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408 N. ADAMS STREET TALLAHASSEE, FL 32301
www.crtpa.org

CRTPA SUBCOMMITTEE AGENDA
Tuesday, November 13, 2012

TECHNICAL ADVISORY COMMITTEE

9:00 AM, 2nd Floor Conference Room, "Tallahassee Room"

TALLAHASSEE CITY HALL

*300 S. Adams Street
Tallahassee, Fl. 32301*

CITIZENS ADVISORY COMMITTEE & MULTIMODAL ADVISORY COMMITTEE

11:30 PM, 2nd Floor Conference Room

RENAISSANCE BUILDING

*435 North Macomb Street
Tallahassee, Fl. 32301*

1. AGENDA MODIFICATIONS

2. CONSENT

A. Minutes of the June 5, 2012 Committee Meeting (*Action*)

B. Minutes of the September 11, 2012 Committee Meeting (*Action*)

C. 2013 Committee Meeting Calendar (*Action*)

The Draft Calendars for the CRTPA and Committee Meetings for 2013 have been developed for consideration and have been attached as Item 2-C.

If you have a disability requiring accommodations, please contact the Capital Region Transportation Planning Agency at (850) 891-6800. The telephone number of the Florida Relay TDD Service is #711.

3. PRESENTATIONS/DISCUSSION

A. FY 2013 – FY 2017 Transportation Improvement Program (TIP) Amendment Approval (Action)

The CRTPA FY 2013 – FY 2017 TIP is proposed to be amended to reflect the projects outlined below. Additional information about the TIP Amendments can be found in Attachment 3A.

- Gadsden County Bike Lane/Sidewalk (Project #4281032): Delete project and place funding on new project (Florida Arts Bicycle Trail Project (Project #4333801)); consolidate funding (currently in FY 13 and FY 14) to FY 2013; add additional funding (portion allocated to Gadsden County) to FY 2013 (\$65,000) from CRTPA Bicycle and Pedestrian Project (Project #4098036) (Total funding: \$527,000 in FY 2013).
- CRTPA Bicycle and Pedestrian Projects (Project #4098036): Amend project to place Gadsden County's bicycle and pedestrian funding share for FY 2015 on Florida Arts Bicycle Trail Project (Project #4333801) in FY 2013 (\$65,000) (see above).
- Franklin Boulevard (Project #4318991): Delete project funding and place funding (\$550,000) on the Capital Cascade Connector Bridge Project (Project #4259411) in FY 2013 and in the CRTPA's Unified Planning Work Program (UPWP) (\$150,000) in FY 2013.
- Capital Cascade Connector Bridge Project (Project #4259411): Amend project to place additional funding on project in FY 2013 (\$550,000) from the Franklin Boulevard Project (Project #4318991).
- Wakulla County Bike Lane/Sidewalk (Ochlocknee Bay Trail Phase 5A) (Project #4301491): Delete project and place funding on new Ochlocknee Bay Trail Phase 5A Project (Project #4140322) and update funding to support design efforts in FY 2013 (\$34,700) and construction efforts in FY 2015 (\$312,300) (Total Funding: \$347,000).
- Capital Circle, NW (Blueprint 2000 payback) (Project #2197221): Amend project to advance FDOT payback funds to Blueprint 2000 (\$1,000,000) from FY 2014 to FY 2013.
- Apalachee Parkway Landscaping Project (Project #4322101): Add project to TIP related to landscape funding on Apalachee Parkway (Monroe Street to Magnolia Drive) in FY 2013.
- Capital Circle (Springhill Road to Orange Avenue) (Project #4157829): Add project to TIP in FY 12 & FY 13 to reflect project being developed by the Florida Department of Transportation.
- Add a new appendix ("Appendix G") to the document reflecting three (3) transportation projects located on public lands in Wakulla County that have received funding by the Federal Highway Administration- Eastern Federal Lands Highway Division (as requested by FHWA).

Recommended Action: Approve the TIP Amendments.

B. DESIGNATION OF COMMITTEE CHAIR AND VICE-CHAIR FOR 2013
(Action)

Pursuant to the bylaws for the CRTPA Committees, both the TAC and the CMAC are required to elect a Chairperson and a Vice-Chairperson to serve for the upcoming calendar year. Under both sets of bylaws, the current chairperson and vice-chairperson are permitted to be re-elected for the next calendar year. The TAC bylaws stipulate that the Chairperson and Vice-Chairperson must represent different member governments; however, the CMAC bylaws do not have any such requirement.

The details pertaining to the election of officers can be found in both the TAC and CMAC bylaws under Article VI: Officers and Duties, Sections 1, 2, and 3.

Recommended Action: Designate a Chair and Vice-Chair for 2013.

C. Draft Fiscal Year (FY) 2014 – FY 2018 Work Program
(Information – NO Action Required)

Developed annually, the Work Program provides a list of transportation projects that have received state and federal funding. The Work Program is developed in coordination with the CRTPA. As members will recall, at the September CRTPA Committee and Board meetings, the FY 2014 – FY 2018 CRTPA Priority Project Lists were adopted. These lists were subsequently provided to the FDOT to provide guidance as the agency proceeded with development of the Draft Work Program.

At the time of development of this agenda, The Florida Department of Transportation (FDOT) had not yet completed the development of the Draft Fiscal Year (FY) 2014 – FY 2018 Work Program. The Draft FY 2014 – FY 2018 Work Program will be presented at a Public Hearing on November 19, 2012 at the FDOT District 3 Operations Center in Midway. Committee Members are invited to attend if able.

Written comments from the CRTPA on the Draft Work Program must be provided to the FDOT by January 22, 2013.

D. Leon County Community Traffic Safety Team (CTST) Teen Safe Driving Grant and Unified Planning Work Program Amendment Approval *(Action)*

Lynn Barr, CRTPA Staff, is the Co-Chair of the Leon County Community Traffic Safety Team (CTST). The Leon CTST developed

a safety program that was approved by FDOT to receive “safety dollars” (in the form of grant) to lower teen driver fatalities in Leon County. The program is being led by the CRTPA staff and the Tallahassee Police Department with considerable support and coordination from and with many other local interest groups and agencies.

The Unified Planning Work Program, which is the financial document for the operations of the CRTPA must be amended to reflect the safety program before the grant can be awarded for the program. Details of the grant program are not yet finalized, but a summary of the program will be provided to the committees at their meeting and explained by CRTPA staff. The amendment of the UPWP is procedural in nature to be able to accept the funds that FDOT has approved for the implementation of the safety program.

Recommended Action: Approve the UPWP Amendment to add the teen driver safety program as a work product, which enables the CRTPA to accept the funds from FDOT to implement the program in 2013.

E. Sixth Avenue Sidewalk (Tallahassee) Update (Action)

The 6th Avenue Pedestrian Project is one of the first projects to come out of the Regional Mobility Plan (RMP) that was approved in November 2010. This project is being completed in conjunction with the “Sense of Place” effort being completed by the City of Tallahassee and is being coordinated with the City of Tallahassee and Leon County to create an improved pedestrian environment that connects Monroe Street to Thomasville Road and Gadsden Street.

The consultant for the project will be presenting the final recommendation for improvements on 6th Avenue that will be forwarded to the City of Tallahassee for implementation. These improvements include:

- Lane Reduction from Thomasville Road to Gadsden.
- Sidewalks on both sides of 6th Avenue
- Raised Intersection at Thomasville Road and Gadsden Street.
- Construction of a sidewalk along the east side of Gadsden Street from 6th Avenue to Ingleside.
- Resurfacing of 6th Avenue from Monroe Street to Gadsden Street.

Recommended Action: Approve recommended improvements for the 6th Avenue project for CRTPA Board consideration.

4. OPEN FORUM FOR PUBLIC COMMENT

Citizens are invited to address the Committee.

5. INFORMATION**A. November 26, 2012 CRTPA Agenda**

The November 26, 2012 CRTPA Agenda is provided for committee information.

B. CRTPA Congestion Management Process Plan Update

The DRAFT Congestion Management Plan (CMP) for the CRTPA Area is in the process of being updated. At the time of this meeting, a DRAFT CMP will be uploaded to the CRTPA webpage for full committee, public, and CRTPA Review. The final CMP is expected to be adopted in January of 2013. Committee Members are asked to share their comments on the DRAFT at the January 15, 2013 Meeting.

C. CRTPA Jefferson County Bicycle and Pedestrian Master Plan Update

The Jefferson County Bicycle and Pedestrian Master Plan is in the process of being updated with an estimated CRTPA adoption date of January 28, 2013. The Jefferson County Commission will be holding a “work session” to go over the recommended projects within the draft plan, and to establish prioritization of the projects. This work session will be held on Monday, November 19, 2012, at the Courthouse Annex in Jefferson County.

