

Tri-Rail Coastal Link
Technical Subcommittee Meeting
July 17, 2013 10:30 AM
FDOT – District 4, **3rd Floor - Executive Conference Room**
Phone: 1-800-777-8961 Meeting ID: 997 542 271

NOTES

Participants: Refer to attached sign-in sheet.

1. Recent Key Activities

- Project Steering Committee (July 9th)
 - Was an update only. No further action items. FDOT, Palm Beach MPO and Broward MPO want to keep Quiet Zones as a standing agenda item.
- Financial Subcommittee (July 16th)
 - Joe provided update – Subcommittee is reviewing a broad range of financial sources and trying to narrow alternatives for financial modeling. This includes different geographic areas for property taxes, sales taxes, and special assessment districts. The subcommittee agrees on the risks and rewards of each scenario. They have information for ½ mile around stations and are now looking at one and two mile corridor areas. The subcommittee will have detailed data for next month’s meeting. The subcommittee is reviewing which land uses are included (focus is on commercial). SFRTA has GIS information for Broward County and is waiting for information from the Miami-Dade and Palm Beach property appraisers. The financial team is using the stations in the Station Refinement Report to be consistent with NEPA.
- Phase 3 documentation in progress (review draft)
 - Preliminary Project Development report with technical appendices – submit for agency review at end of July
 - Draft to be sent to FDOT later today (7/17/13) for concurrence with release of “Working Draft” documents to shortlisted NEPA consultants. Includes 6 technical appendices. The next draft will address any FDOT comments and be updated before 7/26/13 for the NEPA consultants (week prior to scoping). The report will need another update after AAF coordination and before submittal to FTA in the fall. The intent is to provide these updated draft documents to PSC for review prior to FTA submittal.

2. Upcoming Meetings

- a. SEFTC Meeting July 22nd (cancelled)
- b. PI/Outreach Subcommittee July 25th (TCRPC Lead)
 - i. The subcommittee settled on 2 distinct websites for NEPA Study and for SFRTA outreach. Each website will link to the other. The FDOT website is intended to be active during the Project Development phase. SFRTA is working on a project letterhead and a Style Guide. It was recommended to shift the focus of subcommittee to build momentum going into PD and identify timing and implementation plan for outreach activities during PD. For example, when do we

need to trigger the Coalition? It was agreed, the subcommittee needs to get as much done as possible before beginning PD.

- c. FECI/FDOT/SFRTA Meeting July 29th
 - i. Amie will coordinate with Mark Hardgrove via email on an agenda. Gerry O'Reilly is back from vacation today so she will discuss with him and coordinate with team. Tentative agenda items include operations, grade crossings and Parallel Infrastructure coordination. Another item discussed related to PSC/MPO coordination was to determine potential outcomes of early FEC negotiation discussions to support prior Miami-Dade MPO requests for information. Also, Amie indicated FEC presence would be beneficial at the October MPO presentations.
 - d. Financial Subcommittee August 20th (SFRTA Lead) - scheduled
 - e. Project Steering Committee (PSC) September 10th (MGC)

