

Central Florida Commuter Rail Commission
Technical Advisory Committee

Meeting Minutes

Date: Wednesday June 6, 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 1:32 p.m.
- Pledge of Allegiance
 1. Confirmation of Quorum
 2. Introductions
 3. Member in attendance were:
 - Tawny Olore, P.E. Florida Department of Transportation
 - Jim Harrison, Orange County
 - Brett Blackadar, Seminole County
 - Tiffany Homler, Osceola County
 - Lois Bollenback, Volusia TPO
 - FJ Flynn, City of Orlando
 - John Angiulli, Volusia County
 - Tom Connelly for John Omana, City of Lake Mary
 - Jon Williams, City of Longwood
 - Charlie Wallace, City of Maitland
 - Don Marcotte, City of Winter Park
 - Bruce Doig, City of Altamonte Springs
 - James Arsenault, City of Kissimmee
 - Gary Huttman, MetroPlan Orlando
 - Amy Scales, Florida Department of Transportation
 - Tony Walter for Lisa Darnall, LYNX (non-voting)
 - Nick Koval, City of DeBary
 - Dale Arrington, City of DeLand
 - Ken Fischer, VOTRAN
 - Mary Moskowitz, City of Sanford
 - Michael Pleus, City of DeLand
- Agenda Review - Tawny Olore, P.E.
 1. Ms. Olore introduced Lois Bollenback, the interim Executive Director of the Volusia TPO, as a new member of the TAC.
 2. Bruce Doig from Altamonte Springs was also introduced as an alternate to John Sember.
 3. Ms. Olore provided the Agenda Review.

ACTION ITEMS

1. Adoption of minutes from May 2, 2012 meeting
 - a. The meeting minutes were unanimously adopted.

DISCUSSION ITEMS

1. Chairman's Report – Mr. Harrison
 - a. The chairman had no report for the meeting.
2. Project Update – Tawny Olore, P.E.
 - a. Ms. Olore asked Amy Scales, P.E. to provide an update on construction activities.
3. DBM Update – Amy Scales, P.E.
 - a. Ms. Scales reported that the DBM is continuing to operate and maintain the corridor from DeLand to Poinciana. Ms. Scales noted that the DBM is finishing the track design and signal work. Clearing and grubbing is continuing in DeBary to Lake Mary. The platforms are being poured in DeBary, Altamonte and Sanford. Ms. Scales showed pictures of the progress of platform foundations for the Altamonte Springs station.
 - b. Clearing has begun at the vehicle storage and maintenance facility in Sanford.
 - c. Crews are building subgrade and sub-ballast for track work.
 - d. Gopher tortoise relocation is nearly complete in Lake Mary. Thirty-seven tortoises have been relocated to date. The other 4 construction segments are being analyzed for gopher tortoises, as well.
 - e. Ms. Olore said that additional rails for double-tracking have been laid out along the corridor in Segment 1. Additionally, the project team is receiving record drawings to begin track work in Segment 2.
 - f. Mr. Harrison asked if this would be a good time for a corridor field visit. Ms. Olore responded that there will be a field tour with Federal Transit Administration coming up. She said that June or August would be a good time for a field visit for TAC members. Mr. Harrison decided to put this item under committee comments for further discussion. Ms. Scales said that she would be happy to provide a tour for TAC members at a date to be determined.
4. Design Update – Tawny Olore, P.E.
 - a. Ms. Olore said that the interior design for the Bombardier trains has been selected. The project team is in the process of finalizing the design of the Heating, Ventilation and Air Conditioning systems. Actual construction of the locomotives will start by the end of this year. The first locomotive is scheduled to roll into Orlando in or around February 2013. The focus is still centered on the design of the vehicle and all of the associated systems. Due to the addition of the nose cone on the front of the locomotives, additional crash testing and design must be completed, and design will continue through the end of this year. Pictures will be forthcoming coming as design is completed, Ms. Olore said.
 - b. The Department has received three proposals for the Fare collection system. Ms. Olore stated none of the proposals met the criteria of the FDOT procurement process. In response to this situation, Addendum #5 was issued on May 24. There was an interim step to propose exceptions to the design criteria and scope of work. New proposals are expected on June 13, 2012. Ms. Olore noted that some education was required as some

proposers were not familiar with the rigorous FDOT procurement processes. Ms. Olore said that at least two bids are anticipated in response to Addendum #5.

