

Central Florida Commuter Rail Commission
Technical Advisory Committee

MEETING MINUTES

Date: Wednesday, February 2, 2011

Time: 1:30 p.m.

Location: Florida Department of Transportation

Orlando Urban Office

133 South Semoran Blvd.

Orlando, Florida 32807

- Call to Order – TAC Chairman Roger Neiswender called the meeting to order at 1:30 p.m.
- Pledge of Allegiance
- Confirmation of Quorum
 - Introductions
 - Members in attendance were:
 - Tawny Olore, Florida Department of Transportation
 - Todd Hammerle, Florida Department of Transportation
 - Roger Neiswender, City of Orlando
 - Jim Harrison, Orange County
 - Jerry McCollum, Seminole County
 - George Recktenwald, Volusia County
 - Dale Arrington for Michael Pleus, City of DeLand
 - Karl Welzenbach, Volusia TPO
 - Ken Fischer, VoTran
 - Mary Moskowitz, City of Sanford
 - John Omana, City of Lake Mary
 - John Sember, City of Altamonte Springs
 - Charlie Wallace, City of Maitland
 - Don Marcotte, City of Winter Park
 - Tiffany Homler, Osceola County
 - Randy Schrader for Jim Arsenault, City of Kissimmee
 - David Grovdahl, Metroplan Orlando
 - John Lewis for Lisa Darnall, LYNX (non-voting)
 - Members not in attendance were:
 - Katrina Powell, City of Longwood
 - Kassandra Blissett, City of DeBary
- Agenda Review – Tawny Olore, P.E.

ACTION ITEMS

1. Adoption of minutes from January 5, 2011
 - a. Upon a motion by Mr. McCollum; seconded by Mr. Recktenwald, the meeting minutes were unanimously adopted.

DISCUSSION ITEMS

1. Chairman's Report – Mr. Neiswender
 - a. Mr. Neiswender brief TAC members about the Central Florida Commuter Rail Commission Meeting held on January 28, 2011. He said that FDOT staff worked diligently through the holidays to meet a Dec. 30 deadline for submission of all Full Funding Grant Agreement materials to the Federal Transit Administration. Mr. Neiswender noted that Amtrak objections also were resolved. He said there seems to be a sense of progress, and that hurdles have been cleared to allow the FTA to proceed to final review of the project in advance of a Full Funding Grant Agreement. Mr. Neiswender noted that the Governor's office is reviewing four procurement documents as part of its commitment to review all state contracts in excess of \$1 million. He said he was not aware that the review was anything other than standard procedure and anticipated that it would move forward in an orderly fashion without delay.

2. Project Update – Todd Hammerle, P.E. and Tawny Olore, P.E.
 - a. Federal Transit Administration
 - i. Ms. Olore said that January was as busy as December. The Department held a Risk Assessment with the Federal Transit Administration Project Oversight Consultant team on January 13-14; and it went well. No major risk items were discovered, and the Department anticipates that the Full Funding Grant Agreement will be forwarded to Congress by the end of February.
 - ii. Mr. McCollum asked whether the FTA's Financial Oversight Consultant, which is reviewing SunRail financial documents, would be meeting with local representatives, as they have in the past. Ms. Olore said that they are not requesting local participation, and that the review is proceeding as planned.
 - b. Procurement activities
 - i. Mr. Hammerle said that the vehicles procurement contracts and the Design Build Maintain contract are under review by the Governor's office and will await execution until that review is complete. The Construction, Engineering Inspection contract is expected to be executed in the March time frame. The Public Involvement/Marketing contract is expected to be advertised in March. Ticket Vending Machines and the station construction contracts are scheduled for the next fiscal year, in July.
 - c. CSXT
 - i. Ms. Olore said that discussions with CSXT have gone from the negotiation phase to actual implementation. SunRail COO Joe

Antonucci and Safety and Security Officer Doug Stencil are meeting regularly with CSX to plan the anticipated takeover of the corridor in June. A dispatch desk will be carved out, and CSX will operate that desk until the SunRail desk is up and running once the Control Center is built. That desk is expected to be up and running by about May 1.

d. Amtrak

- i. Ms. Olore said that the Amtrak board approved the Operating Agreement several weeks ago.
- ii. Ms. Moskowitz asked what facility SunRail will use for maintenance. Ms. Olore said that heavy maintenance on SunRail trains will be performed at the Auto-Train maintenance and car wash facility in Sanford, as part of the agreement.

