



• GEMINI BUILDING •
408 N. ADAMS STREET TALLAHASSEE, FL 32301
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CRTPA BOARD

MEETING OF MONDAY, SEPTEMBER 19, 2011 AT 1:00 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.”

Minutes

MEMBERS PRESENT:

Commissioner Doug Croley, Gadsden County, Chairman
Commissioner Hines Boyd, Jefferson County
Commissioner Delores Madison, Midway, Havana, Quincy
Commissioner Akin Akinyemi, Leon County
Commissioner John Dailey, Leon County
Commissioner Kristen Dozier, Leon County
Commissioner Nick Maddox, Leon County
Commissioner Jane Sauls, Leon County
Commissioner Bryan Desloge, Leon County
Commissioner Bill Proctor, Leon County
Commissioner Nancy Miller, City of Tallahassee
Commissioner Gil Ziffer, City of Tallahassee

STAFF AND OTHERS PRESENT: Bryant Paulk, FDOT; Stacie Blizzard, FHWA; Ron Garrison, StarMetro; Jay Townsend, City of Tallahassee; Wayne Tedder, PLACE; Greg Burke, CRTPA; Colleen Roland, CRTPA; Harry Reed, CRTPA; Lynn Bar, CRTPA; Jack Kostrzewa, CRTPA; Dave Bright, BP2000; Cherie Horne, PLACE; Tony Park, Leon County Public Works

1. AWARDS AND SPECIAL PRESENTATIONS

- **CRTPA Seventh Annual Transportation Disadvantaged Awards:** Annually, nominations are sought from agencies participating in the Transportation Disadvantaged Programs in Gadsden, Jefferson, Leon and Wakulla counties for outstanding driver and outstanding safety record.

Commissioner Akinyemi presented the awards. He presented the Safety Award to Big Bend Transit of Jefferson County and the Driver of the Year Award to Mr. Nathaniel Brown.

Commissioner Madison stated that Mr. Brown is very prompt and polite. She stated that citizens worked very hard to get the Gadsden Express and will continue to work hard to keep the express in the area.

2. AGENDA MODIFICATIONS

Agenda Item 3F pulled for Discussion

3. CONSENT AGENDA

A. **Minutes of the June 20, 2011 Meeting**

B. **November CRTPA Board Meeting Date Change**

This item seeks approval to move the November 21, 2011 Board meeting date up one week to Monday, November 14, 2011.

C. **Legal Services Contract Funding Modification**

This item seeks ratification of the contract funding increase that was authorized by the CRTPA Chair under the expenditure limits allowed for in the CRTPA By-Laws.

D. **CRTPA General Planning Consultant Joint Participation Agreement Amendment Authorization**

This item seeks authorization for CRTPA Chair to execute the Joint Participation Agreement Amendment between the CRTPA and the Florida Department of Transportation related to additional funding associated with the CRTPA General Planning Consultant contract.

E. **Safe Routes to School Joint Participation Agreement Authorization**

This item seeks authorization for CRTPA Chair to execute the Joint Participation Agreement between the CRTPA and the Florida Department of Transportation related to funding associated with the Safe Routes to School project.

Board Action: Commissioner Ziffer made a motion to accept the consent agenda as modified. Commissioner Miller seconded the motion and the motion was unanimously passed.

4. CONSENT ITEMS PULLED FOR DISCUSSION

F. **FY 2012 CRTPA Budget Approval**

The CRTPA's FY 2012 budget has been developed reflecting available federal funding as identified within the CRTPA's Unified Planning Work Program.

Commissioner Croley stated he wanted to pull the item for discussion. He felt the need to have a discussion, as a benefit to the public due to the fact that funds are from taxpayer money. He raised concern over the increase in cost of expenses to the CRTPA by the City of Tallahassee and how they were determined. Commissioner Miller stated the costs for the CRTPA as a department are figured in the same manner as any other city department. Commissioner Croley requested verification of the expenses for the CRTPA with the City of Tallahassee accounting department and provide a report back to the board at a later date.

