and or write a language other than English and who are willing and able to act as interpreters has been identified for the CRTPA and can be called upon to assist at any encounter with a LEP individual. If a verbal translator is not available at the meeting, then the LEP individual will be directed to list their name and contact information so that we may get back with them via e-mail or phone call with a translator.

Oral Interpretation

The CRTPA will utilize bilingual staff to provide LEP services in Spanish, the most prevalent language in the CRTPA area. Further, CRTPA will reach out to its government partners and general consultant staff in an attempt to secure proficient oral interpretation. The organization maintains a list of its LEP service partners and regularly updates the list to add new resources

and languages. If CRTPA is unable to provide meaningful access using these sources, it will utilize professional translation services.

Written Translation

The CRTPA follows US Department of Justice and US Department of Transportation guidelines in providing translation of its documents into languages other than English. Using data collected from the Census, environmental screening tools, past public involvement efforts, and its advisory committees, the CRTPA will assess each of its documents in light of the four (4) factors listed previously and repeated below:

1. The number or proportion of LEP persons in the organization's service area.
2. The frequency with which the organization encounters LEP individuals.
3. The nature and importance of the program, service or activity in question.
4. The resources available to the organization.

To ensure appropriate and competent translation, CRTPA will utilize professional translation services, persons personally known to the CRTPA who are fluent in the requested language, or general consultant services.

As mentioned previously, the CRTPA has installed a Google Translate program <http://translate.google.com> in the website allowing users to view HTML contents in other languages. It is understood that this is not a perfect system, but it should provide enough information for a potential LEP individual or group to make contact with the CRTPA should they have questions or comments.

Notification of Assistance to LEP Persons

It is important to notify LEP persons of services that are available free of charge in a language the LEP persons would understand. The CRTPA will include the following language in English and in Spanish (where appropriate) on meeting notification and other informational materials.

"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.”

Contact Information

The CRTPA is open to new opportunities and ways of reaching LEP populations, including using foreign language publications in the area, and foreign language ads in English speaking or print media if practical. Anyone wishing to volunteer language services or suggest methods of LEP outreach please contact the CRTPA at 850-891-8627.

Anyone who seeks language services should contact the CRTPA’s Public Involvement/Title VI Coordinator:

Suzanne Lex

Phone: 850-891-8627

Email: Suzanne.Lex@crtpa.org

Appendix

| TABLE I Data from American Community Survey Five-Year 2013-2018 Table DP02 | | | | |
|---|------------------------------------|---|-------------------------------|--|
| County or Region | Population 5 Years and Over | | | |
| County | Total Population Sampled | Language other than English "Speak English Less than "Very Well" | Spanish Spoken at Home | Spanish Spoken at Home "Speak English Less than "Very Well" |
| Gadsden | 43,318 | 2,218 | 3,946 | 1,808 |
| Jefferson | 13,494 | 186 | 685 | 152 |
| Leon | 273,145 | 6,570 | 11,344 | 2,549 |
| Wakulla | 30,324 | 234 | 986 | 179 |
| Capital Four-County Region | Total Population Sampled | Language other than English "Speak English Less than "Very Well" | Spanish Spoken at Home | Spanish Spoken at Home "Speak English Less than "Very Well" |
| TOTALS | 360,281 | 9,208 | 16,961 | 4,688 |
| Percentage | 100% | 2.56% | 4.71% | 50.91% |

Census Language Identification Cards

Census
Material

United States
Census

LANGUAGE IDENTIFICATION FLASHCARD

☐

ضع علامة في هذا المربع إذا كنت تقرأ أو تتحدث العربية.

1. Arabic

☐

Խոսողո՞ւմ ե՞սք նշողո՞ւմ կատարե՞ք այս քանակություն, եթե խոսողո՞ւմ կամ կարողո՞ւմ եք հայերեն:

2. Armenian

☐

যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন।

3. Bengali

☐

ល្អមបញ្ជាក់ក្នុងប្រអប់នេះ បើអ្នកអាន ឬនិយាយភាសា ខ្មែរ ។

4. Cambodian

☐

Motka i kahhon ya yangin ûntûngnu' manaitai pat ûntûngnu' kumentos Chamorro.

5. Chamorro

☐

如果你能读中文或讲中文，请选择此框。

6. Simplified Chinese

☐

如果你能讀中文或講中文，請選擇此框。

7. Traditional Chinese

☐

Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik.

8. Croatian

☐

Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky.

9. Czech

☐

Kruis dit vakje aan als u Nederlands kunt lezen of spreken.

10. Dutch

☐

Mark this box if you read or speak English.

11. English

☐

اگر خواندن و نوشتن فارسی بلد هستید، این مربع را علامت بزنید.

12. Farsi

| | | |
|--------------------------|--|--------------------|
| <input type="checkbox"/> | Cocher ici si vous lisez ou parlez le français. | 13. French |
| <input type="checkbox"/> | Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen. | 14. German |
| <input type="checkbox"/> | Σημειώστε αυτό το πλαίσιο αν διαβάζετε ή μιλάτε Ελληνικά. | 15. Greek |
| <input type="checkbox"/> | Make kazye sa a si ou li oswa ou pale kreyòl ayisyen. | 16. Haitian Creole |
| <input type="checkbox"/> | अगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस बक्स पर चिह्न लगाएँ। | 17. Hindi |
| <input type="checkbox"/> | Kos lub voj no yog koj paub twm thiab hais lus Hmoob. | 18. Hmong |
| <input type="checkbox"/> | Jelölje meg ezt a kockát, ha megérte vagy beszéli a magyar nyelvet. | 19. Hungarian |
| <input type="checkbox"/> | Markaam daytoy nga kahon no makabasa wenno makasaoka iti Ilocano. | 20. Ilocano |
| <input type="checkbox"/> | Marchi questa casella se legge o parla italiano. | 21. Italian |
| <input type="checkbox"/> | 日本語を読んだり、話せる場合はここに印を付けてください。 | 22. Japanese |
| <input type="checkbox"/> | 한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오. | 23. Korean |
| <input type="checkbox"/> | ໃຫ້ໝາຍໃສ່ຊ່ອງນີ້ ຖ້າທ່ານອ່ານຫຼືປາກພາສາລາວ. | 24. Laotian |
| <input type="checkbox"/> | Prosimy o zaznaczenie tego kwadratu, jeżeli posługuje się Pan/Pani językiem polskim. | 25. Polish |

| | | |
|--------------------------|--|----------------|
| <input type="checkbox"/> | Assinale este quadrado se você lê ou fala português. | 26. Portuguese |
| <input type="checkbox"/> | Însemnați această casuță dacă citiți sau vorbiți românește. | 27. Romanian |
| <input type="checkbox"/> | Пометьте этот квадратик, если вы читаете или говорите по-русски. | 28. Russian |
| <input type="checkbox"/> | Обележите овај квадратик уколико читате или говорите српски језик. | 29. Serbian |
| <input type="checkbox"/> | Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky. | 30. Slovak |
| <input type="checkbox"/> | Marque esta casilla si lee o habla español. | 31. Spanish |
| <input type="checkbox"/> | Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog. | 32. Tagalog |
| <input type="checkbox"/> | ให้กาเครื่องหมายลงในช่องถ้าท่านอ่านหรือพูดภาษาไทย. | 33. Thai |
| <input type="checkbox"/> | Maaka 'i he puha ni kapau 'oku ke lau pe lea fakatonga. | 34. Tongan |
| <input type="checkbox"/> | Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою. | 35. Ukranian |
| <input type="checkbox"/> | اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانے میں نشان لگائیں۔ | 36. Urdu |
| <input type="checkbox"/> | Xin đánh dấu vào ô này nếu quý vị biết đọc và nói được Việt Ngữ. | 37. Vietnamese |
| <input type="checkbox"/> | באצייכנט דעם קעסטל אויב איר לייענט אדער רעדט אידיש. | 38. Yiddish |

September 21, 2020



AGENDA ITEM 4 C

**INTERGOVERNMENTAL COORDINATION AND REVIEW AND PUBLIC TRANSPORTATION
COORDINATION (ICAR)
JOINT PARTICIPATION AGREEMENT**

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

This item seeks CARTPA approval of the ICAR Joint Participation Agreement.

RECOMMENDED ACTION

Option 1: Authorize the CARTPA Chair to sign the ICAR Joint Participation Agreement.

BACKGROUND

The Intergovernmental Coordination and Review and Public Transportation Coordination (ICAR) Joint Participation Agreement is an agreement between the CARTPA, the Apalachee Regional Planning Council, StarMetro and the Tallahassee International Airport related to intergovernmental coordination. Specifically, the agreement establishes that the parties will cooperatively coordinate their efforts related to the transportation planning process and assure that highway facilities, mass transit, rail systems, air transportation and other facilities will be properly located and developed in relation to planned development of the Metropolitan Planning Area.

The current ICAR was signed in 2005 and, due to its age, the CARTPA is seeking to update the agreement (which has been reviewed by the FDOT). The following provides the signature status of the signatories to this updated ICAR:

- ARPC – the ICAR was approved at the July 23, 2020 meeting
- City of Tallahassee (Tallahassee International Airport & StarMetro) – the ICAR was approved at the September 9, 2020 Tallahassee City Commission meeting
- CARTPA – seeking approval at this (September 21, 2020) meeting

Once approved by the CARTPA, the agreement will be provided to the Florida Department of Transportation for final signature.

RECOMMENDED ACTION

Option 1: Authorize the CRTPA Chair to sign the ICAR Joint Participation Agreement.
(Recommended)

Option 2: CRTPA Board Discretion.

ATTACHMENT

Attachment 1: Draft ICAR Joint Participation Agreement

INTERGOVERNMENTAL COORDINATION AND REVIEW AND PUBLIC TRANSPORTATION COORDINATION JOINT PARTICIPATION AGREEMENT

THIS **JOINT PARTICIPATION AGREEMENT** is made and entered into on this _____ day of _____ by and between the **FLORIDA DEPARTMENT OF TRANSPORTATION** (Department); the **CAPITAL REGION TRANSPORTATION PLANNING AGENCY** (CRTPA); the **APALACHEE REGIONAL PLANNING COUNCIL** (ARPC); **STARMETRO** (STARMETRO); and **TALLAHASSEE INTERNATIONAL AIRPORT** (TIA).

RECITALS

WHEREAS, the Federal Government, under the authority of Title 23 United States Code Section 134 and Title 49 United States Code (USC) Section 5303 and any subsequent applicable amendments, requires each metropolitan area, as a condition to the receipt of federal capital or operating assistance, to have a continuing, cooperative, and comprehensive transportation planning process in designated urbanized areas to develop and implement plans and programs consistent with the comprehensively planned development of the metropolitan area; **and**

WHEREAS, Title 23 USC §134, Title 49 USC §5303, and Section 339.175, Florida Statutes (F.S.), provide for the creation of metropolitan planning organizations to develop transportation plans and programs for urbanized areas; **and**

WHEREAS, Title 23 Code of Federal Regulations (CFR) §450 requires that the State, the Metropolitan Planning Organization, and the operators of publicly owned transportation systems shall enter into an agreement clearly identifying the responsibilities for cooperatively carrying out such transportation planning (including multimodal, systems-level corridor and subarea planning studies pursuant to Title 23 CFR §450) and programming; **and**

WHEREAS, pursuant to Section 20.23, F.S., the Department has been created by the State of Florida, and the Department has the powers and duties relating to transportation, as outlined in Section 334.044, F.S.; **and**

WHEREAS, pursuant to an Interlocal Agreement dated November 15, 2004, and filed with the Clerk of the Circuit Court of Leon, Gadsden and Wakulla Counties, the CRTPA was established within the revised Planning Area Boundary, with specific transportation planning duties and responsibilities identified therein; **and**

WHEREAS, on January 12, 2009, the CRTPA Board approved a reapportionment plan in accordance with the revised Planning Area Boundary to include all of Gadsden, Jefferson, Leon and Wakulla counties, which reapportionment plan was subsequently submitted to the Governor for approval; **and**

WHEREAS, pursuant to Section 339.175(4), Florida Statutes, in a letter dated March 17, 2011, the Governor has agreed to the apportionment plan; **and**

WHEREAS, pursuant to an amended Interlocal Agreement dated March 13, 2014 and filed with the Clerk of the Circuit Court of Gadsden, Jefferson, Leon and Wakulla Counties, the CRTPA was established with the revised Planning Area Boundary, specific transportation planning duties and responsibilities identified therein; **and**

WHEREAS, pursuant to Chapter 332.08, F.S., the TIA was created and established with the purpose of providing commercial air and cargo operations as well as general aviation support to the City of Tallahassee and Capital Region; **and**

WHEREAS, pursuant to Chapter 341.011, F.S., STARMETRO was created and established with the purpose of providing transit service to the citizens of Tallahassee, Florida; **and**

WHEREAS, pursuant to Section 339.175 F.S., the CRTPA shall execute and maintain an agreement with the metropolitan and regional intergovernmental coordination and review agencies serving the Metropolitan Planning Area; **and**

WHEREAS, the agreement must describe the means by which activities will be coordinated and specify how transportation planning and programming will be part of the comprehensively planned development of the Metropolitan Planning Area; **and**

WHEREAS, pursuant to Section 186.504, F.S., and Chapter 29L-1, Florida Administrative Code (FAC), the ARPC was established and operates with a primary purpose of intergovernmental coordination and review; **and**

WHEREAS, pursuant to Section 186.505, F.S., the ARPC is to review plans of metropolitan planning organizations to identify inconsistencies between those agencies' plans and applicable local government comprehensive plans adopted pursuant to Chapter 163, F.S.; **and**

WHEREAS, the ARPC, pursuant to Section 186.507, F.S., is required to prepare a Strategic Regional Policy Plan, which will contain regional goals and policies that address regional transportation issues; **and**

WHEREAS, based on the ARPC statutory mandate to identify inconsistencies between plans of metropolitan planning organizations and applicable local government comprehensive plans, and to prepare and adopt a Strategic Regional Policy Plan, the ARPC is appropriately situated to assist in the intergovernmental coordination of the transportation planning process; **and**

WHEREAS, pursuant to Section 186.509, F.S., and Chapter 29L-7, FAC, the ARPC has adopted a conflict and dispute resolution process; **and**

WHEREAS, the purpose of the dispute resolution process is to reconcile differences in planning and growth management issues between local governments, regional agencies, and private interests; **and**

WHEREAS, the parties hereto have determined that the voluntary dispute resolution process can be useful in resolving conflicts and disputes arising in the transportation planning process; **and**

WHEREAS, pursuant to Title 23 CFR §450 and Section 339.175, F.S., the CRTPA must execute and maintain an agreement with the operators of public transportation systems, including transit systems, and airports, describing the means by which activities will be coordinated and

specifying how public transit and aviation (including multimodal, systems-level corridor and subarea planning studies pursuant to 23 CFR §450) and programming will be part of the comprehensively planned development of the Metropolitan Planning Area; **and**

WHEREAS, it is in the public interest that the CRTPA, operators of public transportation systems, including StarMetro and TIA, jointly pledge their intention to cooperatively participate in the planning and programming of transportation improvements within this Metropolitan Planning Area; **and**

WHEREAS, the undersigned parties have determined that this Agreement satisfies the requirements of and is consistent with Title 23 CFR §450 and Section 339.175 F.S.; **and**

WHEREAS, the parties to this Agreement desire to participate cooperatively in the performance, on a continuing basis, of a cooperative, and comprehensive transportation planning process to assure that highway facilities, transit systems, bicycle and pedestrian facilities, rail systems, air transportation and other facilities will be located and developed in relation to the overall plan of community development.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties desiring to be legally bound, do agree as follows:

ARTICLE 1

RECITALS; DEFINITIONS

Section 1.01. Recitals. Each and all of the foregoing recitals are incorporated herein and acknowledged to be true and correct. Failure of any of the foregoing recitals to be true and correct shall not operate to invalidate this Agreement.

Section 1.02. Definitions. The following words when used in this Agreement (unless the context shall clearly indicate the contrary) shall have the following meanings:

- a) **Agreement** means and refers to this instrument, as may be amended from time to time.
- b) **Corridor or Subarea Study** shall mean and refer to studies involving major investment decisions or as otherwise identified in Title 23 CFR §450.
- c) **Department** shall mean and refer to the Florida Department of Transportation, an agency of the State of Florida, created pursuant to Section 20.23, F.S.
- d) **FHWA** means and refers to the Federal Highway Administration.
- e) **Long Range Transportation Plan** is the 20-year transportation planning horizon which identifies transportation facilities; includes a financial plan that demonstrates how the plan can be implemented and assesses capital improvements necessary to preserve the existing metropolitan transportation system and make efficient use of existing transportation facilities; indicates proposed transportation activities; and, in ozone/carbon monoxide nonattainment areas is coordinated with the State Implementation Plan, all as required by Title 23 USC §134, Title 49 USC §5303, Title 23 CFR §450, and Section 339, F.S.
- f) **Metropolitan Planning Area** means and refers to the planning area as determined by

- g) agreement between the CRTPA and the Governor for the urbanized areas designated by the United States Bureau of the Census as described in 23 USC §134, 49 USC §5303, and Section 339.175, F.S., and including the existing urbanized area and the contiguous area expected to become urbanized within a 20-year forecast period, which shall be subject to the CRTPA's planning authority.
- h) **CRTPA** means and refers to the metropolitan planning organization formed pursuant to the Interlocal Agreement dated March 13, 2014.
- i) **ARPC** means and refers to the APALACHEE REGIONAL PLANNING COUNCIL created pursuant to Section 186.504, F.S., and identified in Chapter 29L-1, FAC.
- j) **Transportation Improvement Program (TIP)** is the staged multi-year program of transportation improvement projects developed by a metropolitan planning organization consistent with the Long Range Transportation Plan, developed pursuant to Titles 23 USC §134, 49 USC §5303, 23 CFR §450 and Section 339.175, F.S.
- k) **Unified Planning Work Program (UPWP)** is a biennial program developed in cooperation with the Department and public transportation providers, that identifies the planning priorities and activities to be carried out within a metropolitan planning area to be undertaken during a 2-year period, together with a complete description thereof and an estimated budget, as required by Title 23 CFR §450, and Section 339.175, F.S.

ARTICLE 2

PURPOSE

Section 2.01. Coordination with public transportation system operators. This Agreement is to provide for cooperation between the CRTPA, the Department, STARMETRO and TIA in the development and preparation of the UPWP, the TIP, the LRTP, and any applicable Corridor or Subarea Studies.

Section 2.02. Intergovernmental coordination; Regional Planning Council. Further, this Agreement is to provide a process through the ARPC for intergovernmental coordination and review and identification of inconsistencies between proposed CRTPA transportation plans and local government comprehensive plans adopted pursuant to Chapter 163, F.S., and reviewed by the Division of Community Development within the Florida Department of Economic Opportunity.

Section 2.03. Dispute resolution. This Agreement also provides a process for conflict and dispute resolution through the ARPC.

ARTICLE 3

COOPERATIVE PROCEDURES FOR PLANNING AND PROGRAMMING WITH OPERATORS OF PUBLIC TRANSPORTATION SYSTEMS

Section 3.01. Cooperation with operators of public transportation systems; coordination

with local government approved comprehensive plans.

- (a) The CRTPA shall cooperate with STARMETRO and TIA to optimize the planning and programming of an integrated and balanced intermodal transportation system for the Metropolitan Planning Area.
- (b) The CRTPA shall implement a continuing, cooperative, and comprehensive transportation planning process that is consistent, to the maximum extent feasible, with aviation master plans, and public transit development plans of the units of local governments whose boundaries are within the Metropolitan Planning Area.
- (c) As a means towards achievement of the goals in paragraphs (a) and (b) and in an effort to coordinate intermodal transportation planning and programming, the CRTPA may include, but shall include no later than July 6, 2014 if within a transportation management area, as part of its membership officials of agencies that administer or operate major modes or systems of transportation, including but not limited to transit operators, sponsors of major local airports, and rail operators per Federal regulations. The representatives of the major modes or systems of transportation may be accorded voting or non-voting advisor status. In the Metropolitan Planning Area if authorities or agencies are created by law to perform transportation functions and that are not under the jurisdiction of a general purpose local government represented on the CRTPA, the CRTPA may request the Governor designate said authority or agency as a voting member of the CRTPA in accordance with the requirements of Section 339.175, F.S. If the new member would significantly alter local government representation in the CRTPA, the CRTPA shall propose a revised apportionment plan to the Governor to ensure voting membership on the CRTPA to be an elected official representing public transit authorities which have been, or may be, created by law.

The CRTPA shall ensure that representatives of StarMetro and TIA are provided membership on the CRTPA Technical Advisory Committee.

Section 3.02. Preparation of transportation related plans.

