

DRAFT

Central Florida Commuter Rail Commission
Technical Advisory Committee

Meeting Minutes

Date: Wednesday, June 3, 2015
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, Claudia Korobkoff, called the meeting to order at 1:35 p.m.
- Pledge of Allegiance
 1. Confirmation of Quorum
 2. Members in attendance:
 - Tawny Olore, FDOT
 - Bill Wharton, Seminole County
 - Jordan Smith, City of Sanford
 - Tom Connelly for John Omana, City of Lake Mary
 - Matt Boerger, City of DeBary
 - Dale Arrington for Michael Pleus, City of DeLand
 - Jon Cheney for John Angiulli, County of Volusia
 - Jim Harrison, Orange County
 - Lois Bollenback, River to Sea TPO
 - John Sember, City of Altamonte Springs
 - Rick Lemke, City of Maitland
 - Don Marcotte, City of Winter Park
 - Claudia Korobkoff, City of Orlando
 - Mary Moskowitz, Osceola County
 - Randy Schrader for James Arsenault, City of Kissimmee
 - Andrea Ostrodka, LYNX
 - Gabriella Arismendi for Gary Huttman, MetroPlan Orlando
 - Steve Sherrer, VOTRAN
 3. Members not in attendance:
 - Sheryl Bowers for Jon Williams, City of Longwood
- Agenda Review – Tawny Olore, P.E.
 - Ms. Olore provided the Agenda Review.

ACTION ITEMS

- 1. Adoption of minutes from April 1, 2015.
 - a. A motion to adopt the meeting minutes was made by Brett Blackadar and seconded by Jordan Smith. The meeting minutes were adopted unanimously.

DISCUSSION ITEMS

1. Chairman's Report – Claudia Korobkoff, City of Orlando
 - a. Central Florida Commuter Rail Commission May 15, 2015 meeting update
 - Ms. Korobkoff stated that the project status was discussed in detail to include the ridership, on-time performance, upcoming marketing business plan, and the status of both Phase 2 and Phase 3.
 - b. First Anniversary Celebration
 - Ms. Korobkoff discussed the positive feedback that Mayor Dyer received from the community and explained that the celebration was a big success, and that he got a chance to meet several different types of riders.
 - c. Customer Advisory Committee Update
 - Ms. Korobkoff explained that the first Customer Advisory Committee meeting was an orientation where training was provided on state laws, rules, policies, and procedures that govern public committee service, as well as a project overview and a Customer Service update
2. Project Update
 - a. Operations Update
 - i. Ridership
 - Ms. Olore discussed the milestones achieved during the first year of service and the success that the SunRail Project is experiencing.
 - Ms. Olore detailed the ridership numbers for the first year, highlighting the one million rider mark.
 - Ms. Olore discussed the metrics for the April and May ridership as they are being tracked on a daily basis. She said that there was an increase in ridership due to the summer months and the area schools being out. Ms. Olore detailed the next steps to increase ridership in year two.
 - Ms. Olore stated the late night train service is still being monitored.
 - Ms. Olore noted that the ADA of around 15 per day and bicycle usage of around 200 per day on the train is staying consistent, and provided details in the presentation.
 - ii. On-Time Performance
 - Ms. Olore stated that in terms of on-time performance, the project is trending at 98%. Ms. Olore stated that an on-time performance rate of 98% is excellent for the industry and acknowledged the great work the SunRail Operations Team is doing to keep everything on-time and on-track.
 - iii. Budget
 - Ms. Olore explained that the first year budget numbers of \$34.4 million with 20% fare box revenue are for the entire 62 mile corridor, as SunRail is still maintaining, managing, and dispatching the entire corridor. She stated that those expenses are for both Phase 1 and 2, so

they will stay consistent when Phase 2 North and South are operational.

- Ms. Olore described the additional revenue generating areas for the system to include fiber leasing, ROW leases, advertising, and other marketing revenue streams.

iv. Safety/Incidents report – Miguel Torres, P.E.

