

Central Florida Commuter Rail Commission
Technical Advisory Committee

Meeting Minutes

Date: Wednesday April 4, 2012
Time: 1:30 p.m.
Location: Florida Department of Transportation
Orlando Urban Office
133 South Semoran Boulevard
Orlando, Florida 32807

- Call to Order - TAC Chairman Jim Harrison called the meeting to order at 1:34 p.m.
- Pledge of Allegiance
 1. Confirmation of Quorum
 2. Introductions
 3. Member in attendance were:
 - Frank O'Dea, Florida Department of Transportation
 - Tawny Olore, Florida Department of Transportation
 - Jim Harrison, Orange County
 - Brett Blackadar, Seminole County
 - Carole Hinckley (**non-voting**) for Karl Welzenbach, Volusia TPO
 - FJ Flynn, City of Orlando
 - Mary Moskowitz, City of Sanford
 - Tom Connelly for John Omana, City of Lake Mary
 - Jon Williams, City of Longwood
 - John Sember, City of Altamonte Springs
 - Charlie Wallace, City of Maitland
 - Don Marcotte, City of Winter Park
 - James Arsenault, City of Kissimmee
 - Gary Huttman, MetroPlan Orlando
 - Ken Fischer, VOTRAN
 - Lisa Darnall, LYNX
 - Dale Arrington for Michael Pleus, City of DeLand
 - Nick Koval, City of DeBary
 4. Members not in attendance were:
 - John Angiulli, Volusia County
 - Tiffany Homler, Osceola County
- Agenda Review - Tawny Olore, P.E.
 1. Ms. Olore provided the Agenda Review.

ACTION ITEMS

1. Adoption of minutes from March 7, 2012 meeting
 - a. Mr. Gary Huttman commented on Section 4b and questioned when the surveys of Osceola were going to be completed, and if there was any follow-up on this item. Ms. Olore responded that there was some action on this item. She noted that the Osceola surveys will occur in the next six months and the survey date has been moved up.
 - b. The meeting minutes were unanimously adopted.

DISCUSSION ITEMS

1. Chairman's Report – Jim Harrison
 - a. Mr. Harrison announced that the Central Florida Commuter Rail Commission meeting will occur on April 13, 2012 at MetroPlan Orlando.
2. Project Update – Tawny Olore, P.E.
 - a. Ms. Olore announced that an article from the Metro Report about commuter systems around the world is available and would be distributed to the TAC members in .PDF format. She noted that the article had details about the SunRail timelines and the groundbreaking activities.
 - b. Ms. Olore also noted that an update to the construction schedule has occurred that impacted the timelines for the various jurisdictional segments.
3. DBM Update – Amy Scales, P.E.
 - a. Ms. Scales reported that the DBM group is continuing to operate and maintain the corridor.
 - b. A Sanford brush fire had disrupted the rail progress for a short period.
 - c. Ms. Scales noted that the DBM group is finalizing the track design and signal work. The group has received four separate signal plan submittals this week. All of the signals in downtown Orlando will be replaced and additional track construction will be required.
 - d. The clearing and grubbing has begun for the station in DeBary and along the corridor towards the St. Johns River. They are also clearing the corridor and stations in the Sanford and Altamonte Springs areas.
 - e. Concrete work has begun in Altamonte Springs for the station platform. Sanford is scheduled to pour concrete today for the canopy foundations and platforms. They are continuing to work towards the south.
 - f. The next phase of work will be in downtown Orlando with the replacement of signals.
 - g. The Florida Fish and Wildlife Conservation Commission (FFWCC) has been contacted concerning the removal of gopher tortoises. The FFWCC indicated issuing the permits in the next seven to ten days which will allow the contractor to begin the relocation of the tortoises along the corridor. The tortoises will be moving to Sumter County.
 - h. The completion milestones of the platforms have shifted slightly due to tortoise permitting issues and changes to the design plans. Ms. Scales noted that the Lake Mary platforms have been moved into the Group 2 station platforms. This is where the biggest concentration of tortoises is located.