- (a) Although the adoption or approval of the UPWP, the TIP, and the LRTP is the responsibility of the CRTPA, development of such plans or programs shall be viewed as a cooperative effort involving the Department, STARMETRO and TIA. In developing its plans and programs, the CRTPA shall solicit the comments and recommendations of the parties to this Agreement in the preparation of such plans and programs.
- (b) When preparing the UPWP, the TIP, or the LRTP, or preparing other than a minor amendment thereto (as determined by the CRTPA), the CRTPA shall provide notice to the Department, STARMETRO and TIA advising them of the scope of the work to be undertaken and inviting comment and participation in the development process. The CRTPA shall ensure that the chief operating officials of the Department, STARMETRO and TIA shall receive at least 15 days written notice of all public workshops and hearings, or specified number of days per CRTPA bylaws, or public participation plan, relating to the development of such plans and programs.

(c) Local government comprehensive plans.

- (1) In developing the TIP, the LRTP, or Corridor or Subarea studies, or preparing other than a minor amendment thereto (as determined by the CRTPA), the CRTPA, STARMETRO and TIA shall analyze for each local government in the Metropolitan Planning Area:
 - (i) each comprehensive plan's future land use element;
 - (ii) the goals, objectives, and policies of each comprehensive plan; and
 - (iii) the zoning, of each local government in the Metropolitan Planning Area.
- (2) Based upon the foregoing review and a consideration of other growth management factors, the CRTPA, STARMETRO and TIA shall provide written recommendations to local governments in the Metropolitan Planning Area in the development, amendment, and implementation of their comprehensive plans. A copy of the recommendations shall be sent to the ARPC.
- (3) The CRTPA agrees that, to the maximum extent feasible, the LRTP and the projects and project-phases within the TIP shall be consistent with the future land use element and goals, objectives, and policies of each comprehensive plan of the local governments in the Metropolitan Planning Area. If the CRTPA'S TIP is inconsistent with a local government's comprehensive plan, the CRTPA shall so indicate, and the CRTPA shall present, as part of the TIP, justification for including the project in the program.

(d) Multi-modal transportation agency plans.

- (1) In developing the TIP, the LRTP, or Corridor or Subarea studies, or preparing other than a minor amendment thereto (as determined by the CRTPA), the CRTPA shall analyze the master plans of STARMETRO and TIA). Based upon the foregoing review and a consideration of other transportation-related factors, the CRTPA, shall from time to time and as appropriate, provide recommendations to the parties to this Agreement as well as local governments within the Metropolitan Planning Area, for the development, amendment, and implementation of their master, development, or comprehensive plans.
- (2) In developing or revising their respective master, development, or comprehensive plans, the parties to this Agreement shall analyze the draft or approved TIP, UPWP, LRTP, or Corridor or Subarea studies, or amendments thereto. Based upon the foregoing review and a consideration of other transportation-related factors, the parties to this Agreement shall from time to time and as appropriate, provide written recommendations to the CRTPA with regard to development, amendment, and implementation of the plans, programs, and studies.
- (3) The CRTPA agrees that, to the maximum extent feasible, the Transportation Improvement Program shall be consistent with the affected master plans and

development plans of the parties to this Agreement.

ARTICLE 4

INTERGOVERNMENTAL COORDINATION AND REVIEW

Section 4.01. Coordination with Regional Planning Council. The ARPC shall perform the following tasks:

- (a) Within 30 days of receipt, the ARPC shall review the draft TIP, LRTP, Corridor and Subarea studies, or amendments thereto, as requested by the CRTPA, to identify inconsistencies between these plans and programs and applicable local government comprehensive plans adopted pursuant to Chapter 163, F.S., for counties and cities within the Metropolitan Planning Area and the adopted Strategic Regional Policy Plan.
 - (1) The parties recognize that, pursuant to Florida law, the LRTP and the TIP of the CRTPA must be considered by cities and counties within the Metropolitan Planning Area in the preparation, amendment, and update/revision of their comprehensive plans. Further, the LRTP and the projects and project phases within the TIP are to be consistent with the future land use element and goals, objectives, and policies of the comprehensive plans of local governments in the Metropolitan Planning Area. Upon completion of its review of a draft TIP or LRTP, the ARPC shall advise the CRTPA and each county or city of its findings;
 - (2) The ARPC shall advise the CRTPA in writing of its concerns and identify those portions of the submittals which need to be reevaluated and potentially modified if the ARPC review identifies inconsistencies between the draft TIP or LRTP and local comprehensive plans; and
 - (3) Upon final adoption of the proposed Transportation Improvement Program, Long Range Transportation Plan, Corridor and Subarea studies, or amendments thereto, the CRTPA may request that the ARPC consider adoption of regional transportation goals, objectives, and policies in the Strategic Regional Policy Plan implementing the adopted Transportation Improvement Program, Long Range Transportation Plan, Corridor and Subarea studies, or amendments thereto. If the proposed plan, program, or study, or amendments thereto, was the subject of previous adverse comment by the ARPC, the CRTPA will identify the change in the final adopted plan intended to resolve the adverse comment, or alternatively, the CRTPA shall identify the reason for not amending the plan as suggested by the ARPC.
- (b) Provide the availability of the conflict and dispute resolution process as set forth in Article 5 below.

ARTICLE 5

CONFLICT AND DISPUTE RESOLUTION PROCESS

Section 5.01. Disputes and conflicts under this Agreement. This process shall apply to conflicts

and disputes relating to matters subject to this Agreement, or conflicts arising from the performance of this Agreement. Except as otherwise provided in this Article 5, only representatives of the agencies with conflicts or disputes shall engage in conflict resolution.

Section 5.02. Initial resolution. The affected parties to this Agreement shall, at a minimum, ensure the attempted early resolution of conflicts relating to such matters. Early resolution shall be handled by direct discussion between the following officials:

Florida Department of Transportation: District Director for Planning and Programs

CRTPA: Executive Director

ARPC: Executive Director

STARMETRO: Transit Planning Administrator

TALLAHASSEE INTERNATIONAL AIRPORT: Assistant Director of Aviation

Section 5.03. Resolution by senior agency official. If the conflict remains unresolved, the conflict shall be resolved by the following officials:

Florida Department of Transportation: District Secretary

CRTPA: Chair

ARPC: Chair

STARMETRO: Executive Director

TALLAHASSEE INTERNATIONAL AIRPORT: Director of Aviation

Section 5.04. Resolution by the Office of the Governor. If the conflict is not resolved through conflict resolution pursuant to Sections 5.02, 5.03, and 5.04 of this Agreement, the parties shall petition the Executive Office of the Governor for resolution of the conflict pursuant to its procedures. Resolution of the conflict by the Executive Office of the Governor shall be binding on all parties.

ARTICLE 6

MISCELLANEOUS PROVISION

Section 6.01. Constitutional or statutory duties and responsibilities of parties. This Agreement shall not be construed to authorize the delegation of the constitutional or statutory duties of any of the parties. In addition, this Agreement does not relieve any of the parties of an obligation or responsibility imposed upon them by law, except to the extent of actual and timely performance thereof by one or more of the parties to this Agreement or any legal or administrative entity created or authorized by this Agreement, in which case this performance may be offered in satisfaction of the obligation or responsibility.

Section 6.02. Amendment of Agreement. Amendments or modifications of this Agreement may only be made by written agreement signed by all parties hereto with the same formalities as the original Agreement.

Section 6.03. Duration; withdrawal procedure.

- (a) **Duration.** This Agreement shall have a term of (5) years and the parties hereto shall examine the terms hereof and agree to amend the provisions or reaffirm the same in a timely manner. However, the failure to amend or to reaffirm the terms of this Agreement shall not invalidate or otherwise terminate this Agreement.
- (b) **Withdrawal procedure.** Any party may withdraw from this Agreement after presenting in written form a notice of intent to withdraw to the other parties to this Agreement and the CRTPA, at least (90) days prior to the intended date of withdrawal; provided, that financial commitments made prior to withdrawal are effective and binding for their full term and amount regardless of withdrawal.

Section 6.04. Notices. All notices, demands and correspondence required or provided for under this Agreement shall be in writing and delivered in person or dispatched by certified mail, postage prepaid, return receipt requested. Notice is required to be given and shall be addressed as follows:

For the FDOT:

District Secretary
Florida Department of Transportation, District III
Post Office Box 607
Chipley, FL 32428-0607

For the CRTPA:

Executive Director
Capital Region Transportation Planning Agency
300 S. Adams Street
Tallahassee, FL 32301

For the ARPC:

Executive Director
Apalachee Regional Planning Council
2507 Callaway Road, Suite 200
Tallahassee, Florida 32303

For STARMETRO:

Executive Director
City of Tallahassee StarMetro
555 Appleyard Drive
Tallahassee, Florida 32304

For TALLAHASSEE INTERNATIONAL AIRPORT:

Director of Aviation
City of Tallahassee International Airport
3300 Capital Circle, S.W., Suite 1
Tallahassee, Florida 32310

A party may unilaterally change its address or addressee by giving notice in writing to the other parties as provided in this section. Thereafter, notices, demands and other pertinent correspondence shall be addressed and transmitted to the new address.

Section 6.05. Interpretation.

- (a) **Drafters of Agreement.** All parties hereto were each represented by, or afforded the opportunity for representation by legal counsel, and participated in the drafting of this Agreement and in the choice of wording. Consequently, no provision hereof should be more strongly construed against any party as drafter of this Agreement.
- (b) **Severability.** Invalidity of any one of the provisions of this Agreement or any part, clause or word hereof, or the application thereof in specific circumstances, by judgment, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect; provided, that such remainder would then continue to conform to the terms and requirements of applicable law.
- (c) **Rules of construction.** In interpreting this Agreement, the following rules of construction shall apply unless the context indicates otherwise:
 - (1) The singular of any word or term includes the plural;
 - (2) The masculine gender includes the feminine gender; and
 - (3) The word “shall” is mandatory, and “may” is permissive.

Section 6.06. Attorney’s Fees. In the event of any judicial or administrative action to enforce or interpret this Agreement by any party hereto, each party shall bear its own costs and attorney’s fees in connection with such proceeding.

Section 6.07. Agreement execution; use of counterpart signature pages. This Agreement, and any amendments hereto, may be simultaneously executed in several counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.

Section 6.08. Effective date. This Agreement shall become effective upon its recording by all parties hereto.

Section 6.09. Other authority. In the event that any election, referendum, approval, permit, notice, or other proceeding or authorization is required under applicable law to enable the parties to enter into this Agreement or to undertake the provisions set forth hereunder, or to observe, assume or carry out any of the provisions of the Agreement, said parties will initiate and consummate, as provided by law, all actions necessary with respect to any such matters as required.

Section 6.10. Parties not obligated to third parties. No party hereto shall be obligated or be liable

hereunder to any party not a signatory to this Agreement. There are no express or intended third party beneficiaries to this Agreement.

Section 6.11. Rights and remedies not waived. In no event shall the making by the Department of any payment to the CRTPA constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the CRTPA, and the making of any such payment by the Department while any such breach or default exists shall in no way impair or prejudice any right or remedy available to the Department in respect of such breach or default.

Section 6.12 Data, records, reports and other documents. Subject to the right to claim an exemption from the Florida Public Records Law, Chapter 119, F. S., the parties shall provide to each other such data, reports, records contracts, and other documents in its possession relating to the CRTPA as is requested. Charges are to be in accordance with Chapter 119, F. S.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

Signed, Sealed, and Delivered in the presence of:

CAPITAL REGION TRANSPORTATION PLANNING AGENCY

BY: _____
CRTPA CHAIR

APPROVED AS TO FORM:

CAPITAL REGION TRANSPORTATION PLANNING AGENCY

BY: _____
THORNTON WILLIAMS
AS GENERAL COUNSEL

APPROVED BY CRTPA:

Passed and adopted by the Apalachee Regional Planning Council, this ____ day of ____.

Chairperson, Apalachee Regional Planning Council

ATTEST:
EXECUTIVE SECRETARY

BY: _____

Passed and adopted by the Tallahassee City Commission, this ____ day of _____.

John E. Dailey, Mayor, City of Tallahassee

ATTEST:
JAMES O. COOKE, IV, TREASURER-CLERK
CITY OF TALLAHASSEE, FLORIDA

BY: _____

APPROVED AS TO FORM:
CITY OF TALLAHASSEE ATTORNEY'S OFFICE

BY: _____
Cassandra K. Jackson, ESQ.

Agreed to by the State of Florida Department of Transportation, this ____ day of _____.

Phillip Gainer
FDOT District III Secretary

ATTEST:

BY: _____
EXECUTIVE SECRETARY

APPROVED AS TO FORM:
FDOT DISTRICT III, GENERAL COUNSEL

BY: _____

September 21, 2020



AGENDA ITEM 4D

**FY 2018/19- 2019/20 UNIFIED PLANNING WORK PROGRAM
(UPWP) DE-OBLIGATION AMENDMENT**

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

The purpose of this item is to amend the CRTPA Fiscal Year 2018/19 – 2019/20 UPWP to revise the de-obligation amendment .

RECOMMENDED ACTION

Option 1: Approve the revised de-obligation amendment to the Fiscal Year 2018/19 - Fiscal Year 2019/20 Unified Planning Work Program.

BACKGROUND

At the May 19, 2020 CRTPA Meeting the Board approved the deobligation amendment to the CRTPA's FY 2018/19 – 2019/20 UPWP and to the Joint Planning Agreement (JPA) with FDOT. The CRTPA processed the amendment and received from the FDOT the approved JPA de-obligating the SU and CM funds. The amount of CM funds de-obligated in the FDOT Financial Management System was \$50.00 more and for the SU funds de-obligated was \$1.00 less than the amounts approved by the Board. Therefore, a revision to the approved de-obligation amendment is being processed to ensure the CRTPA's Board approved documents match the amendment authorized by FDOT.

RECOMMENDED ACTION

Option 1: Approve the revised de-obligation amendment to the Fiscal Year 2018/19 - Fiscal Year 2019/20 Unified Planning Work Program. (Recommended)

Option 2: Provide other direction.

ATTACHMENTS

Attachment 1: Original and Revised Deobligation FY 2018/19 – 2019/20 UPWP Summary Tables
Attachment 2: FDOT JPA Amendment and Correspondence

Adopted De obligation Amendment

| CRTPA UPWP R7 De-Obligation Amendment: Approved May 19,2020 | | | | | | |
|---|------------|--------------|---------------|---------------|---------------|---------------|
| R7 De-Obligation Amendment | | | | | | |
| Task/Fund Type | Amendment | | | Amendment | | |
| | Budget | | | Budget | | |
| Task/Fund Type | CM | UPWP Balance | De-obligate | SU | UPWP Balance | De-obligate |
| 1.0 (ADM) | - | | | 55,000.00 | 55,000.00 | |
| SUBTOTAL | - | | | 55,000.00 | 55,000.00 | - |
| 3.0 (LRTP) | - | | | 225,000.00 | 44,657.70 | 180,342.30 |
| SUBTOTAL | - | | | 225,000.00 | 44,657.70 | 180,342.30 |
| 4.0 (SRP) | - | | | 21,777.00 | - | |
| SUBTOTAL | - | | | 21,777.00 | - | 21,777.00 |
| 5.1 (Leon Co. BPMP) | - | | | 180,560.00 | 160,210.00 | 20,350.00 |
| 5.2 (Wakulla Co. BPMP) | - | | | 30,000.00 | - | 30,000.00 |
| 5.3 ITS Master Plan | 55,000.00 | 47,442.50 | 7,557.50 | - | - | - |
| 5.4 CMP Phase II | 125,000.00 | 18,426.60 | 106,573.40 | - | - | - |
| 5.5 Performance Measures | 62,700.00 | - | 62,700.00 | - | - | - |
| 5.6 Other TBD | | | | 136,000.00 | - | 136,000.00 |
| 5.7 Thomasville | | | | 150,000.00 | 79,488.75 | 70,511.25 |
| SUBTOTAL | 242,700.00 | 65,869.10 | 176,830.90 | 496,560.00 | 239,698.75 | 256,861.25 |
| 7.1 (SWAP) | - | | | 301,000.00 | 275,185.64 | 25,814.36 |
| 7.2(MT II) | - | | | 150,000.00 | 150,000.00 | - |
| 7.3 (Corridor) | - | | | 50,000.00 | 31,267.15 | 18,732.85 |
| 7.4 (Corridor/Complete St) | - | | | 200,000.00 | 100,000.00 | 100,000.00 |
| 7.5 (Monticello Tr) | - | | | 55,000.00 | 46,600.00 | 8,400.00 |
| 7.6 (US 27 Havana) | - | | | 50,000.00 | 40,000.00 | 10,000.00 |
| 7.7 (GPC - Other) | - | | | 71,050.00 | 1,662.00 | 69,388.00 |
| 7.8 (US 90) | - | | | 100,000.00 | 69,307.50 | 30,692.50 |
| SUBTOTAL | - | | | 977,050.00 | 714,022.29 | 263,027.71 |
| TOTAL | 242,700.00 | 65,869.10 | 176,830.90 | 1,775,387.00 | 1,053,378.74 | 722,008.26 |
| | | 242,700.00 | CM | | 1,775,387.00 | SU |
| | | De-Obligate | \$ 176,830.00 | | De-Obligate | \$ 722,008.00 |
| | | | TOTAL | DE-OBLIGATION | \$ 898,838.00 | |

Revised De-obligation Amendment

| CRTPA UPWP R8 Revised De-Obligation Amendment: Approved September 21, 2020 | | | | | | |
|--|--------------|--------------|---------------|---------------|----------------|---------------|
| R7 De-Obligation Amendment | | | | | | |
| Task/Fund Type | Amendment | | | Amendment | | |
| | Budget | | | Budget | | |
| Task/Fund Type | CM | UPWP Balance | De-obligate | SU | UPWP Balance | De-obligate |
| 1.0 (ADM) | - | | | 55,000.00 | 55,000.00 | |
| SUBTOTAL | - | | | 55,000.00 | 55,000.00 | - |
| 3.0 (LRTP) | - | | | 225,000.00 | 44,657.70 | 180,342.30 |
| SUBTOTAL | - | | | 225,000.00 | 44,657.70 | 180,342.30 |
| 4.0 (SRP) | - | | | 21,777.00 | - | |
| SUBTOTAL | - | | | 21,777.00 | - | 21,777.00 |
| 5.1 (Leon Co. BPMP) | - | | | 180,560.00 | 160,210.00 | 20,350.00 |
| 5.2 (Wakulla Co. BPMP) | - | | | 30,000.00 | - | 30,000.00 |
| 5.3 ITS Master Plan | 55,000.00 | 47,443.00 | 7,557.50 | - | - | - |
| 5.4 CMP Phase II | 125,000.00 | 18,376.60 | 106,623.40 | - | - | - |
| 5.5 Performance Measures | 62,700.00 | | 62,700.00 | - | - | - |
| 5.6 Other TBD | | | | 136,000.00 | - | 136,000.00 |
| 5.7 Thomasville | | | | 150,000.00 | 79,488.75 | 70,511.25 |
| SUBTOTAL | 242,700.00 | 65,819.60 | 176,880.40 | 496,560.00 | 239,698.75 | 256,861.25 |
| 7.1 (SWAP) | - | | | 301,000.00 | 275,185.64 | 25,814.36 |
| 7.2 (MT II) | - | | | 150,000.00 | 150,000.00 | - |
| 7.3 (Corridor) | - | | | 50,000.00 | 31,267.15 | 18,732.85 |
| 7.4 (Corridor/Complete St) | - | | | 200,000.00 | 100,000.00 | 100,000.00 |
| 7.5 (Monticello Tr) | - | | | 55,000.00 | 46,600.00 | 8,400.00 |
| 7.6 (US 27 Havana) | - | | | 50,000.00 | 40,000.00 | 10,000.00 |
| 7.7 (GPC - Other) | - | | | 71,050.00 | 1,662.00 | 69,388.00 |
| 7.8 (US 90) | - | | | 100,000.00 | 69,307.50 | 30,692.50 |
| SUBTOTAL | - | | | 977,050.00 | 714,022.29 | 263,027.71 |
| TOTAL | 242,700.00 | 65,819.60 | 176,880.40 | 1,775,387.00 | 1,053,378.74 | 722,008.26 |
| Revised CM to increase by \$50.00 | \$242,700.00 | \$65,820.00 | 176880 | 1,775,387.00 | \$1,053,380.00 | \$722,007.00 |
| Revised SU to reduce by \$1.00 | | De-Obligate | \$ 176,880.00 | | De-Obligate | \$ 722,007.00 |
| | | | TOTAL | DE-OBLIGATION | \$ 898,887.00 | |

From: [Lex, Suzanne](#)
To: [Paulk, Bryant](#)
Cc: [Green, Donna](#); [Slay, Greg](#); [Burke, Greg](#)
Subject: Deob Contract Amendment
Date: Thursday, September 10, 2020 4:17:00 PM
Attachments: [CN-550000-G0Y56- Contract Amendment De-Ob with Corrections Noted \(Rounding Corrected\).pdf](#)
[FW De-ob Amendment.msg](#)
[CRTPA_05-08-20_Fiscal Table De-ob Final.pdf](#)

Hi Bryant,

The CRTPA is going to process an amendment to revise (increase) the de-obligation of the CM funds to \$176,880. This way the Board approved contract amendment is consistent with the amount of CM funds that were de-obligated in the Florida Department of Transportation's Financial Management System (difference of \$50.00).