The tentative schedule following the work session will include submittal of the draft master plan to Jefferson County and the CRTPA staff for review on Monday, November 26th, with comments due by Friday, December 7th. The final revised master plan will be submitted to Jefferson County and CRTPA staff by Friday, December 14th for final review. The master plan adoption hearing with the Jefferson County Commission is tentatively scheduled for Thursday, December 20th. The CRTPA Board will review the adopted plan at their January 25, 2013 Meeting for Board adoption.

6. ITEMS FROM COMMITTEE MEMBERS OR STAFF

Next Meeting Date is Tuesday, January 15, 2013.

November 13, 2012



COMMITTEE AGENDA ITEM 2-C

2013 CRTPA BOARD AND COMMITTEE MEETING DATES

The Capital Region Transportation Planning Agency (CRTPA) will meet in the City of Tallahassee Commission Chambers on the following dates. The topics of discussion will include the following:

- **January 28** CRTPA Project Updates
- **March 25** Draft Unified Planning Work Program (UPWP), Draft Transportation Improvement Program (TIP)
- **April 15** (*CRTPA Retreat* 9 a.m. – 1 p.m.)
- **May 20** Final UPWP
- **June 17** Final TIP
- **September 16** Priority Project Lists Adoption
- **October 21** (*CRTPA Retreat* 9 a.m. - 1 p.m.)
- **November 18** Draft Work Program, Election of Chair/Vice Chair

The proposed 2013 Committee meeting dates, times, and locations are shown below. The topics of discussion will mirror the CRTPA Board Topics shown above.

<i>Committee 2013 Meeting Dates</i>	<i>CRTPA 2013 Meeting Dates</i>
January 15	<i>January 28</i>
March 12	<i>March 25</i>
<i>None</i>	<i>April 15- Retreat</i>
May 7	<i>May 20</i>
June 4	<i>June 17</i>
September 3	<i>September 16</i>
<i>None</i>	<i>October 21 - Retreat</i>
November 5	<i>November 18</i>

Time: Technical Advisory Committee (TAC): *Meets from 9-11*
Citizen's Multimodal Advisory Committee (CMAC): *Meets from 11:30-1:30*

Location: The location of the committee meetings for 2013 is presently being coordinated. CRTPA staff will bring suggestions to the committee meeting for consideration. Time changes of the meeting may be necessary to accommodate necessary meeting room space.

Recommended Action: Adopt the proposed 2013 meeting schedule for the CRTPA Committees.

November 13, 2012



COMMITTEE AGENDA ITEM 3 A

FISCAL YEAR 2013 – FISCAL YEAR 2017 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT

STATEMENT OF ISSUE

The purpose of this item is to amend the CRTPA Fiscal Year (FY) 2013 – FY 2017 Transportation Improvement Program (TIP) to reflect the following:

- Gadsden County Bike Lane/Sidewalk (Project #4281032): Delete project and place funding on new project (Florida Arts Bicycle Trail Project (Project #4333801)); consolidate funding (currently in FY 2013 and FY 2014) to FY 2013; add additional funding (portion allocated to Gadsden County) to FY 2013 (\$65,000) from CRTPA Bicycle and Pedestrian Project (Project #4098036) (Total funding: \$527,000 in FY 2013).
- CRTPA Bicycle and Pedestrian Projects (Project #4098036): Amend project to place Gadsden County's bicycle and pedestrian funding share for FY 2015 on Florida Arts Bicycle Trail Project (Project #4333801) in FY 2013 (\$65,000)(see above).
- Franklin Boulevard (Project #4318991): Delete project funding and place funding (\$550,000) on the Capital Cascade Connector Bridge Project (Project #4259411) in FY 2013 and in the CRTPA's Unified Planning Work Program (UPWP) (\$150,000) in FY 2013.
- Capital Cascade Connector Bridge Project (Project #4259411): Amend project to place additional funding on project in FY 2013 (\$550,000) from the Franklin Boulevard Project (Project #4318991).
- Wakulla County Bike Lane/Sidewalk (Ochlocknee Bay Trail Phase 5A) (Project #4301491): Delete project and place funding on new Ochlocknee Bay Trail Phase 5A Project (Project #4140322) and update funding to support design efforts in FY 2013 (\$34,700) and construction efforts in FY 2015 (\$312,300) (Total Funding: \$347,000).
- Capital Circle, NW (Blueprint 2000 payback) (Project #2197221): Amend project to advance FDOT payback funds to Blueprint 2000 (\$1,000,000) from FY 2014 to FY 2013.
- Apalachee Parkway Landscaping Project (Project #4322101): Add project to TIP related to landscape funding on Apalachee Parkway (Monroe Street to Magnolia Drive) in FY 2013 (\$306,440).
- Capital Circle (Springhill Road to Orange Avenue) (Project #4157829): Add project to TIP in FY 12 & FY 13 to reflect project being developed by the Florida Department of Transportation.

- Add a new appendix (“Appendix G”) to the document reflecting three (3) transportation projects located on public lands in Wakulla County that have received funding by the Federal Highway Administration- Eastern Federal Lands Highway Division (as requested by FHWA).

HISTORY AND ANALYSIS

The CRTPA annually adopts a Transportation Improvement Program to identify those projects in the region that have received state and federal funding. Frequently, the TIP needs to be formally amended to reflect project changes such as the addition or deletion of a project, changes in project funding and changes in project scope.

The following projects are proposed to be amended in the FY 2013 – FY 2017 TIP:

Gadsden County Bike Lane/Sidewalk (Project #4281032)

This project is identified in the FY 2013 – FY 2017 TIP to fund construction of bicycle and pedestrian projects in Gadsden County in FY 2013 and FY 2014. The purpose of this amendment is to allocate and consolidate funding (currently in FY 2013 & FY 2014) to FY 2013 and place on a new project (Florida Arts Bicycle Trail Project, Project #4333801), consistent with direction from Gadsden County, for the project’s design. Additionally, Gadsden County’s portion of bicycle and pedestrian funding from the CRTPA Bicycle and Pedestrian Project (Project #4098036) from FY 2015 (\$65,000) is proposed to be advanced to FY 2013 and placed on this project. Total funding for design of this project is \$527,000 in FY 2013.

CRTPA Bicycle and Pedestrian Projects (Project #4098036)

This project, which provides bicycle and pedestrian funding to the CRTPA member governments, is proposed to be amended to advance Gadsden County’s bicycle and pedestrian funding share for FY 2015 (\$65,000) and place it on Gadsden County Bike Lane/Sidewalk (Project #4281032)(above) in FY 2013.

Franklin Boulevard (Project #4318991)

This project, which provides funding for the construction of sidewalks along Franklin Boulevard, is proposed to be deleted. Originally programmed in FY 2016, Blueprint 2000 proposed advance funding the project to be constructed in concert with Franklin Boulevard roadway construction currently underway. Ultimately, however, there was an inability to utilize the funds in concert with the roadway project (Note: Blueprint 2000 has sufficient funds to construct the sidewalks). This amendment proposes that funding be placed on two projects: (\$550,000) on the Capital Cascade Connector Bridge Project (Project #4259411) in FY 2013 and in the CRTPA’s Unified Planning Work Program (UPWP) (\$150,000) in FY 2013.

Capital Cascade Connector Bridge Project (Project #4259411)

This project is proposed to be amended to place additional funding on the project in FY 2013 (\$550,000) from the Franklin Boulevard Project (Project #4318991, above).

Wakulla County Bike Lane/Sidewalk (Project #4301491) At the September 2012 CRTPA Board meeting, this project was amended to identify that funding was to be placed on the Ochlocknee Bay Trail Phase 5A as well as advance funding to the project. The project is now proposed to be deleted and placed on a new project (Ochlocknee Bay Trail Phase 5A Project, Project #4140322). Additionally, funding is proposed to be updated to support design efforts in FY 2013 (\$34,700) and construction efforts in FY 2015 (\$312,300).

Capital Circle, NW (Blueprint 2000 payback) (Project #2197221)

This project is proposed to be amended to advance FDOT payback funds to Blueprint 2000 (\$1,000,000) from FY 2014 to FY 2013. The project reflects FDOT payback funds to Blueprint 2000 associated with the 6 lane widening of Capital Circle, NW (I-10 to US 90) which was completed in 2007.

