

Central Florida Commuter Rail Commission

MEETING MINUTES

Date: Wednesday, September 12, 2012
Time: 10:30 a.m.
Location: MetroPlan Orlando - Board Room
315 East Robinson Street, Suite 355
Orlando, Florida 32801

- Call to Order - Chairman Frank Bruno called the meeting to order at 10:34 a.m.
- Pledge of Allegiance
- Confirmation of Quorum
 1. Members in attendance were:
 - Commission Chairman Frank Bruno
 - Commission Vice Chairman Brandon Arrington
 - Commissioner Buddy Dyer
 - Commissioner Carlton Henley
 - Commission Secretary Teresa Jacobs
 2. Members not in attendance were:
 - All members were in attendance.
- Agenda Review – FDOT District Five Secretary Noranne Downs, P.E.
 1. Secretary Downs provided the Agenda Review.

CHAIRMAN'S REPORT

1. Chairman Bruno provided a Volusia County update. He stated that in Volusia County SunRail partnered with the City of DeBary on June 11 to host an unforgettable groundbreaking ceremony at the future home of the DeBary SunRail station. Chairman Bruno noted that over 200 people attended, including Congressman John Mica and FDOT District Five Secretary Noranne Downs, P.E. He said that Mayor Garcia did a wonderful job and offered a special thanks to Votran for ferrying people back and forth to the groundbreaking site. Chairman Bruno introduced Steve Sherrer, who is replacing Ken Fischer as the new director of Votran. Chairman Bruno noted that it was Mr. Sherrer's first CFCRC meeting. He also thanked LYNX for bringing the bus that was wrapped as a SunRail train to the DeBary groundbreaking.
2. Chairman Bruno noted that FDOT, Volusia County and the City of DeLand convened a station workshop on June 15, 2012 to advance Phase II North, and that discussions with the Federal Transit Administration are now underway.
3. Chairman Bruno noted that the Commission agreed to move forward with the DeLand station site and craft a proper transit-oriented development (TOD) vision for the area.

4. Elsewhere on the corridor, FDOT is advancing connectivity and TOD. Construction is in full swing in Volusia, Seminole and Orange counties, as well as the City of Orlando. The DeBary station platform,, which was the first under construction, is nearly complete. SunRail contractors are hard at work and the Operations & Maintenance (O&M) contract is expected to be advertised by summer's end.
5. Chairman Bruno noted that the SunRail City Center was opened for business on May 14, 2012, the same day that nearly 200 developers and interested stakeholders gathered for a TOD forum in downtown Orlando.

ACTION ITEMS

1. Adoption of minutes from April 13, 2012 meeting
 - a. The meeting minutes were unanimously adopted upon a motion by Mayor Dyer and a second by Commissioner Arrington.

DISCUSSION ITEMS

1. Project Update – Tawny Olore, P.E.
 - a. Ms. Olore told Commissioners that Doug Stencil, the SunRail Safety Manager for the last four years, recently suffered a serious heart attack and asked Commissioners to keep Mr. Stencil and his family in their thoughts.
 - b. Construction Activities
 - a. DBM – Archer Western/RailWorks
 - i. Ms. Olore said that design work on grade crossings and track work is in the process of being finalized, and construction is underway at eleven of twelve SunRail stations along the corridor.
 - ii. Ms. Olore said that the fourth rail shipment was just received and is in the process of being unloaded.
 - iii. In terms of platform construction, Ms. Olore noted that up at DeBary, the platform has been constructed and crews are working on finishing drainage work at the station. Crews will soon move into constructing the parking area.
 - iv. At Sanford, the platform has been constructed and they are beginning the drainage work.
 - v. At Lake Mary, the platform has been completed and the drainage construction will be starting in the near future.
 - vi. At Altamonte Springs, the platform is complete and all the drainage work is complete as well. This is the station where crews had to work on an underground drainage system, which was a rigorous construction effort. The parking lot construction will begin shortly.
 - vii. At Maitland, the platform is currently under construction.
 - viii. At Winter Park, the center platform is being removed, and Morse Blvd. has been closed for the last couple of days. That work should be completed shortly, and crews will then begin work on realigning the track to accommodate platforms on either side.
 - ix. At Florida Hospital, crews are working 24/7 constructing the platforms.

