

September 16, 2024



AGENDA ITEM 4 A

MINUTES

TYPE OF ITEM: Consent

The minutes from the June 17, 2024, CRTPA Meeting are provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the June 17, 2024, CRTPA Meeting.

ATTACHMENT

Attachment 1: Minutes of the June 17, 2024, CRTPA Meeting



CRTPA BOARD

MEETING OF MONDAY, JUNE 17, 2024 AT 1:30 PM

CITY OF TALLAHASSEE COMMISSION CHAMBERS
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

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."

Meeting Minutes

Members Present:

Commissioner Messersmith, Chair, Wakulla County
Commissioner Williams-Cox, Vice Chair, City of Tallahassee
Commissioner Goldwire, Gadsden Municipalities
Commissioner Nesmith, Gadsden County
Commissioner Maddox, Leon County (Virtual)
Commissioner Minor, Leon County
Commissioner O'Keefe, Leon County
Commissioner Matlow, City of Tallahassee
Commissioner Richardson, City of Tallahassee

Staff Present: Greg Slay, CRTPA; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA; Bryant Paulk, FDOT; Chris Rietow, ARPC; Andrea Rosser, StarMetro

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 1:30 PM, with a roll call and a quorum present. Commissioner Richardson made a motion to allow Commissioner Maddox to attend the meeting virtually. Commissioner Minor seconded the motion. The motion was unanimously passed.

2. AGENDA MODIFICATIONS

Mr. Slay stated there was a modification to remove Agenda Item 4B CRTPA Attorney Contract Extension. He noted that after speaking with the Attorney, there were a few corrections that needed to be made. Mr. Slay stated that the item would be brought back to the Executive Committee and then to the full Board for approval at a later date.

3. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

This portion of the agenda is provided to allow for public input on general CRTPA issues that are not included on the meeting's agenda. No members of the public requested to speak.

4. CONSENT AGENDA**A. Minutes of the May 21 CRTPA Meeting**

Board Action: Commissioner Matlow made a motion to approve the Consent Agenda. Commissioner Richardson seconded the motion. The motion was unanimously passed.

5. CONSENT ITEMS PULLED FOR DISCUSSION**6. ROLL CALL VOTE AGENDA ITEMS****A. Fiscal Year (FY) 2025– FY 2029 Transportation Improvement Program (TIP) Adoption**

The FY 2025 – FY 2029 TIP reflecting the projects that have received funding in the Florida Department of Transportation Work Program has been developed for Board adoption.

Ms. Lex explained the Transportation Improvement Program (TIP) is adopted annually and is the CRTPA's five-year work program which outlines transportation projects, as well as funding for maintenance, operations, ITS systems, and all modes of transportation. Continuing, she explained the TIP is a requirement for Federal and State governments and noted the board would approve the updated FY 2025– FY 2029 TIP at the June 17, 2024, Board Meeting.

Ms. Lex presented information on the FY 2025 – FY 2029 TIP. The first point discussed was the public involvement, which included the requirement to hold public meetings. Public meetings were noticed as a display ad in the local newspapers, on the CRTPA's Facebook page, website, and distributed to the interested parties contact list and the local government contacts. The dates and locations for public meetings for TIP and PPLs was provided.

Ms. Lex outlined the funding for the FY 2025- FY 2029 TIP for the counties in the Region by TIP category, noting a large amount of the funding for Jefferson and Gadsden counties are for resurfacing projects on I-10, explaining the state was required to maintain 80% good pavement conditions on the state roadways and 90% good pavement conditions on the Strategic Intermodal System (SIS).

- Airport Improvement Projects for the Quincy Regional Airport and the Tallahassee International Airport reflect Federal and State funding.
- Bike/Ped Projects include the sidewalk projects on Old St. Augustine, N. Monroe and Paul Russell Road and the MLK Project Shared Use Path, the latter two were funded by the Transportation Alternatives Program.

- Major Capacity Projects funded in the upcoming FDOT Work Program are SR 263 Capital Circle and the Welaunee Boulevard.
- StarMetro Transit Projects reflect local and federal funding programmed for operations and fixed routes. In Jefferson, Wakulla and Gadsden Counties, the funding was provided for the transportation disadvantaged programs.
- Bridge Projects funding totals 59 million dollars. Maintenance and inspection of bridges is a requirement of FDOT.
- Resurfacing Projects are the largest portion of the work program at 78 million dollars in total.

Commissioner Nesmith asked about the total for Gadsden County and requested a copy of the Gadsden County TIP. Ms. Lex stated she would provide a copy for any member for any county. Commissioner Richard discussed the City's efforts to reach the goal of moving the bus fleet to electric buses.

