

**CAPITAL REGION TRANSPORTATION PLANNING ORGANIZATION
CITIZENS ADVISORY COMMITTEE
MEETING MINUTES**

**September 13, 2005
Tallahassee Room, Second Floor, City Hall**

MEMBERS PRESENT:

Mr. Delmas Barber, Chair, Citizens Advisory Committee (CAC)
Mr. Terry Basham, CAC Member
Ms. Beth Hollister, CAC Member
Ms. Nancy Wallace, CAC member
Ms. Sharon Cooper, CAC Member

STAFF/OTHERS PRESENT:

Mr. Jack Kostrzewa, Capital Region Transportation Planning Agency (CRTPA)
Mr. Greg Burke, CRTPA
Ms. Lynn Barr, CRTPA
Ms. Mary Anne Koos, Florida Department of Transportation (FDOT)
Mr. Rob Schiffer, Cambridge Systematics
Mr. Paco de la Fuente, Citizen
Mr. Paul Flavien, Post, Buckley, Schuh, and Jernigan
Mr. Bryant Paulk, FDOT

The meeting was called to order by Mr. Delmas Barber at 12:15 PM

A. AGENDA MODIFICATIONS

B. OPEN FORUM FOR PUBLIC COMMENT

There were no public comments.

C. CONSENT AGENDA

1. FY 2006-FY 2010 Transportation Improvement Program (TIP) Amendment

Mr. Greg Burke, staff to the Capital Region Transportation Planning Agency (CRTPA), introduced four proposed amendments to the FY 2006-FY 2010 TIP--- three of which were additions and one of which was a deletion. The additions included sidewalk funding for a portion of Pedrick Road (recommended by the Community Traffic Safety Team), landscape funding for Thomasville Road from Kinhega Drive to the Georgia State Line, and additional funds for the Capital Circle NW project from US 90 to north of Interstate 10.

The project proposed for deletion was an intersection project at Baum Road and US 90. The deletion was recommended by the CRTPA, who voted at a previous meeting that they no longer wished to move forward with this intersection project.

The Citizen's Advisory Committee (CAC), although they did not have a quorum, made a motion to accept the proposed amendments. The motion was seconded and unanimously approved by all present.

2. Subcommittee Bylaws

Ms. Lynn Barr and Mr. Greg Burke, CRTPA staff, outlined the proposed changes to the CAC Bylaws regarding the number of members for the CAC and the appointing persons for those members. It was explained that each member of the CRTPA would be appointing one member to the CAC to assist in meeting the diversity and geographic representation requirements of the subcommittees by the Federal Highway Administration. The quorum requirement would also be lowered to be 40% of the appointed committee.

Members discussed how the subcommittee has had a problem in the past meeting the quorum requirement in the bylaws due to poor attendance. Staff assured the subcommittee that although the quorum issue is a problem in that poor attendance poses a loss in the diversity of opinions that the full membership was to accomplish, the opinions and recommendation of those members present is always forwarded to the CRTPA, regardless of if that recommendation was from a quorum.

The CAC unanimously passed a motion directing CRTPA staff to amend the bylaws to:

- 1. Include language stating that missing three consecutive meetings was grounds for removal from the subcommittee.***
- 2. Clarify that each public citizen that comes to speak at a CAC meeting would be granted three minutes to address the committee, with additional time granted to them at the discretion of the Chair Person.***

Members also requested that it become the CAC policy to send letters to the appointing CRTPA members when their appointees have not been attending meetings, requesting them to reappoint the position.

D. ACTION ITEMS

1. Priority Project Lists

Mr. Greg Burke, CRTPA staff, explained the purpose of the Priority Project Lists that are submitted to the Florida Department of Transportation (FDOT) each year. He stated that each year the CRTPA drafts a list of prioritized transportation projects for the area, and then submits that list to the FDOT for consideration of future funding in the FDOT Five Year Work Program. FDOT, upon receiving the lists, compares the projects against the available funding for the area, and attempts to match the money with the highest priority projects in the coming years.

Mr. Burke proceeded to present each Priority Project Lists for the 7 distinct categories of transportation project funding.

Major Project List:

Mr. Greg Burke, CRTPA staff, explained how this category of projects for transportation funding includes major roadway projects, major capital intensive projects, and major bicycle/pedestrian/sidewalk projects. Mr. Burke noted that the list has changed from previous years, and that the reason some projects are no longer listed is because they have been funded, or because they are being programmed through other funding categories or constructed by other entities.