- Mr. Torres discussed the most recent incident reports to include a year in review, and noted that the statistics include all trains running on the 62 mile corridor, including CSX and Amtrak. Mr. Torres noted that the public safety awareness has been growing. Mr. Torres stated that the incidents are going down and that downward trend is expected to continue.
- Mr. Torres highlighted some of the grade crossing enforcement efforts being done by local law enforcement authorities along the corridor, including the cities of Orlando and Maitland.

v. Feeder Bus Service – Andrea Ostrodka, LYNX

- Ms. Ostrodka explained the transfer activity coming from SunRail to LYNX and that they are working closely with FDOT to make the connections smooth and on time for all riders. Ms. Ostrodka stated that the LYMMO downtown bus circular started expanded service since SunRail went into service, and the stations with the largest increases in ridership are Sanford, Sand Lake Road, Florida Hospital, and Winter Park.
- Steve Sherrer, Votran General Manager, explained SunRail connectivity details and the April and May 2015 Votran ridership increase at the existing Volusia County SunRail Station in DeBary. Mr. Sherrer explained that the DeBary station is still seeing a lot of traffic and use of the parking lot. He stated that Votran continues to support SunRail.
- Ms. Olore discussed the upcoming schedule review to include partners LYNX and VOTRAN. She described the goal of reviewing the feedback received from customers and using that data to inform future service modifications across the board to achieve a more seamless integration with both LYNX and VOTRAN.

b. Marketing/Business Development/Public Involvement

i. Goals and Objectives

- Ms. Olore explained the goal of integrating into the 511 update service, so that it can become a complete transportation update system instead of just traffic updates in the area.
- Ms. Olore explained that another of the upcoming marketing goals is to increase access to SunRail Cards to potential riders. She stated that management is working with a vendor to bring the SunCards to various retailers throughout Central Florida to include Publix, CVS, and Walgreens.

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

a. FTA Update

- Ms. Olore explained that Phase 2 South is moving forward very fast and that the Full Funding Grant Agreement from the Federal Transit Administration should be executed by Fall/2015. She said that the Phase 2 South expansion is on track to begin construction at the end of this year.
- Ms. Olore discussed the Phase 2 North and the TIGER VII grant that is pending. She stated that the project has received seventy-seven letters of support for the expansion.

4. Phase 3 Update – Tawny Olore, P.E.

- Ms. Olore discussed the upcoming plans for the Phase 3 expansion to the airport and talked about the environmental planning and stakeholder meetings now underway.
- Ms. Olore stated that the ridership models are currently being developed to include both airport employee surveys and passenger surveys.

PRESENTATIONS

1. Central Office Transit Oriented Development Study – Jaqueline Masaki, Florida State University
 - Ms. Masaki explain her study in detail and outlined the goals, objectives, and methodologies being used. Ms. Masaki agreed to make her findings available to the public once complete.
2. SunRail Property Data Needs Presentation- Dr. Mike Duncan, Florida State University
 - Dr. Duncan explain his study in detail and outlines the goals, objectives, and methodologies being used. Dr. Duncan agreed to make the finding available to the public once complete.

COMMITTEE MEMBER COMMENTS

1. Don Marcotte, City of Winter Park asked for clarification on the operating budget numbers and the funds provided by the state for operation assistance. Ms. Olore explained the breakdown of the project financials and further explained the additional project revenue generated from leases, advertising, and CSX use of the corridor.
2. Don Marcotte, City of Winter Park asked about the upcoming grade crossing improvement project that is scheduled for the Phase 1 portion of the corridor that runs through the City of Winter Park. Ms. Olore stated that the work has been sent out to bid and the process is moving along. All details including schedules, advertisements, and contracts are posted on SunRail.com.
3. Claudia Korobkoff, City of Orlando, asked for an update on the project transition plan from FDOT to the CFRC in six years. Mr. Olore explained that all of the major contracts have a three year assignment provision built in to make the transition process as smooth as possible.
4. Steve Sherrer, VOTRAN, asked about the new positive train control mandate and the SunRail Project's plans to comply with the requirements. Ms. Olore stated that the management and operations teams are keeping a close eye on both the requirement guidelines and the timeline. Ms. Olore outlined some of the measures that are being implemented now to begin the compliance process.

PUBLIC COMMENTS

1. Jaqueline Masaki, Florida State University asked about the surveys being done to assess the potential ridership at the airport for the Phase 3 expansion to OIA. Ms. Olore explained that the surveys would be used to gauge the OIA employee interest and commuting patterns. Ms. Olore stated that the results would be shared with the committee at a subsequent meeting.

NEXT MEETING

1. Tentative meeting is September 3, 2015

ADJOURNMENT

1. Meeting adjourned at 2:57 p.m.