Board Action: Commissioner Nesmith made a motion to adopt the Fiscal Year (FY) 2025– FY 2029 Transportation Improvement Program (TIP). Commissioner Minor seconded the motion, a roll call vote was conducted, and the motion was unanimously passed.

B. Fiscal Year (FY) 2024 – FY 2028 Transportation Improvement Program (TIP) Amendment

This item seeks Board adoption of an amendment to the FY 2024 – FY 2028 Transportation Improvement Program (TIP) to include the following projects:

- StarMetro Section 5339 Low or No Emission Grant: Provides FY 2023 FTA money in the amount of \$8,004,790 and the City of Tallahassee match in the amount of \$2.4 million to fund StarMetro's Rolling Stock Project. This funding replaces four 35' and four 40' diesel buses with battery electric buses of the same size. (Leon County)
- StarMetro Section 5339 Capital Items Project: Provides FY 2023 FTA funding in the amount of \$12,366,002 and the City of Tallahassee local funding match in the amount of \$1,511,546 for the design, construction, and installation of Phase One of the Charging Infrastructure at the Appleyard facility, along with funding for workforce development. (Leon County)
- SR 366/Pensacola Street from the Railroad Overpass to SR366/Stadium Drive: Provides \$14,483,177 in federal, state, and local funding in FY 2025 for the resurfacing of Pensacola Street. (Leon County)

Ms. Lex discussed the Fiscal Year (FY) 2024 – FY 2028 Transportation Improvement Program (TIP) Amendment. She explained these funds needs to be reflected in the CRTPA TIP to receive authorization from the FTA, this has been put in the TIP as an informational item.

Commissioner Minor stated the Pensacola Street needs some attention. He noted the resurfacing project comes at a good time as private investor has shown interested in this area. This shows investors that this area would be a good area to invest in. Commissioner Richardson noted the City of Tallahassee would continue to move toward the goal of an electric fleet to lower the carbon footprint and elevate environmental problems. Mr. Slay noted the

StarMetro staff put in the work to apply for grants and has been getting awarded. Commissioner Williams-Cox discussed the improvements on Pensacola Street to improve safety in the area through collaboration and partnerships.

Board Action: Commissioner Minor made a motion to adopt the Fiscal Year (FY) 2024 – FY 2028 Transportation Improvement Program (TIP) Amendment. Commissioner Richardson seconded the motion, a roll call vote was conducted, and the motion was unanimously passed.

7. CRTPA ACTION

A. Fiscal Year (FY) 2026 – FY 2030 Project Priority Lists (PPLs)

The FY 2026 – 2030 Project Priority Lists has been developed for Board adoption. The following lists have been developed for Board approval:

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. Intelligent Transportation Systems (ITS) Project Priority List
5. Tallahassee International Airport Project Priority List
6. StarMetro Project Priority List
7. Urban Attributable Allocations Project Priority List

Ms. Lex outlined the Fiscal Year (FY) 2026 – FY 2030 Project Priority Lists (PPLs). The lists are developed by the projects listed in the CRTPA's Long Range Transportation Plan (Regional Mobility Plan) and other plans developed by StarMetro, the Tallahassee Regional Airport and the competitive Transportation Alternatives Program. She stated the PPLs identify projects and phases of projects that are not yet funded and are adopted annually. PPLs are submitted to FDOT so that available funding can be programmed on the identified projects and then reflected in next year's TIP. Ms. Lex provided the public meetings schedule and locations.

Ms. Lex provided highlights of projects on the Project Priority Lists. Ms. Lex noted the number 2 priority on the Roadway List is now Crawfordville Road (Wakulla Arran Road to East Ivan Road) and has been on the list for several years but has moved up the list. Orange Avenue and Crawfordville would be focused on for the next decade and funds are continually being added to these two projects. Ms. Lex provided information on the Bike Ped List. She noted the Old St. Augustine (Lafayette Street to Paul Russell), North Monroe Street (John Knox Road to Lake Shore Drive) and Paul Russell (Apalachee to Monday Road) have all been fully funded and therefore removed from the priority list. Ms. Lex also stated the Project Priority #3, Wakulla Springs Trail Extension (Wakulla Springs State Park to Springhill Road), was on the Bike ped list for now but could potentially be moved to the Regional Trails List.

Ms. Lex noted next steps will be transmitting the adopted PPLs to FDOT District 3 Secretary and to meet with FDOT in the summer of 2024 to discuss programming of priority projects. Commissioner NeSmith asked if Gadsden submitted any projects to be on any of these lists. Mr. Burke stated there were no projects submitted for consideration. Commissioner Richard discussed the need for funding on Orange

Avenue corridor (Cypress Lake Road to the West to Capital Circle). Ms. Lex stated there have been some discussions and would be under consideration next year. Commissioner Minor asked if the segments help get funding versus have one larger project. Mr. Slay stated the first two are capacity projects and stated that would not make a huge difference in obtaining funding but stated staff has discussed the issue and next year there may be a restructuring of the list.

