

Central Florida Commuter Rail Commission
Technical Advisory Committee

Meeting Minutes

Date: Wednesday, March 6, 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, Jim Harrison, called the meeting to order at 1:35 p.m.
- Pledge of Allegiance
 1. Confirmation of Quorum
 2. Members in attendance were:
 - Tawny Olore, P.E., Florida Department of Transportation
 - Jim Harrison, Orange County
 - Brett Blackadar, Seminole County
 - John Angiulli, Volusia County
 - F.J. Flynn, City of Orlando
 - John Omana, City of Lake Mary
 - Lois Bollenback, Volusia County TPO
 - Sheryl Bower for Jon Williams, City of Longwood
 - Nick Koval, City of DeBary
 - Charlie Wallace, City of Maitland
 - John Sember, City of Altamonte Springs
 - Don Marcotte, City of Winter Park
 - Randy Schrader, City of Kissimmee
 - Gary Huttman, MetroPlan Orlando
 - Steve Sherrer, VOTRAN
 - Russell Gibson, City of Sanford
- Members not in attendance were:
 - Tiffany Homler, Osceola County
 - Dale Arrington for Michael Pleus, City of DeLand
- Agenda Review – Tawny Olore, P.E.
 - Ms. Olore provided the Agenda review.

ACTION ITEMS

1. Adoption of Minutes from Wednesday, February 6, 2013 meeting.
 - a. A motion to adopt the meeting minutes from February 6, 2013 was made by Mr. Huttman and seconded by Mr. Wallace; the meeting minutes were unanimously adopted.

DISCUSSION ITEMS

1. Chairman's Report – Mr. Harrison

- a. The Chairman proceeded with the election of TAC Officers. Mr. Harrison said that Interlocal Agreements call for the elections of officers in January, and that TAC officers must be elected from among the five funding partners during construction. He said that TAC members originally agreed to have TAC Officers mirror the election of officers of the Central Florida Commuter Rail Commission, and that he would prefer following that template. Currently, Osceola County is Chairman of the Central Florida Commuter Rail Commission, Orange County is Vice Chair and Seminole County is Secretary. As such, Mr. Harrison nominated Tiffany Homler, Osceola County's representative to the TAC, as Chairman of the TAC. The motion was seconded and carried unanimously. Mr. Angiulli nominated Mr. Harrison as Vice Chairman of the TAC. The motion was seconded by Mr. Blackadar and carried unanimously. Mr. Harrison nominated Mr. Blackadar from Seminole County for TAC Secretary. The motion was seconded by Mr. Flynn and carried unanimously.
2. Project Updates: Tawny Olore, P.E.
 - a. Ms. Olore said that several SunRail "celebrations" had been held recently on the corridor – including an event in Winter Park to mark the start of construction on the city's new Amtrak Station building. A second event was held at Florida Hospital, and was attended by FTA Administrator Peter Rogoff, to mark receipt of the second installment of the Federal Transit Administration's Full Funding Grant Agreement. Ms. Olore expressed thanks to the City of Orlando staff, the Cunningham Group and Evolve. A video of the two events were shown to TAC members.
3. Construction Updates: Amy Scales, P.E.
 - a. Ms. Scales reported that the Department is moving forward with platform construction. There is still some work to do at Winter Park, as the Amtrak platform is being rebuilt, as well as the SunRail platforms. At Orlando Health, more than 600 yards of concrete was poured this past weekend. Sand Lake Road continues to lag due to unanticipated sub-soil conditions, but will catch up soon.
 - b. Last weekend, the Department shut down the railroad for the entire weekend and removed 100 feet of bridge. Ms. Scales showed pictures of the deconstruction of the existing bridge, and where new concrete piers were built.
 - c. Ms. Scales said the Winter Park platform is nearing completion and will be followed by the station finishes contractor. Photos were displayed of updated construction activities at Orlando Health, and at Sand Lake Road, where pre-constructed track panels were installed.
 - d. The Station Finishes I contractor now has canopies up at Sanford, DeBary and Altamonte Springs. At Lake Mary, contractors are continuing with conduit installation and pouring some of the barrier walls, etc., so site work is continuing. At Longwood, contractors are working on punch list items now for platforms and preparing to lay a second set of tracks. That work will continue over the next couple of weeks. At Altamonte Springs, the roofs are on the canopies. At Church Street, not a lot more has been done since the last meeting. Ms. Scales noted that next weekend there will be another curfew when no train traffic will be permitted on the corridor.
 - e. Mr. Jonathan Duazo provided an update on the manufacture of locomotives, coaches and cab cars. Mr. Duazo said that the building of the locomotives is continuing on schedule and the first shipments are expected in late summer of 2013. He displayed photos of the construction, including the Sunburst and flooring installation. Mr. Duazo also discussed progress of the fare collection equipment. He said that the technical experts are actually here this week and continuing to discuss design progress. The equipment is expected to start arriving in August and the installation will start in October/November. Mr. Koval

asked what would happen if there was, for example, a power failure or other failure of the ticket vending machines. How would that affect passengers? Ms. Olore stated that there are four ticket vending machines, two on each platform, and a back-up power source. Mr. Koval then asked what might happen if they all fail, or if there is no power at all? Should a passenger board the train anyway? Ms. Olore advised that it would be appropriate for passengers to board the train as normal, as each train will have an engineer and a conductor that continually roams through the two cars. The passenger should let the conductor know what happened, and they will be equipped with a device on the train to take care of the issue. Ms. Olore noted that passengers also will be able to utilize a passenger assist phone on each platform that will provide instructions for what to do in a situation like Mr. Koval described.

