

Central Florida Commuter Rail Commission Meeting

December 14, 2016

11:00 a.m.

Metroplan Orlando
250 South Orange Avenue
Orlando, Florida 32801

Attendees: Chairman Buddy Dyer, Secretary Viviana Janer, Board Member Teresa Jacobs, Commissioner Bob Dallari, and Board Member Pat Patterson

Minutes

Meeting was called to order by Chairman Buddy Dyer
Pledge of Allegiance and Confirmation of Quorum
Action Items: <ul style="list-style-type: none">• Adoption of meeting minutes from September 29, 2016; Motion to adopt minutes passed unanimously.
Agenda Item: Customer Advisory Committee Update Presenter: Nicola Liquori <ul style="list-style-type: none">• October 18, 2016<ul style="list-style-type: none">○ Quorum not met○ Presented results of ridership surveys<ul style="list-style-type: none">▪ Committee requested to review survey questions prior to the survey being conducted so they have the opportunity to review and provide information related to those questions.○ Requested text notifications of delays for customers○ Orange County's second seat remains vacant; committee requests a 2nd representative to be appointed for the remainder of the term.○ Committee requests that funding partners appoint representatives for the 3rd term in order to insure continuity.○ Next meeting not yet scheduled; due before January 31, 2017
Agenda Item: Technical Advisory Committee Update Presenter: Jim Harrison <ul style="list-style-type: none">• Met once since last CFCRC Meeting<ul style="list-style-type: none">○ December 7, 2016<ul style="list-style-type: none">▪ Ridership▪ On Time Performance▪ Saturday Service▪ Bus Connectivity from Lynx & Votran▪ Project Updates▪ Safety updates
Agenda Item: Working Group Update Presenter: Jim Harrison <ul style="list-style-type: none">• Plans to procure a consultant to help guide the Board through the transition of SunRail from FDOT to Local Commuter Rail Operation.• Prepared draft Inter local Agreement and a draft scope of services<ul style="list-style-type: none">○ Received comments back from each of the five funding partners• Outstanding issue- How to actually procure the services<ul style="list-style-type: none">○ Chairman Dyer proposed that after the Election of Officers at the next meeting, the incoming Chairman's procurement process be used for the acquisition of the consultant services. Agreement was unanimous among Committee members.

Agenda Item: Agency Update

Presenter: Nicola Liquori

- Safety Priorities
 - Positive Train Control
 - FRA has issued guidance for the Safety System Plan. The new guidance doesn't change our practices but it has specific reporting requirements. The new guidance emphasizes a safety environment at all levels of the organization

- Customer Service
 - SunRail and Lynx are working together to determine how both SunRail and Lynx systems work together to provide customers with the best experience.
 - Ridership currently has a downward slope, and we are committed to addressing in 2017
 - Focus on commuter-based trips
 - Understand what causes riders to choose a different transportation method
 - The SunRail Saturday pilot program has been well received
 - Marketing and business development efforts to get people to take the train
 - Potential customer base of Orlando International Airport employees taking SunRail and taking transfer bus with Lynx to get to airport
 - Working with GOAA and other organizations at Orlando International Airport to engage larger groups
 - Hospital ridership has not grown as anticipated. We will be setting up meetings with them to discuss opportunities
 - The majority of customer service calls we receive are regarding schedule.

- SunRail on Saturday
 - SunRail on Saturday's was a success
 - Many people used SunRail for the first time which was one of the primary goals
 - The 1st Saturday riding the train was the event itself
 - The 2nd Saturday the Pride Parade was the main draw for the train
 - Winter Park was the highest destination
 - Saturday 12/17/16 last Saturday of 2016
 - Supporting the UCF Cure Bowl
 - Lymmo Bus set up at Church St. to bring customers from SunRail to the Cure Bowl.