Apalachee Parkway Landscaping Project (Project #4322101)

This project is proposed to be added to the TIP and will fund landscaping efforts along Apalachee Parkway from Monroe Street to Magnolia Drive. A total of \$306,440 is programmed in FY 2013 for this project.

Capital Circle (Springhill Road to Orange Avenue) (Project #4157829)

This project, which was included in the FY 12 – FY 16 TIP, is proposed to be added to the TIP to reflect a change in the design year. The project involves funds for the design of Capital Circle from Springfield Road to Orange Avenue in FY 2013 (\$2,710,437). Project development activities will be managed by the Florida Department of Transportation.

Appendix G -FHWA- Eastern Federal Lands Highway Division Projects: Add new Appendix G to reflect those projects within the CRTPA region that have received funding for transportation improvements on federal lands. The FHWA has requested that these projects be included in the TIP. The TIP narrative is also proposed to be amended to reference this new appendix.

OPTIONS

Option 1: Recommend the CRTPA Board authorize the Executive Director to transmit documentation to the FDOT reflecting the following amendment of the FY 2013 – FY 2017 Transportation Improvement Program:

- DELETE/ADD PROJECT: Gadsden County Bike Lane/Sidewalk (Project #4281032): Delete project and place funding on new Florida Arts Bicycle Trail Project (Project #4333801); allocate and consolidate existing funding for project design in FY 2013 and add additional funding to project from the CRTPA Bicycle and Pedestrian Projects (Project #4098036) in FY 2013 (Total funds: \$527,000).
- REVISE PROJECT: CRTPA Bicycle and Pedestrian Projects (Project #4098036): Amend project to place Gadsden County's bicycle and pedestrian funding share for FY 2015 on Florida Arts Bicycle Trail Project (Project #4333801) in FY 2013 (\$65,000).

- DELETE PROJECT: Franklin Boulevard (Project #4318991): Delete project funding and place funding (\$550,000) on the Capital Cascade Connector Bridge Project (Project #4259411) in FY 2013 and in the CRTPA's Unified Planning Work Program (UPWP) (\$150,000) in FY 2013.
- REVISE PROJECT: Capital Cascade Connector Bridge Project (Project #4259411): Amend project to place additional funding on the project in FY 2013 (\$550,000) from the Franklin Boulevard Project (Project #4318991).
- DELETE/ADD PROJECT: Wakulla County Bike Lane/Sidewalk (Ochlocknee Bay Trail Phase 5A) (Project #4301491): Delete project and place funding on new Ochlocknee Bay Trail Phase 5A Project (Project #4140322); update funding to support design efforts in FY 2013 (\$34,700) and construction efforts in FY 2015 (\$312,300) (Total funding: \$347,000).
- REVISE PROJECT: Capital Circle, NW (Blueprint 2000 payback) (Project #2197221): Amend project to advance FDOT payback funds to Blueprint 2000 (\$1,000,000) from FY 2014 to FY 2013.
- ADD PROJECT: Apalachee Parkway Landscaping Project (Monroe Street to Magnolia Drive) (Project #4322101): Add new project to the TIP to provide landscape funding (\$306,440) in FY 2013.
- ADD PROJECT: Capital Circle (Springhill Road to Orange Avenue) (Project #4157829): Add this project into the TIP to reflect design funding (\$2,710,437) in FY 2013.
- ADD APPENDIX: Add new appendix ("Appendix G - FHWA- Eastern Federal Lands Highway Division Projects") reflecting those projects within the CRTPA region that have received funding for transportation improvements on federal lands. Also, update the TIP narrative to include reference to the new appendix.

Option 2: Provide other direction.

November 13, 2012



AGENDA ITEM 3 D

**C RTPA SAFETY GRANT APPROVAL FOR TEEN DRIVER
PROGRAM IN LEON COUNTY AND ASSOCIATION UNIFIED
PLANNING WORK PROGRAM (UPWP) AMENDMENT**

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

The Capital Region Transportation Planning Agency (CRTPA) has been selected to receive highway safety funds in the amount of \$27,000 (see *Attachment 1*) to fund the implementation of a Teen Driver Education and Outreach Program in Leon County. The award was granted in response to a grant application submission made by CRTPA staff in coordination with the Tallahassee Police Department (TPD) and the Leon County Community Traffic Safety Team (CTST).

Acceptance of this award requires the CRTPA to amend the Unified Planning Work Program (UPWP) to reflect this new work task so that the grant funds can be received, and to complete a formal subgrant application for the Florida Department of Transportation (FDOT). CRTPA staff is requesting that the CRTPA formally accept the award of the safety grant and to approve the necessary UPWP Amendment and associated paperwork for FDOT associated with this work task.

RECOMMENDED ACTION

Approve the UPWP Amendment to identify the Teen Driver Education and Outreach Program in Leon County as a CRTPA work task in the Fiscal Year 2013-2014 UPWP and authorize the Executive Director of the CRTPA to execute the FDOT subgrant application and administer the subgrant funds.

HISTORY AND ANALYSIS

The co-chairpersons of the Leon CTST for the past two years have been Lynn Barr, Mobility Coordinator for the CRTPA, and an officer from TPD (Calvin Bedenbaugh in 2011, and Andy Meresse in 2012). Members of the Leon CTST are predominantly comprised of individuals representing transportation, planning, and law enforcement professionals as well as interested citizens and professionals from special interest groups and organizations aimed at promoting safe choices for a long and healthy life. Due to the nature of the membership, and the access to raw data and personal experience each member has relating to traffic safety, the Leon CTST has taken up the issue of teen driver fatalities, injuries and crashes in Tallahassee-Leon County as their number one cause to correct.

Over the past several years, the Highway Safety Matrix Ranking of Florida Cities has placed Tallahassee as Number 2 for teen-driver related crashes involving injuries or fatalities. As unacceptable as that number is, Leon County can beat that as the Number 1 county in Florida (with a population greater than 200,000) for teen driver crashes involving fatalities and injuries. The statistics are sobering and call for a coordinated effort to target additional resources and attention to teen drivers in this area. The Leon CTST realizes that education, engineering, and enforcement are key components to saving lives with regard to teen fatalities, and to that end, the CTST formulated a program designed specifically for Leon County teens of driving age with those components in mind.

The CTST submitted a grant application to the FDOT on March 30, 2012 to initiate the Teen Driver Education and Outreach Program for Leon County. The initial concept paper and application is provided as *Attachment 2*. The program is a coordinated outreach effort to educate and engage local teen drivers in hands-on and simulated experiences designed to result in voluntary compliance with safety laws and better overall driving skills. The aim is a collaborative engaging effort that not only presents the facts in a meaningful, memorable, and hands-on way, but one in which builds relationships and awareness between the CTST member organizations, their programs, and the youth drivers and their families within Tallahassee-Leon County. The goal is to deliver a program that is a life-saving experience and which presents a wide-spectrum of transportation, health, safety, and mentoring professionals in a uniform and collaborative front to aid our teen drivers. Ultimately, the program is designed to reduce teen driver related crashes and fatalities in Leon County.

Organization of the CRTPA Teen Driver Education and Outreach Program

The educational program, which is scheduled to launch in 2013, partners the existing resources of the CTST Member organizations with additional resources to be purchased and funded through the grant award. The TPD and the CRTPA are the lead coordinators and administrators of the program. Resources that are owned by each CTST member organization will be utilized to the fullest to make this a top-notch comprehensive educational experience for area teens.

The course is designed to recognize that teens respond differently to different learning environments and methods. Both classroom and hands-on experiences will be utilized to teach

the curriculum. Students must possess at least a restricted driver's permit to participate and they must be within the ages of 15 and 19. It is our hope that an incentive to take the course will be offered in the form of earned service hours for Bright Future's Scholarships – this is a detail being researched at this time.

The goal is to hold a course at the following Leon County High Schools at a minimum if resources allow: Godby, Leon, Rickards, Florida High, Chiles, and Lincoln High Schools. Additional sites may be added if interest exists and resources are available, and some of these sites may be removed if funding is restrictive or the schools are unable to offer their campus on available dates. It is the intention of the course to be geographically distributed as much as possible across the target student population in Leon County, focusing on public schools. The course will consist of 2.5 hours of classroom instruction (including video/slideshow/powerpoint presentation for illustrative purposes of the dangers of impaired and distracted driving) and 2.5 hours of practical hands-on experience. The hands-on experience will take place in a golf cart driving course, and this part of the course will also utilize a rollover simulator, seat belt convincer, and impaired vision goggles. Each student will take a placement test to determine their knowledge base before the course, and another following completion to determine knowledge retention. The course will be limited to 30 students per course.