- x. Ms. Olore thanked LYNX for being a terrific partner, and for helping FDOT stage construction activities at LYNX Central Station to begin platform work.
 - xi. Platform construction activities are underway at Church Street, as well.
 - xii. At Orlando Health/Amtrak, platform construction will begin once the Winter Park track is realigned, as the Winter Park work necessitated taking a mainline track out of service. Once the track is realigned, crews will begin construction on the Orlando Health/Amtrak platform by removing that platform and taking another mainline out of service. So, the work at Orlando Health/Amtrak is dependent on what's happening in Winter Park.
 - xiii. Ms. Olore noted that FDOT is also in the process of double tracking from Airport Blvd. to Lake Mary. There is a lot of double tracking happening in Seminole County.
 - xiv. At the Vehicle Maintenance and Storage Facility (VSMF) up at Rand Yard, crews are in the process of pouring the building foundation to start constructing the pre-fab building out there.
 - xv. Ms. Olore showed Commission members, photos of the double tracking process in DeBary at Barwick Road. Photos were shown of ballast being poured at Old Lake Mary Road. Additional photos of construction also were shown, including platforms under construction in Lake Mary, Sanford and Maitland.
- b. Station Finishes – Contract #1/Archer Western; Contract #2/Welbro
 - i. The Station Finishes 1 contract was awarded to Archer Western and Station Finishes 2 was awarded to Welbro, based in Maitland. Work includes installing canopies and so forth, as well as parking lot construction. Welbro is starting construction work at the Sand Lake Road station, where clearing and grubbing activities are now under way.
- c. Vehicles – Locomotives/Motive Power; Coaches and Cab Cars/Bombardier
 - i. With the locomotives, coaches and cab cars, the fabrication started at the end of August. FDOT has ordered the vehicles for Phase II. FDOT is spending a lot of time with the manufacturers ironing out production schedules, so that there is no lag time in production between Phase I and Phase II for vehicles.
- d. Public Involvement – The Cunningham Group
 - i. Ms. Olore noted that in the Commission packets members will find the latest copy of the SunRail *Transit Times* newsletter, as well as two brochures geared toward employers and employees. Ms. Olore explained that FDOT is holding Lunch N' Learn presentations with employers located two miles from a station. We're starting in downtown and working north and south. Ms. Olore explained the Lunch N' Learn process, how the system will work, and are you interested? If employers are interested, and the response has been overwhelmingly positive, we ask them how we can get them that last mile from the station to their place of business, whether it be vanpools, shuttle services or fixed route bus service. The team then circles back to the

employer and is working with Human Resources representatives to explain connectivity options, federal tax benefits and so forth. The objective is to have people getting off at a station and being able to get where they need to go. FDOT will also be working with homeowners' associations, targeting neighborhood residents who may want to take their own car to a park and ride lot, carpool with neighbors or invest in a vanpool from their homes to SunRail stations. Ms. Olore noted that the FDOT team also appreciated all the help that staff has provided in targeting specific businesses for outreach opportunities.

- ii. Mayor Dyer asked Ms. Olore to include outreach to Westminster Towers and senior communities. Ms. Olore agreed to do so, and noted that Tim Jackson was working with the team on this effort.
- iii. Ms. Olore also said that SunRail social media platforms have been up and running, and welcomed Commission members to join the RideSunRail social media venues.

e. Transit-Oriented Development

- i. Ms. Olore said that the TOD team held a forum in June that Chairman Bruno referenced earlier. FDOT also has been meeting with city and county staff to discuss walkability and metrics. The metrics will allow the Department to track development around SunRail stations as it occurs. She said the team would be presenting that information to the Commission at the next meeting. Since the last CFCRC meeting, there have been two developments in Seminole County that were announced. One is a 200-unit apartment building in Lake Mary worth \$28 million adjacent to the station. The city signed an agreement with Epic Properties. In Longwood, Orange Crown Holdings will build a 400-unit apartment building that is in the process of getting their financing together. Ms. Olore said the TOD team has been working with Orange Crown with regard to parking. When FDOT is approached on TOD issues, local staff members are notified and brought into the conversation, Ms. Olore said.

f. Open Procurements

- i. Fare Collection: Ms. Olore said that FDOT is working closely with LYNX and Votran on the Fare Collection System procurement, which was awarded to ACS Xerox for the tap on, tap off technology. That design will happen over the next year or so.
- ii. Marketing/Business Development: Ms. Olore said that FDOT recently awarded a business development and marketing contract to Data Transfer Solutions and a kickoff meeting will be held on September 17.
- iii. Operations and Maintenance: The Operations and Maintenance contract is being finalized, and should be advertised in October.

c. Safety and Security Update

- a. Ms. Olore said that Mike Kirchanski has been named System Safety Officer, to replace Doug Stencil. FDOT is also in constant coordination with the Federal Railroad Administration to ensure safe operations along the corridor.

d. Phase II South

- a. Ms. Olore said that FDOT has been busy with design activities as part of Preliminary Engineering for Phase II South, a 17.2 mile extension with four additional stations, each with park and ride lots. Ms. Olore noted that there is about 13.5 miles of double tracking for Phase II South, 29 grade crossings and a new signal system associated with the project.
- b. Ms. Olore said that FDOT requested Entry into Final Design from the Federal Transit Administration on August 20. The FTA gave the project a medium high rating, which is important as a medium rating is required to be approved for Final Design. Ms. Olore offered kudos to the entire team for achieving a medium high rating for Phase II South. The application itself amounts to about 11 three-inch binders full of technical information. And many systems, she noted, are not able to achieve that goal. Approval to enter into Final Design should come this fall, Ms. Olore said.
- c. Ms. Olore said right of way acquisition activities also are well under way. Acquisition of the Poinciana station parcel is expected to be approved by the Amtrak Board in September; FDOT is also working with Kissimmee for a parking easement; FDOT has survey under way at the Osceola Parkway station; and is getting appraisals for parcels at the Meadow Woods station.
- d. The schedule for Phase II South anticipates approval of a Full Funding Grant Agreement in the fall of 2013.