- c. Mr. Harrison asked if the new deadline meant that FDOT would receive entirely new proposals. Ms. Olore said that if vendors were going to propose an exception, they were required to meet the deadline for submission. If that did not occur, bidders were removed from the process. Ms. Olore said that no new proposals were received.

5. Station Finishes – Amy Scales, P.E.

- a. Ms. Scales gave an update on the Station Finishes #1 contract. Stations sites have been cleared in DeBary, Sanford and Altamonte Springs. The gopher tortoises have been cleared in Lake Mary and clearing and grubbing has begun at this site. Five gopher tortoise burrows have been located and cleared.
- b. Drainage systems are being installed in DeBary and Altamonte Springs
- c. Ms. Scales showed a picture of a drainage pond under construction in Altamonte Springs, and noted that the grass has since been installed.
- d. Station Finishes #2 bids will be opened on June 7 at 3:00 p.m. The Station Finishes #2 contract covers the Longwood, Winter Park, Maitland, Church Street and Sand Lake Road stations. Two proposals have been received from Archer Western and Welbro. Ms. Olore added that FDOT expects that scores will be tabulated and will be within budget.
- e. Ms. Olore said that the Department has been working on the Operations and Maintenance (O&M) contract, which has been previously advertised for industry review. The Department did receive a number of industry comments. As such, FDOT is in the process of revising the procurement in response to the comments. The Department is looking to advertise this contract in July, and expects to include representatives from each of the local funding partners. Ms. Olore said the contract will be bundled, and is multi-faceted, requiring extensive review.

6. Public Involvement Update – Tawny Olore, P.E.

- a. The SunRail City Center grand opening also was held on May 14, 2012 and roughly 50 people attended. Dignitaries who attended included Mayor Buddy Dyer, Commissioner Stuart and Commissioner Jo Ann Lucarelli from Lake Mary.
- b. Ms. Olore thanked the City of Orlando for programming a voice announcement location on the Lymmo stop in front of the SunRail City Center. Ms. Olore said an updated newsletter has also been distributed.
- c. Steve Olson, the FDOT District 5 Public Information Officer, gave an update on two jobs fairs that FDOT held in coordination with Senator Gary Siplin's office, on May 21, 2012 in Sanford and on May 22, 2012 at the Citrus Bowl Varsity Club. The events attracted about 400 people. He explained the need for creating jobs in this area with FDOT, SunRail and others. He noted that after the job fairs, Senator Siplin's office sent out a survey asking about people who may have received jobs from this event.
- d. Ms. Olore also said that FDOT is ramping up outreach activities, including providing information to the Hispanic Chamber this weekend. She invited TAC members and other attendees to provide any contacts for these types for potential outreach opportunities, where FDOT can get the word out that SunRail is coming. An e-mail will be sent to TAC members asking for referrals or contact names of any events or organizations where the SunRail public involvement team should be present. Ms. Olore explained that the team

wants to partner with the jurisdictions along the corridor to spread the word about SunRail.

- e. Ms. Marianne Gurnee and Ms. Olore reminded TAC members that on Monday, June 11 at 11:00 a.m. the DeBary station groundbreaking will be held at the DeBary station.
 - f. Mr. Flynn asked whether it would be possible to suggest additions to the private employers list. Ms. Olore said that yes, suggestions are welcome and advised that he contact Ms. Gurnee to coordinate.
7. Transit-Oriented Development (TOD) – Tawny Olore, P.E.
- a. Ms. Olore reported that a TOD industry forum was held on May 14, 2012 at the Sheraton Orlando Downtown hotel, and that there was a good turnout of close to 300 people. She said that the panel of experts, who all had experience in developing TOD around commuter rail stations, did an excellent job. Each station host community also had a booth, and Ms. Olore said she hoped that everyone found it informative.
 - b. Ms. Olore said that FDOT is meeting with each jurisdiction and creating metrics for each station, which should be distributed within a couple weeks. FDOT will send this out so everyone can see development that is planned at each station. Ms. Olore also said that as work continues on the metrics, an implementation action plan will be created for each station. She invited thoughts on this activity.
 - c. A DeLand/Volusia County TOD forum will be held at the Historic Courthouse at 9:00 a.m. on June 15. This will be a discussion of TOD at the DeLand station.
 - d. Ms. Olore introduced Pete Sklannik, SunRail Chief Operating Officer, and presented his background with Long Island Rail Road, Amtrak, and as COO of rail operations in Virginia and Dallas. Ms. Olore said that Mr. Sklannik was involved with the SunRail project in 2005 with “Lessons Learned” and she welcomed him back to help start up the system.
8. Safety and Security Update – Tawny Olore, P.E
- a. Ms. Olore reported that this week was National Train Safety Awareness Week. She explained that as construction begins, there was a greater need for safety awareness and education.
 - b. Mr. Sklannik congratulated the group on owning the railroad and pointed out the need for safety and security. He said that the contractor has recorded 62 continuous days without a work loss due to injury or accident. The team continues to respond to requests for information from fellow partners at the Federal Transit Administration and Federal Railroad Administration.
 - c. Inspections and efficiency tests are being conducted with Amtrak, CSX and Florida Central Railroad. The project staff along with construction contractors will also conduct hurricane preparedness review will be conducted this week. FDOT will have an internal table top exercise to make sure that everyone is ready to respond to the requirements of the hurricane preparedness plan and that they are aware of their responsibilities.
 - d. Mr. Sklannik noted the new nomenclature of the “Central Florida Rail Corridor”. He explained that this is an important identification feature. While SunRail is the Central Florida’s transit project, federal agencies will identify the corridor as the “Central Florida Rail Corridor” in their reporting systems.
 - e. Mr. Sklannik noted that security outreach was ongoing as the team responds to trespass incidents and information requests from law enforcement partners and other jurisdictions.