Schedule of Program Events

The items necessary for the implementation of the program can not be purchased until the grant is received. Some of the necessary items require specialization, such as the golf carts, or reservations (such as the roll-over simulator). Efforts are underway to identify possible weekends that are available at each public school mentioned above so that the necessary materials can be reserved and advertising of the program can be initiated. It is anticipated that the program can kick-off in spring of 2013, with at least three events taking place prior to July 31, 2013. The events will each take place on a Saturday spanning 6 hours from 9-3 including a 30-minute sign-in period as well as a 30-minute lunch break. The course will be taught utilizing Leon County CTST partners including local law enforcement staff.

Project Funding

The project costs are funded through the grant award, which will fund the purchase of the necessary physical items and the implementation of the Teen Driver Education and Outreach Program. The golf carts and trailer will become the property of the Tallahassee Police Department (TPD) through a mutual aid agreement that will state that the property cannot be used for anything other than the purposes specified in the grant and through agreement with the CRTPA. The transfer of ownership is necessary in order for the title and registration of the trailer to be attained since the CRTPA cannot purchase such items, and the FDOT grant will not pay for said items. TPD will fund the tag and title costs associated with the golf carts and trailer.

Due to the fact that the program is not being funded as fully as hoped by the grant, CRTPA staff is working with TPD to acquire program necessities as economically as possible and existing CTST member resources are being utilized as much as possible to enable the program to reach as many schools as possible. For this reason, CRTPA staff is requesting that Leon County Schools not charge for the use of the school facility during the operation of the program. Schools that

cannot donate this in-kind service in exchange for the program being offered to their students may not receive the benefit of the program being offered on their school campus if funding short-falls are experienced.

RECOMMENDED ACTION

Approve the UPWP Amendment to identify the Teen Driver Education and Outreach Program in Leon County as a CRTPA work task in the Fiscal Year 2013-2014 UPWP and authorize the Executive Director of the CRTPA to execute the FDOT subgrant application and administer the subgrant funds.

NEXT STEPS

After approval by the CRTPA, and execution of the Resolution (*Attachment 3*), CRTPA staff will process the UPWP Amendment and initiate the subgrant and necessary agreements to implement the CRTPA Teen Driver Education and Outreach Program for Leon County. Necessary materials will be purchased with grant dollars for the implementation of the program and updates will be provided to the CRTPA Board and committees as the program unfolds.

ATTACHMENT

- Attachment 1: Safety Grant Award Letter
- Attachment 2: Safety Grant Concept Paper and Application
- Attachment 3: Resolution to execute the subgrant application and to administer the subgrant funds for the CRTPA Teen Driver Education and Outreach Program.



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

ANANTH PRASAD, P.E.
SECRETARY

August 24, 2012

Mr. Harry D. Reed, III
Capital Region Transportation Planning Agency
408 N. Adams St.
Tallahassee, Florida 32301

Dear Mr. Reed:

Your agency has been selected to receive highway safety funds in the amount of \$27,000. In order to receive this funding, you must complete the Subgrant Application for Highway Safety Funds.

Instructions for completing the application form, along with samples of the Project Detail Budget pages and the Quarterly Report of Performance Indicators page will be emailed to the project director for your convenience. Please use the following information when completing the Highway Safety Subgrant Application:

Project Title: Leon County Teen Drivers Education and Outreach Program
Project Number: CP-13-04-14

Please email the completed draft application to the FDOT Safety Office as soon as possible. Once the language is reviewed and approved by the FDOT Safety Office, send one completed copy of the application and three additional signature pages with original signatures to the Florida Department of Transportation (FDOT) Office for processing.

You will be notified as soon as your agency's Subgrant is awarded. No activities or orders should be made until you have received your executed subgrant application with award letter. While we strive to award as many subgrants as possible on October 1, the award could be delayed if your application is not submitted in a timely manner, if your application has to be returned for corrections, or if federal highway safety funds have not been released for award.

We look forward to working with you on this project. If you have any questions, please call (850) 245-1500

Sincerely,

A handwritten signature in black ink, appearing to read "Kenneth L. Ellis". The signature is fluid and cursive.

Kenneth L. Ellis
Traffic Safety Administrator

KLE/ldk

cc: Lynn M. Barr
CP# 175



March 30, 2012

Mr. Kenneth L. Ellis
Traffic Safety Administrator
Florida Department of Transportation
605 Suwannee Street, MS-53
Tallahassee, Fl. 32399-0450

Re: Leon County CTST Highway Safety Grant

Dear Mr. Ellis;

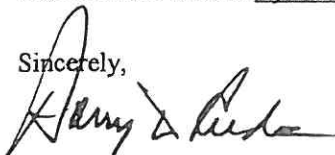
The Capital Region Transportation Planning Agency (CRTPA) is committed to providing safe transportation within our region to all users of the system. To that end, we are involved in and provide support to the Community Traffic Safety Teams (CTST's) in Leon, Jefferson, Wakulla, and Gadsden Counties. This letter is being sent by the CRTPA on behalf of the Leon County CTST to request a grant in the amount of \$29,643 to fund the Leon CTST Teen Driver Education and Outreach Program.

The Leon County CTST has made teen driver safety and education their number one priority, and for good reason. As you are well aware, Leon County is currently ranked Number 1 in the State of Florida for teen driver related crashes responsible for injuries or fatalities as reflected on the Highway Safety Matrix-Ranking of Florida Counties for counties with a population above 200,000. The City of Tallahassee is reflected as Number 2 for the same teen-related crashes as reflected on the Highway Safety Matrix Ranking of Florida Cities with a population greater than 75,000. The ranking is based on data collected from crashes during the 2006-2010 time period. The statistics are both sobering and alarming.

As Executive Director, I personally support and request funding for the Leon County CTST Teen Driver Education and Outreach Program. I believe with funding assistance from FDOT, teen related crashes can be greatly reduced in Leon County in the future. I appreciate your review and consideration of the Leon County CTST's proposal and request for assistance.

Should you have any questions, please contact Lynn Barr or myself at 850-891-6800. We can also be reached via e-mail at Lynn.Barr@talgov.com or at Harry.Reed@talgov.com

Sincerely,



Harry D. Reed, III, AICP
Executive Director
CRTPA

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
HIGHWAY SAFETY CONCEPT PAPER

500-065-17
 SAFETY
 12/08

Agency: <u>Capital Region Transportation Planning Agency</u>	
Concept Paper Title: <u>Leon County CTST Teen Driver Education and Outreach Program</u>	
Amount Requested: <u>\$29,643</u>	
Priority Area for Concept Paper: <input checked="" type="checkbox"/> Community Traffic Safety <input type="checkbox"/> Police Traffic Services <input type="checkbox"/> Impaired Driving <input type="checkbox"/> Roadway Safety <input type="checkbox"/> Motorcycle Safety <input type="checkbox"/> Speed/Aggressive Driving <input type="checkbox"/> Occupant Protection/Child Passenger Safety <input type="checkbox"/> Traffic Records <input type="checkbox"/> Pedestrian/Bicycle Safety	
Type of Request: <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Continuation	Type of Project: <input checked="" type="checkbox"/> Local <input type="checkbox"/> Statewide
Head of Agency: Name: <u>Harry D. Reed, III, AICP</u> Title: <u>Executive Director</u> Address: <u>408 North Adams Street</u> <u>Tallahassee, Fl</u> <u>32301</u> Phone: <u>(850) 891-6800</u> Extension: _____ E-Mail: <u>Harry.Reed@talgov.com</u>	
Project Contact: Name: <u>Lynn M. Barr, AICP</u> Title: <u>Mobility Coordinator</u> Address: <u>408 North Adams Street</u> <u>Tallahassee, Fl</u> <u>32301</u> Phone: <u>(850) 891-6801</u> Extension: _____ Fax Number: <u>(850) 891-6832</u> E-Mail: <u>lynn.barr@talgov.com</u>	
FDOT USE ONLY:	
Concept Paper Number: _____ Postmark Date: _____ Date Received: _____ Entered Into Database: _____	Assigned Module: _____ Planner Assigned: _____ Date Assigned: _____ Planner Received: _____

Statement of the Problem: (Give details about the traffic safety problem that you want to correct. Include at least three years of crash, injury, fatality, and citation data to show the extent of the problem.)

Over the past several years, the Highway Safety Matrix Ranking of Florida Cities has placed Tallahassee as Number 2 for teen-driver related crashes involving injuries or fatalities. As unacceptable as that number is, Leon County can beat that as the Number 1 county in Florida (with a population greater than 200,000) for teen driver crashes involving fatalities and injuries. The statistics are sobering and call for a coordinated effort to target additional resources and attention to teen drivers in this area.