This will be presented to the Board as a consent agenda item at the September 21st meeting. We will process immediately.

Thank you and please get with Greg or I if you have any questions.

Kind Regards,

*Suzanne K. Lex, AICP, Programs Manager
Capital Region Transportation Planning Agency
300 S. Adams Street
Tallahassee, FL 32301
(850) 891-8627
Suzanne.Lex@crtpa.org
<http://crtpa.org/>*

From: Lex, Suzanne <Suzanne.Lex@talgov.com>
Sent: Tuesday, June 9, 2020 2:24 PM
To: Paulk, Bryant <Bryant.Paulk@dot.state.fl.us>
Subject: Fw: ETA on JPA

Bryant,

FYI

Suzanne

From: Lex, Suzanne
Sent: Tuesday, June 9, 2020 9:02 AM
To: Paulk, Bryant <Bryant.Paulk@dot.state.fl.us>
Cc: Slay, Greg (Greg.Slay@talgov.com) <Greg.Slay@talgov.com>; Burke, Greg <Greg.Burke@talgov.com>

From: [Lex, Suzanne](#)
To: [Lex, Suzanne](#)
Subject: FW: De-ob Amendment
Date: Wednesday, August 26, 2020 10:08:50 PM
Attachments: [Letter of Authorization_CRTPA_DeOb_Package_final.pdf](#)

From: Paulk, Bryant <Bryant.Paulk@dot.state.fl.us>
Sent: Tuesday, August 25, 2020 8:44 AM
To: Lex, Suzanne <Suzanne.Lex@talgov.com>
Cc: Green, Donna <Donna.Green@dot.state.fl.us>
Subject: De-ob Amendment

*****EXTERNAL EMAIL*****

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

Suzanne, sorry for the delay in getting you the updated agreement. Donna sent it to me way back for review and forward on to you all and I dropped the ball. If you have any questions or concerns please let us know.

Thanks.

Bryant T. Paulk, AICP
Urban Planning Manager | Milton Operations Center
6025 Old Bagdad Hwy | Milton, FL 32583
Bryant.Paulk@dot.state.fl.us
Office 850-981-2754
Cell 850-703-7254



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.
SECRETARY

06/15/20
Greg Slay, AICP
Executive Director
Capital Region Transportation Planning Agency (CRTPA)
300 South Adams Street, A-19
Tallahassee, Florida 32301

Re: Letter of Authorization

| Contract Number | Federal Aid Project Number | State Project Number | Effective Date of Authorization |
|-----------------|----------------------------|----------------------|---------------------------------|
| G0Y56 | 0220056 | 43932321402; 03 | 06/04/20 |

The Capital Region Transportation Planning Agency has received approval for the funds authorization for State fiscal year 20 . These funds are for use on tasks included in the Unified Planning Work Program (UPWP) for the term of the contract. **The funds are available for use as of 07/01/20 .**

| Fund Type | Total Allocation (UPWP Amount) | Prior Authorizations (not applicable for UPWP Year 1 first authorization) | Current Authorization | Total Authorization | Unauthorized Balance |
|-----------|-----------------------------------|--|-----------------------|---------------------|----------------------|
| CM | \$ 242,700.00 | \$ 242,700.00 | -\$ 176,880.00 | \$ 65,820.00 | \$ 176,880.00 |
| SU | \$ 1,775,387.00 | \$ 1,775,387.00 | -\$ 722,007.00 | \$ 1,053,380.00 | \$ 722,007.00 |
| | | | | \$ 0.00 | \$ 0.00 |
| | | | | \$ 0.00 | \$ 0.00 |
| | | | | \$ 0.00 | \$ 0.00 |

The authorization of these funds is subject to the compliance with any conditions that have been placed upon any individual UPWP tasks and all other applicable Federal and State requirements as stated in the Metropolitan Planning Organization Agreement that was executed on 06/09/20 . Any expenditures incurred prior to the Effective Date of Authorization, or that exceed the Total Authorization or Total Allocation amount, cannot be reimbursed by the FDOT. The FDOT Funds Approval is attached for your records.

Sincerely,

Donna M. Green

Digitally signed by: Donna M. Green
DN: CN = Donna M. Green email = donna.
green@dot.state.fl.us C = US O = Florida Department
of Transportation OU = D3 Planning Office
Date: 2020.06.09 16:11:38 -05'00'

Donna M. Green
Urban Liaison

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**AMENDMENT TO THE
METROPOLITAN PLANNING ORGANIZATION AGREEMENT**

525-010-02
POLICY PLANNING
OGC – 1/18
Page 1 of 2

| | | |
|---|---|---|
| Financial Project No.: <u>439323-1-14-02;439323-1-14-03;</u> _____ (item-segment-phase-sequence) Contract No.: <u>G0Y56</u> CFDA Number & Title: <u>20.205</u> | Fund: <u>SU; CM</u> Function: <u>615</u> Federal Award Project No.: <u>0220(56)</u> MPO DUNS No.: <u>831025601</u> | FLAIR Approp.: <u>088854</u> FLAIR Obj.: <u>78000</u> Org. Code: <u>55032010330</u> Vendor No.: <u>F9600043502</u> |
|---|---|---|

THIS AMENDMENT TO THE METROPOLITAN PLANNING ORGANIZATION AGREEMENT (Amendment) is made and entered into on this 9 day of Jun 2020, by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION (Department), an agency of the State of Florida, whose address is Office of the District Secretary, [1074 Highway 90 , Chipley, FL 32428] and the Capital Region Transportation Agency (MPO), whose address is 300 South Adams Street, Tallahassee, FL, and whose Data Universal Numbering System (DUNS) Number is: 831025601 (collectively the “parties”).

RECITALS

WHEREAS, the Department and the MPO on June 21, 2018 entered into a Metropolitan Planning Organization Agreement (Agreement), whereby the Department passed through Federal funds to the MPO to assist the MPO in performing transportation planning activities set forth in its Unified Planning Work Program (UPWP).

WHEREAS, the Parties have agreed to modify the Agreement on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants in this Amendment, the Agreement is amended as follows:

1. Paragraph 4 of the Agreement is amended to reflect:

Project Cost: The total budgetary ceiling for the Project is \$2,784,91.00 . The budget, including tasks, is summarized below and detailed in the UPWP, Exhibit “A”. The budget may be modified by mutual agreement as provided for in paragraph 7, Amendments.

The Department’s performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. No work shall begin before the Agreement is fully executed and a "Letter of Authorization" is issued by the Department. The total of all authorizations shall not exceed the budgetary ceiling established for this agreement and shall be completed within the term of this Agreement:

FINANCIAL PROJECT NO.

AMOUNT

| | |
|---------------------|-------------|
| 439323-2-14-02 (SU) | \$1,053,380 |
| 439323-2-14-03 (CM) | \$65,820.00 |

Exhibit A (Scope of Work) of the Agreement is amended as follows: Deobligation (negative encumbrance of SU and CM funds as listed above) This amendment is more fully described in the attached UPWP Revision Form #7.

Except as modified, amended, or changed by this Amendment, all of the terms and conditions of the Agreement and any amendments thereto shall remain in full force and effect.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement on the day, month and year set forth above.

MPO

Florida Department of Transportation

Capital Region Transportation Agency (CRTPA)

MPO Name

Greg Slay

Signatory (Printed or Typed)

DocuSigned by:

Greg Slay

BD7AC373BD093483...

Signature

Executive Director

Title

Tim Smith, P.E.

Department of Transportation

DocuSigned by:

Tim Smith

00FA910BEA3D404...

Signature

Interim Director of Transportation Development

Title

DocuSigned by:

[Signature]

3787D08B863C405...

Legal Review

MPO

DocuSigned by:

[Signature]

481EE5074C804E5...

Legal Review

Department of Transportation



May 20, 2020

Mr. Bryant Paulk, AICP
Urban Planning Manager
Florida Department of Transportation
6025 Old Bagdad Hwy.
Milton, FL 32583

Subject: Board Action Unified Planning Work Program (UPWP)

Dear Mr. Paulk:

The purpose of this letter is to inform you that at the May 19, 2020 Board Meeting the Capital Region Transportation Planning Agency approved Agenda Item 7A.

The first action approved was the de-obligation of \$898,839 (FHWA SU Funding Amount \$722,008 and CM Funding Amount \$176,831) from JPA G0Y56, Unified Planning Work Program FY 2018/19 -FY 2019/20.

If further information is required, please do not hesitate to contact me or Suzanne Lex at 850 891-8627.

Sincerely,

Greg Slay, AICP
Executive Director
Capital Region Transportation Planning Agency

Enclosures

cc: Mr. Michael Sherman, FHWA Planner, with attachments (via email)

300 South Adams Street · Tallahassee, FL 32301
(850)891-8630 · www.crtpa.org

Gadsden County · Jefferson County · Leon County · Wakulla County · Chattahoochee · Greensboro · Gretna · Havana
Midway · Monticello · Quincy · Sopchoppy · St. Marks · Tallahassee · Leon County School Board

To: Ta'rika.Green@dot.state.fl.us

**FLORIDA DEPARTMENT OF TRANSPORTATION
FUNDS APPROVAL**

G0Y56

5/29/2020

CONTRACT INFORMATION

| | |
|--|--|
| Contract: | G0Y56 |
| Contract Type: | GD - GRANT DISBURSEMENT (GRANT) |
| Method of Procurement: | G - GOVERNMENTAL AGENCY (287.057,F.S.) |
| Vendor Name: | CITY OF TALLAHASSEE |
| Vendor ID: | F596000435134 |
| Beginning Date of This Agreement: | 07/01/2018 |
| Ending Date of This Agreement: | 06/30/2020 |
| Contract Total/Budgetary Ceiling: | bc = \$3,683,778.00 |
| Description: | Joint Planning Disbursement Agreement Grant for MetropolitanPlanning |

FUNDS APPROVAL INFORMATION

FUNDS APPROVED/REVIEWED FOR ROBIN M. NAITOVE, CPA, COMPTROLLER ON 5/29/2020

| | |
|--------------------------------|-----------------|
| Action: | Task Work Order |
| Reviewed or Approved: | APPROVED |
| Organization Code: | 55032010330 |
| Expansion Option: | A6 |
| Object Code: | 780000 |
| Amount: | (\$722,007.00) |
| Financial Project: | 43932321402 |
| Work Activity (FCT): | 215 |
| CFDA: | 20.205 |
| Fiscal Year: | 2019 |
| Budget Entity: | 55100100 |
| Category/Category Year: | 088854/19 |
| Amendment ID: | W003 |
| Sequence: | 01 |
| User Assigned ID: | 2-SU19 |
| Enc Line (6s)/Status: | 0003/10 |

Total Amount: (\$722,007.00)

To: Ta'rika.Green@dot.state.fl.us

**FLORIDA DEPARTMENT OF TRANSPORTATION
FUNDS APPROVAL**

G0Y56

5/29/2020

CONTRACT INFORMATION

| | |
|--|--|
| Contract: | G0Y56 |
| Contract Type: | GD - GRANT DISBURSEMENT (GRANT) |
| Method of Procurement: | G - GOVERNMENTAL AGENCY (287.057,F.S.) |
| Vendor Name: | CITY OF TALLAHASSEE |
| Vendor ID: | F596000435134 |
| Beginning Date of This Agreement: | 07/01/2018 |
| Ending Date of This Agreement: | 06/30/2020 |
| Contract Total/Budgetary Ceiling: | bc = \$3,683,778.00 |
| Description: | Joint Planning Disbursement Agreement Grant for MetropolitanPlanning |

FUNDS APPROVAL INFORMATION

FUNDS APPROVED/REVIEWED FOR ROBIN M. NAITOVE, CPA, COMPTROLLER ON 5/29/2020

| | |
|--------------------------------|-----------------|
| Action: | Task Work Order |
| Reviewed or Approved: | APPROVED |
| Organization Code: | 55032010330 |
| Expansion Option: | A6 |
| Object Code: | 780000 |
| Amount: | (\$176,880.00) |
| Financial Project: | 43932321403 |
| Work Activity (FCT): | 215 |
| CFDA: | 20.205 |
| Fiscal Year: | 2019 |
| Budget Entity: | 55100100 |
| Category/Category Year: | 088854/19 |
| Amendment ID: | W004 |
| Sequence: | 01 |
| User Assigned ID: | 1CM19 |
| Enc Line (6s)/Status: | 0004/10 |

Total Amount: (\$176,880.00)

6/11/2020

Florida Department of Transportation
Federal Authorization Management System

Notice of Approved Modification

to Federal Project Agreement
from Federal Highway Administration

Federal Aid Project Number: **0220 056 M**State Project Number: **439323 2 14 01**

The Project Agreement for the above-referenced project entered into between the undersigned parties and executed by the Division Administrator on **5/29/2018** is hereby modified as follows:

Project Location: **CAPITAL REGION TPA (TALLAHASSEE) FY 2018/2019-2019/2020 UPWP; TRANSPORTATION PLANNING; PLANNING**

| Dist.Appr. | FAIN | Urban/ With | Revised Federal Total Cost Share | Revised Federal Funds Under Agreement | Revised Advanced Construction |
|-----------------------------------|---------------|----------------|-------------------------------------|--|----------------------------------|
| 03 Z230693JJ22030000Z230FL0220056 | | | 1,053,380.00 100.0% | 225,000.00 | 828,380.00 |
| 03 Z400 | 120220056Z400 | | 65,820.00 100.0% | 55,614.00 | 10,206.00 |
| 03 Z450 | 120220056Z450 | | 1,242,399.00 100.0% | 1,242,399.00 | 0.00 |

Department of Transportation

Available funds certified by:
Approval recommended by:
Approved and Authorized by:

ALEAH SMITH
BELINDA HEYS
FORNICHER NIXSON

Date: **6/1/2020**
Date: **6/4/2020**
Date: **6/4/2020**

Federal Highway Administration

Approval Recommended by:
Approved and Authorized by:
Agreement Approved by:

Hermiose Dornevil
Hermiose Dornevil
Michael Sherman

Date: **6/11/2020**
Date: **6/11/2020**
Date: **6/11/2020**

State remarks:

**MODIFICATION TO DE-OBLIGATE FUNDS (-898,887); ALL DOCUMENTS HAVE BEEN
UPLOADED AND FHWA APPROVED THE UPWP (FAC/NOMINAL RATES) = (Z230/81.93%)
(Z240/81.93%) (Z400/81.93%) (Z450/81.93%) SOFT MATCH AMT = \$503,233**

Division remarks:

Per Current/Approved STIP, CRTPA has \$527,380 programmed in PL funds and \$300,000 SU funds available for the LRTP update. Approved by MAS on 1/8/20. Reviewed the CRTPA UPWP and the FY20 Second Authorization spreadsheet provided by Carrie Thompson. Approved on 10/24/19 by MAS. Year 2 Authorization: UPWP approval date 6/15/2018 and STIP approval date 9/28/2018. 2nd Year First Authorization PL funds \$174,826 PL Funds as per Carrie Thompson's 5/30/2019 FDOT Work Program Control spreadsheet. No costs for second year can be incurred prior to 7/1/2019. This authorization is signed 6/19/2019. LDLUPWP Approved 6/15/2018. The FY 2018/19 ? 2019/20 UPWP reflects \$715,019 of Metropolitan Planning funds (PL), \$1,973,679 of Surface Transportation Program (STP) funds, \$242,700 of Congestion Mitigation and Air Quality Improvement Program funds for 2018/19, \$527,380 of PL funds, and \$225,000 of STP funds for 2019/20. Initial authorization amount for FY 2018/19 PL funds match the FDOT Office of Work Program and Budget spreadsheets (sent by Carrie Thompson). No costs can be incurred on this project prior to 7/1/2018. Reviewed and approved scopes for the Southwest Area Transportation Plan and the Bicycle/Pedestrian Master Plan.

All other terms and conditions of the Project Agreement will remain in full force and effect.

This Notice of Approved Modification is not the official FHWA Project Agreement Modification for the project designated above. The official Project Agreement Modification must be printed from FHWA's Fiscal Management Information System (FMIS). The District Federal Aid Coordinator may obtain the Project Agreement at: <https://fhwaapps.fhwa.dot.gov/>

This site is maintained by the Office of Work Program and Budget, located at 605 Suwannee Street, MS 21, Tallahassee, Florida 32399.

For additional information please e-mail questions or comments to:
Federal Aid Management

From: [Lex, Suzanne](#)
To: [Paulk, Bryant](#)
Subject: Fw: ETA on JPA
Date: Tuesday, June 9, 2020 2:24:37 PM
Attachments: [CN-550000-G0Y56- Contract Amendment De-Ob with Corrections Noted.pdf](#)

Bryant,

FYI

Suzanne

From: Lex, Suzanne
Sent: Tuesday, June 9, 2020 9:02 AM
To: Paulk, Bryant <Bryant.Paulk@dot.state.fl.us>
Cc: Slay, Greg (Greg.Slay@talgov.com) <Greg.Slay@talgov.com>; Burke, Greg <Greg.Burke@talgov.com>
Subject: RE: ETA on JPA

Thanks so much!

From: Paulk, Bryant <Bryant.Paulk@dot.state.fl.us>
Sent: Tuesday, June 9, 2020 8:59 AM
To: Lex, Suzanne <Suzanne.Lex@talgov.com>
Subject: RE: ETA on JPA

EXTERNAL EMAIL

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

Yes, we will get you one today.

Bryant T. Paulk, AICP
Urban Planning Manager | Milton Operations Center
6025 Old Bagdad Hwy | Milton, FL 32583
Bryant.Paulk@dot.state.fl.us
Office 850-981-2754
Cell 850-703-7254

From: Lex, Suzanne <Suzanne.Lex@talgov.com>
Sent: Monday, June 8, 2020 9:58 AM
To: Paulk, Bryant <Bryant.Paulk@dot.state.fl.us>
Subject: ETA on JPA

EXTERNAL SENDER: Use caution with links and attachments.

Bryant,

September 21, 2020



AGENDA ITEM 4E

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 FY 2020/21 - 2021/22 UPWP to reallocate \$2,500 of SU funds to the Midtown Plan Phase II to complete the project.

RECOMMENDED ACTION

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

BACKGROUND

The Midtown Plan Phase II was not finalized under the previous UPWP due to limitations for public involvement from the pandemic. This was unanticipated and therefore the project was not included in the recently adopted FY 2020/21 - 2021/22 UPWP. This amendment adds Task 5.9 *"Midtown Plan Phase II"* and reallocates \$2,500 of SU funds from Task 5.8 *"Other Trail Studies/Mobility Projects"* to fund the completion of the project.