- f. He noted the importance of the security processes on the trains and at the operations center as the project moves forward. The operations center is considered a critical item as security must be maintained 24/7.
- g. Ms. Olore added that FDOT has been working with City of Orlando to relocate several homeless camps from the right of way in an effort to ensure safety and security of both the homeless, and train crews currently working on the corridor.
- h. Mr. Sklannik emphasized the importance of safety in the railroad business.
- i. Jim Martin, a certified Operation Lifesaver presenter, spoke about the importance of Operation Lifesaver and grade crossing safety in general. Mr. Martin noted that National Train Safety Week is also occurring simultaneously in Europe, highlighting that train safety is a global issue.
- j. As part of Train Safety Awareness Week, Mr. Martin said that increased outreach efforts near local crossings have been scheduled to inform the public of safety awareness issues, most recently in Lake Mary and Church Street.
- k. Mr. Martin said that the Operation Lifesaver initiative has been ongoing for 40 years. The program is funded by the Federal Railroad Administration and others, and involves a 3-step process involving education, engineering and enforcement.
- l. Mr. Martin also noted that drivers' education is important and involves rail safety. The team is looking for opportunities to teach young drivers as well as law enforcement about rail safety issues. The public involvement team has visited all of the Traffic Safety Management (TSM) teams in Volusia and Seminole counties with others to follow. Outreach will also include bus drivers. He noted a FDOT Transportation Summit was held in March, where bus drivers from around the state were provided with a safety briefing.
- m. Mr. Martin noted that Operation Lifesaver activities also include education to general audiences, such as Kiwanis, Rotary clubs and other organizations.
- n. Youth groups are also a focus, including Girl and Boy Scouts. These audiences are presented with a 45 minute presentation, videos and games.
- o. Arts festivals have been targeted, especially those near tracks and crossings, such as the Winter Park Art festival and the Maitland Art Festival.
- p. Mr. Martin explained some of the tools and items used to reinforce the safety awareness principles, such as giveaways, brochures, key chains, hats and others.
- q. Mr. Martin also detailed how groups such as the homeless are targeted as these groups tend to be more common trespassers. The team has visited these groups several times as these audiences tend to cycle and change.
- r. Mr. Harrison thanked Mr. Martin and suggested that Orange TV might be interested in airing some Operation Lifesaver materials. Mr. Harrison said that he would coordinate such opportunities. Mr. Blackadar said that Seminole TV may be interested in a similar presentation, as well as Volusia and Osceola counties. Mr. Marcotte also offered several outlets for presentations, such as Full Sail University students, professional photographers, farmer's market attendees and Rollins College students. Mr. Olson suggested that a potential video that all public stations can air could be developed.
- s. John Angiulli asked a question about security cameras at the stations. Mr. Sklannik said that cameras on the platforms will record, but will not be individually monitored. He said the platform cameras were more forensic in nature. Ms. Olore said that the only Phase I station that opted to put cameras in parking lots was Altamonte Springs. Mr. Connelly noted that Lake Mary will also be wired for cameras in parking lots and that cameras will

be installed at the city's expense. In addition, Ms. Olore said that cameras will also be operational on trains.

