



September 5, 2023

## COMMITTEE AGENDA ITEM 3A

### MINUTES

TYPE OF ITEM: Consent

The minutes from the June 6, 2023, TAC meeting is provided as ***Attachment 1***.

#### **RECOMMENDED ACTION**

Option 1: Approve the minutes of the June 6, 2023, TAC meeting.

#### **ATTACHMENT**

Attachment 1: June 6, 2023, TAC Minutes



## TECHNICAL ADVISORY COMMITTEE (TAC)

MEETING OF TUESDAY, JUNE 6, 2023  
(9:00 AM – 11:00 AM)

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

### Meeting Minutes

**Members Present:** Allen Secrest City of Tallahassee Traffic Management; Eric Gooch, City of Tallahassee City Engineering; Beshoy Elnemr; City of Tallahassee Growth Management; Justin Stiel, Gadsden County Planning & Community Development; Ryan Guffey, Leon County Development Support and Environmental Management; Artie White; Department of PLACE; Michelle Metcalf, Wakulla County Planning & Community Development; Ronnie L. Shelly, Jr., StarMetro; Pat Maurer, Ride on Commuter Services; Mike Alfano; Blueprint IA; Justin Baldwin, Office of Greenways & Trails

**Staff Present:** Greg Slay, Executive Director, CRTPA; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA

1. **AGENDA MODIFICATIONS**
2. **PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA**
3. **CONSENT AGENDA**
  - A. **Minutes of the April 4, 2023, TAC Meeting**
  - B. **CRTPA TIP Amendment Approval**

Mr. Alfano stated the minutes didn't reflect Blueprint's request to amend PPLs, specifically, amending the Orange Avenue Project to expand the design of the project to Paul Dirac Drive as a part of the Airport Gateway project, as of now, it is only to Cypress Road. Mr. Alfano stated FDOT would review the request, but staff has not heard any additional information. Mr. Guffey stated there should be a correction on the resurfacing program. He stated the listed project as Capital Circle NE (from Apalachee Parkway to Park Avenue) should be Capital Circle SE and should be corrected in the document. Ms. Lex stated the error would be changed in the document.

**Committee Action:** Mr. Alfano made a motion to approve the minutes, as revised. Mr. Guffey seconded the motion. The motion was unanimously passed.

4. **CONSENT ITEMS PULLED FOR DISCUSSION**

5. **PRESENTATION/DISCUSSION/ACTION**

**A. Safe Streets and Roads for All (SS4A) Action Plan**

The CRTPA's Safe Streets and Roads for All (SS4A) Action Plan has been developed. The Plan identifies a comprehensive set of projects and strategies to improve safety on the CRTPA region's roadways.

RECOMMENDED ACTION: Recommend the CRTPA adopt the Safe Streets and Roads for All (SS4A) Action Plan.

Mr. Kostrzewa stated this program started back in September 2022. He noted Kimley Horn and Associates developed the Safety Action Plan. He noted this plan was developed to address safety issues relating to serious injuries, fatalities, and equity within the transportation system.

Mr. Kostrzewa briefly outlined the process of developing the Safety Action Plan. He noted staff has met with Community Traffic Safety Teams (CTST) in the region and as a part of this program, every county was asked to submit projects to identify locations where safety improvements were needed. Mr. Kostrzewa noted the submitted projects mostly were submitted by City of Tallahassee and Leon County. He stated, since this was a 5-year program, there would be opportunities for other local governments in the region to submit projects for evaluation and funding. He stated comments were being accepted for the draft Safety Action Plan. He introduced the consultant for the project.

Ms. Lindsay Slautterback, KHA, presented the information on the Safe Streets and Roads for All (SS4A) Draft Safety Action Plan. She provided additional background information. She stated proposed Safety Action Plan was in line with the Safe Streets and Roads for All Program and stated staff was working to ensure the plan meets all the requirements. Ms. Slautterback stated staff began to develop the plan in September 2022 and the anticipated completion date is June 2023. Ms. Lindsay Slautterback stated moving forward counties and municipalities can apply for funding to the program. Ms. Slautterback stated the Safety Action Plan was developed to combat fatalities and serious injury from roadway accidents. She noted the SS4A was a nationwide program and Florida was one of the leading states with the number of fatalities and serious injuries. Ms. Slautterback stated after the Safety Action Plan was developed, municipalities can apply for implementation grants. With the application process, the self-certification checklist will guide municipalities with meeting the requirements of the grant. She noted the proposed plan meets all the requirements.