Board Action: Commissioner Richardson made a motion to adopt the Fiscal Year (FY) 2026 – FY 2030 Project Priority Lists (PPLs). Commissioner NeSmith seconded the motion, and the motion was unanimously passed.

B. CRTPA Public Involvement Plan Update

This item seeks approval of the CRTPA's updated Public Involvement Plan.

Ms. Lex stated this was a major update to the Public Involvement Plan. She stated there was a requirement to have a 45-day public comment period, ending on June 16, 2024. Ms. Lex outlined the updates to the plan, noting the plan has been streamlined to group information on meetings, plans and programs together. The plan includes updates to information on the Executive Committee and emergency meetings, meeting schedules, and how to become involved. Ms. Lex also noted the goals of the plan were to inform, involve, engage and collaborate and techniques and strategies will be evaluated annually. Ms. Lex stated there would be a collaboration with the Title VI Coordinator to ensure all requirements are met. Lastly Ms. Lex outlined the next steps. After approval the plan will be reformatted, and graphics will be added; Notice in the fall for a 45-day comment period for the minor update to the plan. An additional board approval will be at the next regularly scheduled meeting after the 45-day comment period.

Commissioner Williams-Cox asked how to reach certain demographics in the age groups 18-35 or 35-40 to get involved. Ms. Lex expressed the difficulty with keeping citizens of all demographic groups engaged and involved due to the longevity of these types of projects and noted she would be conducting peer review to find ways to reach those groups. Ms. Lex noted the one of the main goals will be moving toward a mobile first platform to ensure all of the CRTPA's engagement may be done using a mobile phone.

Board Action: Commissioner Williams-Cox made a motion to approve the Public Involvement Plan. Commissioner Richardson seconded the motion. The motion was unanimously passed.

8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

Mr. Paulk noted the Department had one project to update the Board on. Upcoming resurfacing on SR 363/61 (Crawfordville Road turns into Adams, Bronough and Duval Streets) in its entirety of the segment. Also, resurfacing of the St. Marks Trail from (Ridge Road to Bragg Drive). Mr. Paulk noted the project was at 60% design plans and should be finalized late in the fall or early winter. Scheduled to let in May 2026 with a \$10 million dollar construction estimate. He stated there will be a virtual meeting update, which involves providing the information online for review, download, and provide comment. He noted this way of providing and receiving information has proven to be effective. Mr. Paulk stated

the update to the project will be available on August 20, 2024, at the department's website: nwflroads.com.

9. EXECUTIVE DIRECTOR'S REPORT

Mr. Slay stated that the CRTPA will soon initiate development of an application for the Safe Streets for All grant program. The application will be for the West Tennessee Street corridor to develop improvements along the corridor. He noted the scope for the LRTP 2050 was completed and there would be a project kickoff soon. Lastly, Mr. Slay informed the board of helmet fitting event that was held the Walker Ford Community Center. He noted about 50 kids received bicycle helmets at that event. Ms. Lex noted there will be a helmet fitter training on June 21 at the Frenchtown Renaissance Center.

10. CRTPA INFORMATION PROVIDED

A. Future Meeting Dates (Next Board Meeting Monday, September 16, 2024)

B. CRTPA Committee Actions

11. ITEMS FROM CRTPA BOARD MEMBERS

Mr. Rietow, Apalachee ARPC, discussed having the CRTPA Executive Director serve as an ex-officio member on the ARPC Board. Mr. Thornton Williams stated he would research the item and would bring information back to the board on the issue.

Commissioner Williams-Cox asked Commissioner Minor to provide an update, as he provided to the Leon County Board of County Commissioners, regarding rail. Commissioner Minor stated he attended a public meeting with the Southern Rail Commission and noted that the New Orleans to Mobile route was close to being operational in the next year. He noted there were ongoing discussions between the City of Mobile and the State of Alabama regarding the cost of station upgrades in Mobile. Commissioner Minor noted once that route was in operation, trains would be coming to Mobile and that is very close to the Florida State Line, justifying the need for rail to begin to come through North Florida. He also noted that the Baton Rouge to New Orleans line in Louisiana will be moving forward. Finally, Commissioner Minor discussed benefits in Florida joining the Southern Rail Commission noting that being a member of a multi-regional organization helps with applying for federal funds to help with rail restoration.

12. ADJOURNMENT

The meeting was adjourned at 2:02 pm.