Mr. Burke stated that this is the first time that this priority project list is being looked at in a regional light, and that staff is recommending that the prioritization of funding occur differently as well. He explained that CRTPA staff members felt that the best chance of funding the projects associated with better transit service and bicycle and pedestrian safety and connectivity (as outlined in the Bicycle and Pedestrian Master Plan and Access to Schools program lists) is to program money for these initiative BEFORE programming money to the more costly roadway projects. He stated that research has shown that when this was done in other jurisdictions/planning areas the money was received for both the lower-cost bicycle-pedestrian-transit initiatives as well as the major roadway projects that followed in prioritization. When the lower cost projects were prioritized BELOW the high cost roadway projects, the same did not necessarily hold true. Therefore, he was recommending that the first three projects identified for funding on the Priority Project List, BEFORE any major roadway projects, be as follows:

1. \$500,000 for Access to Schools Projects;
2. \$500,000 for Transit Improvements; and
3. \$500,000 for Bicycle and Pedestrian Master Plan Implementation Projects.

A motion was made to accept the Priority Project list as presented by staff, with the first 1.5 million dollars of funding being allocated to Access to Schools Projects

(\$500,000), Transit Improvements (\$500,000), and Bicycle-Pedestrian Master Plan Implementation (\$500,000). The motion was seconded and it passed unanimously.

TSM

Mr. Greg Burke, CRTPA staff, explained that the Transportation Systems Management (TSM) List typically identifies low cost improvements to the existing transportation network that can usually be constructed in less than two years. The development of the TSM List begins with a candidate list of warranted projects, provided by FDOT, for the CRTPA to review and prioritize for available funding in the upcoming FDOT Five Year Work Program. Other projects can be added at a later date, but they will have to go through a process of screening by FDOT to determine if the improvements are warranted. After the CRTPA prioritizes the projects, FDOT conducts detailed studies on the proposed improvements to determine if they are feasible.

Mr. Burke identified the top four TSM project areas as follows:

1. Magnolia at Governors Square
2. Adams at Osceola
3. US 90 as Jaydell Circle
4. Capital Circle NW at Old Bainbridge Road

After a brief discussion on the types of projects and grading criteria used for the candidate projects, the CAC approved a motion to move forward with the recommendation of CRTPA staff.

TEA-21:

Ms. Lynn Barr, CRTPA staff, briefed the committee on the findings and recommendations of the special subcommittee (which had representation by two CAC members) charged with prioritizing projects for funding under the Transportation Equity Act for the 21st Century (TEA-21). The special subcommittee reviewed two applications for funding and prioritized the Meridian Greenway Trail as the number one priority, followed by the Downtown Pedestrian Signage System as the number two priority. The special subcommittee believed that the Meridian Greenway Trail project represented the more efficient and effective expenditure of dollars for the CRTPA area than the other application. The committee also felt that the benefits of the additional greenway trail and its connectivity to neighborhoods, parks, and other bicycle and pedestrian facilities outweighed the merits of an enhanced signage system in the downtown area.

A motion was made to approve the TEA-21 Priority Project List as presented. The motion was seconded and it was passed unanimously by all members present.

Transit:

Mr. Greg Burke, CRTPA staff, explained that the Transit Priority Project List is essentially a list that is passed through the CRTPA for approval, but developed by Taltran. The List evolves from the CRTPA adopted Five-Year Transit Development Plan and Transit Action Plan.

A motion was made to accept the Transit Priority Project List. The motion was seconded and it was passed unanimously by all members present. The committee, however, wanted the CRTPA to be mindful of an in compliance with requirements of the American's With Disabilities Act (ADA). It was noted by CAC members that existing facilities need to be modernized to meet the ADA requirements of new construction, and that this modernization should be programmed along with new facility construction.

Airport:

Mr. Greg Burke, CRTPA staff, explained that the Airport Priority Project List is essentially the same type of list as the Transit Priority Project List in that it is developed by the Airport, from existing adopted plans (the Airport Master Plan), and then forwarded through the CRTPA for approval.

CAC members discussed the ADA requirements and the shortcomings of the Tallahassee Regional Airport in meeting them. Members discussed the inside of the airport, and how it is ADA accessible, but that the outside is problematic. Specifically, the parking lots are not adequate for the disabled. Short term parking has a 7 foot blocking mechanism that prevents most ADA accessible vehicles from entering. Long-term parking will permit access, but it is more expensive...thereby not equitable. Additionally, both parking lots require the driver to be physically able to reach and pull the ticket to enter the lot, which may not be possible for some. Assistance officers are not readily available to assist.

CAC members discussed the need to work with the airport on these issues so that the entire airport will become ADA accessible and easily navigated by all.

A motion was made to accept the Airport Priority Project List. The motion was seconded and it was passed unanimously by all members present.

SIS:

Mr. Jack Kostrzewa, Acting Executive Director of the CRTPA, presented the Strategic Intermodal System (SIS) List and explained that the projects on this list are to serve as the backbone of intermodal connections between interstate systems, ports, and airports. These projects are major roadways that move regional traffic, are identified statewide, and receive funds from central office of FDOT rather than from the district office.