- Budget
 - FY15 SunRail budget presented previously
 - Shows \$34 million in expenses, \$27.2 million operating assistance
 - FY15 budget was revised subsequently based on some operating history (example, fuel prices)
 - FY17 budget prepared and presented
 - Noted that budget for feeder bus service included both Phase I and Phase II, although current year will only include Phase I expense
 - Going forward, budget will be presented between March and May prior to the next fiscal year
 - Next meeting will include a FY17 budget to actual

Agenda Item: Operations Update

Presenter: Miguel Torres

- Ridership Trends
 - September, October, & November has a slight decline
 - Sand Lake Road & Winter Park Stations we the top in ridership
 - Saturday leisure riders were going to Winter Park
 - Investigating with other properties within the State and this trend has been occurring in other modes of transportation as well. (Lynx, Votran, TriRail)
 - Pilot program for late nights
 - Very successful on Friday Nights
 - Looking into mid-day gaps in the schedule

- On Time Performance
 - Consistent since beginning
 - We need to focus on hospitals and serving hospital staff along the corridor

Agenda Item: Bus Connectivity

Presenter: Edward Johnson with Lynx
& Steve Sherrer with Votran

- LYNX
 - Closed out FY16 with about 1% higher average daily ridership than the previous year
 - 450,000 passengers for FY16
 - 1,700 daily passenger boarding's for the first 2 months of FY17 (Oct & Nov)
 - 8% decrease from the previous year
 - They are working on mobility management internally
- Votran
 - At request of Commission Mr. Sherrer is presenting station activity at the DeBary Station

Agenda Item: Project Updates

Presenters: Tammie Andrews

- DeBary Parking Lot
 - Expansion will create 211 new parking spaces
 - 85 days in they are on time and believe that will beat their estimated completion date.
- Phase 2 South
 - Successfully relocated 109 Gopher Tortoises to a Sumter County ranch
 - Pile driving at Shingle Creek Bridge has been completed and contractor is currently pouring caps on west Side. Train traffic will be moved to the west side and construction on east side will begin.
 - Pile driving began at Boggy Creek Bridge.
 - Crash wall under Orange Avenue is being constructed.
 - Drainage and earthwork activities are occurring in Zone 4 – south end.
 - Clearing and grubbing continue in the other zones.
 - Utility relocations are ongoing.
 - Construction of foundations and installation of conduits for grade crossing and wayside signals continues throughout the corridor.
- Kissimmee Parking Garage
 - Construction of the precast members is complete.
 - Continue to pour topping slabs.
 - Elevator installation has begun.
- Phase 3
 - Draft PD&E documents under review
 - Reviewing Operation Methodology
 - Analyzing capacity of existing parking lots and how Phase 3 will affect space

Agenda Item: Positive Train Control

Presenters: Miguel Torres

- PTC is a federally mandated system that overlays our existing signaling system
 - Mandated by the FRA in 2008
 - A migration of both Class 1 and commuter railroads to PTC system
 - We acquired the railroad in 2007 and PTC came after our initial acquisition from CSX
- Four tenets of PTC Mandate
 - Avoid train-to-train collisions
 - Head on, trains that rear end other trains
 - Avoid over speed derailments
 - Stop any incursion into an established work zone
 - Stop the movement through a main line switch in the improper position.
 - Puts train into an emergency braking at a safe stop before a catastrophe happens
- PTC Deadline- December 2018
 - Install all PTC hardware on the Central Florida Rail Corridor
 - Acquire Spectrum license
 - Radio frequency to communicate from our dispatch system to the trains
 - Conduct Employee Training
 - Aggressive schedule for training
 - Initiate Revenue Service Demonstration on at least one territory

- By the end of 2018 we need to be able to demonstrate that the system is operating as its intended.
 - SunRail elected and proposed 15 miles of our Initial Operating Segment from DeBary to Longwood to test revenue service demonstration with all trains. Once this is successfully completed we will roll the program out and address the Amtrak and CSX needs.
- I-ETMS- Interoperable Electronic Train Management System
 - Smart system
 - Interoperable with Tenant Railroads
 - Single System for SunRail and Tenant Railroads
 - FRA Type Approved
 - Coordination with Tenant Railroads (CSX already has I-ETMS)
- PTC Schedule
 - Revenue Service Demonstration
 - Very Aggressive Schedule (Fourth Quarter, 2018)
 - Finding resources to support PTC is a challenge
 - We have consultants who work with other railroads so we do benefit from the lessons learned from those other railroads