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 Task 5.0 Table and Fiscal Tables (Adopted and Amended)

Attachment 2: 2020/21 - 2021/22 UPWP Task 5.0 (Amended)

ATTACHMENT 1

Adopted UPWP FY 21 Task 5.0 Budget

| Task 5.0 | | | | | | |
|---|-----------|------------|------------|-----------|-----------------------|----------------|
| FY 2020/21 Estimated Budget Detail | | | | | | |
| | PL | FHWA SU | CM | 5305(d) | FTA State Match | Local Match |
| Personnel: | \$ 40,000 | \$ 60,500 | | \$ 12,777 | \$ 1,597 | \$ 1,597 |
| Consultant: | | | | | | |
| 5.1 Thomasville Rd. Path Feasibility Study | | \$ 125,000 | | | | |
| 5.2 Wakulla Springs (SR 267) Feasibility Study | | \$ 100,000 | | | | |
| 5.3 Apalachee Pkwy Trail Feasibility Study | | \$ 60,000 | | | | |
| 5.4 Congestion Management Plan Process Phase II | | \$ - | \$ 125,000 | | | |
| 5.5 Comprehensive Operational Analysis (Transit) | | \$ 250,000 | | | | |
| 5.6 Oak Ridge Road Trail Feasibility Study | | \$ 75,000 | | | | |
| 5.7 Regional Transit Study Update | | \$ 60,000 | | | | |
| 5.8 Other Trail Studies/Mobility Projects (TBD)** | | \$ 200,000 | | | | |
| Total | \$ 40,000 | \$ 930,500 | \$ 125,000 | \$ 12,777 | \$ 1,597 | \$ 1,597 |
| **Requires an Amendment to the UPWP | | | | | | |

Amended UPWP FY 21 Task 5.0 Budget

| Task 5.0 | | | | | | |
|---|-----------|------------|------------|-----------|-----------------------|----------------|
| FY 2020/21 Estimated Budget Detail | | | | | | |
| | PL | FHWA SU | CM | 5305(d) | FTA State Match | Local Match |
| Personnel: | \$ 40,000 | \$ 60,500 | | \$ 12,777 | \$ 1,597 | \$ 1,597 |
| Consultant: | | | | | | |
| 5.1 Thomasville Rd. Path Feasibility Study | | \$ 125,000 | | | | |
| 5.2 Wakulla Springs (SR 267) Feasibility Study | | \$ 100,000 | | | | |
| 5.3 Apalachee Pkwy Trail Feasibility Study | | \$ 60,000 | | | | |
| 5.4 Congestion Management Plan Process Phase II | | \$ - | \$ 125,000 | | | |
| 5.5 Comprehensive Operational Analysis (Transit) | | \$ 250,000 | | | | |
| 5.6 Oak Ridge Road Trail Feasibility Study | | \$ 75,000 | | | | |
| 5.7 Regional Transit Study Update | | \$ 60,000 | | | | |
| 5.8 Other Trail Studies/Mobility Projects (TBD)** | | \$ 197,500 | | | | |
| 5.9 Midtown Phase II | | \$ 2,500 | | | | |
| Total | \$ 40,000 | \$ 930,500 | \$ 125,000 | \$ 12,777 | \$ 1,597 | \$ 1,597 |
| **Requires an Amendment to the UPWP | | | | | | |

Amendment 1 - Midtown - Added 5.9 (Sep. 2020)

No Change to the Fiscal Tables

TABLE IV
FY 2020/21 AGENCY PARTICIPATION

| TASK | ELEMENT | FHWA | FTA | FDOT | | | Total |
|------|---------------|---------------------|-------------------|-------------------|-------------------------|--------------------|---------------------|
| | | | | Soft Match | Cash Match ² | Local ² | |
| 1.0 | Admin | \$ 400,653 | \$ 36,000 | \$ 72,398 | \$ 4,500 | \$ 9,500 | \$ 450,653 |
| 2.0 | Data/Safety | \$ 16,500 | \$ 7,600 | \$ 2,982 | \$ 950 | \$ 950 | \$ 26,000 |
| 3.0 | LRP | \$ 236,000 | \$ 6,400 | \$ 42,645 | \$ 800 | \$ 800 | \$ 244,000 |
| 4.0 | SRP | \$ 55,000 | \$ 18,000 | \$ 9,939 | \$ 2,250 | \$ 2,750 | \$ 78,000 |
| 5.0 | Mobility | \$ 1,095,500 | \$ 12,777 | \$ 197,957 | \$ 1,597 | \$ 1,597 | \$ 1,111,471 |
| 6.0 | Public Inv. | \$ 45,000 | \$ 8,000 | \$ 8,132 | \$ 1,002 | \$ 1,003 | \$ 55,005 |
| 7.0 | Special Proj. | \$ 993,081 | \$ 19,200 | \$ 179,450 | \$ 2,400 | \$ 2,400 | \$ 1,017,081 |
| | TOTAL | \$ 2,841,734 | \$ 107,977 | \$ 513,501 | \$ 13,499 | \$ 19,000 | \$ 2,982,210 |

¹ Soft match is non-cash match for FHWA Funds and represents 18.07% of total FHWA funds. Soft match is not included in overall totals.

² Match for FTA Funds. 5305(d) funds are 80% FTA, 10% FDOT & 10% Local. Task 4.0 includes an \$500 local contribution to MPOAC legislative activities.

Amendment No. 1 Reallocates SU funds - No Change to Budget Tables

TABLE V
FY 2020/21 FUNDING SOURCES

| TASK | ELEMENT | FHWA | | | FTA Sec 5305(d) | FDOT | | Local ² | | | | Task Total |
|------|--------------|-------------------|---------------------|-------------------|--------------------|-------------------------|-------------------------|--------------------|---------------------|-------------------|------------------|---------------------|
| | | PL | SU | CM | | Soft Match ¹ | Cash Match ¹ | | Federal | State | Local | |
| 1.0 | Admin | \$ 383,653 | \$ 17,000 | | \$ 36,000 | \$ 72,398 | \$ 4,500 | \$ 9,500 | \$ 436,653 | \$ 76,898 | \$ 9,500 | \$ 450,653 |
| 2.0 | Data/Safety | \$ 13,500 | \$ 3,000 | | \$ 7,600 | \$ 2,982 | \$ 950 | \$ 950 | \$ 24,100 | \$ 3,932 | \$ 950 | \$ 26,000 |
| 3.0 | LRP | \$ 27,000 | \$ 209,000 | | \$ 6,400 | \$ 42,645 | \$ 800 | \$ 800 | \$ 242,400 | \$ 43,445 | \$ 800 | \$ 244,000 |
| 4.0 | SRP | \$ 37,500 | \$ 17,500 | | \$ 18,000 | \$ 9,939 | \$ 2,250 | \$ 2,750 | \$ 73,000 | \$ 12,189 | \$ 2,750 | \$ 78,000 |
| 5.0 | Mobility | \$ 40,000 | \$ 930,500 | \$ 125,000 | \$ 12,777 | \$ 197,957 | \$ 1,597 | \$ 1,597 | \$ 1,108,277 | \$ 199,554 | \$ 1,597 | \$ 1,111,471 |
| 6.0 | Public Inv. | \$ 27,000 | \$ 18,000 | | \$ 8,000 | \$ 8,132 | \$ 1,002 | \$ 1,003 | \$ 53,000 | \$ 9,134 | \$ 1,003 | \$ 55,005 |
| 7.0 | Special Pr | \$ 24,000 | \$ 917,251 | \$ 51,830 | \$ 19,200 | \$ 179,450 | \$ 2,400 | \$ 2,400 | \$ 1,012,281 | \$ 181,850 | \$ 2,400 | \$ 1,017,081 |
| | TOTAL | \$ 552,653 | \$ 2,112,251 | \$ 176,830 | \$ 107,977 | \$ 513,501 | \$ 13,499 | \$ 19,000 | \$ 2,949,711 | \$ 527,000 | \$ 19,000 | \$ 2,982,210 |

¹ Soft match is non-cash match for FHWA Funds and represents 18.07% of total FHWA funds. Soft match is not included in overall totals.

² Match for FTA Funds. 5305(d) funds are 80% FTA, 10% FDOT & 10% Local. Task 4.0 includes an \$500 local contribution to MPOAC legislative activities.

Amendment No. 1 Reallocates SU funds - No Change to Budget Tables



UNIFIED PLANNING WORK PROGRAM

Fiscal Years 2020/21—2021/2022

Effective Date: July 1, 2020—June 30, 2022

**Adoption Date: May 19, 2020 Revised
Date: July 1, 2020
Amendment No. 1 - Sept. 2020**

*Prepared by the
Capital Region Transportation Planning Agency
300 South Adams Street
Tallahassee, FL 32301
(850)891-8630*

www.crtpa.org

*Federal Aid ID No. 0220-058-M
FDOT Financial Project Numbers: 439323-3-14-01 (PL), -02 (SU), -03 (CM)
421716-2-14-29 (FTA 5305d)
Code of Federal Domestic Assistance Numbers:
20.205 – Highway Planning and Construction
20.505 – Federal Transit Technical Studies Grant (Metropolitan Planning)*

This report was financed in part by the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation and participating local governments.

UPWP TASK 5.0 – MOBILITY PLANNING

The Multimodal Planning task reflects the planning activities related to the various transportation modes including highways, transit, bicycle/pedestrian, and aviation.

OBJECTIVES

To ensure the efficient and effective provision of multimodal transportation.

PREVIOUS WORK

BICYCLE/PEDESTRIAN PLANNING

Adopted Tallahassee - Leon County Bicycle and Pedestrian Master Plan (March 2020)
Development of Project Priority Lists (PPLs) for Bicycle/Pedestrian Projects and Transportation Alternatives Projects. (June 2019, 2020)

Coordination with Bicycle Work Group in Leon County, Leon County Schools, Community Traffic Safety Team Members locally and with FDOT District 3 on outreach opportunities to promote safety and mobility options for all within the region.

Coordination with Florida State University on pedestrian and bicycle safety improvements.

Creation of joint City/County/CRTPA bicycle workgroup.

Coordination with Florida DEP and FDOT for the Capital City to the Sea Trails programming through CRTPA and SUNTrail.

TRANSIT – STARMETRO

Assisted StarMetro in the initial planning for the Southside Super Stop.

Worked with StarMetro to update and streamline the Transit Project Priority List.

Partnered with StarMetro to select consultant for Comprehensive Operational Analysis.

Initiate Comprehensive Operational Analysis.

Adopted StarMetro's Transit Asset Management Plan.

AVIATION

Worked with TIA to update the Aviation Project Priority List.

CONGESTION MANAGEMENT PLAN

Completed Phase I update of the Congestion Management Plan. (September 2018)

INTELLIGENT TRANSPORTATION SYSTEMS

Worked with FDOT District 3 on the update of the Regional ITS Architecture.

Worked with local TATMS to incorporate ITS-related improvements in FDOT projects.

Completed update of the Tallahassee/Leon County ITS Master Plan in partnership with TATMS. (October 2019)

- 5.25 Establish, collect and review data for the various performance measures to determine progress on adopted targets. (Ongoing)

INTELLIGENT TRANSPORTATION SYSTEMS (ITS)

- 5.26 Continue work with Tallahassee Advanced Traffic Management System (TATMS) to identify ITS deployments. (Ongoing)
- 5.27 Review potential ITS applications/deployments for StarMetro. (Ongoing)

END PRODUCT

Effective and efficient coordinated public transportation system. (Ongoing)
Completion of CTC review (Annual)/Completion of NTD report. (Annual)
Updated MAP-21/FAST ACT FHWA and FTA Performance Measures. (December 2020, 2021)
Thomasville Road Mixed-Use Path Feasibility Study. (Fall 2020)
Wakulla Springs (SR267) Bloxham Cutoff Trail Feasibility Study. (Spring 2021)
Apalachee Parkway Trail Feasibility Study. (Summer 2021)
Complete CMP Phase II. (Summer 2021)
Complete Comprehensive Operational Analysis. (Winter 2021)
Complete Revaluation of Regional Transit Study. (Spring 2022)
Oak Ridge Road Trail Feasibility Study. (Winter 2022)
Midtown Plan Phase II (Winter 2021)
Trail Feasibility Studies and Mobility Studies *Once a study is identified the UPWP will be amended to reflect to scope of work to be completed.*

RESPONSIBLE AGENCY

CRTPA

StarMetro – *Comprehensive Operational Analysis*

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September 21, 2020

AGENDA ITEM 5

CONSENT ITEMS PULLED FOR DISCUSSION

September 21, 2020



AGENDA ITEM 6A

FISCAL YEAR 2021 – FISCAL YEAR 2025 CRTPA TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT

TYPE OF ITEM: Roll Call

STATEMENT OF ISSUE

The purpose of this item is to amend the CRTPA Fiscal Year (FY) 2021– FY 2025 Transportation Improvement Program (TIP) to add 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)
- Eastern Federal Lands - Provides funding in FY 21 for the repair and rehabilitation of Route No. 010, Lighthouse Road, at the St Marks National Wildlife Refuge (NWR). (Wakulla County)

CRTPA COMMITTEE ACTIONS

On September 1, 2020, the Technical Advisory Committee (TAC) and the Citizen's Multimodal Advisory Committee (CMAC) recommended approval CRTPA Fiscal Year (FY) 2021– FY 2025 Transportation Improvement Program.

RECOMMENDED ACTION

Option 1: Adopt Resolution 2020-09-6A amending the FY 2021 – FY 2025 Transportation Improvement Program to reflect the addition of the following projects.

- ADD NEW PROJECT: CR 257B Salt Road Crossing No. 625529Y) (Project #219401-2) Amendment to include \$450,000 in construction funding in FY 2021 for a Rail Safety Project to include two cantilever flashing lights and gates, train detection, control house and power. (Jefferson County)
- ADD NEW PROJECT: Gadsden Co Safe Routes to School - Multiple Locations (Project #441347-1) Amendment to include \$383,970 in construction and construction inspection funds for Safe Routes to School lighting project in Quincy. Locations include Gadsden Elementary on King St.; Hope Academy on MLK Blvd.; Shanks Middle on King St. & Graves St.; George Munroe Elementary on King St. and Shelfer St.; Stewart St. Elementary on Stewart St.; Crossroads Academy on Strong Rd.; Havana Middle on 9th Ave & Iron Bridge Rd.; Gretna Elementary on MLK Blvd & Luten Rd. (Gadsden County)
- ADD NEW PROJECT: Gadsden Safe Routes to School - Town of Havana Lighting (Project #441347-3) Amendment to include \$7,876 in construction funds for Safe Routes to School lighting project at Havana Middle School on 9th Ave. East CR 12A/Kemp Rd. and Iron Bridge Rd. (Gadsden County)
- ADD NEW PROJECT: Gadsden Safe Routes to School - City of Quincy Lighting (Project #441347-4) Amendment to include \$30,000 in construction funds for Safe Routes to School lighting project in Quincy: George W Monroe Elementary School on King St.; Stewart St Elementary School on Stewart St.; Gadsden Central Academy on S Stewart St. and MLK Blvd; Carter Parramore Academy on S. Stewart St. (Gadsden County)
- ADD NEW PROJECT: Eastern Federal Lands Amendment to include \$ 1,057,388 in construction funding in FY 21 for the repair and rehabilitation of Route No. 010, Lighthouse Road, at the St Marks National Wildlife Refuge (NWR). (Wakulla County)

HISTORY AND ANALYSIS

Adopted annually, the CRTPA's Transportation Improvement Program reflects those projects in the region that have received state and federal funding within the State Work Program. Subsequent to adoption, the TIP is occasionally amended to reflect project changes such as the addition or deletion of a project, as well changes to existing projects related to funding and/or project scope.

The CRTPA was recently contacted by the Florida Department of Transportation (FDOT) to amend the current TIP to reflect the addition of five projects into the document. All of the proposed projects are associated with safety improvements. The first project in Jefferson County is a rail safety project and the remaining three enhance safety in Gadsden County school zones with the addition of lighting.

Subsequent to Board approval, the TIP amendments are processed by the FDOT and the CRTPA FY 2021 – FY 2025 Transportation Improvement Program is updated to reflect to include these projects.

Annually, the Eastern Federal Lands Highway Division (EFLHD) distributes a list of transportation projects programmed on federal lands. For projects in the current year, the CRTPA incorporates this information into Appendix F (“Projects and Information Items”).

RECOMMENDED ACTION

Option 1: Adopt Resolution 2020-09-6A amending the FY 2021 – FY 2025 Transportation Improvement Program to reflect the addition of the following projects. (Recommended)

- ADD NEW PROJECT: CR 257B Salt Road Crossing No. 625529Y) (Project #219401-2) Amendment to include \$450,000 in construction funding in FY 2021 for a Rail Safety Project to include two cantilever flashing lights and gates, train detection, control house and power. (Jefferson County)
- ADD NEW PROJECT: Gadsden Co Safe Routes to School - Multiple Locations (Project #441347-1) Amendment to include \$383,970 in construction and construction inspection funds for Safe Routes to School lighting project in Quincy. Locations include Gadsden Elementary on King St.; Hope Academy on MLK Blvd.; Shanks Middle on King St. & Graves St.; George Munroe Elementary on King St. and Shelfer St.; Stewart St. Elementary on Stewart St.; Crossroads Academy on Strong Rd.; Havana Middle on 9th Ave & Iron Bridge Rd.; Gretna Elementary on MLK Blvd & Luten Rd. (Gadsden County)
- ADD NEW PROJECT: Gadsden Safe Routes to School - Town of Havana Lighting (Project #441347-3) Amendment to include \$7,876 in construction funds for Safe Routes to School lighting project at Havana Middle School on 9th Ave. East CR 12A/Kemp Rd. and Iron Bridge Rd. (Gadsden County)
- ADD NEW PROJECT: Gadsden Safe Routes to School - City of Quincy Lighting (Project #441347-4) Amendment to include \$30,000 in construction funds for Safe Routes to School lighting project in Quincy: George W Monroe Elementary School on King St.; Stewart St Elementary School on Stewart St.; Gadsden Central Academy on S Stewart St. and MLK Blvd; Carter Parramore Academy on S. Stewart St. (Gadsden County)
- ADD NEW PROJECT: Eastern Federal Lands Amendment to include \$ 1,057,388 in construction funding in FY 21 for the repair and rehabilitation of Route No. 010, Lighthouse Road, at the St Marks National Wildlife Refuge (NWR). (Wakulla County)

Option 2: CRTPA Board Discretion.

ATTACHMENTS

Attachment 1: CRTPA Fiscal Year (FY) 2021– FY 2025 TIP Amendment and EFLHD Tables

Attachment 2: Resolution 2020-09-6A

CRTPA 21-25 TIP Amendment Request

County ID # Project Name/Location

Jefferson 219401-2 CR 257B Salt Road Crossing No. 625529Y

Project Length: 0.007 MI

Type Work: Rail Safety Project (8335)

| | | | | | | | | | |
|----|------------|--------|-----------|-----------|------------|-----------|-----------|-----------|-----------|
| | Phase Code | < 2021 | 2020/2021 | 2021/2022 | 20022/2023 | 2023/2024 | 2024/2025 | TOTAL | Fund Code |
| RR | 57 | | \$450,000 | | | | | \$450,000 | RHH |
| | | | \$450,000 | \$0 | \$0 | \$0 | \$0 | \$450,000 | |

Rail Safety Project to include 2 cantilever flashing lights and gates, train detection, control house & power.

Gadsden 441347-1 Gadsden Co Safe Routes to School - Multiple Locations

Project Length: 2.122 MI

Type Work: Sidewalk (0205)

| | | | | | | | | | |
|-----|------------|--------|-----------|-----------|------------|-----------|-----------|-----------|-----------|
| | Phase Code | < 2021 | 2020/2021 | 2021/2022 | 20022/2023 | 2023/2024 | 2024/2025 | TOTAL | Fund Code |
| CST | 52 | | \$308,484 | | | | | \$308,484 | SR2T |
| | 61 | | \$7,620 | | | | | \$7,620 | SR2T |
| | 62 | | \$67,866 | | | | | \$67,866 | SR2T |
| | | \$0 | \$383,970 | \$0 | \$0 | \$0 | \$0 | \$383,970 | |

Safe Routes to School sidewalk project in Quincy: Gadsden Elementary on King St; Hope Academy on MLK Blvd; Shanks Middle on King St & Graves St; George Munroe Elementary on King St & Shelfer St; Stewart St Elementary on Stewart St; Crossroads Academy on Strong Rd; Havana Middle on 9th Ave & Iron Bridge Rd; Gretna Elementary on MLK Blvd & Luten Rd.

CRTPA 21-25 TIP Amendment Request

County ID # Project Name/Location

Gadsden 441347-3 Gadsden Safe Routes to School - Town of Havana Lighting

Project Length: 0.026 MI
Type Work: Lighting (0777)

| | Phase Code | < 2021 | 2020/2021 | 2021/2022 | 20022/2023 | 2023/2024 | 2024/2025 | TOTAL | Fund Code |
|-----|------------|--------|-----------|-----------|------------|-----------|-----------|---------|-----------|
| CST | 58 | | \$7,876 | | | | | \$7,876 | SR2T |
| | | | \$7,876 | \$0 | \$0 | \$0 | \$0 | \$7,876 | |

Safe Routes to School project in Quincy: Havana Middle School on 9th Ave East CR 12A/Kemp Road and Iron Bridge Rd; JPA with Town of Havana.

Gadsden 441347-4 Gadsden Safe Routes to School - City of Quincy Lighting

Project Length: 0.345 MI
Type Work: Lighting (0777)

| | Phase Code | < 2021 | 2020/2021 | 2021/2022 | 20022/2023 | 2023/2024 | 2024/2025 | TOTAL | Fund Code |
|-----|------------|--------|-----------|-----------|------------|-----------|-----------|----------|-----------|
| CST | 58 | | \$30,000 | | | | | \$30,000 | SR2T |
| | | | \$30,000 | \$0 | \$0 | \$0 | \$0 | \$30,000 | |

Safe Routes to School project in Quincy: George W Monroe Elementary School on King St; Stewart St Elementary School on S Stewart St; Gadsden Central Academy on S Stewart St and MLK Blvd; Carter Parramore Academy on S Stewart St; JPA with City of Quincy.