Mr. Kostrzewa alerted the committee to an error on the priority list. Project Number Three, as identified on the list, is not an SIS project and should be removed. The correct order of priority project should read as follows:

Priority 1: Capital Circle NW

Priority 2: Mahan Drive

Priority 3: Capital Circle SE (Orange Avenue to the Airport Terminal)

Priority 4: Monroe Street (from the Interstate to Tennessee Street Bus Terminal)

Mr. Kostrzewa stated that Mahan Drive was not yet designated as an SIS facility, but the project remained on the list in the hopes that the roadway would gain the designation at a later time and become eligible for these SIS dollars

A motion was made to adopt the SIS Priority List as presented by staff, with the caveat that the corrected list as identified by Mr. Kostrzewa be clearly corrected before it moves to the CRTPA. CAC members requested to be given a clean copy of the list at that time if they so desire.

TRIP:

Mr. Jack Kostrzewa, Acting Executive Director of the CRTPA, provided a brief explanation of the Transportation Regional Incentive Program (TRIP). He stated that it was a new program instituted to provide additional funding opportunities for regional entities to fund regional projects. He stated that these projects are funded at the discretion of FDOT District 3. The BPAC reviewed and discussed the list of proposed projects, and the evaluation criteria utilized to prioritize the TRIP projects.

A motion was made to approve the TRIP Priority Project List. The motion was seconded and it passed unanimously by the members present.

Members requested that staff provide them with advanced notice when new programs, like this one, come about so that they can do their own research on the programs before coming to the meetings.

2. Year 2030 Long Range Transportation Plan Needs Plan

Mr. Rob Schiffer, Cambridge Systematics, provided an update on the LRTP to the CAC. He began by reviewing the process and schedule of the LRTP with the committee, and also provided them with the Year 2015 and 2030 forecasts of population, school enrollment, and employment for the CRTPA area. He stated that with this information, he has developed two alternatives, or, "Needs Plans" for the committees to review.

The first alternative was identified as the ***Enhanced and Extended System Alternative***, or the EES for short. The EES consisted of lane additions to the existing roadway system, the development of a few new corridors that have already been

established in current comprehensive planning documents, enhanced headways of existing transit routes, the addition of a few suburban transit routes, the construction of some projects from within the Bicycle and Pedestrian Master Plan, and a few minor extensions of these projects into adjacent counties.

The second alternative was identified as the ***New and Future Systems Alternative*** (NFS). Unlike the EES Alternative, the NFS alternative focused on the development of NEW corridors instead of widening existing roadways. Transit improvements focused largely on the creation of new amenities and facilities rather than the sole improvement on what is existing today. Examples of new transit features that were introduced included the conversion of a CSX rail corridor as a potential commuter or multi modal corridor, the development of a bus rapid transit system, and transit routes to Crawfordville, Havana, and Quincy. In regard to bicycle and pedestrian improvements, the NFS Alternative added a new trail that follows a proposed toll facility (Red Hills Coastal Parkway) and provides connections to other trail facilities.

Mr. Schiffer reported that when the two alternatives are compared against one another, in most cases, the NFS outperforms the EES.

Mr. Kostrzewa, Acting Executive Director of the CRTPA, informed the CPAC that the Transportation Technical Advisory Committee (TAC) elected to postpone action on the Needs Plan Alternatives until after they had a chance to meet once again on October 25, 2005, to further evaluate the benefits and disadvantages of each. They would also be developing criteria at that meeting to further evaluate the projects on the selected Needs Plan Alternative to create a Cost Feasible Plan list of projects. CAC members expressed an interest in joining the TAC on the 25th of October to discuss the LRTP.

Mr. Schiffer announced that he would like to hold a series of public workshops on the LRTP on September 26, 27, 28, and 29th. He would cover the same information that he covered with the committee today. He stated that he would send an e-mail to the committee members on the locations for each date, and stated that they could also find the information on the CRTPA web site. Additionally, the information would be advertised in the Gadsden, Wakulla, and Tallahassee Democrat Newspapers.

The CAC members approved a motion for the consultant to move forward with the next series of public meetings.

The CAC did not take any action on the Needs Plan Alternatives other than to state that they would attend the October 25th meeting with TAC.

E. INFORMATION

- 1. June 20, 2005, Capital Region Transportation Planning Agency (CRTPA) Draft 2007-2011 Florida Department of Transportation Work Program**
- 2. September 27, Capital Region Transportation Planning Agency (CRTPA) Meeting Agenda**
- 3. Hiring of the Executive Director**
- 4. Florida Department of Transportation Project Status**
- 5. Agenda Items for Next Meeting**

ADJOURNMENT:

The meeting was adjourned at 1:30 PM

These minutes have been summarized and tapes of this meeting can be obtained by calling 891-8647.