e. Phase II North

- a. Ms. Olore said that FDOT had a workshop with Volusia County, as Chairman Bruno indicated earlier, and that an October meeting is scheduled with Volusia County and the adjoining property owner to start designing a site plan at the DeLand station. Ms. Olore said that FDOT is also coordinating with the Federal Transit Administration on MAP-21 changes that could benefit Phase II North.

f. Status of Bus Connectivity Plans

- a. Ms. Olore said that discussions are ongoing with LYNX regarding connectivity and getting people that last mile. Ms. Olore noted that a detailed explanation of feeder bus patterns was provided to the Technical Advisory Committee, as well.
- b. Commissioner Henley asked Ms. Olore for an update on jobs created on the project. Ms. Olore stated that she believed that well over 300 jobs had been created so far. However, she did not have an exact number and said that she would get back to Commissioner Henley with more precise figures, including potential jobs associated with Transit-Oriented Development.
- c. Commissioner Arrington asked for a map of Phase II South, specifically right of way at the Poinciana Station. Ms. Olore said she would provide that map.
- d. Commissioner Bruno said that he had received a lot of calls about jobs asking for breakdowns by category, including construction and others. He asked Ms. Olore to provide that information as soon as possible. He noted that it is great to create jobs, but that is only one part of SunRail.

- e. Mayor Dyer asked for a list of Transit-Oriented Development projects that are associated with SunRail. Ms. Olore said that information would be provided.
 - f. Chairman Bruno noted that in terms of local jobs in Volusia County, the County has extended its policy to include other surrounding counties in calculating the number of jobs.
- g. Technical Advisory Committee – Jim Harrison
- a. Ms. Harrison said that there had been three TAC meetings since the last CFCRC meeting – on May 2, June 6 and September 5. At each meeting members are given a detailed update on progress happening on the project.
 - b. May 2 meeting – Mr. Harrison said there was a review of the business development, marketing and public awareness outreach efforts that were underway, as well as a discussion about TOD and the fare collection and ticketing system that SunRail will utilize.
 - c. June 6 meeting – Mr. Harrison said that a detailed review of TOD, and safety and security efforts on the project was discussed.
 - d. September 5 meeting –A detailed presentation about connectivity, LYNX and Votran bus systems and Flex Bus was discussed. Mr. Harrison said that FlexBus is a pilot program evaluation that is being conducted by LYNX in north Orange County and south Seminole County. There is also an evaluation of bike share programs under way through a study proposed by Metroplan Orlando.
 - e. Mr. Harrison noted that on September 20, FDOT is hosting a corridor tour for TAC members. And the next meeting of the TAC is scheduled for Wednesday, October 3, 2012.
 - f. Commissioner Bruno asked for an overview of the upcoming Amtrak trip being coordinated by the Orlando Regional Realtor’s Association on September 14. Ms. Virginia Whittington of MetroPlan provided the overview. She noted that more than 200 people are expected to attend.

BOARD MEMBER COMMENTS

- a. Commissioner Arrington complimented the SunRail team on achieving a medium-high rating for Entry into Final Design for Phase II South.
- b. Commissioner Henley said that he continues to be amazed at the vastness of what has to be done to make the project a reality. He said that the SunRail project is an example of the great collaboration that is needed to move the region forward in terms of transportation.
- c. Mayor Dyer noted that it was good to see a local contractor get the Station Finishes #2 contract, so that not all the work goes to one entity.

PUBLIC COMMENTS

- a. Cheryl Stone, a consultant with MetroPlan who has been working with the SunRail team on ADA outreach, said that the team has been working to conduct presentations to groups

that focus on persons with disabilities. She noted that transportation is the number one barrier to employment for persons with disabilities. She showed a copy of the ADA outreach brochure that the SunRail team put together. She said that a webpage was being developed, as well, to provide this information on the www.SunRail.com website.

- b. Joanne Cornellis of Lake Mary noted that she cannot wait for SunRail and that 24 hour bus service, including holidays and weekends, was needed, as soon as possible.
- c. Jose Hoyos, landowner/developer of El Shaddai Christian Church in Meadow Woods, said that he was working with Orange County, Metroplan Orlando and the SunRail team to make the Meadow Woods station a potential transfer point for service to the airport. He noted that he was looking forward to working with Orange County, SunRail and Metroplan Orlando to make that happen. He also noted the possibility of using solar panels on the Orlando Utilities Commission rail line. Mayor Jacobs thanked Mr. Hoyos for his participation in the project.

ADJOURNMENT

The meeting was adjourned at 11:12 a.m.

