

Central Florida Commuter Rail Commission
Technical Advisory Committee

Meeting Minutes

Date: Wednesday, September 3, 2014
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 1:35 p.m.
- Pledge of Allegiance
 1. Confirmation of Quorum
 2. Members in attendance:
 - Tawny Olore, FDOT
 - John Angiulli, County of Volusia
 - Brett Blackadar, Seminole County
 - Russell Gibson, City of Sanford
 - Cheryl Bower for Jon Williams, City of Longwood
 - Jim Harrison, Orange County
 - Rick Lemke, City of Maitland
 - Don Marcotte, City of Winter Park
 - Claudia Korobkoff for F.J. Flynn, City of Orlando
 - Mary Moskowitz, Osceola County
 - James Arsenault, City of Kissimmee
 - Andrea Ostrodka, LYNX
 - Steve Sherrer, VOTRAN
 - Gary Huttman, MetroPlan Orlando
 - Lois Bollenback, River to Sea TPO
 3. Members not in attendance:
 - Michael Pleus, City of DeLand
 - Rick Dwyer, City of DeBary
 - John Omana, City of Lake Mary
 - John Sember, City of Altamonte Springs
 4. Introductions:
 - David Cooke, FDOT Project Manager, Phase 2 South
 - Catalina Chacon, FDOT Project Manager
 - Jordan Smith, Senior Planner, City of Sanford
- Agenda Review – Tawny Olore, P.E.
 5. Ms. Olore provided the Agenda Review.

ACTION ITEMS

- Adoption of minutes from Wednesday, August 6, 2014.

- a. A motion to adopt the meeting minutes was made by Mary Moskowitz and seconded by James Arsenault. The meeting minutes were adopted unanimously.

DISCUSSION ITEMS

1. Chairman's Report – Jim Harrison, Orange County
Chairman Harrison stated the next meeting of the Central Florida Commuter Rail Commission will be held on November 12, 2014 at the MetroPlan Office.
2. Project Updates – Tawny Olore, P.E.
 - a. Phase 1 Operations
Ms. Olore reviewed the presentation and discussed project updates for Phase 1. Ms. Olore highlighted each station. Ms. Olore noted a meeting with the City of Orlando to discuss the Hyatt Hotel and the possibility of an additional platform to help with the staging of events. Ms. Olore also discussed vanpools at the Sand Lake Road station and placing signage for the vanpools. Ms. Olore stated that Lockheed Martin, Darden and South Park are using vanpools. Plans include possibly increasing vanpools at South Park due to 1,000 employees at Walgreen's near South Park interested in riding SunRail.
 - i. Ridership
Ms. Olore presented information on ridership for June/July/August and discussed the trends. Ms. Olore noted the stations with the highest boarding were DeBary and Sand Lake Road, with Winter Park as the highest station destination. Changes were made to the original schedule to accommodate hospital employees to improve ridership. There was a decrease in ridership in late August – early September. Ms. Olore noted a more accurate account of ridership should be reflected in the October report. Information presented to the TAC also included ADA and bicycle commuting. Ms. Olore stated parking counts are conducted at the stations every Friday during peak hours and usage has remained consistent. An on-board survey will begin in October to determine how riders are arriving at the stations. Andrea Ostrodka from LYNX provided information on bus ridership at the Sand Lake Road station. Ms. Olore suggested that boarding information for LYNX feeder buses be made available at TAC meetings. Mr. Harrison concurred. Ms. Olore discussed parking at the DeBary station and stated that a site plan was completed to add 215 more spaces.
 - ii. Technology
Ms. Olore stated on-time performance is above 90%. Ms. Olore led a discussion on the data that was provided.
Ms. Olore stated there were continuing issues with TVMs and TVUs and there have been several meetings with the vendor. Extenders will be installed to improve connectivity issues and a recovery plan for the back office is being developed. Issues should be fixed by the end of the year. Wi-Fi bandwidth has been improved. Mr. Harrison inquired about the back office issues and if had an effect on ridership. Ms. Olore said that FDOT is currently evaluating reports. Ms. Olore asked for further comments from the committee. Gary Huttman inquired about customers not being able to renew passes prior to their expiration. Ms. Olore said that Xerox continues to deploy software fixes to eliminate pass renewal issues.
 - iii. Safety
Ms. Olore discussed the issue of upgrading safety. Due to ongoing trespass issues and people stopping on the tracks, through the month of September, the Florida Highway Patrol will be specifically focused on ticketing motorists who stop on