- i. The second rail delivery has occurred. Additional rails were delivered in the north end. More rails than expected were received, and a portion of these extra rails will be delivered south of Orlando.
 - j. The setting of rails is scheduled to occur the first week of May.
 - k. Ms. Scales noted that there was an incident of spikes being stolen in DeLand and that police had responded accordingly.
4. Right of Way – Tawny Olore, P.E.
 - a. Right of Way to be clear and complete for Phase I very shortly. The last parcel is expected to go before Orlando City Council on April 9, 2012. The Department is identifying and removing encroachments along the corridor with a few outstanding located in Segment 5 (in and around the Sand Lake area).
5. Locomotives, Coach and Cab Car Design – Tawny Olore, P.E.
 - a. Ms. Olore spoke about the locomotives which are remanufactured designs with an additional nose cone. Due to the nose cone additions, the FRA rules and regulations must be met and testing plans need to be reviewed and executed. The schedules should not be impacted because the dialogue with MPI, the locomotive manufacturer, and the Federal Railroad Administration had been started so early in the process.
 - b. A purchase order for three more locomotives has been issued for Phase II. An option for the locomotives with a set price was obtained some time ago to ensure that further negotiations would not be necessary.
 - c. The coaches and cabs are currently in production. The Department is monitoring the date to procure the Phase II vehicles. Although the project is not in Final Design for Phase II, the Department does have pre-award authority from the FTA. Once clearance is met the Department will be able to maintain the fixed price for the long lead items.
6. Signal Maintenance – Tawny Olore, P.E.
 - a. Due to lack of vendor responses in the initial procurement, the RFP for signal maintenance was re-advertised in January. Again, only one vendor responded to the RFP. After the technical review of their package, this vendor was deemed un-responsive.
 - b. The signal plan is still with the DBM and will remain so until further direction is received from Tallahassee.
7. Fare Collection System – Tawny Olore, P.E.
 - a. LYNX and FDOT have received and are responding to about 150 comments and questions concerning the fare collection system proposal.
 - b. The Department has delayed the proposal response deadline due to requests by a couple of vendors requesting additional time. This will not affect the schedule. The proposals are now due April 20, 2012.
8. Operations and Maintenance Contract – Tawny Olore, P.E.
 - a. This procurement is in the final stages and will be sent out for an industry review in the next couple weeks. An advertisement for this procurement is expected in July.

9. Public Involvement – Tawny Olore, P.E.

- a. The public involvement plan was detailed during the last TAC meeting. The public involvement team is waiting to get survey research from UCF.
- b. The results of the public opinion polls and telephone surveys are being organized and are expected to begin to be presented at the next TAC meeting. Tasha Cunningham will discuss details of the business development plan during the next TAC meeting.

10. Construction Outreach – Tawny Olore, P.E.

- a. Ms. Olore summarized the status of the Public Outreach team. There are two outreach members that are on the ground and the brochures have been printed.
- b. The dates of the Barwick Road closure in Volusia County have changed to April 15, 2012. As new information is obtained they will be back in communication with the public about the changes.
- c. A grand opening is being planned for the SunRail City Center on May 14, 2012.
- d. A spring edition of the SunRail newsletter will be distributed next week.

11. TOD Industry Facilitation – Blake Drury

- a. Mr. Drury reported that the first TOD Industry Forum is scheduled for May 14, 2012 at the Sheraton Hotel in Downtown Orlando. Mr. Drury explained that the intent of this forum was to start to put folks in contact with end users and people from the city. The forum will include a panel of people with TOD experience to catalog and convey the lessons learned in other markets.
- b. Individual meetings are being conducted to understand what issues will be tackled. Once this is obtained, that information will be rolled into the forums. Invitations will be sent out next week.
- c. Ms. Olore mentioned that similar forums were conducted in 2005 which were helpful in planning development around the stations.

12. Phase II South Activities – Ms. Olore

- a. Another design submission has been sent to the Federal Transit Administration for their review, and the FTA has put together a road map to final design. The application for entry into Final Design for Phase II South should be completed by the end of August.
- b. FTA will be conducting a Phase II Risk Assessment on April 18 and 19.
- c. Phase II right of way meetings are on-going. The next scheduled meeting is Thursday, April 6, 2012.
- d. Ms. Gutierrez noted that an offer was sent to Amtrak for right of way in Poinciana and a response is pending. The Department is also waiting on the final concept from Orange County for the Meadow Woods station.
- e. For Osceola Parkway, a meeting with Kissimmee Utility Authority will be held in a couple of weeks to discuss potential uses under the existing power easements.

13. Phase II North

- a. The district secretary has been meeting with individual Volusia County Council members to get a consensus on how to move forward. Another meeting is planned to give the entire council an update and to let them know how Phase II North is progressing.
- b. A meeting with the city of DeLand is also scheduled for April 6, 2012.

- c. Mr. Ken Fischer asked if the right of way on Phase II was underway. Ms. Olore answered that it will be underway when a consensus has been reached between Volusia County and the City of DeLand.
- d. Ms. Olore said that once these meetings have occurred, they could begin with the footprint to see how much right of way and parking would be needed.
- e. Mr. Fischer asked if the FTA process is being utilized for Phase II North. Ms. Olore answered that several conversations have taken place with Joyce Rose, a staff member with the U.S. House of Representatives Transportation and Infrastructure Committee, and that a couple of options are available. The full “New Starts” process does not seem to be viable. There is still an option for a “Small Starts” or “Federally Exempt” process.

COMMITTEE MEMBER COMMENTS

1. Committee Member Comments
 - a. Tom Connelly requested an electronic version of the schedule, which will be provided to all TAC members.
 - b. Don Marcotte reported that Winter Park had a meeting regarding the Amtrak station concepts and stated that the canopies would mimic the SunRail design and the building will be approximately 2,400 square feet. Ms. Olore will provide SunRail station designs and drawings to Mr. Marcotte.

PUBLIC COMMENTS

1. Public Comments
 - a. Ms. Joanne Cornellis of Lake Mary requested that the turtles be moved right away to Sumter County.

NEXT MEETING

1. Review of Next Meeting Date
 - a. The next Technical Advisory Committee meeting is scheduled for Wednesday, May 2, 2012.

ADJOURNMENT

The meeting adjourned at 2:04 p.m.