The teen driver statistics are unfavorable enough, but when you consider the population details of Tallahassee and Leon County, the problem escalates in severity. The City of Tallahassee encompasses over 150,000 full time residents, with the population of Leon County (within which Tallahassee is seated) in excess of 250,000 people. Additionally, over 100,000 people travel into Tallahassee and Leon County daily for employment. What further complicates the population base are the two universities and the community college that increase the population by approximately 60,000 people during the school year, and even more than that during football season.

The City of Tallahassee is very unique with respect to teen drivers. Approximately 15,000 new-to-Tallahassee teen drivers travel the streets of Leon County as a result of enrollment at the universities and colleges here each year. A majority of these teen drivers are also away from home for the first time and have very minimal supervision and guidance regarding safety choices. Couple these facts with their limited knowledge of the geometry and attributes of the local roadway network, and the probability of crashes increases when the local high school students who are just learning to drive are thrown into the mix.

Statistics show that although teen drivers account for a small percentage of our overall drivers, they are causing a disproportionate amount of crashes in the area. In 2011, the Tallahassee Police Department arrested 632 impaired drivers. Teen drivers account for 24.2% of those arrested for impaired driving. An additional 51 teen drivers were issued .02 violations during 2011. Of those teens arrested for impaired driving 8.4% were involved in a crash with injury subsequent to their arrest.

In 2011 the Tallahassee Police Department investigated 966 crashes with injuries. Research has revealed that 30.8% of these injury crashes involved drivers between 15-19 years of age. Further research revealed that in 2010 and 2009 over 30% of the injury crashes involved teen drivers.

The Community Traffic Safety Team (CTST) of Leon County has discussed teen driver habits and statistics at great length over the past two years. The CTST is committed to initiating a coordinated outreach effort to educate and engage local teen drivers in hands-on and simulated experiences designed to result in voluntary compliance with safety laws and better overall driving skills.

Proposed Solution: (Explain the countermeasures that you plan to implement to correct the problem and how the funding that you have requested will support those countermeasures.)

The Leon County CTST is comprised of transportation, planning, and law enforcement professionals as well as interested citizens and professionals from special interest groups and organizations aimed at promoting safe choices for a long and healthy life. Naturally, the Leon CTST realizes that education, engineering, and enforcement are key components to saving lives with regard to transportation. To that end, the CTST has taken up the issue of teen driver fatalities, injuries and crashes in Tallahassee-Leon County as their number one cause to correct.

Within Tallahassee-Leon County, the various agencies and professional organizations represented on the Leon CTST currently hold education initiatives on their own to increase driver awareness and responsibility. For example, the Tallahassee Police Department currently has a SPEED (Supportive Parent and Police Educating Early Drivers) program in place. This educational program targeting teen drivers has been in place for over 10 years. Although this program is a great success, statistics show that even more ways and opportunities to modify the behavior of our young drivers need to be utilized. The Leon County Sheriff's Department, Florida Highway Patrol, Leon County Schools, Capital Region Transportation Planning Agency, Florida SADD, and countless other organizations involved in the CTST also hold their own educational fairs, "Prom Promise" activities, driver education courses, etc., but clearly something needs to be initiated that draws on the resources and convictions of all safety professionals to present a unified and memorable experience for our young drivers. The aim is a collaborative engaging effort that not only presents the facts in a meaningful, memorable, and hands-on way, but one in which builds relationships and awareness between the CTST member organizations, their programs, and the youth drivers and their families within Tallahassee-Leon County. The goal is to deliver a program that is a life-saving experience and which presents a wide-spectrum of transportation, health, safety, and mentoring professionals in a uniform and collaborative front to aid our teen drivers. The ultimate goal is to reduce teen driver related crashes in Leon County.

With the assistance from FDOT, the Leon CTST would like to initiate an educational program that partners the resources of the CTST Member organizations with the resources requested in this grant. The Tallahassee Police Department and the Capital Region Transportation Planning Agency will be the lead coordinators and administrators of the program. Resources that are owned by each CTST member organization will be utilized to the fullest to make this a top-notch comprehensive educational experience for area teens.

Course Description: Recognizing that teens respond differently to different learning environments and methods, we will utilize classroom and hands-on experiences to deliver our message. Students must possess at least a restricted driver's permit to participate and they must be within the ages of 15 and 19. An incentive to take the course will be offered in the form of Bright Future's Scholarship Service Hours. The goal is to hold a course at the following Leon County High Schools: Godby, Rickards, Leon, Chiles, Lincoln, and Florida High. Additional sites may be added if interest exists and resources are available. The selected sites were chosen to distribute the course geographically across the target student population in Leon County. The course will consist of 2.5 hours of classroom instruction (including video/slideshow/powerpoint presentation for illustrative purposes of the dangers of impaired and distracted driving) and 2.5 hours of practical hands-on experience. The hands-on experience will take place in a golf cart driving course, and this part of the course will also utilize a rollover simulator, seat belt convincer, and impaired vision goggles. Each student will take a placement test to determine their knowledge base before the course, and another following completion to determine knowledge retention. The course will be limited to 30 students per course.

Period of application of the program: The program will kick-off in January 2013, with at least three events taking place prior to July 31, 2013. The events will each take place on a Saturday spanning 6 hours from 9-3 including a 30-minute sign-in period as well as a 30-minute lunch break. The course will be taught utilizing Leon County CTST partners including local law enforcement staff as well as volunteers from the Leon County School System.

Project Objectives: (List the short term goals that you have for the project. Some should be quantifiable, such as, "To reduce the number of people killed and injured in crashes by 5% compared to last year's statistics ")

1. To reduce the number of teen crashes and fatalities in Leon County by 5%, compared to the prior year's statistics.
2. To increase the seatbelt usage among teens by 5%, compared to the prior year's statistics.
3. To reduce the number of crashes involving impaired teen drivers by 5%, compared to the prior year's statistics.
4. To modify teen driver behavior through education -- gain voluntary compliance.
5. To provide life-saving driver education and experiences to teens in Leon County at each public high school in Leon County in an effort to modify teen driver behavior in Leon County.
6. To engage teen drivers in Leon County in cooperative educational driving experiences with local law enforcement and transportation safety advocates in the area.
7. To establish teen interactions and mentoring with local professionals responsible for transportation education, encouragement, engineering, and enforcement in Leon County.
8. To heighten awareness in the school system of the teen driver statistics in Tallahassee-Leon County to foster greater support and involvement at home.

Evaluation: (Explain how you will determine if the project is a success.)

In an effort to evaluate the effectiveness of this program, statistics on the following will be gathered prior to and at the end of the grant in the quarterly reports and final report: (1) The number of teen crashes in the Tallahassee-Leon County area; (2) The teen seatbelt usage rate at one local High School in Leon County; (3) The number of people educated through the program; (4) The differences in responses from pre-and post-tests administered during the program; and (5) Enrollment interest in the program as the year progresses.

It is anticipated that the program will lead to increased teen driver awareness of safety precautions/habits and the unintended consequences and repercussions that could happen if they do not become part of their lives. The success of the program is primarily determined by a marked decrease in unfavorable teen driver statistics, but increased interest and participation in the program, awareness of CTST programs and personnel in the community is also a standard of overall success.

CONCEPT PAPER BUDGET

500-055-17
SAFETY
12/08

List each item for which you are requesting funding and the estimated cost of the item(s). Equipment that has a unit cost of \$1,000 or more should be listed in the Operating Capital Outlay section.

BUDGET CATEGORY	TOTAL	FEDERAL FUNDING	MATCH	
			STATE	LOCAL
A. Personnel Services				
Law Enforcement Overtime Budget	\$10,575	\$10,575	\$0	\$0
Overtime	\$ 0	\$0	\$0	\$0
7.5 hrs x 6 events= 45 hours				
45 hrs x \$47hr= \$2,115				
\$2,115 x 5 officers = \$10,575				
FICA	\$ 153	\$153	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
Subtotal	\$10,728	\$10,728	\$ 0	\$ 0
B Contractual Services				
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
Subtotal	\$ 0	\$ 0	\$ 0	\$ 0
C. Expenses				
Driver Safety Video's	\$ 265	\$265	\$0	\$0
Instructional Supplies	\$1,000	\$1,000	\$0	\$0
Projector	\$ 0		\$0	\$0
Safety Equipment: Traffic Safety vests, Golf Cart Tie-Down Straps,	\$ 250	\$250	\$0	\$0
T-Shirts for Participants and Instructors with logo of the program	\$3,200	\$3,200	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
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	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
Subtotal	\$4,715	\$4,715	\$ 0	\$ 0



CRTPA RESOLUTION 2012-11-5B

A RESOLUTION of the Capital Region Transportation Planning Agency, hereby referred to as the CRTPA, authorizing the Executive Director to execute the subgrant application and administer the subgrant funds from the Florida Department of Transportation (FDOT) for the CRTPA Teen Driver Education and Outreach Program.

