

Central Florida Commuter Rail Commission  
Technical Advisory Committee

**Meeting Minutes**

Date: Wednesday, October 2, 2013  
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, Tiffany Homler, called the meeting to order at 1:30 p.m.
- Pledge of Allegiance
  1. Confirmation of Quorum
  2. Members in attendance were:
    - Tawny Olore, P.E., Florida Department of Transportation
    - Tiffany Homler, Osceola County
    - Carla Bell Johnson for Jim Harrison, Orange County
    - Brett Blackadar, Seminole County
    - John Anguilli, Volusia County
    - F.J. Flynn, City of Orlando
    - Dale Arrington, City of DeLand
    - Nick Koval, City of DeBary
    - Mary Moskowitz, City of Sanford
    - Bruce Doig for John Sember, City of Altamonte Springs
    - Don Marcotte, City of Winter Park
    - Charlie Wallace, City of Maitland
    - Sheryl Bower, City of Longwood
    - Stuart Boggs, LYNX
    - Gary Huttman, Metroplan Orlando
    - James Arsenault, City of Kissimmee
    - John Omana, City of Lake Mary
  3. Members not in attendance were:
    - Steve Sherrer, Votran
- Agenda Review – Tawny Olore, P.E.
  - Ms. Olore provided the Agenda Review.

**ACTION ITEMS**

1. Adoption of Minutes from Wednesday, September 4, 2013 meeting.
  - a. Motion to adopt meeting minutes was made by Gary Huttman, MetroPlan Orlando and seconded by James Arsenault, City of Kissimmee. The minutes were unanimously adopted. Ms. Bower requested that the meeting minutes be amended to reflect her attendance.

**DISCUSSION ITEMS**

2. Chairman's Report – Ms. Homler

- a. Ms. Homler stated that she had no new items to report and turned the meeting over to Ms. Olore.
3. Project Updates: Tawny Olore, P.E.
    - a. Ms. Olore showed a series of videos including the September 21, 2013 event in Winter Park and Tie the Safety Squirrel. Ms. Olore commented that the event was extremely successful, and more than 3,000 people toured the SunRail trains. She thanked Don Marcotte, in particular, and the construction and operations crew.
    - b. Ms. Olore turned the meeting over to Amy Scales for a project update on the DBM and Station Finishes contracts.
  4. Construction Updates: Amy Scales, P.E.
    - a. Ms. Scales noted that 90% of the construction is completed on the main line for the Initial Operating Segment which is 32 miles long. Ms. Scales said that FDOT has about 50 new crossings gates that still have to go into service, which will happen over the next couple of months. About 30 to 35 already have been put into service. With construction winding down, the testing and integration phase of SunRail is starting to move forward. Ms. Scales showed pictures of the platforms in various stages of construction. She said that brick work is underway in DeBary and that contractors are coordinating the brick layout at Florida Hospital. Handrails are in at DeBary, the canopies are up, and work has started on finishing the concrete and paving. Ms. Scales noted an area on the photo that showed inter track fencing. She noted that this was a safety feature that was implemented to keep people from crossing the tracks, except at designated areas. The fence channels pedestrians to signalized crossings, one on each end of the platform. Sheryl Bower asked whether there be more fencing around the stations. Ms. Scales advised that at some stations, there will be some additional fencing, but that it depends station by station as to what the safety needs are in those areas. Ms. Scales showed a picture of Art in Transit at the Sanford Station, which includes mosaic tiles of Florida animals in the walkway. Ms. Scales continued with pictures of construction progress at Lake Mary and Longwood, where canopies were being installed. The Altamonte Springs station is furthest along, and nearly complete. Ms. Olore noted that three stations are nearing completion – DeBary, Altamonte Springs and Sanford. At the Maitland Station, the parking lot is now paved. Work at the Winter Park station includes demolition of the existing canopy at the existing Amtrak station. Ms. Scales pointed out that crews continue to work on the brick inlays. At the Florida Hospital station, the canopies have been painted. Ms. Scales noted that bays in the concrete will be filled with brick inlay. Canopies have also been installed at the LYNX station, similar to canopies that will be installed at Sand Lake Road. The canopies are up at Church Street, but still need to be painted. Work is about 60 percent complete at the Orlando Health/Amtrak station. Sand Lake Road is lagging behind other stations as the platforms needed to be built on pile foundations, and the pile foundations are now done. The last concrete pour for the platform is scheduled for Saturday, and then canopies will be installed.
    - a. Ms. Olore said that the first locomotive arrived in the CSX Rand Yard on Saturday, and was moved into the SunRail Yard on Monday. The third cab car is on its way, as well. By the end of the month, FDOT expects to have two full consists to start doing system integration testing. Punch list work is underway this week. Ms. Olore said that the first locomotive must log 2,500 miles as required by the Federal Railroad Administration. So starting next week, FDOT will begin actually operating trains on the corridor, potentially from Poinciana to DeLand. Ms. Olore said that system integration testing will also be performed.