2. Business Development/Public Involvement/Marketing – Tawny Olore, P.E.
 - a. Ms. Olore said that billboards have been put up at pinch points along Interstate 4 -- westbound around Longwood and eastbound at U.S. 441, as well as a digital sign at Fairbanks. Radio ads also started this week with NPR and they play every hour during drive times. Radio ads also will air on WMMO and STAR beginning on March 18. Ms. Olore displayed a picture of the billboard at U.S. 441. The marketing teaser campaign is in full swing. Ms. Olore noted that the SunRail Public Involvement team is continuing community outreach as well, attending all of the major events and continuing with TOD facilitation. A TOD forum to discuss adjacent roads, traffic calming opportunities and other issues is also in development.
3. Open Procurements: Tawny Olore, P.E.
 - a. Ms. Olore said that three firms were short-listed for the Operations and Maintenance contract; however, the selection of a winning bidder elicited a protest from another firm. The Department is now going through the state process of settling the protest, and will provide the TAC an update next month.
 - b. Selection for a Signal Maintenance of Way contractor is expected on Monday.
 - c. A contract for advanced culvert construction in Osceola County was also advertised; Price proposals are due on March 14.
 - d. Another contract for Trestle Bridge work at Shingle Creek is expected to be advertised in May or June of this year.
4. Phase 2 – Tawny Olore, P.E.
 - a. The Department is continuing engineering efforts on Phase 2 South, and coordinating with local governments with regard to station amenities. Coordination with the Federal Transit Administration is ongoing, as is right-of-way acquisition, Ms. Olore said.
 - b. Ms. Olore said there were some developments in Volusia County in terms of the Comp Plan approval and what that means to advance Phase 2 North activities. She said the Department is meeting with the Chairman next week. Mr. Angiulli asked for clarification, and Ms. Olore said the issue centers on whether the Comp Plan requires certain densities to help with the FTA approval process.

COMMITTEE MEMBER COMMENTS

1. Mr. Marcotte asked Amy Scales about a picture in the presentation that showed brown grass on the west side and green on the east side, which Ms. Scales said was caused by the removal of an irrigation line approved by city officials. Mr. Marcotte also expressed concern about crowd control in construction zones during the upcoming Winter Park Arts Festival. Ms. Scales noted that a green fence has been installed between the Amtrak platform and the park, which should

assist with crowd control. Following the festival, Mr. Marcotte said that the city's contractor will be coming in to start working on the building foundation, and that area will need to be cleared of DBM activities. Ms. Scales concurred. Marianne Gurnee said that members of the safety team will be at the festival all three days to help ensure safety.

2. Mr. Gibson announced that Mary Moskowitz had her baby last Monday, February 25, and mother and son are doing very well. Mr. Harrison asked that the TAC's congratulations be passed on to Ms. Moskowitz. He also thanked Amy Scales for taking time last week to give some Sanford staff from the Public Works and Utilities Department a tour of the Sanford Station and the Operations Control Center. Lastly, he thanked FDOT for scheduling a meeting tomorrow evening with the HOA of the Preserve at Lake Monroe. They have concerns and questions relative to the facility and the Rand Yard corridor.

PUBLIC COMMENTS

1. Joanne Cornellis commented that she is excited about the SunRail train. It will be better for your feet so you don't get as tired. She also asked about proposed Flex Bus service. Chairman Harrison advised that he did not have the answer regarding the Flex Bus. She also asked what happened to Lisa Darnall from LYNX, and the Chairman advised that Ms. Darnall was in Jacksonville.
2. Mr. Doig asked about Business Outreach, what has been done, and what will be done. Ms. Olore advised that the Department is developing a Business Outreach Program and has been holding a number of "Lunch-N-Learn" sessions, primarily in the downtown area, but up and down the corridor as well, for businesses letting them know what SunRail is and having meetings with their employees. The Department is putting together the program now and concentrating a lot more in the City of Orlando as a destination for SunRail patrons. Outreach for pass sales to businesses is expected to start in May. The team is also meeting with Florida Hospital to start integrating into their downtown campus.
3. Mr. Huttman asked about fare structure, similar to when the expressway sets tolls or makes adjustments to tolls, and the involvement they have with the public to do that and how will that work for SunRail? Ms. Olore noted that at the last TAC meeting there was a presentation on fare structure, which has been worked through with Votran and LYNX and will be vetted through the FDOT rule-making process. Mr. Harrison commented that the first seven (7) years, SunRail is strictly an FDOT venture. The CFCRC will take over operations in 2021. Mr. Huttman asked if the fares (\$2.00 plus a \$1.00 upcharge) that FDOT stated, are actually what it says or is there any other approval process. Ms. Olore said the fare was based on the LYNX fare structure, and that all of the financial planning and financial plans starting in 2008 were based on this structure. Other fare structures across the country were examined, as well. The Department then started working with LYNX and Votran to make sure the structures were similar, as well as the rules and regulations.
4. David Bottomley said that he was at a District 1 meeting and was surprised to see #10 on their "To Do" list is to extend SunRail tracks and service into Polk County. Mr. Harrison commented that it may be a challenge, but was intrigued it is on their priority list.

REVIEW OF NEXT MEETING DATE

1. The next meeting was scheduled for April 3; however, Mr. Harrison said that he has heard that several people are not going to be available on that date. He recommended that the next TAC meeting be held in May. Ms. Olore noted that May 1 would be the first Wednesday in May, however, there is a quarterly meeting with FTA that same date in Atlanta, so she suggested Wednesday, May 8, 2013 as the date for the next TAC meeting. May 8, 2013 was unanimously approved.

2. Mr. Blackadar thanked Mr. Harrison for his service as Chairman of the TAC.

ADJOURNMENT

1. The meeting was adjourned at 2:20 p.m.