WHEREAS, Leon County is ranked Number 1 in teen driver fatalities in the Highway Safety Matrix-Ranking of Florida Counties for counties with a population over 200,000 and the City of Tallahassee is ranked Number 2 in teen driver fatalities in the Highway Safety Matrix-Ranking of Florida Cities for cities with a population over 75,000; and

WHEREAS, the CRTPA is the designated metropolitan planning organization for Florida's capital region which includes Leon County and the City of Tallahassee and submitted a grant proposal to FDOT to implement an education and outreach program designed to reduce teen driver fatalities in Tallahassee and Leon County; and

WHEREAS, the FDOT has selected the CRTPA as a recipient of highway safety funds in the amount of \$27,000 to initiate a Teen Driver Education and Outreach Program in Leon County; and

WHEREAS, the CRTPA has agreed to accept the funds and administer the program in coordination with the Tallahassee Police Department and the members of the CTST; and

THEREFORE, BE IT RESOLVED BY THE CRTPA THAT:

1. The CRTPA authorizes the Executive Director to execute the subgrant application and administer the subgrant funds from the FDOT for the CRTPA Teen Driver Education and Outreach Program.

DULY PASSED AND ADOPTED THIS 26th DAY OF NOVEMBER 2012

Capital Region Transportation Planning Agency

By: _____
Jane G. Sauls, Chairperson

Attest: _____
Harry D. Reed III,
CRTPA Executive Director



CRTPA BOARD

MEETING OF MONDAY, NOVEMBER 26, 2012 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.”

FINAL AGENDA

1. AGENDA MODIFICATIONS

2. CONSENT AGENDA

A. Minutes of the September 24, 2012 CRTPA Board Meeting

B. 2013 CRTPA Meeting Calendar

The CRTPA Board meeting calendar for 2013 has been developed for board approval.

C. CRTPA General Planning Consultant Website Implementation Work Order Authorization

D. FY 2011-2012 Federal Transit Administration (FTA) Job Access and Reverse Commute (JARC) and New Freedom Grant Applications and Ranking

Applications for the JARC and New Freedom Grant have been reviewed and ranked by a selection committee staffed by Star Metro. The CRTPA must approve this ranking before it is submitted to the FTA.

Recommended Action: *Approve consent agenda*

3. CONSENT ITEMS PULLED FOR DISCUSSION

If you have a disability requiring accommodations, please contact the Capital Region Transportation Planning Agency at (850) 891-6800. The telephone number of the Florida Relay TDD Service is # 711.

4. **ROLL CALL VOTE AGENDA ITEMS**

A. Fiscal Year (FY) 2013 – FY 2017 Transportation Improvement Program (TIP) Amendment

The CRTPA FY 2013 – FY 2017 TIP is proposed to be amended to reflect the following:

- Gadsden County Bike Lane/Sidewalk (Project #4281032): Delete project and place funding on new project (Florida Arts Bicycle Trail Project (Project #4333801)); consolidate funding (currently in FY 13 and FY 14) to FY 2013; add additional funding (portion allocated to Gadsden County) to FY 2013 (\$65,000) from CRTPA Bicycle and Pedestrian Project (Project #4098036) (Total funding: \$527,000 in FY 2013).
- CRTPA Bicycle and Pedestrian Projects (Project #4098036): Amend project to place Gadsden County's bicycle and pedestrian funding share for FY 2015 on Florida Arts Bicycle Trail Project (Project #4333801) in FY 2013 (\$65,000) (see above).
- Franklin Boulevard (Project #4318991): Delete project funding and place funding (\$550,000) on the Capital Cascade Connector Bridge Project (Project #4259411) in FY 2013 and in the CRTPA's Unified Planning Work Program (UPWP) (\$150,000) in FY 2013.
- Capital Cascade Connector Bridge Project (Project #4259411): Amend project to place additional funding on project in FY 2013 (\$550,000) from the Franklin Boulevard Project (Project #4318991).
- Wakulla County Bike Lane/Sidewalk (Ochlocknee Bay Trail Phase 5A) (Project #4301491): Delete project and place funding on new Ochlocknee Bay Trail Phase 5A Project (Project #4140322) and update funding to support design efforts in FY 2013 (\$34,700) and construction efforts in FY 2015 (\$312,300) (Total Funding: \$347,000).
- Capital Circle, NW (Blueprint 2000 payback) (Project #2197221): Amend project to advance FDOT payback funds to Blueprint 2000 (\$1,000,000) from FY 2014 to FY 2013.
- Apalachee Parkway Landscaping Project (Project #4322101): Add project to TIP related to landscape funding on Apalachee Parkway (Monroe Street to Magnolia Drive) in FY 2013.
- Capital Circle (Springhill Road to Orange Avenue) (Project #4157829): Add project to TIP in FY 12 & FY 13 to reflect project being developed by the Florida Department of Transportation.
- Add a new appendix ("Appendix G") to the document reflecting three (3) transportation projects located on public lands in Wakulla County that have received funding by the Federal Highway Administration- Eastern Federal Lands Highway Division (as requested by FHWA).

B. Regional Mobility Plan (RMP) Administrative Amendment

Staff is seeking approval to administratively amend the adopted Regional Mobility Plan (the agency's Long Range Transportation Plan) to add financial information related to Capital Circle, Southwest. The project, already in the Regional Mobility Plan (RMP), is proposed to be amended to ensure consistency with upcoming project development activities.

Recommended Action: *Approve agenda item by roll call vote*

5. CRTPA DISCUSSION (90 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. DRAFT Fiscal Year (FY) 2014 – FY 2018 Work Program (Discussion) (45 minutes)

Regina Battles, Florida Department of Transportation (FDOT), District 3, will present the Draft FY 2014 – FY 2018 Work Program. CRTPA written comments on the Draft Work Program must be provided to the FDOT by January 22, 2013.

Recommended Action: *For Board Information*

B. CRTPA Safety Grant Approval for Teen Driver Program in Leon County and Associated Unified Planning Work Program (UPWP) Amendment (Action) (10 minutes)

Staff is seeking approval to accept a teen driving safety grant award in association with the Tallahassee Police Department and in coordination with the Leon County CTST. Approval of this grant award requires an amendment to the CRTPA's UPWP to enable the CRTPA to accept the safety grant from FDOT to fund this project.

Recommended Action: *For Board Approval*

C. Sixth Avenue Sidewalk (Tallahassee) Update (Action) (15 minutes)

The 6th Avenue Sidewalk project was presented to the CRTPA Board in June 2012. Since that time, staff has been working with City of Tallahassee and Leon County staff as well as utilizing public input to develop a concept to move forward with and present to the Tallahassee City Commission. CRTPA staff is seeking approval of the 6th Avenue concept to present to the Tallahassee City Commission.

Recommended Action: *For Board Approval*

D. Designation of CRTPA Chair and Vice-Chair (Action) (5 minutes)

Annually, CRTPA members elect a new Chair and Vice-Chair to serve for the upcoming calendar year. Currently, Commissioner Sauls and Commissioner Miller hold the CRTPA Chair and Vice-Chair positions, respectively.

Recommended Action: *Select CRTPA Chair and Vice-Chair*

E. Designation of MPOAC Representative and Alternate (Action) (5 minutes)

Annually, the CRTPA approves an appointment and alternate to serve on the Governing Board for the Florida Metropolitan Planning Organization Advisory Council (MPOAC). The current CRTPA representative is Commissioner Madison. Commissioner Dozier and Commissioner Maddox serve as MPOAC Alternate.

Recommended Action: *Select MPOAC Representative and Alternate*

F. Federal Highway Administration Certification Report (Action) (10 minutes)

A report detailing the findings of the federal certification of the CRTPA that occurred in June of this year will be presented by the FHWA staff.

Recommended Action: *For Board Approval*

6. EXECUTIVE DIRECTOR'S REPORT

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

- **No Cost Work Order Time Extensions for CRTPA's General Planning Consultants**
- **Draft Congestion Management Process Plan Update**

Recommended Action: *Information only - No action required*

7. ITEMS FROM MEMBERS

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

8. CITIZEN COMMENT

This portion of the agenda is provided to allow for citizen input on any CRTPA issue. Those interested in addressing the CRTPA should complete a speaker request form located at the rear of the meeting room. Speakers are requested to limit their comments to three (3) minutes.