FY2020-FY2023 Transportation Improvement Program Mid-Year Update

Last Printed: 7/13/2020

Federal Highway Administration
Eastern Federal Lands Highway Division

| PROJECT | PROGRAM FISCAL YEAR | STATE | COUNTY | PARK, REFUGE, FOREST OR OTHER PARTNER/AGENCY | DESCRIPTION | TYPE OF WORK | PRIMARY FUND SOURCE | TOTAL PROGRAMMED AMOUNT | FUNDS FROM TITLE | DELIVERED BY | STATUS | CONGRESSIONAL DISTRICT | FLMA |
|--------------------------------------|---------------------|-------|------------|---|--|--------------|---------------------|-------------------------|------------------|--------------|-----------|------------------------|------|
| FL FLTP FW MEIS (2) | 2020 | FL | Brevard | Merritt Island National Wildlife Refuge | Rehab Rt# 802, maintenance parking area and repair rt#126, Shiloh 3 Access Road | 3RH | FLTP | \$ 533,941.00 | Title 23 | FWS | Planned | FL-08 | FWS |
| FL_FLAP_LEON_375(1) | 2020 | FL | Leon | USFS/Apalachicola National Forest | Add 2 bike lanes & Overlay/re-stripe Leon Co. Rd. 375 8.3miles. | 3RL | FLAP | \$ 1,020,000.00 | Title 23 | LOCAL | In Design | FL-05 | USFS |
| FW FLPA 419(1) | 2020 | FL | Collier | Florida Panther National Wildlife Refuge | Rehab Fritz Rd (RT 419) | 3RL | FLTP | \$ 750,000.00 | Title 23 | EFLHD | In Design | FL-25 | FWS |
| NP EVER 219(1) 222(1) | 2020 | FL | Monroe | Everglades National Park | Overlay Flamingo T Loop & Walk in Campground ½” mill and 1 ½”. | 3RL | REIMB | \$ 1,758,539.60 | Other | EFLHD | In Design | FL-26 | NPS |
| NP GUIS 11(4) | 2020 | FL | Escambia | Gulf Islands National Seashore | Design only project for pavement rehabilitation on Hwy 399 (Route 11) at the Gulf Islands National S | MISC | FLTP | \$ 80,000.00 | Title 23 | EFLHD | In Design | FL-01 | NPS |
| NP GUIS STDY(1) | 2020 | FL | Santa Rosa | Gulf Islands National Seashore | Compliance to Redesign Road | 4R | FLTP | \$ 500,000.00 | Title 23 | NPS | Planned | FL-01 | NPS |
| FL FLTP FW HOSO (1) | 2021 | FL | Martin | Hobe Sound NWR | Visitor Center Entrance Road and Parking Lot | 3RH | FLTP | \$ 62,312.00 | Title 23 | FWS | Planned | FL-16 | FWS |
| FL FLTP FW LOXA (2) | 2021 | FL | Palm Beach | Arthur R. Marshall Loxahatchee NWR | Replace wooden decking at the Admin Observation Deck | 3RH | FLTP | \$ 114,782.00 | Title 23 | FWS | Planned | FL-19 | FWS |
| FL FLTP STMA (1) | 2021 | FL | Wakulla | St Marks NWR | Repair/Rehab Rte#010, Lighthouse Road | 3RH | FLTP | \$ 1,057,388.00 | Title 23 | FWS | Planned | FL-02 | FWS |
| FL_FLAP_JKSVL_STDY(1) | 2021 | FL | Duval | National Park Service/Timucuan Ecological and Historical Preserve | Bike and ped feasibility study to connect 3 areas within Timucuan Ecological and Historical Preserve | MISC | FLAP | \$ 1,020,000.00 | Title 23 | LOCAL | Planned | FL-04 | NPS |
| FL_FLAP_STPRK_TRL(2) | 2021 | FL | Martin | FWS, Hobe Sound National Wildlife Refuge | Construction of a 1900 foot long multi-modal path and an overpass across the FEC railway. | MISC | FLAP | \$ 3,135,000.00 | Title 23 | STATE | In Design | FL-18 | NPS |
| NFSR 120 MP 2.095 Bridge Replacement | 2021 | FL | Liberty | Apalachicola National Forest | Replace Load limited bridge | BRRP | FLTP | \$ 960,000.00 | Title 23 | USFS | Planned | FL-02 | USFS |
| FL FLTP FW CRRI (1) | 2022 | FL | Citrus | Crystal River NWR | Replace storm damaged dock and boat house behind main office | 3RH | FLTP | \$ 330,557.00 | Title 23 | FWS | Planned | FL-05 | FWS |
| NP BISC 10(2) | 2022 | FL | Miami-Dade | Biscayne National Park | Resurface Entrance Road and Parking Lot at Convoy Point | 3RH | FLTP | \$ 1,099,382.00 | Title 23 | EFLHD | Planned | FL-11 | NPS |
| FL FLTP FW LOXA (3) | 2023 | FL | Palm Beach | Arthur R. Marshall Loxahatchee NWR | Rehabilitate L-40 Observation tower | 3RH | FLTP | \$ 150,000.00 | Title 23 | FWS | Planned | FL-19 | FWS |

CRTPA RESOLUTION 2020-09-6A

A RESOLUTION OF THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA) ENDORSING THE FY 2021 – FY 2025 TRANSPORTATION IMPROVEMENT PROGRAM

Whereas, the Capital Region Transportation Planning Agency (CRTPA) is the organization designated by the Governor of Florida on August 17, 2004 together with the State of Florida, for carrying out provisions of 23 U.S.C. 134 (h) and (i)(2), (3) and (4); CFR 450.324, 326, 328, 330, and 332; and FS 339.175 (5) and (7); and

Whereas, the Transportation Improvement Program (TIP) shall be endorsed annually by the CRTPA and submitted to the Governor of the State of Florida, to the Federal Transit Administration, and to the Federal Highway Administration, through the State of Florida;

Whereas, the TIP is periodically amended to maintain consistency with the Florida Department of Transportation Work Program and;

Whereas, authorization for federal funding of projects within an urbanized area cannot be obtained unless the projects are included in the CRTPA's TIP;

NOW, THEREFORE LET IT BE RESOLVED BY THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA) THAT:

The CRTPA amends the FY 21 – FY 25 Transportation Improvement Program to reflect:

- CR 257B Salt Road Crossing No. 625529Y) (Project #219401-2) Construction funded in FY 2021 for a Rail Safety Project. (Jefferson County)
- Gadsden Co Safe Routes to School - Multiple Locations (Project #441347-1) Construction and construction inspection funded for a Safe Routes to School lighting project in Quincy at multiple locations. (Gadsden County)
- Gadsden Safe Routes to School - Town of Havana Lighting (Project #441347-3) Provide construction funds for a Safe Routes to School lighting project at Havana Middle School on 9th Ave. (Gadsden County)
- Gadsden Safe Routes to School - City of Quincy Lighting (Project #441347-4) Provide construction funds for a Safe Routes to School lighting project in Quincy at various locations. (Gadsden County)
- Eastern Federal Lands Highway Division Construction funding for the repair and rehabilitation of Route No. 010, Lighthouse Road, at the St Marks National Wildlife Refuge. (Wakulla County)

Passed and duly adopted by the Capital Region Transportation Planning Agency on this 21st day of September 2020.

Capital Region Transportation Planning Agency

Attest:

By: _____
Randy Merritt, Chair

Greg Slay, Executive Director

September 21, 2020



AGENDA ITEM 7 A

DRAFT FISCAL YEARS 2022 – FY 2026 PROJECT PRIORITY LISTS

TYPE OF ITEM: Action

STATEMENT OF ISSUE

This item seeks approval of the CRTPA Fiscal Year (FY) 2022 – FY 2026 CRTPA Project Priority Lists (PPLs) for RMP Roadways; RMP Bicycle and Pedestrian, Regional Trails PPL; Transportation Systems Management (TSM); Intelligent Transportation System (ITS); StarMetro; and Tallahassee International Airport. Each PPL is presented separately for Board consideration and discussion.

CRTPA COMMITTEE ACTIONS

The CRTPA's two (2) committees, the Citizen's Multimodal Advisory Committee (CMAC) and the Technical Advisory Committee (TAC), met on June 2, 2020 and recommended adoption of the CRTPA Fiscal Year 2022 – FY 2026 PPLs, with the exception of the ITS PPL. Subsequently, on September 1, 2020, the CMAC and the TAC met and recommended adoption of the CRTPA Fiscal Year 2022 – FY 2026 ITS PPL.

RECOMMENDED ACTION

Option 1: Adopt the CRTPA Fiscal Year 2022 – FY 2026 CRTPA Project Priority Lists.

BACKGROUND

The CRTPA annually adopts Project Priority Lists (PPLs) to identify, in ranked order, the agency's transportation project priorities. The lists provide the Florida Department of Transportation (FDOT) guidance in the annual development of the Tentative Work Program. Specifically, the FDOT seeks to match available state and federal funding with those eligible transportation projects identified by the CRTPA. With the completion of the Intelligent Transportation System Master Plan the CRTPA has included a new list this year, the FY2022 – FY 2026 CRTPA ITS Project Priority List.

PUBLIC INVOLVEMENT

Three virtual public meetings were conducted to present the CRTPA's Draft FY 2022 – FY 2026 PPLs. The first, conducted on May 27th, was advertised in the local newspapers throughout the region and presented the CRTPA's FY 2022 – FY 2026 Draft PPLs in conjunction with the FY 2021 – FY 2025 Draft Transportation Improvement Program (TIP). Two subsequent virtual public involvement meetings were conducted on August 5th, the first was held in the afternoon and the second early in the evening. Notice of the meetings was sent to the CRTPA's transportation planning partners, and CRTPA Committee and Board members. No written public comment was received and with the virtual format participants were provided the opportunity to ask the staff questions and discuss the proposed PPLs. There were approximately two dozen attendees total for all of the meetings.

NEXT STEPS

After adoption, the PPLs are provided to the FDOT for consideration in the development of the FY 2022 – FY 2026 Draft Tentative Work Program, which will then be presented to the CRTPA Governing Board in the Fall of 2020. Following the release of the Draft Tentative Work Program, the CRTPA initiates the development of the CRTPA FY 2022 – FY 2026 Transportation Improvement Program to incorporate and update the transportation projects in the CRTPA region that have received state and federal funding.

RECOMMENDED ACTION

Option 1: Adopt the CRTPA Fiscal Year 2022 – FY 2026 CRTPA Project Priority Lists.
(Recommended)

Option 2: Provide other direction.

September 21, 2020



AGENDA ITEM 7 A 1

**DRAFT FISCAL YEAR 2022 – FY 2026
REGIONAL MOBILITY PLAN
ROADWAYS PROJECT PRIORITY LIST**

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

This item seeks approval of the CRTPA Fiscal Year (FY) 2022 – FY 2026 CRTPA Regional Mobility Plan (RMP) Roadways Project Priority List (PPL).

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 RMP Roadways Project Priority List.

BACKGROUND

The CRTPA annually adopts the RMP Roadways PPL, which reflects the roadway projects that were identified in the agency's long-range transportation plan ("Connections 2040 RMP Roadway Cost Feasible Plan").

DRAFT FY 2022 – FY 2026 RMP ROADWAY PPL

The CRTPA Fiscal Year 2022 – FY 2026 RMP Roadways PPL proposes to update the currently adopted (FY 2021 – FY 2025) RMP Roadway PPL with the following changes:

- **PROJECTS UPDATE:** Project phases and funding, as adopted in the CRTPA's Fiscal Year 2021 – FY 2025 Transportation Improvement Program are included. Funding estimates ("Long Range Estimates") were updated with information received from the Florida Department of Transportation (FDOT).

- **PROJECT CHANGES:**

- ***Project Priority No. 5 - Orange Avenue:*** Design is funded for a segment of Orange Ave., from Springhill Rd. to Monroe St., funding \$1.9 Million is programmed in FY 2020.
- ***Project Priority No. 6 - Thomasville Road:*** This project is revised to reflect the recommendations for safety and multi-modal improvements, and enhancements, from the Midtown Plan. Previously identified as operational improvements on Thomasville Rd. at the intersections of Meridian Rd. and Seventh Avenue., the limits are identified as Seventh Ave, to Monroe Street.
- ***Project Priority No. 12 - Thomasville Road:*** This project is added and is the second segment of Thomasville Rd., from Seventh Ave. to Bradford/Betton Roads for safety and multi-modal improvements, and enhancements, from the Midtown Plan. With the addition of this project the following three projects move down in ranking.

OPTIONS

Option 1: Adopt the FY 2022 – FY 2026 RMP Roadways Project Priority List. (Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: DRAFT FY 2022 – FY 2026 RMP Roadways Project Priority List

Attachment 2: DRAFT FY 2022 – FY 2026 RMP Roadways Project Priority Map

| Draft RMP Roadway Project Priority List | | | | | | | | | | | | |
|---|--|----------------------|--------------------|------|---------|---|------|--------|---------------------------|---------|----------------|---|
| Priority Rank | Project Name/Limits | FDOT WPI# | Programmed Funding | | | | | | Project/Strategy | County | Length (miles) | Phase ** Funding Sought |
| 1 | Woodville Highway¹ (Capital Circle, SE to Gaile Ave.) (Gaile Ave. to Paul Russell Rd.) | 424009-4 424009-5 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Widen to 4 lanes | Leon | 2.1 | CST (\$19.5M) ⁴ CST (\$8.4M) ⁴ |
| | | | - | - | - | - | - | - | | | | |
| | | | - | - | - | - | - | - | | | | |
| 2 | Capital Circle, Southwest² (Crawfordville Rd. to Springhill Rd.) | 219749-2 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Widen to 6 lanes | Leon | 2.34 | FULLY FUNDED* |
| | | | | | | | | | | | | |
| | | | CST | - | - | - | - | \$37 M | | | | |
| 3 | Crawfordville Road (Lost Creek Bridge to East Ivan Rd.) | 220495-3 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Widen to 4 lanes | Wakulla | 4.4 | ROW(\$33.4M) ⁴ CST (\$40.8M) ⁴ |
| | | | - | - | - | - | - | - | | | | |
| | | | | - | - | - | - | - | | | | |
| 4 | Crawfordville Road (N. of Alaska Way to Lost Creek Bridge) | 220495-6 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Widen to 4 lanes | Wakulla | 3.6 | ROW(\$30.8M) ⁴ CST (\$49.1) ⁴ |
| | | | ROW | - | - | \$2.6 M | - | - | | | | |
| | | | - | - | - | - | - | - | | | | |
| 5 | Orange Avenue² (Springhill Road to Monroe St.) (Capital Circle, SW to Springhill Rd) | 437902-4 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Widen to 4 lanes | Leon | 4.3 | |
| | | | PE | - | \$1.9 M | - | - | - | | | | ROW |
| | | | - | - | - | - | - | - | | | | PE |
| 6 | Thomasville Road (Midtown Plan)³ (Seventh Ave. to Monroe St.) | - | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Corridor Improvements | Leon | 0.5 | Design |
| | | | - | - | - | - | - | - | | | | |
| 7 | Mahan Drive and Capital Circle, NE (Intersection Improvements) | - | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Intersection Improvements | Leon | - | Feasibility Study |
| | | | - | - | - | - | - | - | | | | |
| 8 | Pensacola Street (West Side Student Corridor Gateway ¹) | - | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Widen to 4 lanes | Leon | 0.8 | PD&E |
| | | | - | - | - | - | - | - | | | | |
| ** ABBREVIATIONS: FS - Feasibility Study PD&E - Project Development and Environment Study ROW - Right of Way PE - Preliminary Engineering CST - Construction | | | | | | ¹ <u>Blueprint Gateway Project</u> ² <u>Blueprint Regional Mobility Project</u> ³ <u>Blueprint Community Enhancement District</u> ⁴ FDOT Long Range Estimate (LRE) | | | | | | |

Capital Region Transportation Planning Agency
DRAFT RMP Roadways Priority Project List
Fiscal Year 2022 - Fiscal Year 2026

| Priority Rank | Project Name/Limits | FDOT WPI# | Programmed Funding | | | | | | Project/Strategy | County | Length (miles) | Phase ** Funding Sought |
|---|--|-----------|--------------------|---|------|---------|------|------|-----------------------|--------|----------------|-------------------------|
| 9 | Crawfordville Road (LL Wallace Rd to beginning of 4-lane) (Wakulla County Line to LL Wallace Rd.) | - | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Widen to 4 lanes | Leon | 1.7 2.1 | Design |
| | | | - | - | - | - | - | - | | | | |
| | | | - | - | - | - | - | - | | | | |
| 10 | Lake Bradford Road/Springhill Road¹ (Capital Circle SW to Gaines St.) | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Corridor Improvements | Leon | 3.8 | Design |
| | | | - | - | - | - | - | - | | | | |
| 11 | Tharpe Street² (Capital Circle NW to Ocala Rd.) | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Widen to 4 lanes | Leon | 2.7 | PD&E |
| | | | - | - | - | - | - | - | | | | |
| 12 | Thomasville Road (Midtown Plan)³ (Bradford/Betton Rds. to Seventh Ave.) | - | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Corridor Improvements | Leon | 0.9 | Design |
| | | | - | - | - | - | - | - | | | | |
| 13 | Bannerman Road² (Tekesta Dr. to Thomasville Rd.) | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Widen to 4 lanes | Leon | 1.7 | PE |
| | | | - | - | - | - | - | - | | | | |
| 14 | Northeast Gateway, Welaunee Blvd Extension¹ (Fleischmann Rd. to Shamrock St.) | 444999-1 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | New 4 lane road | Leon | 4.5 | PE/CST |
| | | | PE (LF) | \$4.5 M | - | - | - | - | | | | |
| | | | LAR | - | - | \$1.5 M | - | - | | | | |
| 15 | Welaunee Blvd./I-10 Interchange | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | New Interchange | Leon | - | PD&E |
| | | | - | - | - | - | - | - | | | | |
| ** ABBREVIATIONS: FS - Feasibility Study PD&E - Project Development and Environment Study ROW - Right of Way PE - Preliminary Engineering CST - Construction LF - Local Funding | | | | | | | | | | | | |
| ¹ <u>Blueprint Gateway Project</u> ² <u>Blueprint Regional Mobility Project</u> ³ <u>Blueprint Community Enhancement District</u> ⁴ FDOT Long Range Estimate (LRE) | | | | | | | | | | | | |
| FULLY FUNDED PROJECTS (NOT YET CONSTRUCTED) | | | | Fully Funded Projects are retained on the list above until such funding is within the first three (3) years of the TIP. | | | | | | | | |
| | Capital Circle, Southwest² (Springhill Rd to Orange Ave) | 415782-9 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Widen to 6 lanes | Leon | 4.1 | FULLY FUNDED |
| | | | CST | 58 M | | | | | | | | |

CRTPA FY 2022 - 2026

DRAFT RMP Roadways Priority Project List



CRTPA - Counties

- Gadsden
- Jefferson
- Leon
- Wakulla
- Roadway Projects

0 3.75 7.5 15 Miles

Scale 1:575,000



Created By: Franklin Bailey | TLCGIS
Date Created: 5/13/2020
Contact: 850-606-5547

| PRIORITY RANK | PROJECT NAME | PROJECT LIMITS | PROJECT STRATEGY | COUNTY | FUNDING SOUGHT |
|---------------|---|---------------------------------------|---------------------------|---------|-------------------|
| 1 | Woodville Highway | Capital Circle SE to Galle Avenue | Widen to 4 Lanes | Leon | CST |
| 1 | Woodville Highway | Galle Avenue to Paul Russell Road | Widen to 4 Lanes | Leon | CST |
| 2 | Capital Circle Southwest | Crawfordville Rd to Springhill Rd | Widen from to 6 Lanes | Leon | Fully Funded |
| 3 | Crawfordville Road | Lost Creek Bridge to East Ivan Road | Widen to 4 Lanes | Wakulla | ROW/CST |
| 4 | Crawfordville Road | N of Alaska Way to Lost Creek Bridge | Widen to 4 Lanes | Wakulla | ROW/CST |
| 5 | Orange Avenue | Capital Circle to Monroe Street | Widen to 4 Lanes | Leon | ROW |
| 6 | Thomasville Road (Midtown Plan) | Seventh Ave. to Monroe St. | Corridor Improvements | Leon | Design |
| 7 | Mahan Drive and Capital Circle NE | Intersection Improvements | Intersection Improvements | Leon | Feasibility Study |
| 8 | Pensacola Street(W Side Student Corridor Gateway) | Capital Circle NW to Appleyard Drive | Widen to 4 Lanes | Leon | PD&E |
| 9 | Crawfordville Rd | LL Wallace Rd to beginning of 4 Lanes | Widen to 4 Lanes | Leon | Design |
| 9 | Crawfordville Rd | Wakulla County Line to LL Wallace | Widen to 4 Lanes | Leon | Design |
| 10 | Lake Bradford Rd/Springhill Rd | Capital Cir SW to Gaines St | Corridor Improvements | Leon | Design |
| 11 | Tharpe Street | Capital Circle NW to Ocala Road | Widen to 4 Lanes | Leon | PD&E |
| 12 | Thomasville Road (Midtown Plan) | Bradford/Betton Rds. to Seventh Ave. | Corridor Improvements | Leon | Design |
| 13 | Bannerman Road | Tekesta Drive to Thomasville Road | Widen to 4 Lanes | Leon | PE |
| 14 | Northeast Gateway/Welaunee Boulevard Extension | Fleischmann Rd. to Shamrock Street | New 4 Lane Road | Leon | PE/CST |
| 15 | Welaunee Boulevard/I-10 Interchange | | New Interchange | Leon | PD&E |

Path U:\Requests\cox\Customer Requests\CRTPA\CRTPA Mapping\Roadways PPL\PPL 2022-2026\PPL 2022-2026 Pro.aprx

September 21, 2020



AGENDA ITEM 7 A 2

**DRAFT FISCAL YEAR 2022 – FY 2026
REGIONAL MOBILITY PLAN
BICYCLE AND PEDESTRIAN PROJECT PRIORITY LIST**

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

This item seeks approval of the CRTPA Fiscal Year (FY) 2022 – FY 2026 CRTPA Regional Mobility Plan (RMP) Bicycle and Pedestrian Project Priority List (PPL).