9. Phase II North – Tawny Olore, P.E.

- a. Ms. Olore said that a scheduled capital cost review and a risk mitigation workshop has been completed for Phase II South. The financial management oversight consultant was scheduled to be on board Friday to discuss questions. She said that Phase II South was on track with final design submission to the Federal Transit Administration scheduled for August.
- b. Appraisals for Meadow Woods Station Right of way are currently underway.
- c. FDOT met with the landowner for Osceola Parkway and discussed right of way requirements.
- d. A document was sent to the City of Kissimmee for the parking lot at the Kissimmee Amtrak station, as well as a joint use agreement.
- e. The Poinciana station appraisal has been done and Amtrak is also conducting an appraisal of this site.
- f. Ms. Olore noted that Phase II North has not moved forward. This phase is contingent on the workshop with DeLand, Volusia County and FDOT scheduled for June 15.
- g. Ms. Homler said that \$1.5 million was in the county's budget for Final Design and wanted this to be spent by the end of the county's fiscal year in September 30. Ms. Olore said to expect an invoice by the end of June.
- h. Ms. Olore also said that additional locomotives have been ordered for Phase II.

COMMITTEE MEMBER COMMENTS

1. Committee Comments

- a. Mr. Harrison wanted to gauge the interest for a construction field trip tour of the SunRail corridor, and asked if any TAC members were interested. Mr. Blackadar asked if the Fall would be a better time.
- b. Ms. Scales noted that most of the work currently underway was to the north, but that the trip could occur anytime.
- c. Ms. Olore offered the possibility of a bus or a LYNX arrangement.
- d. Ms. Homler asked about touring individual sites. Ms. Scales said that would require an escort due to safety and security restrictions.
- e. Mr. Harrison asked for a show of hands for interest in September. He noted that there seemed to be enough interest, and suggested September as a target date.
- f. Ms. Olore offered to coordinate the effort via emails for plans, vehicles and date suggestions.
- g. Mr. Harrison also suggested that it might be time to schedule an update of connectivity options between SunRail, LYNX and Votran. He thought it important to stay on top of this issue.
- h. Mr. Doig said it was also important to note the Flex Bus effort in Altamonte Springs, Maitland, Longwood and Casselberry. He requested a presentation about Flex Bus to the TAC. Ms. Olore clarified that the Flex Bus project was not part of the SunRail budget, and was a separate project. Mr. Doig said he believed that Flex Bus was important to the

- success of SunRail. Mr. Harrison said that funding of Flex Bus would not be resolved at the TAC, but felt it would be a worthwhile educational presentation. Ms. Olore agreed.
- i. Mr. Blackadar said that requested clarification regarding how much of the budget for additional LYNX service would be transferred to the local partners after the seven years of SunRail operation. Ms. Olore said that was included in the finance plan which includes these costs. Ms. Olore said she will provide a history of the feeder bus system, and a funding breakdown at the next meeting.
 - j. Mr. Marcotte said there was some confusion about who to contact at Amtrak regarding station coordination in Winter Park. Ms. Olore said that some personnel changes at Amtrak have occurred. She said that the new Amtrak representative was Jay McArthur and he would be coming to Central Florida to get up to speed on the SunRail project and ensure that he understands all of the agreements in place for SunRail.
 - k. Mr. Fischer asked if the Phase II schedule was on track for a revenue operation date of May 2016. Ms. Olore noted that Phase II South was on track for 2016, but the Revenue Operations Date (ROD) date may be moved to 2017 due to a six month lag that the Federal Transit Administration sets, similar to what occurred in Phase I. For Phase II North, there are ongoing discussions with the county regarding station locations. The schedule will be dependent on decisions made by local funding partners in Volusia.

PUBLIC COMMENTS

1. Public Comments
 - a. Mr. Martin noted that Operation Lifesaver hats and key chains and other collaterals materials were available.
 - b. Ms. Joanne Cornellis of Lake Mary said she was excited that SunRail was coming and asked to make LYNX buses available on holidays and weekends in Seminole County by August.

NEXT MEETING

1. Review of Next Meeting Date
 - a. The next Technical Advisory Committee (TAC) regular meeting is scheduled for Wednesday, July 4, 2012. Mr. Harrison noted this date would not work, due to the Independence Day holiday, and asked TAC members if August 1 would be a better date to meet next.
 - b. Mr. Huttman suggested that the August 1 meeting include a review of LYNX and Votran connectivity options. Mr. Harrison agreed.
 - c. The motion was made to set the next meeting date for August 1, 2012 and was unanimously adopted.

ADJOURNMENT

The meeting was adjourned at 2:36 p.m.