Agenda Item: BD, Marketing, Safety Outreach

Presenters: Mark Calvert, Carson Chandler, Regina Cargill

- Quarterly Programs
 - Monday–Friday Ridership efforts
 - Saturday Service
 - Cure Bowl Saturday January 14 as well as 9 other events customers can use SunRail for
 - Media coverage as soon as Saturday Service Schedule is solidified
 - I-4 digital boards
 - A lot of interest in texting Alert Service for riders
 - Exploration of Advertising Opportunities
 - Riders’ experience
 - Launch of the Ambassador App
 - Provides real-time feedback
 - Identifies any trends
 - Identifies rider needs
 - Allows for trend analysis
 - Consistency in reporting
- Business Development Priorities
 - Florida Hospital & Orlando Health
 - Hospital shift that ends at 3P.M. and with the current schedule the hospital employees do not have the confidence knowing if there is going to be a train there or not because Nurses can never tell exactly when their shift ends
 - Orlando International Airport ridership effort
 - Working on solutions for getting the message out to the airport employees
 - Leisure ridership initiatives
 - Orange City has provided us with the most interest
- Safety Outreach
 - Recent Successes
 - Schools- 250 kids from Sanford rode SunRail Friday 12/9/16
 - Community
 - Bus & Trucking Companies
 - Phase 2 South
- Ridership Appreciation
 - Select days in December

Agenda Item: Funding Options for Phase 2 North Update

Presenter: Nicola Liquori

- Phase 2 North
 - Extends service 12 miles from existing DeBary Station to the DeLand Amtrak Station
 - \$71.3 million Capital Cost Estimate

- Under the current agreements with the 50% Federal, 25% State, 25% Local we are looking at a Federal share of about \$35.7 million.
- We submitted a Grant application and were not successful
- Next Steps
 - Evaluate ridership
 - Evaluate capital costs and O&M costs
 - Evaluate funding approach
 - Prepare grant application
 - Looking to find solution for the \$10 million short fall
 - Will be prepared to submit a new grant application within late summer when opportunity comes

Board Member Comments:

- *Meeting Materials:* Secretary Janer requested that all meeting materials be available to board members 72 hours in advance.
- *Hospital Ridership:* Chairman Dyer expressed disappointment regarding the ridership between the 2 hospitals in Orlando.
- *Bicycle and ADA Boarding's:* Commissioner Dallari requested a year to year diagram. (January-January)
- *LYNX:* Chairman Dyer mentions that the Lynx bus needs to not leave before the train arrives
- *Lynx on Saturday:* Chairman Dyer noted we are missing passengers due to the fact that they are not running Lynx bus from Kissimmee to Sand Lake Road.
- *Phase 2 South:* Commissioner Janer requested an update on the Phase 2 South schedule. Ms. Liquori responded that the FTA believed the February 2018 schedule is aggressive, and we are working with our joint venture contractor and CEI consultants to look at major milestone dates to present back to FTA on how we can achieve the 2018 date. Commissioner Janer asks to be kept posted on this because it is very concerning to her that Phase 2 South keeps getting pushed back. She states that we are missing out on Osceola County ridership.
- *PTC Maintenance & Operation:* Commissioner Dallari asked what the cost will be for maintenance and operation for PTC. Mr. Torres responded that we do not have those numbers at this time
- *Hospital ridership:* Commissioner Dallari asked if he could sit down with the SunRail team about promoting hospital ridership for South Seminole Hospital in Longwood also.
- *Phase 2 North Grant Application:* Chairman Dyer states that he was appointed to a committee that advises DOT on tourism and transportation, and one of the staffers is involved in the Tiger grant evaluation process. It is anticipated that the application process would be announced late spring/early summer. We need to ensure all parties are involved in requesting letters of support and other means to show support for this project. Chairman Dyer explained that the grant application was prepared for \$25M, if we submitted it for that amount we would still have to cover the remaining \$10M.
 - In the next 6 months before we get to the Tiger grant process, find the funds for the remaining \$10M.
 - Commissioner Janer stated that the board of Osceola County was not willing to stand down a third time. The most recent Tiger grant application was prepared but not submitted. Commissioner Dallari asked that Osceola County go forward with an open mind. Commissioner Janer said she is willing to bring it back to her board to see if they are willing to change their mind but she would want the grant to be further along in the process.
- *Special Events Train Process:* Agenda item requested by Board Member Teresa Jacobs and we will hold off until she is present.

Public Comments:

- N/A

Next meeting TBD