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 RMP Bicycle and Pedestrian Project Priority List.

BACKGROUND

The RMP Bicycle and Pedestrian PPL is comprised of the bicycle and pedestrian projects that were identified in the adopted Connections 2040 RMP Roadway Cost Feasible Plan (the agency's long range transportation plan adopted on June 29, 2015). In addition, The proposed draft reflects the addition of projects identified in the recently adopted Tallahassee-Leon County Bicycle and Pedestrian Master Plan.

DRAFT FY 2022 – FY 2026 RMP BICYCLE AND PEDESTRIAN PPL

The CRTPA Fiscal Year 2022 – FY 2026 RMP Bicycle and Pedestrian PPL proposes to update the currently adopted (FY 2021 – FY 2025) RMP Bicycle and Pedestrian PPL with the following changes:

- **PROJECTS UPDATE:** Funded project phases and costs are added from the current FY 2021 – FY 2025 Transportation Improvement Program. Cost estimates from the Florida Department of Transportation (FDOT) are also updated.

- **PROJECT CHANGES:**

- ***Project Priority No. 2 - Thomasville Road:*** Thomasville Rd. Multi-Use Path, previously priority no. seven, was moved up in rank and the project limits are revised from Bradford/Betton Rd. to Live Oak Plantation Road. This is also the number one project in the Tallahassee-Leon County Bicycle and Pedestrian Master Plan.
- ***Project Priority No. 4 - Oak Ridge Road:*** This is a new project on the list. The Oak Ridge Rd. Trail would connect Crawfordville Rd. to Woodville Highway and is part of the Pine Flats Greenway.
- ***Project Priority No. 5 - Apalachee Pkwy. Trail Connector:*** This is a new project on the list. This would provide a connector on the Apalachee Pkwy. Trail from Sutor Rd. to Conner Boulevard and is a component of the Southwood Greenway Trail.
- ***Project Removal:*** The Wakulla Environmental Institute (WEI) Multi-Use Path project is deleted, as the options presented in the WEI Feasibility Study are not moving forward at present. This project was ranked third last year.
- ***Project Removal:*** The Florida Arts Trail project is deleted, as the options presented in the Project Development and Environmental Study are not moving forward at present. This project was ranked fifth last year.
- ***Project Rankings:*** The Bloxham Cutoff Project and the US90 Multi-Use Path, from Midway to Quincy, shift down a ranking.

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 RMP Bicycle and Pedestrian Project Priority List.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

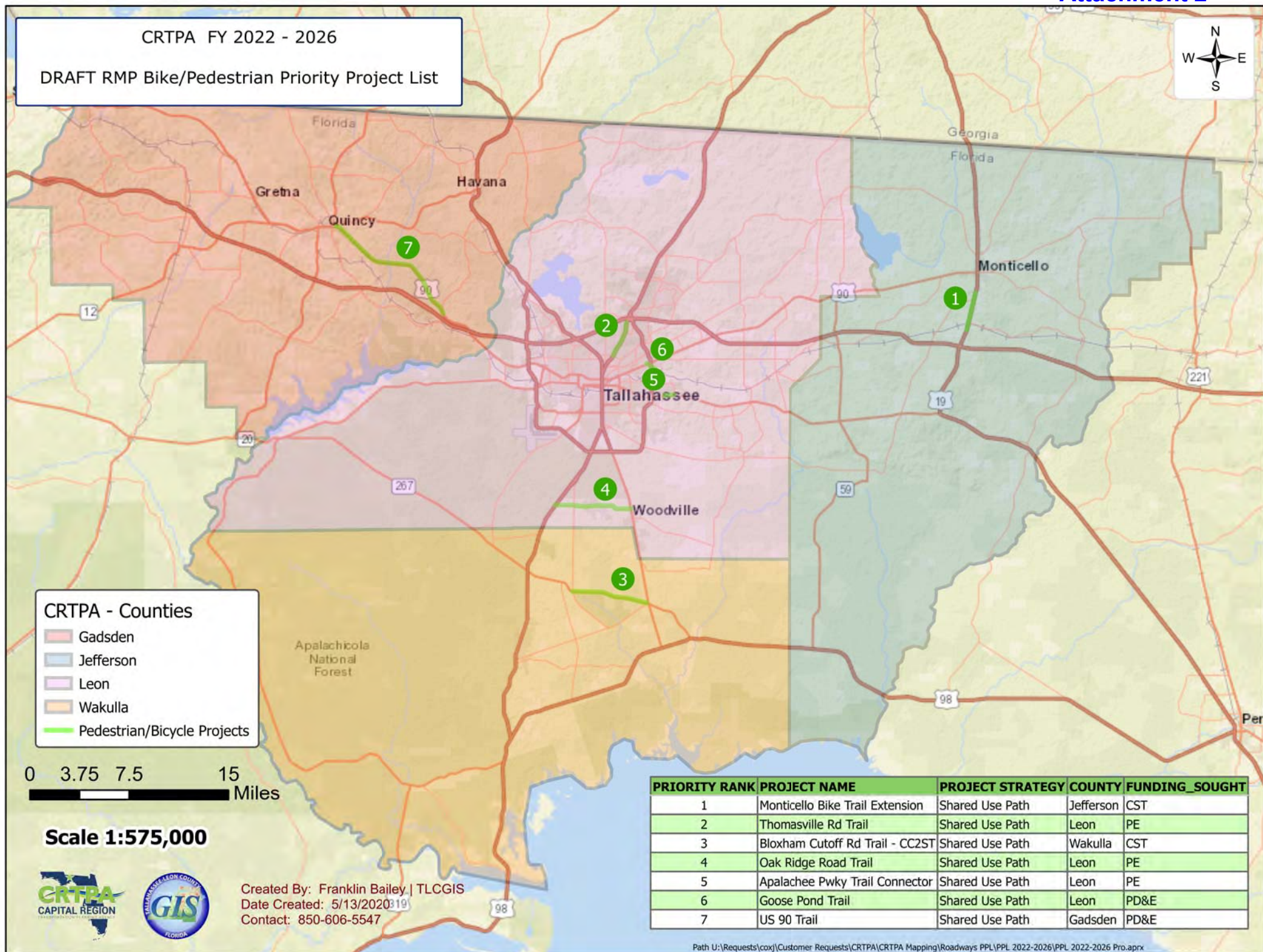
Attachment 1: DRAFT FY 2022 – FY 2026 RMP Bicycle and Pedestrian Project Priority List

Attachment 2: DRAFT FY 2022 – FY 2026 RMP Bicycle and Pedestrian Project Priority Map

| Draft Bicycle and Pedestrian Project Priority List | | | | | | | | | | | | |
|---|--|----------|---------|--------------------|------|-----------|-----------|------|------------------|-----------|----------------|-------------------|
| Priority Rank | Project Name/Limits | FDOT | WP ID # | Programmed Funding | | | | | Project/Strategy | County | Length (miles) | Funding Sought ** |
| 1 | Monticello Bike Trail Extension <i>(Southern Terminus of Monticello to Jefferson Co. Middle/High School)</i> | 403931-3 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Jefferson | 2.2 | CST |
| | | | PD&E | \$615,000 | - | - | - | - | | | | |
| | | | PE | - | - | \$760,000 | - | - | | | | |
| 2 | Thomasville Rd. Trail* <i>(Bradford/Betton Rd. to Live Oak Plantation Rd.)</i> | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Leon | 2.1 | PE |
| | | | FS | 125,000 | - | - | - | - | | | | |
| 3 | Bloxxham Cutoff Rd. Trail - CC2ST <i>(Wakulla Springs State Park to St. Marks Trail)</i> | 410172-2 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Wakulla | 4.78 | CST |
| | | | FS | 100,000 | - | - | - | - | | | | |
| | | | PE | - | - | - | \$630,000 | \$0 | | | | |
| 4 | Oak Ridge Rd. Trail <i>(Crawfordville Rd. to Woodville Hwy.)</i> | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Leon | | PE |
| | | | FS | 100,000 | - | - | - | - | | | | |
| 5 | Apalachee Pkwy Trail Connector <i>(Sutor Rd. to Conner Blvd.)</i> | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Leon | | PE |
| | | | FS | 100,000 | - | - | - | - | | | | |
| 6 | Goose Pond Trail* <i>(Mahan Dr./Fort Knox to Weems Rd.)</i> | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Leon | 1.2 | PD&E |
| | | | - | - | - | - | - | - | | | | |
| 7 | US 90 Trail <i>(Midway to Quincy)</i> | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Gadsden | 10.7 | PD&E |
| | | | | - | - | - | - | - | | | | |
| <div>* Also a Blueprint Intergovernmental Agency project</div> <div>** ABBREVIATIONS:</div> <div>FS - Feasibility Study</div> <div>PD&E - Project Development and Environment Study</div> <div>PE - Preliminary Engineering</div> <div>CST - Construction</div> <div>ROW - Right-of-Way</div> | | | | | | | | | | | | |

CRTPA FY 2022 - 2026

DRAFT RMP Bike/Pedestrian Priority Project List



September 21, 2020



AGENDA ITEM 7 A 2

**DRAFT FISCAL YEAR 2022 – FY 2026
REGIONAL MOBILITY PLAN
BICYCLE AND PEDESTRIAN PROJECT PRIORITY LIST**

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

This item seeks approval of the CRTPA Fiscal Year (FY) 2022 – FY 2026 CRTPA Regional Mobility Plan (RMP) Bicycle and Pedestrian Project Priority List (PPL).

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 RMP Bicycle and Pedestrian Project Priority List.

BACKGROUND

The RMP Bicycle and Pedestrian PPL is comprised of the bicycle and pedestrian projects that were identified in the adopted Connections 2040 RMP Roadway Cost Feasible Plan (the agency's long range transportation plan adopted on June 29, 2015). In addition, The proposed draft reflects the addition of projects identified in the recently adopted Tallahassee-Leon County Bicycle and Pedestrian Master Plan.

DRAFT FY 2022 – FY 2026 RMP BICYCLE AND PEDESTRIAN PPL

The CRTPA Fiscal Year 2022 – FY 2026 RMP Bicycle and Pedestrian PPL proposes to update the currently adopted (FY 2021 – FY 2025) RMP Bicycle and Pedestrian PPL with the following changes:

- **PROJECTS UPDATE:** Funded project phases and costs are added from the current FY 2021 – FY 2025 Transportation Improvement Program. Cost estimates from the Florida Department of Transportation (FDOT) are also updated.

- **PROJECT CHANGES:**

- ***Project Priority No. 2 - Thomasville Road:*** Thomasville Rd. Multi-Use Path, previously priority no. seven, was moved up in rank and the project limits are revised from Bradford/Betton Rd. to Live Oak Plantation Road. This is also the number one project in the Tallahassee-Leon County Bicycle and Pedestrian Master Plan.
- ***Project Priority No. 4 - Oak Ridge Road:*** This is a new project on the list. The Oak Ridge Rd. Trail would connect Crawfordville Rd. to Woodville Highway and is part of the Pine Flats Greenway.
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- ***Project Removal:*** The Wakulla Environmental Institute (WEI) Multi-Use Path project is deleted, as the options presented in the WEI Feasibility Study are not moving forward at present. This project was ranked third last year.
- ***Project Removal:*** The Florida Arts Trail project is deleted, as the options presented in the Project Development and Environmental Study are not moving forward at present. This project was ranked fifth last year.
- ***Project Rankings:*** The Bloxham Cutoff Project and the US90 Multi-Use Path, from Midway to Quincy, shift down a ranking.

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 RMP Bicycle and Pedestrian Project Priority List.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

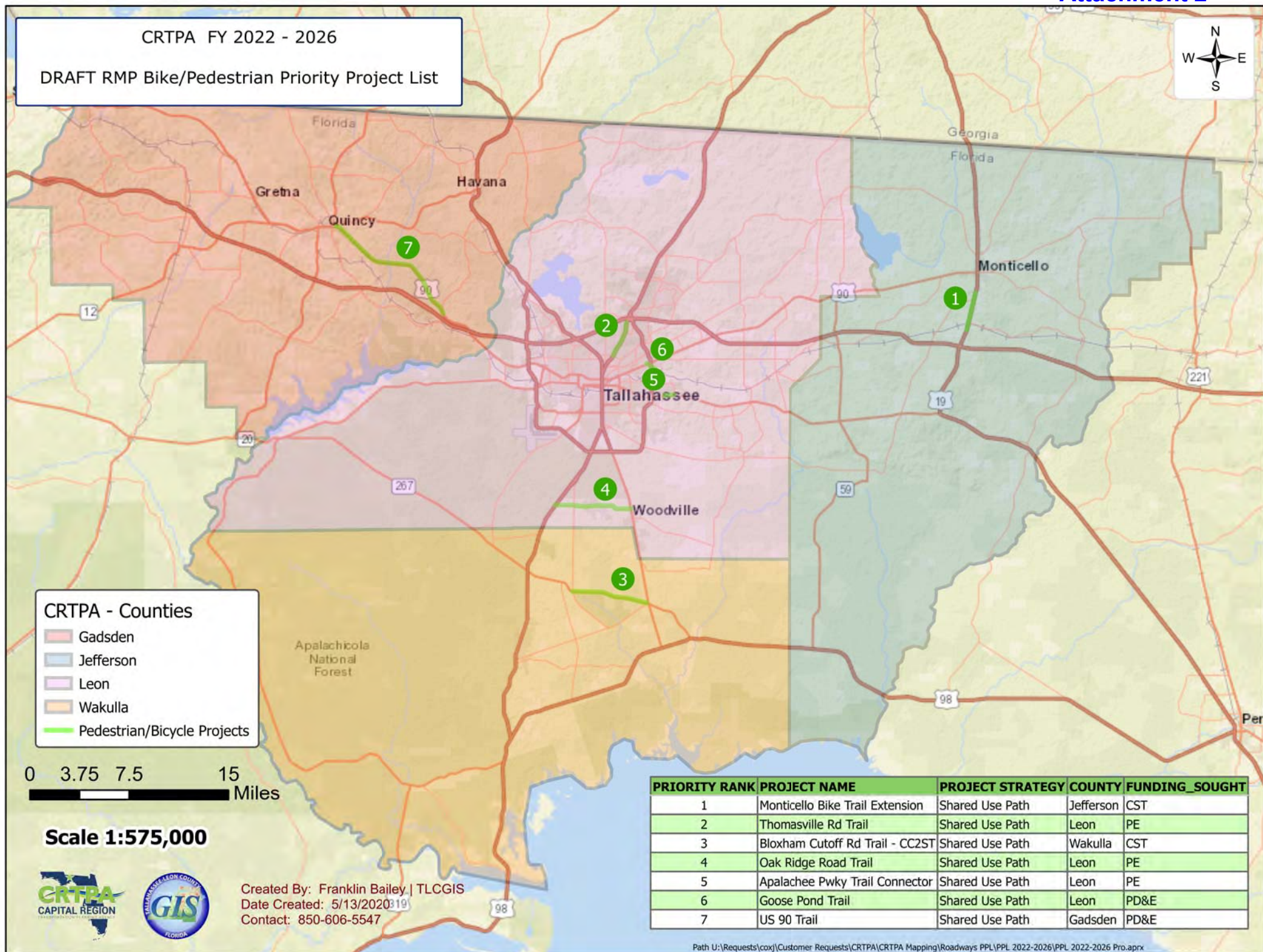
Attachment 1: DRAFT FY 2022 – FY 2026 RMP Bicycle and Pedestrian Project Priority List

Attachment 2: DRAFT FY 2022 – FY 2026 RMP Bicycle and Pedestrian Project Priority Map

| Draft Bicycle and Pedestrian Project Priority List | | | | | | | | | | | | |
|---|--|----------|---------|--------------------|------|-----------|-----------|------|------------------|-----------|----------------|-------------------|
| Priority Rank | Project Name/Limits | FDOT | WP ID # | Programmed Funding | | | | | Project/Strategy | County | Length (miles) | Funding Sought ** |
| 1 | Monticello Bike Trail Extension <i>(Southern Terminus of Monticello to Jefferson Co. Middle/High School)</i> | 403931-3 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Jefferson | 2.2 | CST |
| | | | PD&E | \$615,000 | - | - | - | - | | | | |
| | | | PE | - | - | \$760,000 | - | - | | | | |
| 2 | Thomasville Rd. Trail* <i>(Bradford/Betton Rd. to Live Oak Plantation Rd.)</i> | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Leon | 2.1 | PE |
| | | | FS | 125,000 | - | - | - | - | | | | |
| 3 | Bloxxham Cutoff Rd. Trail - CC2ST <i>(Wakulla Springs State Park to St. Marks Trail)</i> | 410172-2 | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Wakulla | 4.78 | CST |
| | | | FS | 100,000 | - | - | - | - | | | | |
| | | | PE | - | - | - | \$630,000 | \$0 | | | | |
| 4 | Oak Ridge Rd. Trail <i>(Crawfordville Rd. to Woodville Hwy.)</i> | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Leon | | PE |
| | | | FS | 100,000 | - | - | - | - | | | | |
| 5 | Apalachee Pkwy Trail Connector <i>(Sutor Rd. to Conner Blvd.)</i> | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Leon | | PE |
| | | | FS | 100,000 | - | - | - | - | | | | |
| 6 | Goose Pond Trail* <i>(Mahan Dr./Fort Knox to Weems Rd.)</i> | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Leon | 1.2 | PD&E |
| | | | - | - | - | - | - | - | | | | |
| 7 | US 90 Trail <i>(Midway to Quincy)</i> | | Phase | 2021 | 2022 | 2023 | 2024 | 2025 | Shared Use Path | Gadsden | 10.7 | PD&E |
| | | | | - | - | - | - | - | | | | |
| <div>* Also a Blueprint Intergovernmental Agency project</div> <div>** ABBREVIATIONS:</div> <div>FS - Feasibility Study</div> <div>PD&E - Project Development and Environment Study</div> <div>PE - Preliminary Engineering</div> <div>CST - Construction</div> <div>ROW - Right-of-Way</div> | | | | | | | | | | | | |

CRTPA FY 2022 - 2026

DRAFT RMP Bike/Pedestrian Priority Project List



September 21, 2020



AGENDA ITEM 7 A 3

DRAFT FISCAL YEAR 2022 – FY 2026 REGIONAL TRAILS PROJECT PRIORITY LIST

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

This item seeks approval of the CRTPA Fiscal Year (FY) 2022 – FY 2026 CRTPA Regional Trails Project Priority List (PPL).

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 Regional Trails Project Priority List.

BACKGROUND

The Draft FY 2022 – FY 2026 Regional Trails PPL is comprised of projects that were identified in the CRTPA's Connections 2040 RMP Trails and included on the FDOT SUN Trail Network are included on the PPL.

Projects included on the list are segments associated with Capital City to the Sea Trails Project, the Nature Coast Trail and the Capital Cascades Trail. Furthermore, the project on this list are eligible for FDOT SUN Trail funding.

DRAFT FY 2022 – FY 2026 REGIONAL TRAILS PPL

The CRTPA Fiscal Year 2022 – FY 2026 Regional Trails PPL proposes to update the currently adopted (FY 2021 – FY 2025) Regional Trails PPL with the following changes:

- **PROJECTS UPDATE:** Funded project phases and costs are added from the current FY 2021 – FY 2025 Transportation Improvement Program. Cost estimates from the Florida Department of Transportation (FDOT) are also updated.

- **PROJECT CHANGES:**

- ***Project Priority No. 3 – Nature Coast Regional Trail Connector East (US 90):*** Previously, this segment (Jefferson Co. Line to Monticello Bike Trail) of the project was ranked seventh. The US 90 Connector West (Pedrick Rd. to Leon Co. Line) is ranked second.
- ***Project Removal:*** The Forest Trail South (Ochlockonee Bay Trail to Trout Pond) is removed, reducing the total number of listed projects to six.
- ***Project Rankings:*** Previously ranked third, the Capital Cascades Trail segment is now Priority No. Four.