- b. Mr. Omana asked when the testing would begin, and Ms. Olore responded that they were shooting for next week, but do not have a date set as there are about 40 items on the locomotive punch list that need to be addressed. Doug Stencil, Director of Operations, said he expected that the train runs will start about 10:00 p.m. in the evening, or as soon as Amtrak trains clear the corridor. A media advisory will also be sent once testing begins. Mr. Omana asked if the testing will be done at night, and Ms. Olore responded that for a 2,500 mile testing, it will start at night to avoid other traffic on the corridor and to accommodate the daily 7 a.m. to 1 p.m. construction curfew. Ms. Olore said that crews have cut in all of the new signals between Maitland and DeBary so that is all functioning, and will most likely be where the system integration testing will begin. The rest of the signals should be cutover by the end of November. Mr. Koval asked for a specific start date for the testing. Ms. Olore said the plan is to start testing next week, hopefully by October 7 depending on how quickly the locomotive punch list is worked through. Mr. Huttman asked if each of the locomotives will have to undergo the 2,500 mile testing and Ms. Olore replied no, just the first one. Mr. Huttman then asked if it was just as much a testing of the track as the locomotive. Mr. Stencil advised that several tests need to be done, such as ensuring the trains clear the platforms, that trains shut down the crossing gates and the crossing gates are working properly, and so forth. Mr. Stencil said that subsequent locomotives will require a 500-mile test run, to satisfy both Federal Railroad Administration and Federal Transit Administration regulations.
  - b. Ms. Olore said that Operations and Maintenance staff are mobilized and quite a bit of equipment is being delivered to the OCC. Dispatchers are dispatching the corridor and all of the fleet maintenance crews are being put in place. FDOT is counting down to taking over all the maintenance for the track by December 4.
  - c. Jonathan Duazo, contract administrator for FDOT, provided an update on the Pilot Program for the TVMs. Mr. Duazo advised that a Pilot Program is scheduled to start later this month. Two TVMs will be delivered to the back of the FDOT Orlando Urban Office Building to actively test connectivity to the hosting center in New York. Testing also will be performed on the “Tap On”/“Tap Off” validators. Ms. Olore said that once the TVMs are received, a field trip will be arranged for TAC members.
5. Public Involvement/Marketing/Business Development – Tawny Olore, P.E
- a. Ms. Olore said the team has developed new safety videos, new billboard displays are in development and additional print and television production is underway. She also said that the Orlando Regional Chamber of Commerce has SunRail advertising prominently displayed on its downtown Orlando building, and will be assisting with the pre-sale of SunRail tickets. She said that the Sept. 21<sup>st</sup> event in downtown Winter Park was a big success, and that participants thoroughly enjoyed their first glimpse inside the new SunRail cars. More than 3,000 people toured the vehicles. The next event with the vehicles on display is planned for Nov. 2-3 at Orlando’s Fall Festival at Lake Eola Park. More than 150,000 people are anticipated, and LYNX shuttle services will be provided for people to tour the SunRail cars at LYNX Central station. Ms. Olore also displayed and discussed some new marketing/advertising materials, and said that advertisement space will be available on the trains as well as on-line.
  - b. Ms. Olore said that the safety marketing team won a national award for safety outreach efforts. Steve Olson, FDOT District 5’s Public Information manager said the team received the TransComm 2013 Award, taking first place for Public Awareness Events. He noted that the award did not include safety materials featuring Tie and those efforts will be submitted