Ms. Slautterback discussed the Safety Analysis, which was the major component of the Safety Action Plan. She stated an analysis of the four county region's crash data from 2017-2021 was conducted and from the crash data, a high injury network was identified. She noted with the analysis, staff identified segments and hot-spot intersections where majority of crashes were occurring based on volume. She

also noted there was a second component, equity consideration. She stated for the purpose of the grant; the grant focuses on historically disadvantaged communities within the region. Ms. Slutterback discussed the third component, public involvement. She stated a different approach was taken to get more feedback, by attending various public events and distributing information and receiving input from citizens through online mapping tool and survey tool. In addition to the public events, meetings with the Community Traffic Safety Teams for each of the four counties.

Based on public input there were five things that citizens identified as needs. The needs were bicycle and pedestrian facilities, public transportation, unsafe conditions for multimodal users, more law enforcement to address speeding and distracted driving. There were 519 surveys received many with additional comments. All the data collected from the surveys was used to develop a prioritization criteria system, which was a requirement. Ms. Slutterback stated Wakulla, Gadsden and Jefferson have not submitted projects for prioritization at this time, therefore, the project list mainly consisted of projects from City of Tallahassee, Leon County, and the Universities.

**Committee Action: Mr. Guffey made a motion to recommend approval of the Safe Streets and Roads for All (SS4A) Action Plan. Mr. Alfano seconded the motion. The motion was unanimously passed.**

**A. Fiscal Year (FY) 2024– FY 2028 Transportation Improvement Program (TIP)**

The FY 2024 – FY 2028 TIP reflecting 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 2024 – FY 2028 Transportation Improvement Program.

Ms. Lex provided information on the Fiscal Year (FY) 2024– FY 2028 Transportation Improvement Program (TIP) including the public involvement activities for the TIP. She stated comments may be received up until June 18, 2023, before the Board Meeting. Ms. Lex explained that the projects included in the TIP are developed using a variety of sources including the Regional Mobility Plan, through coordination with the CRTPA’s transportation partners (including the Tallahassee International Airport and StarMetro), local governments Bicycle and Pedestrian Plans, comprehensive plans, and the Transportation Alternatives program. Ms. Lex noted the application period for Transportation Alternatives Program will be in December 2023. After projects are identified, the projects are placed on the Project Priority Lists and sent to FDOT to request funding. Ms. Lex stated the next steps would be to present the TIP to the Board on June 19, 2023, followed by submittal to the FDOT.

**Committee Action Mr. Alfano made the motion to recommend adoption of the Fiscal Year (FY) 2024– FY 2028 Transportation Improvement Program (TIP). Mr. Shelley seconded the motion. The motion was unanimously passed.**

**B. Fiscal Year (FY) 2025 – FY 2029 Project Priority Lists (PPLs)**

The FY 2025 – 2029 Project Priority Lists have been developed:

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) and Safety Project Priority List
5. Intelligent Transportation Systems (ITS) Project Priority List
6. Tallahassee International Airport Project Priority List
7. StarMetro Project Priority List