Presentation will need to address MPO presentations in October. Amie will review calendars on dates agenda packages are due and the study team will have to discuss MPO presentation content based on that schedule. MPOs need a comfort level that FDOT is working at least monthly with FECI and SFRTA. Gus noted that the MPO presentation would likely be the last update prior to PD initiation. One of the key PSC coordination items will be MOU item *"Concurrence from the MPOs shall be secured for the Project prior to this request to FTA."* Strategy discussions will need to be held with each MPO to prepare the necessary information for the MPO updates. Need a strategy for Miami-Dade MPO concerns – recommended to meet with new Chair prior to the MPO meeting. MPO has indicated concerns about competing projects like BayLink LRT. A lot has happened with the project since the last meetings with the MPOs so an update is needed.
3. AAF Working Group updates (Status, Next Steps, Next meeting/teleconference)
- a. VMF (SFRTA Lead)
 - i. Working group had a call on Monday 7/15/13 to discuss Hialeah Yard concepts. The easiest site does have some complications. Mark Walbrun is drawing up three concepts for the yard. They will need to meet with Gene Skoropowski/AAF to share the pros/cons of the concepts with him and once he makes a selection, they can do more detailed work. Plan is to meet at the yard the afternoon on 7/30/13 to look over the concepts. Joe will follow up and set a meeting time.
 - b. Structures (FDOT Lead)
 - i. Teleconference tomorrow morning 7/18/13. Focus on three areas: New River signalization, New River structure, and fixed bridges. Fixed bridges are on hold as they need more information on operations and required track infrastructure. Working Group has a preliminary review of signal changes that would reduce the bridge closure time (time pending). The evaluation does not account for PTC and was sent to Dan Mazza at SFRTA for review before sharing with larger group. Mike added FEC had indicated any signalization changes may impact their operations. Mike is working on an evaluation matrix to coordinate issues with stations, track, alignment and constructability. Once structure evaluations are complete, will need to meet jointly with the operations and station groups to coordinate concepts.
 - c. Operations (FDOT Lead)
 - i. Working Group had a call this morning 7/17/13. AAF was not able to join but Charles Stone/FEC joined. Steve sent Charles an e-mail on the freight schedule which Charles sent to Gene and asked Gene to provide that information to Steve. That will

help us refine the model. Still need AAF infrastructure requirements as it has been updated since the previous information we had. Steve has opening year passenger schedule information – 1 train hourly from Miami and Orlando.

d. Stations (FDOT Lead)

- i. Finalized West Palm Beach co-located concept with FECl. On Fort Lauderdale, Working Group is waiting on operations data to analyze alternatives that have been developed. For Miami, HNTB is analyzing the structural capacity of the building layout on whether it can handle the added half track. The downtown Miami at-grade options near the Overtown Metrorail station have many constraints. Preliminary alternatives were developed and comments were received from AAF. We recently received the AAF design files from HNTB so we can refine the concepts and determine feasibility of each alternative. Amie said it would be good to define an envelope to stay unencumbered. The viable alternatives will define the extent of the study area analyzed during NEPA.

4. Technical Areas:

Ridership/Operations

- Ridership documentation in progress – AECOM finalizing a memo on the fare scenarios provided by Joe. Will send that out for review by week ending 7/26/13.

Engineering

- Utility/FO cable/Aerial rights/Coordination for stations– Parallel Infrastructure (meeting date being coordinated)
 - Confirming a meeting for the morning of 8/1/13 with Sunsera attending in Jacksonville and Gerry, Mark Walbrun, and Mark Hardgrove joining by phone. Sunsera will provide them with the SLDs and potential station locations. Amie discussed FEC indicated they did not have a track master plan. Sunsera noted CH2M HILL would summarize the assumed track locations based on the last capital cost update (acknowledging an update would be needed after ongoing operations plan updates). They may need to relocate track in some locations to accommodate a 3rd track. The bullet list of locations on aerial rights was provided at the Capital Cost review workshop. Ultimately, there will be coordination necessary for fiber optics.
- FEC diagnostic review coordination
 - AECOM has identified a person for Quiet Zone technical support. Amie spoke with FECl yesterday and they acknowledge the need to provide an approach to the locals on Quiet Zones. FEC is formulating it internally and have spoken with League of Cities. The Palm Beach and Broward MPOs have taken the coordination lead regarding Quiet Zones. FEC will need to identify what the locals will need to pay for. At least 2 MPOs are interested in providing some funding. FECl thinks the diagnostic review will address Quiet Zones. FDOT will get feedback from Fred Wise on what is included in diagnostic reviews which are starting to be scheduled. Amie requested this be maintained as an agenda item. Sunsera noted there will need to be coordination with infrastructure at some point to determine system equipment placement to accommodate Coastal Link needs.