Board Action: Commissioner Desloge made a motion to approve the budget, and request that Mr. Reed meet with the City of Tallahassee accounting department to verify the allocated cost and expenses within the budget. Commissioner Akinyemi seconded the motion and the motion was unanimously passed.

5. ROLL CALL VOTE AGENDA ITEMS

A. Fiscal Year (FY) 2012 – FY 2016 Transportation Improvement Program (TIP) Amendment

The CRTPA FY 2012 – FY 2016 TIP is proposed to be amended to reflect the following project change:

- Lafayette Street Bicycle and Pedestrian Funding (Leon County) (Project #4301541): Revise the project limits in order to more accurately reflect the segment for which the funds will be utilized. This project provides funding to Leon County for bicycle and pedestrian improvements along the corridor.

Board Action: Commissioner Dozier made the motion to approve the item. Commissioner Madison seconded the motion and the motion was unanimously passed.

6. CRTPA DISCUSSION (35 MINUTES)

The public is welcome to comment on any discussion item after a motion has been made and seconded. Each member of the public is provided three (3) minutes to address the CRTPA.

A. Port of Port St. Joe

A brief presentation on past, current and future activities of the Port of Port St. Joe will be provided by the Port Director, Tommy Pitts.

Board Action: This item was an informational item, therefore no action was taken.

B. GPC Work Order Authorizations

This item seeks Board approval to proceed with work order agreements between the CRTPA General Planning Consultants (GPC) and the CRTPA to approve the spending of GPC funds on identified projects as well as approve the execution of the identified projects.

Board Action: Commissioner Ziffer made the motion to direct staff to conduct a study of the cost the installation of medians at strategic points between Magnolia Drive and Paul Russell Road. Commissioner Miller seconded the motion and the motion was unanimously passed.

Board Action: Commissioner Ziffer made the motion to approve authorization of the GPC work orders. Commissioner Miller seconded the motion and the motion was unanimously passed.

C. Sustainable Communities Calculator Work Order Authorization

This item seeks Board approval to proceed with a work order agreement between the CRTPA and URS Southern/Sprinkle Consulting (General Planning Consultant (GPC)) to complete the Sustainable Communities Calculator.

Board Action: Commissioner Miller made the motion to approve authorization of the Sustainable Calculator work order. Commissioner Madison seconded the motion and the motion was unanimously passed.

7. EXECUTIVE DIRECTOR'S REPORT

A status report on CRTPA activities and items of interest will be provided, including the following:

- October 17, 2011 CRTPA Retreat
- CRTPA Committee Restructuring
- Interactive Transportation Improvement Program (TIP)
- I-10 Master Plan Update

Board Action: This item was an informational item, therefore no action was taken.

8. ITEMS FROM MEMBERS

This portion of the agenda is provided to allow members an opportunity to discuss issues relevant to the CRTPA.

9. CITIZEN COMMENT

Mr. John Gibby, 4887 Gum Road , Tallahassee Florida. He discussed the budget item. He questioned funding sources and stated he would be speaking at the IA meeting that followed the CRTPA Meeting.

Cathy Forsythe, 3324 Northshore Circle, stated she has been researching sidewalks in the community. She stated there are currently no sidewalks in her area. She discussed the current conditions and the need for sidewalks as there are bus stops for children as well as a many pedestrians walking in this area.

Commissioner Croley asked staff to research and provide information to Ms. Forsythe and the board at a later date.

10. INFORMATION

- A. Correspondence/Information
- B. Committee Actions (Citizen's Advisory Committee/Multimodal Advisory Committee/ Technical Advisory Committee/Transportation Disadvantaged Coordinating Board)
- C. Transportation Improvement Program Administrative Amendments
- D. Future Meeting Dates and Agenda Items (Next Meeting: October 17 Retreat)
- E. CRTPA Expense Reports

Board Action: This item was an informational item, therefore no action was taken.

Meeting adjourned at 2:01 PM.

Attested:

Yulonda Mitchell, Recording Secretary

Douglas M. Croley, Chairman