9. **INFORMATION**

A. News Articles/For Your Information

- “Bicycling for Better Business” (October 31, 2012, Jay Walljasper, Citiwire.net)
- “How biking can help a company’s bottom line” (June 7, 2011, Christine Fruechte, StarTribune)
- “Chicago’s Green Alley Initiative” (May 26, 2009, Benjamin Roman)
- “Housing In America: The Baby Boomers Turn 65” (October 17, 2012, New ULI Report)
- “The Fuel Tax: An Unsustainable Transportation Revenue Source” (October 31, 2012, Mark Reichert, Florida Transportation Commission, Transpo 2012)

B. CRTPA Draft Congestion Management Process Plan

C. Correspondence

D. Committee Actions (Citizen’s Multimodal Advisory Committee/ Technical Advisory Committee/Transportation Disadvantaged Coordinating Board)

E. Future Meeting Dates and Agenda Items (Next Meeting: January 28, 2013)

F. CRTPA Expense Reports

G. October 15, 2012 CRTPA Retreat Summary

Recommended Action: *Information only - No action required*

Meeting Minutes

TECHNICAL ADVISORY COMMITTEE

**JUNE 5, 2012
&
SEPTEMBER 11, 2012**

Meeting Minutes

TECHNICAL ADVISORY COMMITTEE

June 5, 2012

MEMBERS PRESENT: Charles Wu, Keith McCarron, Tony Park, Ryan Guffey , Dwight Arnold, Luis Serna, Sunil Harman, Allen Secreast

STAFF PRESENT: Harry Reed, Jack Kostrzewa, Lynn Barr, Yulonda Mitchell, Greg Burke, Bryant Paulk, Dave Bright, Sam Scheib, Jeff Kerwin, Terry McKloski

1. AGENDA MODIFICATIONS

2. CONSENT AGENDA

Committee Action: Mr. Tony Park made a motion to pass both consent items, second made by Mr. Charles Wu. Passed unanimously.

A. **Fiscal Year (FY) 2013 – FY 2017 Transportation Improvement Program (TIP)**

The CRTPA FY 2013 – FY 2017 TIP was approved as presented.

B. **Committee Minutes**

The minutes from the January, March, and May meetings were adopted.

3. PRESENTATIONS/DISCUSSION

A. **CRTPA Committee Draft Bylaws**

The proposed DRAFT Bylaws for the subcommittees were reviewed by the subcommittees and adopted.

TAC Action: The bylaws were unanimously approved. Charles Wu provided the motion and was seconded by Tony Park.
--

B. **Sixth Avenue Sidewalk Project**

Consultant staff for the Sixth Avenue Sidewalk Project provided an update on the project.

Committee Discussion: The TAC raised concerns about possible ADA issues with the raised medians and also requested that the study be coordinated with the North Monroe Median Study and look at the Gadsden Road and Ingleside Road right-of-way issues for transit accommodations.

C. Interstate 10/Welaunee Plantation Interchange

CRTPA Staff provided an update on the Interstate 10 Master Plan, which for modeling purposes, the CRTPA provided a data update of the base-year model from 2007 to 2012. The results of the modeling effort indicated that an interchange at Interstate 10 and Welaunee Plantation could have the potential to resolve several transportation issues along interstate 10 as well at the interchanges at Thomasville Road and Mahan Drive. These issues were presented to the subcommittee.

4. OPEN FORUM FOR PUBLIC COMMENT

Citizens are invited to address the Committee. None.

5. INFORMATION

The following informational items were presented by CRTPA staff.

- A. June 25, 2012 CRTPA Agenda
- B. CRTPA Transportation Management Area Certification
- C. Items from Committee Members or CRTPA staff
 - Update on Safe Routes to School Project
 - Update on Capital City to the Sea Project
 -
- D. **Next Meeting Date is Tuesday, September 11, 2012.**



• GEMINI BUILDING •
408 N. ADAMS STREET TALLAHASSEE, FL 32301
www.crtpa.org

CRTPA SUBCOMMITTEE MINUTES
Tuesday, September 11, 2012

TECHNICAL ADVISORY COMMITTEE

9:00 AM, 2nd Floor Conference Room, "Tallahassee Room"

TALLAHASSEE CITY HALL

***300 S. Adams Street
Tallahassee, Fl. 32301***

Members Present: Ken Morris, Leon County Administration; Brian Waterman, Starmetro; Keith Burnsed, City of Tallahassee Growth Management; Ryan Guffey, AICP, Leon County Growth Management; Charles Wu, Leon County Public Works; Katherine Burke, Leon County Public Works; Luis Serna, Wakulla County Planning Department; Bill Tellefsen, Jefferson County Planning Department; Anthony Matheny, Gadsden County Planning Department; Gabriel Menendez, City of Tallahassee Public Works

Staff Present: Lynn Barr, Greg Burke, Jack Kostrzewa, Harry Reed, Yulonda Mitchell, CRTPA Staff

1. WELCOME OF NEW MEMBERS AND INTRODUCTIONS

2. AGENDA MODIFICATIONS

3. CONSENT

- A. Minutes of the June 5, 2012 Committee Meeting

Committee Action: Due to minutes being distributed at the meeting, the committee tabled the minutes to the November committee meeting.

4. PRESENTATIONS / DISCUSSION

- A. FY 2013 – FY 2017 Transportation Improvement Program (TIP) Amendment

The CRTPA FY 2013 – FY 2017 TIP was presented for the following potential amendments:

- a. Wakulla County Bike Lane/Sidewalk (Project #4301491): Amend project to specify funding be placed on Ochlocknee Bay Trail Phase 5A (located in Wakulla County) and add additional funding to FY 2013 as well as revise funds for FY 2014.
- b. Trails & Greenway Bike Path/Trail (Project #4301511): Amend project to place funding from FY 2013 on Project #430191- Ochlocknee Bay Trail Phase 5A (above) in FY 2013.

Committee Action: Ms. Burke made a motion to accept as presented by staff. The motion was seconded by Mr. Wu. The motion was unanimously passed.

B. FY 2014 – FY 2018 Priority Project List Adoption

The following PPLs were developed for CRTPA Board approval:

1. **Regional Mobility Plan (RMP) Priority Project List**
2. **Transportation Systems Management (TSM) Priority Project List**
3. **Transportation Enhancements Priority Project List**
4. **Strategic Intermodal System (SIS) Priority Project List**
5. **StarMetro Priority Project List**
6. **Tallahassee Regional Airport Priority Project List**

Mr. Burke presented the FY 2014 – FY 2018 Priority Project List for approval, and provided a brief overview of the public meeting that was held on Thursday, August 30, 2012 at the Tallahassee Senior Center to solicit public input on the PPL's.

Mr. Burke presented the FY 2014 – FY 2018 Priority Project List Adoption.

Committee Action: Mr. Wu made a motion to accept all of the lists as presented by staff. Mr. Menendez seconded the motion. The motion was unanimously passed.

4. OPEN FORUM FOR PUBLIC COMMENT

None

5. INFORMATION (NO ACTION TAKEN)

A. September 24, 2012 CRTPA Agenda

The September 24, 2012 CRTPA Agenda was provided for committee information.

B. CRTPA Congestion Management Process Plan Update

The CRTPA is in the process of updating the Congestion Management Plan (CMP) for the CRTPA Area. Member local governments are being asked to update sections of the CMP that pertain to their own area of expertise over the next month (such as Transit by StarMetro and the Red Light Camera Initiative by the City of Tallahassee

Traffic Engineering). Upon completion of intergovernmental updates, the DRAFT CMP will be released for full committee, public, and CRTPA Review in November of 2012. The final CMP is expected to be adopted in January of 2013.

C. CRTPA Member Government Bicycle and Pedestrian Plans Update

- Wakulla Bicycle, Pedestrian, and Blueways Master Plan
The Wakulla County Bicycle, Pedestrian, and Blueways Master Plan was adopted by Wakulla County on July 17, 2012. The Plan outlines projects that Wakulla County is interested in pursuing locally and through the CRTPA planning process. Questions regarding the plan should be directed to Wakulla County Planning and Community Development Department (850 926 3296). The plan can be accessed through Wakulla County or through the CRTPA webpage under "CRTPA Member Government Bicycle and Pedestrian Plans" located at http://crtpa.org/Documents_Projects.html
- Gadsden County Bicycle and Pedestrian Master Plan
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- Jefferson County Bicycle and Pedestrian Master Plan
The Jefferson County Bicycle and Pedestrian Master Plan is in the process of being updated with an estimated completion date of November 2012. Information regarding the progress of the plan will be presented.