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 Regional Trails Project Priority List. (Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: DRAFT FY 2022 – FY 2026 Regional Trails Project Priority List

Attachment 2: DRAFT FY 2022 – FY 2026 Regional Trails Project Priority Map

CRTPA FY 2022 - 2026

DRAFT RMP Regional Trails Priority Project List



CRTPA - Counties

- Gadsden
- Jefferson
- Leon
- Wakulla
- Regional Trail Projects

0 3.75 7.5 15
Miles

Scale 1:575,000



Created By: Franklin Bailey | TLCGIS
Date Created: 5/13/2020
Contact: 850-606-5547

| PRIORITY RANK | PROJECT NAME | PROJECT STRATEGY | COUNTY |
|---------------|--|------------------|-----------------|
| 1 | Coastal Trail East-CC2ST | Shared Use Path | Wakulla |
| 2 | Nature Coast Regional Trail Connector West | Shared Use Path | Leon |
| 3 | Nature Coast Regional Trail Connector East | Shared Use Path | Jefferson |
| 4 | Capital Cascades Trail (Segment 4) | Shared Use Path | Leon |
| 5 | Forest Trail North | Shared Use Path | Leon |
| 6 | Nature Coast Trail | Shared Use Path | Wakulla/Jefrsn. |

September 21, 2020



AGENDA ITEM 7 A 4

DRAFT FISCAL YEAR 2022 – FY 2026 TRANSPORTATION SYSTEM MANAGEMENT PROJECT PRIORITY LIST

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

This item seeks approval of the CRTPA Fiscal Year (FY) 2022 – FY 2026 CRTPA Transportation System Management (TSM) Project Priority List (PPL).

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 Transportation System Management Project Priority List.

BACKGROUND

The Transportation Systems Management Priority Project List identifies improvements to the existing transportation system that can be constructed in less than two years.

DRAFT FY 2022 – FY 2026 TRANSPORTATION SYSTEM MANAGEMENT PPL

The CRTPA Fiscal Year 2022 – FY 2026 Transportation System Management PPL proposes to update the currently adopted (FY 2021 – FY 2025) Transportation System Management PPL with the following changes.

- **PROJECT CHANGES:**

- ***Project Removal:*** The projects ranked sixth through eighth are removed. These projects are the turn lane at Monroe St. and Brevard St.; the Woodville Hwy. and Natural Bridge proposed intersection improvement (roundabout); and, the Old Lloyd Rd. and Gamble Rd. intersection improvement (roundabout). At this time the projects were not feasible to move forward.

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 Transportation System Management Project Priority List.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: DRAFT FY 2022 – FY 2026 Transportation System Management Project Priority List

September 21, 2020



AGENDA ITEM 7 A 5

**DRAFT FISCAL YEAR 2022 – FY 2026
INTELLIGENT TRANSPORTATION SYSTEM PROJECT PRIORITY LIST**

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA FY 2022 – FY 2026 Intelligent Transportation System (ITS) Project Priority List (PPL).

RECOMMENDED ACTION

Option 1: Recommend the CRTPA Governing Board adopt the FY 2022 – FY 2026 Intelligent Transportation System Project Priority List.

BACKGROUND

This is the first time the CRTPA has developed a separate list for Intelligent Transportation System Projects. Guiding the development of the CRTPA's ITS Project Priorities List is the recently completed *Intelligent Transportation System Master Plan*. The ITS Master Plan is a comprehensive roadmap for planning, implementation, operation, and maintenance of Intelligent Transportation Systems and ITS communications assets.

The development of the ITS Master Plan included evaluating existing conditions; conducting a needs assessment; developing deployment recommendations; and an implementation plan. Projects listed on the ITS PPL were identified using prioritization criteria and project evaluation which resulted in the ranking of the near term and mid-term projects.

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 Intelligent Transportation System Project Priority List.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: Draft FY 2022 – FY 2026 ITS Project Priority List

| 2022-2026 Construction Program | | | | | | | | | | | |
|---|---|--------------|--------------------|------|------|------|------|---------|--------|----------------|--------------|
| Priority Rank | Project Name/Limits | FDOT WP ID # | Programmed Funding | | | | | Phase** | County | Funding Sought | |
| 1 | CCTV Camera Upgrades and Phase I | | Phase | 2022 | 2023 | 2024 | 2025 | 2026 | CST | Leon | \$1,190,000 |
| | Various Locations | | | | - | - | - | - | | | |
| 0.5 | | | | | | | | | | | |
| 2 | Adaptive Traffic Signal Control | | Phase | 2022 | 2023 | 2024 | 2025 | 2026 | CST | Leon | \$ 1,430,000 |
| | US 90 Various Locations | | | | - | - | - | - | | | |
| | | | | | | | | | | | |
| 3 | I-10 Trailblazers | | Phase | 2022 | 2023 | 2024 | 2025 | 2026 | CST | Leon | \$ 3,267,000 |
| | Major Arterials - Various Locations | | | | - | - | - | - | | | |
| | | | | | | | | | | | |
| 4 | Cabinet Upgrades | | Phase | 2022 | 2023 | 2024 | 2025 | 2026 | CST | Leon | \$ 5,330,000 |
| | Various Locations | | | | - | - | - | - | | | |
| | | | | | | | | | | | |
| 5 | Transit Signal Priority | | Phase | 2022 | 2023 | 2024 | 2025 | 2026 | CST | Leon | \$ 400,000 |
| | Various Locations on StarMetro Transit Routes | | | - | - | - | - | - | | | |
| | | | | | | | | | | | |
| ** ABBREVIATIONS: PD&E - Project Development and Environment Study PE - Preliminary Engineering CST - Construction ROW - Right-of-Way | | | | | | | | | | | |

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AGENDA ITEM 7 A 6

DRAFT FISCAL YEAR 2022 – FY 2026 STARMETRO PROJECT PRIORITY LIST

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA FY 2022 – FY 2026 StarMetro Project Priority List (PPL).

RECOMMENDED ACTION

Option 1: Recommend the CRTPA Governing Board adopt the FY 2022 – FY 2026 StarMetro Project Priority List.

BACKGROUND

Unlike other lists adopted by the CRTPA, this list is developed by the City of Tallahassee's transit agency, StarMetro. Projects contained on this list are consistent with StarMetro's 2016-2026 Transit Development Plan Major Update, adopted on June 8, 2016.

DRAFT FY 2022 – FY 2026 STARMETRO PPL

The CRTPA Fiscal Year 2022 – FY 2026 StarMetro PPL proposes to update the currently adopted (FY 2021 – FY 2025) StarMetro PPL with the following changes.

- **PROJECT CHANGES:**
 - ***Project Rankings:*** The South City Transit Center moved from the fourth to the first place, and the Redevelopment C.K. Steele Plaza Planning Study moved from fifth to second.
 - ***Project Deletions:*** The Bus Stop Upgrades, previously Project Priority No. two, is deleted.

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 StarMetro Project Priority List. (Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: Draft FY 2022 – FY 2026 StarMetro Project Priority List

* ABBREVIATIONS:
FS - Feasibility Study
PD&E - Project Development and Environment Study
PE - Preliminary Engineering
CST - Construction
ROW - Right-of-Way
** Blueprint Project

Capital Region Transportation Planning Agency
Draft Transit StarMetro Project Priorities
Fiscal Year 2022 - Fiscal Year 2026

Draft Transit Project Priority List

1. South City Transit Center: The construction of multi-bay SuperStop in the South City area of Tallahassee at Meridian Road and Orange Avenue. This SuperStop will provide an off-street location and possibly on street bus bays for customers to transfer between multiple routes, serve as a layover point for operators, will assist to improve system performance, will have public restrooms, an information booth, supervisor offices, and meeting space. The building will be constructed with solar panels on the roof, overhead charging stations for transit buses and plug in chargers for staff vehicles. In addition, the SuperStop will allow StarMetro to develop neighborhood circulators on the Southside to efficiently provide transportation options for elderly, disabled and low-income individuals located in the area and improve service to the Veteran's Administration Clinic. StarMetro has \$275,000 LAP agreement with FDOT. RFQ being issued in May 2020 to perform the PD&E.

Estimated cost for construction - \$2,000,000

2. Planning Study - Redevelopment of C.K. Steele Plaza: Initiate a planning study of C.K. Steele Plaza to identify the needs, challenges, opportunities, and funding options to transform the Plaza from a single-use transit facility into a mixed-use, multistory intermodal facility with opportunities for housing StarMetro Administrative Staff; leasable space for office, restaurants, and retail activities; and connections to intercity transportation, for example Greyhound, Megabus, and Flixbus.

Estimated cost for the Planning Study - \$250,000

3. Bus Transit Signal Prioritization: The City of Tallahassee is starting to replace the existing infrared based traffic signal preemption system for emergency vehicles with a more advanced global positioning system (GPS) based system. This system will allow for a much more efficient routing of emergency vehicles with less disruption to the traffic signal network. The GPS system also allows for adding signal prioritization to transit vehicles. Signal prioritization extends the green time or shortens the red time for approaching buses depending on the system parameters such as a bus running behind schedule. Signal prioritization is shown to improve overall transit system performance and efficiency by at least 10%. It costs approximately \$3,000 per bus for the signal prioritization devices.

Estimated cost for the Equipment and Installation - \$250,000

4. Arrival Departure boards and upgraded Public Announcement system at C.K. Steele Plaza: Purchase and installation of information boards and necessary hardware/software at C.K. Steele Plaza to provide arrival/departure information to StarMetro customers as well as information in the event of an emergency. The boards will be visual and will also have a push button at each bus bay for audible announcements for customers with visual impairments.

Estimated Cost for the Equipment and Installation - \$300,000

September 21, 2020



AGENDA ITEM 7 A 7

**DRAFT FISCAL YEAR 2022 – FY 2026
TALLAHASSEE INTERNATIONAL AIRPORT PROJECT PRIORITY LIST**

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

Staff is seeking approval of the Fiscal Year (FY) 2022 – FY 2026 Tallahassee International Airport Priority Project List.

RECOMMENDED ACTION

Option 1: Recommend the CRTPA Governing Board adopt the FY 2022 – FY 2026 Tallahassee International Airport Project Priority List.

BACKGROUND

Unlike other lists adopted by the CRTPA, the Tallahassee International Airport (TIA) develops this list. Projects contained on this list are consistent with TIA's Master Plan.

The TIA PPL provides guidance to the FDOT as the agency proceeds with development of the Annual FDOT Work Program. Consistent with the current (FY 2021 – 2025) priority project list, the PPL is comprised of separate fiscal years and, as a result, consists of five separate lists.

RECOMMENDED ACTION

Option 1: Adopt the FY 2022 – FY 2026 Tallahassee International Airport Project Priority List.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: Draft FY 2022 – FY 2026 Tallahassee International Airport Project Priority List



Capital Region Transportation Planning Agency
Tallahassee International Airport
Project Priorities FY 2022 - FY 2026

ATTACHMENT 1

| Fiscal Year 2024 | | | | | | |
|------------------|----------|---|------------------|------------------|------------------|-------------------|
| Priority Ranking | FDOT WP# | Description | Local | FDOT | FAA | Total |
| 1 | 226792-9 | Taxiway Bravo Rehabilitation-Construction | 550,000 | 450,000 | 9,000,000 | 10,000,000 |
| 2 | 442109-6 | Security Fence & Gate Rehabilitation Updates and Improvements | 450,000 | 450,000 | | 900,000 |
| 3 | 446641-1 | Air Carrier Apron Improvements | 150,000 | | | 150,000 |
| | | FY24 Total | 1,150,000 | 900,000 | 9,000,000 | 11,050,000 |
| Fiscal Year 2025 | | | | | | |
| Priority Ranking | FDOT WP# | Description | Local | FDOT | FAA | Total |
| 1 | 226792-9 | Taxiway Bravo Rehabilitation-Construction | 900,000 | | 8,100,000 | 9,000,000 |
| 2 | 446641-1 | Air Carrier Apron Improvements | 900,000 | 900,000 | | 1,800,000 |
| 3 | 446640-1 | Terminal Modernization | 750,000 | 750,000 | | 1,500,000 |
| | | FY25 Total | 2,550,000 | 1,650,000 | 8,100,000 | 12,300,000 |
| Fiscal Year 2026 | | | | | | |
| Priority Ranking | FDOT WP# | Description | Local | FDOT | FAA | Total |
| 1 | TBA | Taxiway Charlie, Zulu and T-Hangar | 175,000 | 175,000 | 3,150,000 | 3,500,000 |
| 2 | TBA | Compass Point Parking Lot Rehabilitation and | 750,000 | 750,000 | | 1,500,000 |
| 3 | TBA | Airfield Pavement and Lighting Improvements | 550,000 | 550,000 | | 1,100,000 |
| | | FY26 Total | 1,475,000 | 1,475,000 | 3,150,000 | 6,100,000 |



Capital Region Transportation Planning Agency
Tallahassee International Airport
Project Priorities FY 2022 - FY 2026

| Fiscal Year 2022 | | | | | | |
|------------------|----------|--|-------------|-------------|-----|-------------|
| Priority Ranking | FDOT WP# | Description | Local | FDOT | FAA | Total |
| 1 | 226792-4 | Airport Emergency Power Improvements | \$37,501 | \$37,501 | | \$75,002 |
| 2 | 442109-5 | Airport Access and Roadway Realignment | \$1,172,340 | \$1,172,340 | | \$2,344,680 |
| 3 | 226792-7 | Airport Operations Center Renovations/Upgrades | \$275,000 | \$275,000 | | \$550,000 |
| 4 | 226792-6 | Facilities Building (Maintenance Complex) | \$225,000 | \$225,000 | | \$450,000 |
| | | FY22 Total | \$1,709,841 | \$1,709,841 | | \$3,419,682 |

| Fiscal Year 2023 | | | | | | |
|------------------|----------|---|-----------|-----------|-----------|-----------|
| Priority Ranking | FDOT WP# | Description | Local | FDOT | FAA | Total |
| 1 | 226792-9 | Taxiway Bravo Rehabilitation-Design | 500,000 | 500,000 | 1,710,000 | 2,710,000 |
| 2 | 442109-5 | Airport Access and Roadway Realignment | 354,620 | 354,620 | | 709,240 |
| 3 | 442109-7 | Parking Area Improvements | 1,000,000 | 1,000,000 | | 2,000,000 |
| 4 | 442109-1 | Terminal PLB Acquisition and Installation | 600,000 | 546,754 | | 1,146,754 |
| | | FY23 Total | 2,454,620 | 2,401,374 | 1,710,000 | 6,565,994 |

September 21, 2020



AGENDA ITEM 7B

FISCAL YEAR 2021 CRTPA URBAN ATTRIBUTABLE (SU) FUNDS

TYPE OF ITEM: Action

STATEMENT OF ISSUE

An additional \$2,094,346 of Urban Attributable Funds (SU) is available in Fiscal Year (FY) 2021 for projects. A list of proposed projects funded with the available SU allocation is presented for Board review and approval.

RECOMMENDED ACTION

Option 1: The CRTPA Governing Board approve the proposed project list funded by FY 2021 SU allocation.

BACKGROUND

In July, the Florida Department of Transportation (FDOT) informed the CRTPA staff that an additional \$2,094,346 of SU funds are available in Fiscal Year 2021. After reviewing the FY 2022 – FY 2026 Project Priority lists, the following projects are proposed for funding.

| CRTPA Fiscal Year 2021 SU Funding Proposed Projects and Budget | | |
|---|--------|--------------------|
| Project Name/Limits | Phase* | Funding |
| CCTV Camera Upgrades and Phase I | CST | \$750,000 |
| Thomasville Road Trail Design | PE | \$450,000 |
| Quincy US 90 Sidewalk | PE | \$195,000 |
| Gadsden St. Sidewalk | CST | \$350,000 |
| Liberty Park Neighborhood Safety Improvements | PE/CST | \$274,346 |
| R. Frank Nims Middle School Safety Improvements | CST | \$75,000 |
| TOTAL | | \$2,094,346 |
| Available Funding \$2,094,346 | | |
| * ABBREVIATIONS | | |
| PE - Preliminary Engineering | | CST - Construction |

NEXT STEPS

After approval, the FDOT will evaluate the proposed projects, which includes initiating and processing an amendment into the current FY 2021 – 2026 State Five-Year Work Program. This is a proposed draft project list and there may be some refinements in final consultation with FDOT. Any amendments to the State Work Program will also be processed as an amendment to the CRTPA's FY 2021 – 2026 Transportation Improvement Program and be brought before the Board for final approval.

RECOMMENDED ACTION

Option 1: Approve the proposed project list funded by FY 2021 SU allocation. (Recommended)

Option 2: Provide other direction.

September 21, 2020



AGENDA ITEM 7C

FISCAL YEAR 2021 CRTPA BUDGET

TYPE OF ITEM: Action

STATEMENT OF ISSUE

The Fiscal Year (FY) 2021 tentative budget has been created for the Board's review and approval.

RECOMMENDED ACTION

Option 1: The CRTPA Governing Board approve the FY 2021 CRTPA Budget.

CRTPA EXECUTIVE COMMITTEE ACTIONS

On August 11, 2020, the Executive Committee reviewed and recommended to the CRTPA Governing Board approval of the Fiscal Year (FY) 2021 tentative budget.

BACKGROUND

Overall, the proposed budget is 4.7 % more than FY 2020. As with any budget, there are increases in some areas and decreases in others. The FY 2021 budget was developed as part of the adopted Fiscal Years 2021-2022 Unified Planning Work Program and includes a 3% cost-of-living adjustment in the salary budget, and also reflects a slight salary increase as a result of a new hire in FY 2020. Some of the highlights of the budget include a significant cost reduction for audit services and funds allocated for travel. The budget associated with health insurance reflects a slight increase to the family plan costs, and the addition of a staff member to the health insurance plan. An increased budget for computers, software and advertising are incorporated. Funds were allocated in these areas anticipating enhancements associated with public involvement and necessary computer upgrades. Lastly, some costs were shifted and revised associated with the Internal Services costs based on the past year's costs.

RECOMMENDED ACTION

Option 1: Approve the FY 2021 CRTPA Budget. (Recommended)

Option 2: As desired by the Board.

ATTACHMENTS

Attachment 1: Proposed FY 2021 CRTPA Budget

Attachment 2: Consultant Planning Projects

| CRTPA FY 2021 Proposed Budget | | | | |
|--|---------------------|---------------------|------------------|---------------|
| 870 - CRTPA BUDGET | FY 21 Proposed | FY 20 Adopted | Net Change | % Change |
| Personnel | | | | |
| 511000 - Salaries | \$439,378 | \$422,750 | \$16,628 | 0.039 |
| 511300 - Salary Enhancements | \$13,181 | \$12,683 | \$498 | 0.039 |
| 512400 - Other Salary Items | \$1,560 | \$1,560 | \$0 | 0.000 |
| 515000 - Pension- Current | \$87,500 | \$83,317 | \$4,183 | 0.050 |
| 515100 - Pension- MAP | \$25,648 | \$23,843 | \$1,805 | 0.076 |
| 515500 - Social Security | | | | |
| 515600 - Mandatory Medicare | \$6,597 | \$6,130 | \$467 | 0.076 |
| 516000 - Health Benefits | \$69,506 | \$51,500 | \$18,006 | 0.350 |
| 516100 - Flex Benefits | \$9,840 | \$9,841 | \$1 | 0.000 |
| Operating | | | | |
| 521010 - Advertising | \$9,000 | \$7,645 | \$1,355 | 0.177 |
| 521030 - Reproduction | \$3,000 | \$3,000 | \$0 | 0.000 |
| 521040 - Unclassified Professional Service | \$500 | \$500 | \$0 | 0.000 |
| 521100 - Equipment Repairs | \$795 | \$225 | \$570 | 2.533 |
| 521180 - Contractual Srvcs (Audit/WCOT) | \$32,000 | \$39,500 | -\$7,500 | -0.190 |
| 521160 - Legal Services | \$32,000 | \$32,000 | \$0 | 0.000 |
| 521190 - Computer Software | \$15,000 | \$13,100 | \$1,900 | 0.145 |
| 523020 - Food | \$1,750 | \$2,000 | -\$250 | -0.125 |
| 523050 - Postage | \$750 | \$750 | \$0 | 0.000 |
| 523060 - Office Supplies | \$13,000 | \$13,000 | \$0 | 0.000 |
| 523080 - Unclassified Supplies | \$1,512 | \$1,512 | \$0 | 0.000 |
| 524010 - Travel & Training | \$10,000 | \$17,000 | -\$7,000 | -0.412 |
| 524020 - Journals & Books | \$600 | \$600 | \$0 | 0.000 |
| 524030 - Memberships | \$3,000 | \$3,000 | \$0 | 0.000 |
| 541040 - Insurance | \$18,000 | \$18,000 | \$0 | 0.000 |
| 550040 - Computer Equipment | \$18,000 | \$15,000 | \$3,000 | 0.200 |
| Internal Service Allocations | | | | |
| 560010 - Human Resource Expense | \$8,300 | \$8,300 | \$0 | 0.000 |
| 560020 - Accounting Expense | \$23,250 | \$21,000 | \$2,250 | 0.107 |
| 560030 - Purchasing Expense | \$3,000 | \$4,300 | -\$1,300 | -0.302 |
| 560040 - Information Systems Expen | \$28,000 | \$23,500 | \$4,500 | 0.191 |
| 560040 - Telephone | \$3,750 | \$3,750 | \$0 | 0.000 |
| 560070 - Revenue Collection | \$810 | \$400 | \$410 | 1.025 |
| 560082 - Environmental | \$850 | \$850 | \$0 | 0.000 |
| 560090 - Vehicle Garage Expense | \$30 | \$0 | \$30 | 1.000 |
| Expenses (non-contractual) | | | | |
| Personnel | \$ 653,210 | \$ 611,624 | \$ 41,588 | 0.068 |
| Operating | \$ 158,907 | \$ 166,832 | -\$ 7,925 | -0.048 |
| Internal Service Allocations | \$ 67,990 | \$ 62,100 | \$ 5,890 | 0.095 |
| Subtotal | \$ 880,107 | \$840,556 | \$ 39,553 | 0.047 |
| 871- Expenses (Contractual) | | | | |
| Consultant Services | \$ 2,069,974 | \$1,982,664 | -\$87,310 | -0.042 |
| Subtotal | \$2,069,974 | \$ 1,982,664 | -\$87,310 | -0.042 |
| TOTAL | \$ 2,950,081 | \$2,823,220 | | |

| FY 2021 Consultant Budget | | |
|--|---------------------|-------------------|
| | SU Funds | CM Funds |
| Task 1.0 Administration | | |
| Task 2.0 Data Collection | | |
| Task 3.0 Long-Range Planning | | |
| 3.1 LRTP Update | \$ 185,000 | |
| Total 3.0 Budget | \$ 185,000 | \$ - |
| Task 4.0 Short-Range Planning | | |
| 4.1 TIP Software | \$ - | |
| Total 4.0 Budget | \$ - | \$ - |
| Task 5.0 Mobility Planning | | |
| 5.1 Thomasville Rd. Path Feasibility Study | \$ 125,000 | \$ - |
| 5.2 Wakulla Springs (SR 267) Feasibility Study | \$ 100,000 | \$ - |
| 5.3 Apalachee Pkwy Trail Feasibility Study | \$ 60,000 | |
| 5.4 Congestion Management Plan Process Phase II | \$ - | \$ 125,000 |
| 5.5 Comprehensive Operational Analysis (Transit) | \$ 250,000 | |
| 5.6 Oak Ridge Road Trail Feasibility Study | \$ 75,000 | \$ - |
| 5.7 Regional Transit Study Update | \$ 60,000 | |
| 5.8 Other Trail Studies/Mobility Projects (TBD)** | \$ 197,500 | |
| 5.9 Midtown Phase II | \$ 2,500 | |
| Total 5.0 Budget | \$ 870,000 | \$ 125,000 |
| Task 6.0 Public Involvement | | |
| Total 6.0 Budget | \$ - | \$ - |
| Task 7.0 Special Projects | | |
| 7.1 US90 Bike/Ped Tr.Feasibility Study PH I & II | \$ 150,000 | |
| 7.2 Stadium/Lk. Bradford/Gaines/Varsity Int. Study | \$ 73,170 | \$ 51,830 |
| 7.3 Other Special Projects/Safety Studies (TBD)** | \$ 375,000 | |
| 7.4 Corridor/Complete Streets (TBD)** | \$ 239,974 | |
| Total 7.0 Budget | \$ 838,144 | \$ 51,830 |
| SUB TOTAL | \$ 1,893,144 | \$ 176,830 |
| TOTAL CONSULTANT BUDGET | \$ 2,069,974 | |

