



September 2, 2025

## COMMITTEE AGENDA ITEM 3A

### MINUTES

TYPE OF ITEM: Consent

The minutes from the June 3, 2025, TAC meeting is provided as ***Attachment 1***.

### **RECOMMENDED ACTION**

Option 1: Approve the minutes of the June 3, 2025, TAC meeting.

### **ATTACHMENT**

Attachment 1: June 3, 2025, TAC Minutes



## TECHNICAL ADVISORY COMMITTEE (TAC)

MEETING OF TUESDAY, JUNE 3, 2025  
(9:00 a.m. – 11:00 a.m.)

TALLAHASSEE ROOM (2<sup>nd</sup> FLOOR)  
CITY HALL  
300 S. ADAMS STREET  
TALLAHASSEE, FL 32301

### **Meeting Minutes**

**Members Present:** Mike Alfano, Tallahassee- Leon County Planning Department; Melissa Corbett, Wakulla County Administration; Allen Secreast, City of Tallahassee Traffic Management; Charles Wu, Leon County Public Works, Transportation; Kate Daniel, City of Tallahassee Growth Management; Tom Thompson, Ride on Commuter Services; Mary O'Brien, Apalachee Regional Planning Council; Autum Calder; Blueprint IA; Ryan Guffey, Leon County Development Support and Environmental Management; Ben Pingree, Tallahassee Airport; Cassidy Haney, Florida DEP, Office of Greenways and Trails; Eric Gooch, City of Tallahassee Traffic Engineering;

**Staff and Others Present:** Greg Slay, Executive Director; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex; CRTPA; Yulonda Mitchell, CRTPA; Kaylor Collins, FDOT; Chris Muehlemann, Leon County Public Works; Eduardo Gomez, City of Tallahassee Underground Utilities and Public Infrastructure

#### **1. AGENDA MODIFICATIONS**

There were no agenda modifications.

#### **2. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA**

There were no public speakers.

#### **3. CONSENT AGENDA**

- A. Minutes of the April 1, 2025, TAC Meeting**
- B. Unified Planning Work Program (UPWP)**
- C. CRTPA Safe Streets and Roadways for All (SS4A) Safety Action Plan Update**

Ms. Lex noted the Agenda Item 3B Unified Planning Work Program (UPWP) was sent to the committee. She explained the item was reviewed in April, but the information provided included final changes shown in Attachment 2, with full details.

**Committee Action: Mr. Wu made a motion to approve the consent agenda. Ms. Corbett seconded the motion, and the motion was unanimously passed.**

**4. CONSENT ITEMS PULLED FOR DISCUSSION**

There were no items pulled for discussion.

**5. PRESENTATION/DISCUSSION/ACTION**

**A. Fiscal Year (FY) 2026– FY 2030 Transportation Improvement Program (TIP)**

The FY 2026 – FY 2030 TIP identifying the projects that have received funding in the Florida Department of Transportation Work Program has been developed.

RECOMMENDED ACTION: Recommend the CRTPA Board adopt the FY 2026 – FY 2030 Transportation Improvement Program.

Ms. Lex stated staff identified on the TIP project pages the allocations for SU funding. She noted SU funding was allocated to roadways capacity, trails, and bicycle/pedestrian projects, the SU funding was allocated to all categories to fund projects.

**Committee Action: Ms. Calder made a motion to recommend adoption of the FY 2026 – FY 2030 Transportation Improvement Program. Ms. Corbett seconded the motion, and the motion was unanimously passed.**

**B. Fiscal Year (FY) 2027 – FY 2031 Project Priority Lists (PPLs)**

The FY 2027 – 2031 Project Priority Lists have been developed:

1. Regional Mobility Plan (Capacity) Project Priority List
2. Bicycle and Pedestrian Project Priority List
3. Regional Shared Use Paths (Trails) Project Priority List
4. StarMetro Project Priority List
5. Intelligent Transportation Systems (ITS) Project Priority List
6. Tallahassee International Airport Project Priority List

RECOMMENDED ACTION: Recommend the CRTPA adopt the FY 2027 – FY 2031 Project Priority Lists.

Ms. Lex explained the estimates provided to the committee were complete. She noted the committee would not be reviewing the Transportation Systems Management and Safety Projects list, noting there were no recommendations for the list.

Ms. Calder asked if the edits from Blueprint on the project cost estimates and asked if updates can be included in the update.

**Committee Action: Ms. Calder made a motion to recommend approval with the cost estimates from Blueprint. Mr. Pingree seconded the motion, and the motion was unanimously passed.**

### **C. Regional Mobility Plan (RMP) Update**

An update on the development of the CRTPA's RMP will be provided.

RECOMMENDED ACTION: Information Only.

Mr. Kostrzewa introduced the Regional Mobility Plan (RMP) Update and Tyrone Scorsone from Kittleson and Associates. He stated the last update regarding the RMP was in February At which time the discussion centered around the Goals and Objectives for the project.

Mr. Scorsone provided information on the schedule and tasks that were being worked on or completed including the establishment of goals and objectives; modeling components; analysis of mobility and safety; public engagement and coordination; needs assessment and beginning of the priority prioritization task and determine cost feasibility. He noted that many of the tasks run concurrently during the RMP update process. Additionally, he noted that the online survey was available for comments until June 13, 2025.

Mr. Kostrzewa discussed the transportation model, and the steps involved with developing a base-year model that reflects current conditions. He explained the next step was an "Existing Plus Committed" model, which uses the base-year model plus any project that built or committed to be built in the next five years with the result being an E+C model. He continued, concurrently year 2050 data is completed and includes projected population, employment and future land use to use as inputs for the E+C model that will produce a Year 2050 model. He stated the product of the Year 2050 is a "needs" model to determine where current and future issues may occur. He continued by stating, after CRTPA Board adoption of the Cost Feasible Plan a final cost feasible plan model would be produced. This cost feasible plan model would add in the projects in the plan and determine the impacts to the system.

Mr. Kostrzewa discussed "constraints" that inhibit or prohibit the ability to provide additional capacity that are related to physical, fiscal, or policies. He explained physical constraints are those that will make it extremely difficult to widen a road. He stated fiscal constraints relate to the ability to fund a project due to the estimated cost of the improvements. Lastly, he explained, policy constraints are those based on the protection of the environment, businesses or residences along a corridor. Mr. Wu asked if these were only principal arterials shown and how were those determined. Mr. Kostrzewa stated those were determined by the functional classification system and physical constraints.

Mr. Kostrzewa stated after the models are completed, the results create the needs assessment. Mr. Kostrzewa briefly explained the "volume to capacity" ratio, or V/C ratio. He noted this was utilized to determine how well a road is being used compared to its maximum capacity. He further explained a

V/C ratio of 1.0 or greater indicates congestion, while values below 1.0 suggest the facility has more capacity than demand. He discussed the projects, and updated the TAC on project costs, which are currently at \$412 million dollars. Additionally, he stated that efforts also focused on coordinating the RMP with the PPLs for consistency. Mr. Kostrzewa also discussed the revenue decrease from the 2045 RMP and impact that is having on the Year 2050 RMP.

Mr. Kostrzewa detailed the potential draft cost feasible plan process. He stated the revenues are used to determine where projects can be funded during the 2030 to 2050 time period.

**Committee Action: This item was information only; therefore, no action was taken.**

6. **INFORMATION**

A. Future Meeting Dates (Next Meeting: September 2, 2025)

7. **ITEMS FROM COMMITTEE MEMBERS OR STAFF**

8. **ADJOURNMENT**

The meeting was adjourned at 9:45 a.m.