railroad tracks. In addition, a safety team is working with local police in the different municipalities and discussing enforcement in trespassing. Safety messages also are on billboards and radio advertisements. Operations crews ride the train to observe areas of encroachment, high trespassing areas and where people are stopping on the tracks.

iv. Service Enhancements

Ms. Olore noted the new schedule and a new policy that addresses when a train is over 85% full a third car is added so riders do not have to stand. Ms. Olore discussed Congressman Mica's request for additional cars from south Florida. A white paper is being drafted to consider what opportunities are available and potential challenges involved. Cost estimates were provided concerning special event services. Ms. Olore also discussed a request by the Central Florida Commuter Rail Commission to expand the schedule with additional off peak trains and potential weekend service. That analysis should be complete by the end of the year, she said. Operations Director Doug Stencil provided comments on fuel, equipment reliability and maintenance necessary to keep the trains in service.

v. Feeder Bus Service

Ms. Olore reviewed the bus connectivity map and noted that FDOT is working with Votran and LYNX to analyze current routes. A TAC member inquired about the impact upcoming construction on I-4 will have on parking at the DeBary station. Ms. Olore said that FDOT is aware of crowded parking conditions at the DeBary station and is exploring expansion opportunities. She also discussed other connectivity options that are in place at the different stations.

3. Marketing/Business Development/Public Involvement

- a. Ms. Olore reviewed the monthly scorecards and provided an update on marketing, business development and public involvement activities

4. Phase 2 Activities – Tawny Olore, P.E.

a. FTA Coordination

Ms. Olore provided a status update on coordination with the FTA and the scope, schedule and cost review that recently was held with the PMOC. The Rating and Evaluation package was resubmitted in September. Design and FFGA application documents are moving along as scheduled. JUAs go to board approval in September/October. FFGA approval is dependent on the Congressional budget. In terms of Phase 3, Ms. Olore stated that the Rating and Evaluation package was completed and submitted in August to get into the 2015 Presidential budget.

b. Station Development

Ms. Olore discussed station development and the hazard analysis. All grade crossings will be evaluated to identify any deficiencies. The assessment will be provided to Orange and Osceola counties in the upcoming months. This will also be done for Phase 1. Ms. Olore discussed project development for Phase 3.

c. Right-of-Way Acquisition

Ms. Olore provided an update on Right-of-Way acquisition. She reported that it was going well and that TAC members would be kept informed.

COMMITTEE MEMBER COMMENTS

1. Brett Blackadar commented on an interest in commuting to Orlando for meetings but unable to return due to current off peak schedule. Ms. Olore that stated this issue is being looked into and the onboard surveys and social media feedback will provide additional information.

2. Gary Huttman inquired about purchasing LUMS as bulk packages to use on future dates. Ms. Olore stated that the stored value option may be an option to resolve this issue.
3. Rick Lemke inquired on the point of contact for emergency repairs and bridge painting schedule. Ms. Olore stated that upgrades to 54 crossings are forthcoming and that she would inquire as to the bridge painting schedule.
4. Rick Lemke commented about communications when service is interrupted. Ms. Olore stated that communication procedures are included in the operations and maintenance contract, and Standard Operating Procedures.

PUBLIC COMMENTS

1. Joanne Counelis provided comments regarding service on weekends and holidays, new bus routes and an additional train during mid-day service.

NEXT MEETING

1. The next TAC meeting is scheduled for Wednesday, October 1, 2014 at 1:30 p.m.

ADJOURNMENT

1. Meeting adjourned at 2:36 p.m.