for next year's award. Ms. Olore said the safety team also was awarded a \$25,000 grant from the National Operation Lifesaver to help put together a national program for First Responder outreach and training. Regina Camplin, manager of safety marketing efforts, explained a short video that the team has produced for safety outreach to elementary schools, which was sent to about 85 schools that are within three miles of the corridor. The video was part of an overall kit, which also included posters, worksheets, a stamp for teachers and instructional materials. The video will be uploaded to Teacher Tube, and be supplemented with individual outreach to schools. The safety team has also produced a series of additional short public service announcements for use on the website and social media sites. These videos will be posted on YouTube, as well. Ms. Olore said that the marketing safety team is also working with Operations and Maintenance personnel to develop training materials for First Responders, which will include drills, tabletop exercises and so forth. Additionally, First Responders participated in a Fire Life Safety Committee meeting yesterday, and additional meetings are planned. Ms. Moskowitz asked about safety contacts and training. Ms. Olore said that two on-site training sessions for Seminole County and Sanford were recently held at the OCC, as those jurisdictions will respond to an event at the OCC. Ms. Moskowitz also asked who is currently responsible for platform security. Ms. Olore advised that security is the contractor's responsibility. Ms. Moskowitz asked who will be responsible for platform security following construction, but before operations. Ms. Olore said that FDOT is meeting internally this week to discuss platform security measures, and that upcoming meetings will be scheduled with local points of contact in coming months to discuss further.

6. Phase 2 – Tawny Olore, P.E.
  - a. Ms. Olore advised that FDOT submitted the Phase 2 South New Starts Package for Rating and Evaluation in accordance with the new MAP-21 requirements on September 30, but unfortunately due to the federal government shut-down, the materials have not yet been reviewed. Ms. Olore said the government shutdown is not stopping project progress, and that a Risk Assessment is tentatively scheduled for mid January 2014.
  - b. Ms. Olore provided an updated on connectivity activities. FDOT has been meeting with LYNX and Votran to finalize the bus routing plans. With LYNX, FDOT is finalizing the fixed guideway bus plan, and when complete, will brief the TAC. The FDOT Intermodal Team is also advancing a Bike and Pedestrian Connectivity Study, and is meeting with local jurisdictions to perform site visits and field reviews.
  - c. Ms. Olore also asked Mr. Flynn to discuss the City of Orlando's Bike Share program efforts. Mr. Flynn said the City Council is expected to approve a bike share program on November 4. Ms. Olore said that a bike share program might start in the city, and potentially expand to other cities.
  - d. Ms. Olore said that SunRail team members also have been working closely with reThink on a Car Share program. reThink has been instrumental in coordinating shuttle and vanpool facilitation services for SunRail, focusing on employment hubs such as Maitland Center and Heathrow. Ms. Olore introduced Courtney Miller, program manager of reThink, who provided a presentation about the Car Share Program.

#### **COMMITTEE MEMBER COMMENTS**

1. Mary Moskowitz thanked FDOT for promoting Transit Oriented Development. She said that developers are now talking to the city about actually doing TOD; and a landowner just today announced that he is planning to build two 3,000 square foot buildings. Ms. Olore thanked Ms.

Moskowitz and asked that she forward this information to the TOD facilitation team for inclusion in project updates and the TOD tracking matrix.

2. Mr. Omana said that the city of Lake Mary yesterday issued building permits for a 200 Unit luxury apartment complex right across from the station.
3. Ms. Olore advised that the TOD at Longwood is also progressing despite the government shutdown.

### **PUBLIC COMMENTS**

1. Joanne Counelis asked about the Fall Festival on November 2 and 3. Mark Calvert answered that it is all around Lake Eola, starting at 10:00 a.m. on Saturday. LYNX is going to provide a shuttle bus which will take people from Lake Eola over to the LYNX Station, where you can actually tour the trains. After the tour, you can hop back on the shuttle and it will take you right back to the same location.
2. Randy Schrader of the city of Kissimmee wanted to go on record to state that the city has been entertaining bike share for Phase 2 and asked whether it was premature or if there was a market for it. Mr. Schrader stated that he wanted to make sure that prior to Phase 2 coming online, pedestrian and bike connectivity issues were also addressed for the Phase 2 stations.

### **NEXT MEETING**

1. The next TAC meeting is scheduled for November 6, 2013.

### **ADJOURNMENT**

1. The meeting was adjourned at 2:40 p.m.