6. ITEMS FROM COMMITTEE MEMBERS OR STAFF

None

Adjournment: The meeting was adjourned at 10:25 AM.

Next Meeting Date is Tuesday, November 13, 2012.

Meeting Minutes

JUNE 5, 2012

**CITIZEN'S ADVISORY COMMITTEE &
MULTIMODAL ADVISORY COMMITTEE**

&

SEPTEMBER 11, 2012

CITIZEN'S MULTIMODAL ADVISORY COMMITTEE

Capital Region
Transportation Planning Agency

CRTPA

• GEMINI BUILDING •

408 N. ADAMS STREET TALLAHASSEE, FL 32301

www.crtpa.org

MINUTES

OF THE

Tuesday, June 5, 2012

CITIZENS ADVISORY COMMITTEE & MULTIMODAL ADVISORY COMMITTEE

12:00 PM, 2nd Floor Conference Room

RENAISSANCE BUILDING

435 North Macomb Street

Tallahassee, Fl. 32301

MEMBERS PRESENT: Chad Hanson, Wendy Grey, Megan Doherty, Craig Diamond, Neil Fleckenstein, Pam Hall, Jeff Horton, Willie Brown, Terry Basham, Robin Birdsong, Dan Beaty, Laurie Thomas

STAFF PRESENT: Harry Reed, Jack Kostrzewa, Lynn Barr, Yulonda Mitchell, Greg Burke, Bryant Paulk

1. AGENDA MODIFICATIONS

A brief discussion was held regarding the Sales Tax Extension to the committee upon prior request of the committee.

2. CONSENT AGENDA

A. Fiscal Year (FY) 2013 – FY 2017 Transportation Improvement Program (TIP)

The CRTPA FY 2013 – FY 2017 TIP was approved with the stipulation that the Orchard Pond Road project NOT be considered an approved project in the TIP until it is determined to be consistent with the comprehensive plan. Dan Beaty did not vote due to conflict of interest. The motion was made by Wendy Grey and seconded by Craig Diamond. The motion passed unanimously.

B. Committee Minutes

The minutes from the January, March, and May meetings were adopted with the correction that Dan Beaty was present at the March meeting. The motion was made by Craig Diamond and seconded by Pam Hall.

3. PRESENTATIONS/DISCUSSION**A. CRTPA Committee Draft Bylaws**

The proposed DRAFT Bylaws for the subcommittees were reviewed by the subcommittees and adopted.

Committee Action: The bylaws were unanimously approved. Craig Diamond made the motion and Pam Hall provided the second.

B. Sixth Avenue Sidewalk Project

Consultant staff for the Sixth Avenue Sidewalk Project provided an update on the project.

No Committee Action was taken.

C. Interstate 10/Welaunee Plantation Interchange

CRTPA Staff provided an update on the Interstate 10 Master Plan, which for modeling purposes, the CRTPA provided a data update of the base-year model from 2007 to 2012. The results of the modeling effort indicated that an interchange at Interstate 10 and Welaunee Plantation could have the potential to resolve several transportation issues along interstate 10 as well at the interchanges at Thomasville Road and Mahan Drive. These issues were presented to the subcommittee.

4. OPEN FORUM FOR PUBLIC COMMENT

Citizens are invited to address the Committee. None.

5. INFORMATION

The following informational items were presented by CRTPA staff.

A. June 25, 2012 CRTPA Agenda

- B. CRTPA Transportation Management Area Certification
- C. Items from Committee Members or CRTPA staff
 - Update on Safe Routes to School Project
 - Update on Capital City to the Sea Project
- D. Chad Hanson provided a brief update on the Wakulla Bicycle and Pedestrian and Blueways Master Plan and indicated that he would like to invite the consultant to the next meeting to share the project with the committee.

Next Meeting Date is Tuesday, September 11, 2012



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CRTPA SUBCOMMITTEE MINUTES
Tuesday, September 11, 2012

CITIZENS MULTIMODAL ADVISORY COMMITTEE

12:00 PM, 2nd Floor Conference Room

RENAISSANCE BUILDING

435 North Macomb Street

Tallahassee, Fl. 32301

Members Present: Chad Hanson, Alan Hanstein, Neil Fleckenstein; JR Harding; Robin Birdsong; Dan Beaty; Craig Diamond; Jeff Horton; Jeremy Floyd; Marc Tancig; Wendy Grey; Willie Brown; Pamela Hall

Staff Present: Lynn Barr, Greg Burke, Jack Kostrzewa, Harry Reed, Yulonda Mitchell, CRTPA Staff; Ryan Wetherall, Jon Sewell, Kimley-Horn and Associates; Autumn Calder, Blueprint2000; Scott Swearngen, Renaissance Planning Group; Ray Kirkland, Tori Wilson, Lyle Seigler, FDOT; Dave Mulholland, GMB, FDOT; David Thaer, FSU, Meghan Doherty, PLACE

1. WELCOME OF NEW MEMBERS AND INTRODUCTIONS

Member introductions were done, and a brief overview of voting and conflicts of interest were explained to the group.

2. AGENDA MODIFICATIONS

3. CONSENT

A. Minutes of the June 5, 2012 Committee Meeting

Committee Action: Due to minutes being distributed at the meeting, the committee tabled the minutes to the November committee meeting.

4. PRESENTATIONS / DISCUSSION

A. FY 2013 – FY 2017 Transportation Improvement Program (TIP) Amendment

The CRTPA FY 2013 – FY 2017 TIP was presented for the following potential amendments:

- a. Wakulla County Bike Lane/Sidewalk (Project #4301491): Amend project to specify funding be placed on Ochlocknee Bay Trail Phase 5A (located in Wakulla County) and add additional funding to FY 2013 as well as revise funds for FY 2014.
- b. Trails & Greenway Bike Path/Trail (Project #4301511): Amend project to place funding from FY 2013 on Project #430191- Ochlocknee Bay Trail Phase 5A (above) in FY 2013.

Committee Action: Mr. Hanson made a motion to accept as presented by staff. The motion was seconded by Mr. Harding. The motion was unanimously passed.

B. FY 2014 – FY 2018 Priority Project List Adoption

The following PPLs were developed for CRTPA Board approval:

1. **Regional Mobility Plan (RMP) Priority Project List**
2. **Transportation Systems Management (TSM) Priority Project List**
3. **Transportation Enhancements Priority Project List**
4. **Strategic Intermodal System (SIS) Priority Project List**
5. **StarMetro Priority Project List**
6. **Tallahassee Regional Airport Priority Project List**

Mr. Burke presented the FY 2014 – FY 2018 Priority Project List for approval, and provided a brief overview of the public meeting that was held on Thursday, August 30, 2012 at the Tallahassee Senior Center to solicit public input on the PPL's.

Committee Action: Mr. Diamond made a motion to accept all of the lists as presented by staff. Mr. Harding seconded the motion. The motion was unanimously passed.

4. OPEN FORUM FOR PUBLIC COMMENT

None

5. INFORMATION (NO ACTION TAKEN)

A. September 24, 2012 CRTPA Agenda

The September 24, 2012 CRTPA Agenda was provided for committee information.

B. CRTPA Congestion Management Process Plan Update

The CRTPA is in the process of updating the Congestion Management Plan (CMP) for the CRTPA Area. Member local governments are being asked to update sections of the CMP that pertain to their own area of expertise over the next month (such as Transit by StarMetro and the Red Light Camera Initiative by the City of Tallahassee Traffic Engineering). Upon completion of intergovernmental updates, the DRAFT

CMP will be released for full committee, public, and CRTPA Review in November of 2012. The final CMP is expected to be adopted in January of 2013.

C. CRTPA Member Government Bicycle and Pedestrian Plans Update

- Wakulla Bicycle, Pedestrian, and Blueways Master Plan
The Wakulla County Bicycle, Pedestrian, and Blueways Master Plan was adopted by Wakulla County on July 17, 2012. The Plan outlines projects that Wakulla County is interested in pursuing locally and through the CRTPA planning process. Questions regarding the plan should be directed to Wakulla County Planning and Community Development Department (850 926 3296). The plan can be accessed through Wakulla County or through the CRTPA webpage under "CRTPA Member Government Bicycle and Pedestrian Plans" located at http://crtpa.org/Documents_Projects.html
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6. ITEMS FROM COMMITTEE MEMBERS OR STAFF

None

Adjournment: The meeting was adjourned at 1:45 PM.

Next Meeting Date is Tuesday, November 13, 2012.