**RECOMMENDED ACTION:** Recommend the CRTPA adopt the FY 2025 – FY 2029 Project Priority Lists.

Ms. Lex provided information on the Fiscal Year (FY) 2025 – FY 2029 Project Priority Lists (PPLs) and stated that PPLs will be provided to FDOT for development of upcoming Work Program. Ms. Lex noted staff will meet with FDOT staff in July to begin coordination for funding of the priorities. She stated the projects are prioritized using adopted criteria developed by CRTPA or the local governments. Ms. Lex explained FDOT has worked on funding the #2 project, on the Regional Mobility Plan Roadway PPL, for a few years and asked if the CRTPA was good with overstepping the #1 project and funding the #2 Roadway project. Ms. Lex stated the CRTPA was willing to accept the funds to fund the #2 Roadway project instead. Ms. Lex stated the last segment of Capital Circle from Crawfordville Road to Springhill Road was the last piece to be funded and noted the cost to complete was currently 65 million. Mr. Kostrzewa stated there would be a public meeting on the Feasibility Study for SR 267 Trail on June 29, 2023, at the Wakulla Lodge. He stated the meeting was scheduled to provide information to the public and receive public comment. He noted this was an in-person meeting and there would not be a virtual component to the meeting. Ms. Lex stated the next steps would be, Board approval, followed by transmittal to FDOT Secretary for consideration in the development in the in next year's work program. Lastly Ms. Lex noted, public comments would be accepted up to June 18, 2023, and all comments would be included in the final Transportation Improvement Program as well as all information on the PPLs.

Mr. Shelly stated the department has applied for grant for project #2. Construction of Southside Sustainable Transit Center and project #3. Charging Infrastructure for electric buses. Mr. Shelly stated StarMetro was currently waiting on information on awards for the grant. Mr. Alfano, noted the request to update the Orange Avenue Project to expand the design of the project to Paul Dirac Drive as a part of the Airport Gateway project, as of now, it is only to Cypress Road. Ms. Lex noted that would be considered by FDOT and noted there was a scheduled with FDOT and CRTPA staff would be provided the request to FDOT.

**Committee Action:** Mr. Guffey made a motion to recommend approval. Mr. Gooch seconded the motion. The motion was unanimously passed.

### C. Strategic Intermodal System (SIS) Discussion

A discussion related to the SIS designated roadways in the CRTPA region will be provided.

RECOMMENDED ACTION: No action required.

Mr. Slay provided background information on the Strategic Intermodal System. He explained staff would be presenting information to the board on the recommended changes to the SIS designated roadways. Mr. Slay explained the FDOT revises the SIS every five years. He noted the current SIS facilities in the CRTPA Region were I-10; Capital Circle NW/SW (SR 263) from the Tallahassee International Airport to I-10; Thomasville Road (US 319) from I-10 to the state line. Mr. Slay provided an overview of the recommended additions to the SIS for the CRTPA Region and stated the justification for each roadway. 1) Crawfordville Road - US 98 to Capital Circle SW, this portion of Crawfordville Road meets the SIS designation criteria of a corridor connecting an urban area with a Rural Area of Opportunity (Wakulla County) and has a AADT of at least 6,000 (ranged from 13,000 to 22,000 depending on location in 2022); 2) Capital Circle SW - Springhill Road to Crawfordville Highway, this section of Capital Circle SW would provide access to the Tallahassee International Airport (TLH) from areas south of Leon County and provide a continuous connection with the SIS; 3) Capital Circle SW/SE - Crawfordville Highway to I-10, this would provide continuous connection on the SIS to eastern Tallahassee and I-10 East; 4) US 27 - I-10 to Georgia State Line, meets the criteria related to NHS designated facilities that connect to an urbanized area outside the state not already served by a SIS facility; 5) Capital Circle NW – I-10 to US 27, this segment of Capital Circle NW serves as a hub connection from US 27 to the Tallahassee International Airport as well as I-10. Mr. Slay noted truck volumes along this segment are nearly 10% of overall AADT. Mr. Slay stated the proposed additions would be submitted to FDOT-District and then to FDOT-Central Office for final consideration, after the review and approval by the Board.

**Committee Action: Ms. Metcalf made a motion to recommend approval. Mr. Alfano seconded the motion. The motion was unanimously passed.**

### D. Thomasville Road Multi-Use Path Design Update

An update of the Thomasville Road Multi-Use Path Design will be provided by CRTPA staff.

RECOMMENDED ACTION: No action required.

Mr. Kostrzewa provided an update of the Thomasville Road Multi-Use Path Design but noted there currently no funding for the project. He stated the anticipated completion date for the design of the project was in December 2023, but again noted no construction funds were available. He noted there was a scheduled public meeting on June 27, 2023, with a virtual component and additional information was available on the project website on the CRTPA webpage.

6. **INFORMATION**

A. Future Meeting Dates

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

8. **ADJOURNMENT**

The meeting was adjourned at 10:20 AM.