

**CAPITAL REGION TRANSPORTATION PLANNING AGENCY
MEETING MINUTES**

**FEBRUARY 21, 2005; 3:00 PM
City Commission Chambers, 2nd Floor**

COMMISSIONERS PRESENT:

City

Commissioner Gillum, *Chair*

Commissioner Katz

Commissioner Lightsey

Mayor Marks

County

Commissioner DePuy

Commissioner Grippa

Commissioner Rackleff

Commissioner Sauls

Commissioner Thael

Commissioner Winchester, *Vice Chair*

School Board

Mr. Dee Crumpler

Midway

Mayor Madison

Gadsden County

Commissioner Lamb

STAFF/OTHERS PRESENT:

Mr. Michael Wright, Asst City Manager

Mr. Wayne Tedder, Planning Director

Ms. Sally Dowlen, Leon County

Mr. Tony Park, Leon County

Dr. Jim Croteau, Leon County Sch. Bd.

Mr. Chris Merritt, PBS&J

Mr. Bryant Paulk, FDOT, Dist. 3

Ms. Arleen Houston, Quincy

Mr. Charles Wright, FAMU

Mr. Larry Barfield, FDOT

Mr. Jack Kostrzewa, Acting Dir. CRTPA

Mr. Greg Burke, CRTPA

Ms. Colleen Roland, CRTPA

Ms. Glenda Francis, CRTPA

Mr. Pete Butler

Mr. Jon Cramer, Leon County Sch. Bd.

The meeting was called to order by Commissioner Gillum at 3:05 PM. He stated Secretary Cohen will speak on regionalism.

I. AGENDA MODIFICATIONS

II. PRESENTATIONS

2. Presentations

A. Regionalism

At the request of the CRTPA, Secretary Thaddeus Cohen of the Florida Department of Community Affairs, was introduced by Mayor Marks who spoke on regionalism and the Departments recommended changes to the Growth Management rules.

Secretary Thaddeus stated that his agency would be available to speak to surrounding counties such as Gadsden, Havana or Midway at their request.

III. CONSENT

3. Consent Agenda

A. Minutes of the January 10, 2005 Meeting of the CRTPA

Minutes were approved by motion from Mayor Marks, seconded by Commissioner Sauls and unanimously approved by vote.

IV. CRTPA DISCUSSION REQUIRING ACTION

4. Hiring of the Executive Director

Commissioner Winchester gave an update from the committee who has interviewed five applicants and stated reference checks were being made. He stated the goal of the committee is to have someone on board in the next 4-8 weeks. Applicants can still apply for this position.

5. CRTPA Budget

Mr. Jack Kostrzewa gave an update on the budget stating that the legal fees had been very costly this year because of the legal work demanded and there was a \$100,000 shortfall. Commissioner Thael suggested one CRTPA staff member could be cut in order to balance the budget. Commissioner Rackleff disagreed that a staff position should be excluded, especially the Bicycle and Pedestrian Planner with the focus on Bike and Pedestrian Master Plan. Mr. Kostrzewa stated a part-time employee would be hired to fill in until full-time positions can be filled.

Commissioner Grippa made comments regarding why County Planning positions could not be used and reimbursed instead of using part-time people.

Chair Gillum would like to have this agenda item continued to the next meeting. He suggested Mr. Kostrzewa bring back ways to cut down in-house expenses and anticipated expenses expected with the move into the Gemini Building in early June and alternatives associated with that and to give \$48,000 increase on top of budget. The City and County contributions to CRTPA have been reduced to approximately \$6,000.00. He stated that the School Board in-kind contribution has been discussed and this may bring down the total costs. Mr. Crumpler stated that he would be happy to talk to the Board and Superintendent regarding availability of space. Chair Gillum requested Mr. Kostzewa talk to him regarding specifications.

Commissioner Lightsey stated that the budget should be balanced now and not at the end of the year and did not favor cutting staff for the remainder of this fiscal year.

6. Subcommittee Restructuring

Mr. Kostrzewa discussed the Technical Coordinating Committee (TCC) members regarding voting members or liaisons and the large number of members or liaisons. Citizens Advisory Committee (CAC) and the Bicycle and Pedestrian Advisory Committee (BPAC) members were also discussed.

Commissioner Thaeff made a motion to approve Options 1, 4 and 5, seconded by Commissioner Rackleff. Commissioner Lightsey expressed concern over the large number of members recommended for each committee and felt this was going in the wrong direction in that it would be too large to function. Mr. Crumpler and Mayor Marks agreed with Commissioner Lightsey. She felt the Planning Commission has to be in this mix.

Commissioner Gillum asked if Commissioners Lightsey and Rackleff and representatives from the other local governments form a subcommittee and make recommendations on a membership for all three of these subcommittees. This was moved and seconded and the motion approved. Commissioner DePuy favored less people, not more people on these committees but suggested the County EMS be included. Mr. Kostrezewa stated this subcommittee meeting could be set up as soon as possible but did not think this information could be brought back to the March meeting due to time constraints.

V. CRTPA DISCUSSION NOT REQUIRING ACTION

7. Efficient Transportation Decision Making Presentation

Mr. Kostrzewa stated that this a pre-planning decision making tool for project development and environment studies from Department of Transportation before large amount of monies are spent for these transportation projects.

Mr. Larry Barfield from Florida Department of Transportation gave a presentation regarding this process in partnership with the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) who has developed and implemented a new method for planning and delivering transportation projects intended to result in better transportation decisions for the State of Florida.

VI. PUBLIC INVOLVEMENT/CITIZEN COMMENT

8. Bicycle Pedestrian Master Plan Update

The Bicycle Pedestrian Master Plan Update will not be brought back until there are more action items associated with it.

Commissioner Rackleff showed the Safeways to Schools Network.

9. Correspondence

10. Citizen's Advisory Committee/Bicycle and Pedestrian Advisory Committee/Transportation Disadvantaged Coordinating Board/Transportation Technical Coordinating Committee Actions.

- 11. Florida Department of Transportation Project Status**
- 12. Future Meeting Dates**
- 13. Future Agenda Items**
- 14. Year 2025 LRTP Status Report**

The meeting was adjourned at 5:20 PM.

APPROVED:

ATTEST:

COMMISSIONER GILLUM

CRTPA Secretary