September 21, 2020



AGENDA ITEM 7D

CONNECTIONS 2045 REGIONAL MOBILITY PLAN – DRAFT ROADWAY COST FEASIBLE PLAN

STATEMENT OF ISSUE

The Project Team will be presenting the Draft Connections 2045 Regional Mobility Plan Roadway Cost Feasible Plan (Draft CFP) for approval by the Board.

CRTPA COMMITTEE ACTIONS

On September 1, 2020, the Technical Advisory Committee (TAC) unanimously approved Draft CFP, and the Citizen's Multimodal Advisory Committee (CMAC) recommended approval of the Draft CFP by a vote of 5 to 2. The two dissenting votes reflected members wanting to see the "Bike and Pedestrian" component of the CFP and not just the "Roadway" CFP as well as the desire to see more multimodal projects in the CFP.

RECOMMENDED ACTION

Option 1: Approve the Draft Connections 2045 RMP Roadway Cost Feasible Plan.

BACKGROUND

Previous CRTPA Board Meetings

January 2020

The following are the items that were discussed at the January 21, 2020 CRTPA Board Meeting:

Connections 2045 RMP Goals – Discussed at February 4, 2020 Committee meetings with no changes.

Public Engagement – CRTPA staff establishing meetings with individual municipalities for input and seeking additional events to gather MetroQuest survey's before February 29, 2020.

Milestone's – Project Team presented schedule to Board regarding approval of the Cost Feasible Plan in June 2020.

February 2020

The following are the items that were discussed at the February 18, 2020 CRTPA Board Meeting:

Needs Plan – The Project Team presented the purposes and process for developing the Needs Plan.

Evaluation Criteria – The Evaluation Criteria was presented to Board members.

Prioritization Criteria - The Prioritization Criteria was presented to Board members.

Jurisdictional Outreach – Project Team members outlined the jurisdictional meetings that were going to be held in February to discuss project that might be included in the RMP.

Public Engagement (Update) – The Project Team updated Board members on the status of the Public Engagement process.

May 2020

The Project Team updated CRTPA Board members on the developments that have occurred since the February 2020 meeting.

August 2020

The following are the items that were discussed at the August 17, 2020 CRTPA Board Meeting:

Needs Plan – The Needs Plan was detailed and presented to the Board

Existing Plus Committed Network – The list of projects currently under construction or committed for construction in the next five-years was presented to the Board. This list also included the Blueprint Intergovernmental Agency (BPIA) projects.

Prioritization Criteria – The criteria have been discussed at several meetings, and the final set of criteria was presented at this meeting

Prioritized Projects – Utilizing the Prioritization Criteria, the scoring of each project was presented in

Projected Revenues (as provided by FDOT in 2019) – The revenues that are utilized in the RMP process are provided by the FDOT and other organizations such as the BPIA. The revenues estimated to be available to the CRTPA for funding projects were presented to the Board.

Estimated Project Costs – Project costs were developed utilizing estimates by the FDOT District 3 dependent upon the type of improvement and phase. The projects costs were discussed and presented to the Board.

DRAFT ROADWAY COST FEASIBLE PLAN

The Connections 2045 RMP Cost Feasible Plan contains two modal cost feasible components, Roadway and Bike and Pedestrian. This agenda item is specific to the Roadway Cost Feasible Plan.

Project Review

There are several items that will be presented to the Board as a review before the Draft CFP, **Attachment 1**. These items include:

- A quick review the Cost Feasible Plan process,
- Existing and Committed Projects, and
- Year of Expenditure Revenues for Roadway, Bike and Pedestrian, Transit and Aviation

Draft Cost Feasible Plan (CFP) Structure

There are several important components that individually play an integral role in the overall development of the Draft CFP. These components are described below.

Time Period Tiers

As required by the Federal Highway Administration (FHWA) and the Florida Department of Transportation (FDOT) the CFP is divided into three five-year “tiers” and a ten-year “tier”.

The first five-year increment or “Tier 1” (2021 – 2025) is accounted for by the Transportation Improvement Program (TIP). This tier is the catalyst to develop the remaining CFP. Most of the projects in this tier are incomplete in terms of funding and will require additional tiers to complete. For example, the Woodville Highway project is funded through right of way in the TIP but lacks a construction phase. The construction phase will be accounted for in “Tier 2”, the next five-year period from 2026 to 2030. Other projects require more time to complete with project phases distributed over “Tier 3” 2031 to 2035 and even into “Tier 4” 2036 to 2045 (the only ten-year period).

Inflation Factors

All the project costs are in Present Day Cost or “PDC”. As the projects begin to be matched against revenues the project cost will increase due to inflation, depending on what “Tier” the project can be theoretically funded.

All Long Range Transportation Plans in Florida are required to show Cost Feasible Plan costs in Year of Expenditure (YOE). Therefore, the PDC of all projects must be inflated to the respective “Tier” in the Cost Feasible Plan. However, since the exact year of expenditure is not known all 5 (five) of the inflation factors associated with a particular “Tier” are averaged and applied to each project in that “Tier”. The inflation factors used for the Draft CFP are shown in ***Attachment 2***.

Funding Set-Asides

The Intelligent Transportation System (ITS), Intersection Improvement, and Bike and Pedestrian projects have “set-aside” boxes incorporated into the CFP to provide flexibility when it comes to these types of projects. These are not as capital intensive as roadway projects and may vary depending on initial findings from Feasibility Studies. Since this agenda item is focusing on the “roadway” projects we have not provided a list of these projects (ITS, Intersection or Bike and Pedestrian) but will as we move into the Public Engagement phase in October.

Project Phasing

There are four phases for the typical roadway project including Project Development and Environment (PD&E), Design, Right-of-Way (ROW), and Construction (CST). Sometimes, rarely, ROW is not needed because there is enough existing to accommodate the project. Within the Draft CFP there may also be combinations of phases within a “Tier” which indicates that both of those phases have the potential to be completed in a single “Tier”.

Multimodal Columns

A new addition to the Draft CFP is the multimodal columns that indicate whether a project contains bike and pedestrian features or is along a transit route. There was some concern from the Citizens Multimodal Advisory Committee that the separate Bike and Pedestrian component of the CFP were the only multimodal projects being forwarded by the Project Team for consideration. Therefore, to address this issue the multimodal columns were introduced to the Roadway component of the CFP.

Unfunded Needs

In addition to the projects that are included in the Draft CFP, there are others that could not be funded due to revenue limitations. These projects are shown as ***Attachment 3***.

NEXT STEPS

Following approval of the Draft CFP, the Project Team will be initiating Public Engagement, that will be virtual meeting based with the possibility of incorporating in-person meetings as allowed based on COVID-19 best practices. The Public Engagement is scheduled to begin in October. Following Public Engagement, the Final Connections 2045 RMP Cost Feasible Plan will be presented for adoption at the November 23, 2020 Board meeting.

OPTIONS

Option 1: Approve the Draft Connections 2045 RMP Roadway Cost Feasible Plan.
(Recommended)

Option 2: CRTPA Board Discretion.

ATTACHMENTS

Attachment 1: Draft Connections 2045 RMP Roadway Cost Feasible Plan

Attachment 2: Draft Connections 2045 RMP Cost Feasible Plan – Inflation Factors

Attachment 3: Draft Connections 2045 RMP Cost Feasible Plan – Unfunded Needs



CRTPA Regional Mobility Plan 2045
Cost Feasible Plan
DRAFT as of 9/10/2020

| | | | | | | | | 2026-2030 | | 2031-2035 | | 2036-2045 | | Total YOE Cost |
|-------|-------------------------------------|----------------------------|---------------------------|----------------------------------|-----------|----------|-------------|-----------------------|---------------|-----------------------|---------------|-----------------------|----------------|----------------|
| ID | Project Name | From | To | Strategy | Bike/Ped? | Transit? | County | Funded Project Phases | YOE Cost | Funded Project Phases | YOE Cost | Funded Project Phases | YOE Cost | |
| 100 | ITS Near Term | | | | | | General MPO | CST | \$ 12,963,000 | | \$ - | | \$ - | \$ 12,963,000 |
| 101 | ITS Mid Term | | | | | | General MPO | | \$ - | CST | \$ 16,601,000 | | \$ - | \$ 16,601,000 |
| 102 | ITS Long Term | | | | | | General MPO | | \$ - | | \$ - | CST | \$ 45,927,000 | \$ 45,927,000 |
| 200 | Intersection Improvements Near Term | | | | | | General MPO | CST | \$ 4,321,000 | | \$ - | | \$ - | \$ 4,321,000 |
| 201 | Intersection Improvements Mid Term | | | | | | General MPO | | \$ - | CST | \$ 5,534,000 | | \$ - | \$ 5,534,000 |
| 202 | Intersection Improvements Long Term | | | | | | General MPO | | \$ - | | \$ - | CST | \$ 15,309,000 | \$ 15,309,000 |
| 300 | Bike/Ped Near Term | | | | | | General MPO | CST | \$ 27,130,000 | | | | | \$ 27,130,000 |
| 301 | Bike/Ped Mid Term | | | | | | General MPO | | | CST | \$ 33,290,000 | | | \$ 33,290,000 |
| 302 | Bike/Ped Long Term | | | | | | General MPO | | | | | CST | \$ 38,850,000 | \$ 38,850,000 |
| 7 | Crawfordville Road | LL Wallace Road | Wakulla Springs Road | 2 to 4 Lanes | Yes | | Leon | CST | \$ 21,526,924 | | | | | \$ 21,526,924 |
| 11.1* | Thomasville Road | Seventh Avenue | Monroe Street | Multimodal Operational | Yes | Yes | Leon | D/CST | \$ 4,514,400 | | | | | \$ 4,514,400 |
| 11.2* | Thomasville Road | Bradford/Betton Rds | Seventh Avenue | Multimodal Operational | Yes | Yes | Leon | D/CST | \$ 6,545,880 | | | | | \$ 6,545,880 |
| 12 | Woodville Highway | Capital Circle SE | Paul Russell Road | 2 to 4 Lanes | Yes | Yes | Leon | CST | \$ 36,828,000 | | | | | \$ 36,828,000 |
| 4.1 | Crawfordville Road | East Ivan Road | Wakulla Arran Road | 2 to 4 Lanes | Yes | | Wakulla | ROW | \$ 20,280,996 | CST | \$ 39,474,928 | | | \$ 59,755,924 |
| 21.1 | Orange Avenue | Capital Circle SW | South Lake Bradford Road | Access Management and Multimodal | Yes | Yes | Leon | D | \$ 286,050 | CST | \$ 2,239,280 | | | \$ 2,525,330 |
| 21.2 | Orange Avenue | South Lake Bradford Road | Lake Bradford Road | 2 to 4 Lanes | Yes | Yes | Leon | D/ROW | \$ 11,326,343 | CST | \$ 15,609,153 | | | \$ 26,935,496 |
| 21.4 | Orange Avenue | Lake Bradford Road | Monroe Street | 2 to 4 Lanes | Yes | Yes | Leon | ROW | \$ 15,708,000 | CST | \$ 12,120,403 | | | \$ 27,828,403 |
| 22.1 | Pensacola Street | Capital Circle SW | Appleyard Drive | 2 to 4 Lanes | Yes | Yes | Leon | PDE/D | \$ 3,787,345 | CST | \$ 15,883,076 | | | \$ 19,670,421 |
| 23** | Tharpe Street | Capital Circle NW | Ocala Road | 2 to 4 Lanes | Yes | Yes | Leon | D/ROW | \$ 33,205,915 | CST | \$ 43,433,361 | | | \$ 76,639,276 |
| 4.2 | Crawfordville Road | Wakulla Arran Road | Lost Creek Bridge | 2 to 4 Lanes | Yes | | Wakulla | | | ROW | \$ 11,257,908 | ROW/CST | \$ 84,035,518 | \$ 95,293,426 |
| 5 | Crawfordville Road | Lost Creek Bridge | North of Alaska Way | 2 to 4 Lanes | Yes | | Wakulla | | | ROW | \$ 11,160,000 | ROW/CST | \$ 122,795,000 | \$ 133,955,000 |
| 6 | Crawfordville Road | Wakulla County Line | LL Wallace Road | 2 to 4 Lanes | Yes | | Leon | | | ROW | \$ 12,929,152 | CST | \$ 30,744,670 | \$ 43,673,822 |
| 8 | Interstate 10 | (Midway) US 90 Interchange | Gadsden/Leon County Line | 4 to 6 Lanes | | | Gadsden | PDE | \$ 3,812,160 | D | \$ 4,092,000 | CST | \$ 45,284,500 | \$ 53,188,660 |
| 9 | Interstate 10 | Gadsden/Leon County Line | West of Capital Circle NW | 4 to 6 Lanes | | | Leon | PDE | \$ 2,079,000 | D | \$ 2,983,750 | ROW/CST | \$ 74,820,900 | \$ 79,883,650 |

* Assumed CRTPA/Blueprint Partnership

** Blueprint Project

Unfunded Needs Identified in Priority Project List

| ID | Project Name | From | To | Strategy | Bike/Ped? | Transit? | County |
|----|------------------------|--------------------|----|------------------------------------|-----------|----------|--------|
| 45 | US 90 | Capital Circle NE | | Major Intersection Reconfiguration | Yes | Yes | Leon |
| 48 | Welaunee Boulevard | I-10 Interchange | | Major Intersection Reconfiguration | | | Leon |
| 44 | Stadium Drive / SR 366 | Lake Bradford Road | | Roundabout | Yes | Yes | Leon |

PDE - Project Development and Environment
D - Design
ROW - Right of Way
CST - Construction

ITS - Intelligent Transportation System
YOE - Year of Expenditure

Connections 2045 Regional Mobility Plan Inflation Factors

| Fiscal Year | Inflation Factor | PDC Multiplier |
|-------------|------------------|----------------|
| 2020 | 2.5% | 1.028 |
| 2021 | 2.6% | 1.026 |
| 2022 | 2.7% | 1.190 |
| 2023 | 2.8% | 1.190 |
| 2024 | 2.9% | 1.190 |
| 2025 | 3.0% | 1.190 |
| 2026 | 3.1% | 1.320 |
| 2027 | 3.2% | 1.320 |
| 2028 | 3.3% | 1.320 |
| 2029 | 3.3% | 1.320 |
| 2030 | 3.3% | 1.320 |
| 2031 | 3.3% | 1.550 |
| 2032 | 3.3% | 1.550 |
| 2033 | 3.3% | 1.550 |
| 2034 | 3.3% | 1.550 |
| 2035 | 3.3% | 1.550 |
| 2036 | 3.3% | 2.050 |
| 2037 | 3.3% | 2.050 |
| 2038 | 3.3% | 2.050 |
| 2039 | 3.3% | 2.050 |
| 2040 | 3.3% | 2.050 |
| 2041 | 3.3% | 2.050 |
| 2042 | 3.3% | 2.050 |
| 2043 | 3.3% | 2.050 |
| 2044 | 3.3% | 2.050 |
| 2045 | 3.3% | 2.050 |
| 2046 | 3.3% | 2.050 |

Source: Table 8, Table 9 of the FDOT Revenue Forecasting Guidebook



CRTPA Regional Mobility Plan 2045
 Unfunded Needs
 DRAFT as of 9/10/2020

| ID | Project Name | From | To | Strategy | Bike/Ped | Transit | County |
|----|---------------------------------------|-------------------------------------|-----------------------|---|----------|---------|----------------|
| 1 | Adams Street | Orange Avenue | Bronough/Duval | 2 to 4 Lanes | Yes | | Leon |
| 2 | Blountstown Highway | Geddie Road | Capital Circle NW | 2 to 4 Lanes | | | Leon |
| 3 | Capital Circle NW | Interstate 10 | Monroe Street (North) | 2 to 4 Lanes | Yes | | Leon |
| 10 | Interstate 10 | Capital Circle NE | Gamble Road | 4 to 6 Lanes | | | Leon/Jefferson |
| 13 | Woodville Highway | Capital Circle SE | Natural Bridge Road | 4 to 6 Lanes | | | Leon |
| 28 | Capital Circle NE | Centerville Road/Welaunee Boulevard | | Major Intersection Reconfiguration | | Yes | Leon |
| 52 | Interstate 10 Thomasville EB Exit | Thomasville Road | | Major Interchange Reconfiguration | | | Leon |
| 53 | Interstate 10 Thomasville WB Entrance | Thomasville Road | | Major Interchange Reconfiguration | | | Leon |
| 54 | West Tennessee Street | Ocala Road to Magnolia | | Signal improvements & Signing and Pavement Markings | | Yes | Leon |

September 21, 2020



AGENDA ITEM 8

FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

TYPE OF ITEM: Information

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

September 21, 2020



AGENDA ITEM 9

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.

September 21, 2020



AGENDA ITEM 10A

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 |
|--------------|------------------|---|
| October 20 | Retreat/Workshop | <i>TBA 9:00 AM-1:00 PM</i> |
| 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 10B

**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 September 1, 2020, and took action on the following:

- ***Minutes of the August 4, 2020 Committee Meeting***
 - ***TAC Action:*** Approved
 - ***CMAC Action:*** Approved
- ***Fiscal Year (FY) 21 - FY 25 Transportation Improvement Program (TIP) Amendments***
 - ***TAC Action:*** Approved
 - ***CMAC Action:*** Approved
- ***Limited English Proficiency Plan (LEPP) Update***
 - ***TAC Action:*** Approved
 - ***CMAC Action:*** Approved
- ***Draft Fiscal Year (FY) 22 – FY 26 Intelligent Transportation Systems (ITS) Project Priorities***
 - ***TAC Action:*** Approved
 - ***CMAC Action:*** Approved
- ***Connections 2045 Regional Mobility Plan***
 - ***TAC Action:*** Approved
 - ***CMAC Action:*** Approved (Vote 5 to 2)



September 21, 2020

AGENDA ITEM 11

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, September 18 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.



August 17, 2020

AGENDA ITEM 12

ITEMS FROM MEMBERS