e. Federal Railroad Administration

- i. Ms. Olore said that Mr. Antonucci is also working closely with the Federal Railroad Administration to finish up safety and operations plans prior to the Department taking over the corridor. Once the Design-Build-Maintain contract is executed, another hazard analysis will be conducted along the corridor.
- ii. Mr. Welzenbach asked about platform heights.
- iii. Ms. Olore said that several years ago, the Federal Transit Administration required the SunRail project to build 15-inch platforms that would effectively provide level boarding for trains with 18-inch floors. However, the Federal Railroad Administration never moved forward with 18-inch vehicles. When the Federal Railroad Administration subsequently performed a hazard analysis on the SunRail corridor, they felt that the 15-inch platforms presented a safety hazard – particularly at those stations with 8-inch platforms used by Amtrak. So the Federal Railroad Administration and the Federal Transit Administration agreed that the project should construct uniform 8-inch platforms.

f. Right-of-Way acquisition/certification

- i. The final parcel for the Longwood station was closed in February, so all station acquisition in Seminole County is now complete.
- ii. Mr. McCollum said that Commissioner Henley would be delighted to hear that news.
- iii. Ms. Olore said that the Department is progressing with the rest of the right of way for station. For Phase II, Ms. Olore requested a meeting with Orange County to discuss the Meadow Woods station, and with Kissimmee, as the Department is prepared to start making offers.
- iv. Ms. Homler asked if the Department was preparing offers on parcels in addition to one acquired for the LYNX SuperStop.
- v. Ms. Olore said that three additional parcels are ready to go, and that Poinciana is nearing completion. With Phase II, the Department has also given notice to proceed for surveyors to start

doing boundary surveys and utility locates. She said the Department is ready to survey in DeLand, but need to meet with Volusia County, as well, to discuss station particulars.

- g. Stations
 - i. Ms. Olore said the Department received approval of its level boarding proposal on January 7, which was a huge accomplishment.
- 3. Joint Use Agreements – Mr. Hammerle and Ms. Olore
 - a. Ms. Olore said that Orlando and Seminole County unanimously ratified the Joint Use Agreements, which are a requirement for obtaining a Full Funding Grant Agreement. Volusia and Orange County votes are planned within the next couple of weeks.
- 4. Industry Forum – Ms. Olore
 - a. Marianne Gurnee, of the SunRail team, said that the Department is planning an Industry Forum on February 25, 2011 at the Sheraton Orlando Downtown Hotel and invited TAC members to attend, and let others know who may be interested in participating in SunRail contracts. A presentation about the contracts will be held in the morning, and a networking session is planned for the afternoon.
 - b. Mr. Omana asked about the platform design for Lake Mary. Ms. Olore said that she would check on the progress of the station designs for the 8-inch platform, and should be able to provide that information within the next week or so.

COMMITTEE MEMBER COMMENTS

- 1. Committee comments
 - a. There were no Committee comments.

PUBLIC COMMENTS

- 1. Public comments
 - a. Ms. Joanne Counellis of Lake Mary said that buses need to run Saturday, and Sunday and all weekends and holidays, and that SunRail is needed very soon, as well.

NEXT MEETING

- 1. Review of next meeting date
 - a. The next meeting is scheduled for March 2, 2011

Ms. Olore introduced John Lewis, the new Chief Executive Officer of LYNX. Mr. Neiswender said Mr. Lewis had already finished a marathon, so that anyone who may want to enter an endurance contest should be forewarned.

TRANSIT-ORIENTED DEVELOPMENT KICK-OFF

1. Introductions

b. TOD Team Members

- i. Ms. Olore introduced members of the PB Placemaking team who will assist the Department in facilitating community-based Transit-Oriented Development at SunRail stations, and will update the 2007 Transit-Oriented Development sketchbook. The team members are Keith Liden, GB Arrington, Jim Hencke and Paul Skoutelas.
- ii. Mr. Hencke and Mr. Arrington provided a comprehensive overview of Transit-Oriented Development practices and opportunities. The presentation is posted on the www.sunrail.com website on the “Transit-Oriented Development” tab located in the “About SunRail” section.
- iii. Ms. Olore noted that the Department and PB Placemaking will be setting up individual meetings with each jurisdiction to discuss transit-oriented development opportunities more in-depth during the week of March 14-18.
- iv. The meeting then broke up into small groups to discuss issues and opportunities at each station with the PB Placemaking and SunRail teams.

ADJOURNMENT

The meeting adjourned at 4:45 p.m.