Financial/Cost Estimating

- Capital Cost Workshop held July 9th
 - a. The study team will need to do an order of magnitude cost update after we have the updated operations plan based on the revised AAF/FECR schedule (pending receipt). Sunsera requested SFRTA to review the capital costs and send back written updates/requested refinements so the cost templates can be updated early. Joe thanked the team for the cost workshop and providing details on the methodology. Joe noted the hope is to identify some ways to reduce the right of way costs moving forward (all concurred). It was discussed that a parking demand and drainage analysis will help better define the right-of-way requirements.
- Final Draft O&M Cost memo submitted June 28th
 - a. FDOT and SFRTA comments were addressed in the draft. Joe noted it was great work on costs. SFRTA would like to refine the operating plan prior to PD. Joe would like to schedule a call with Dave, Ashok, Joe and Dave Nelson to review how to adjust model to quickly evaluate alternative operating scenarios. Sunsera will try to set that for early next week. Joe indicate it wasn't beneficial to waste time modeling options on RTC if we can use the cost model to test some ideas and see how they work before doing the modeling. The intent is to run a couple of options on RTC to reduce modeling effort, which FDOT has agreed to. Ridership forecasts will have to be run on any operation scenarios modeled.

Stations

- Joint cover letter for Station Refinement Report & TOD Report – status of SFRTA review?
 - a. Joint letter was reviewed by FDOT and provided to Loraine Cargill/SFRTA in early June to refine and send back to FDOT for final review. Joe indicated letter was close to being finalized. Greg Stuart/Palm Beach MPO wants to review the letter. Joe to coordinate with Lorraine.
- Station Refinement Report (submitted to PSC for concurrence June 25th) – needs municipal staff review; PSC members who have not provided comments (or indication of no comments) required prior to document release
 - a. Need to post the Report and provide a secure link via the website to the municipalities for review. Nick Uhren/Palm Beach MPO requested to include Lantana station. Amie said to leave the Report as it is now to prevent delaying distribution. She will speak with Nick and let him know the study team has no issues with including it for further evaluation and will coordinate any necessary revisions after formal input from the Town of Lantana is received. We'll do the analysis in PD and get approval for the footprint so it can be brought on line quicker if it is recommended for implementation.
- Station Platform Analysis Workbook (parking/platform alternatives)
 - a. Amie clarified this working draft was not ready for municipal or agency release as the proposed platform/infrastructure is changing based on the operations plan. Will update in PD after we have the operations plan updated. The working draft document is anticipated to be complete by 7/26/13 for FDOT and SFRTA review.
- Hallandale Beach station coordination
 - a. To be reviewed in PD as documented in Station Refinement Report.
- St. Mary's Hospital meeting recap
 - a. Jaime and Kim Delaney attended. It was a high-level non-technical meeting and the hospital is very supportive. Hospital representatives indicated they would

potentially provide right of way for a platform as the parcel is not well-suited for any other use.

- Other requested municipal/stakeholder coordination?
 - a. Sunsera and Joe said none had been requested. This is a standing agenda item.

Environmental

- COA confirmation (submittal to FTA)
 - a. Ann Broadwell/FDOT has minor comments on the COA memo which Amie will discuss with Sunsera after this meeting. Ann will be available to sign the document next week when she is back from vacation. Amie had a brief discussion with Andres Ramirez/FTA. Andres would like to review the draft before it is uploaded to FDOT's Environmental Screening Tool. Then, it can be uploaded quickly into the ETDM system for FTA concurrence. Andres was going to verify FTA representative in ETDM system and notify them of COA discussion.

Other Project Development

- Categorical Exclusion (CE as designated by FRA) project description, draft scopes and staff hour estimates in progress
 - In progress for the 3 locations. Sunsera noted they should be able to send scope, milestone schedule and hours to FDOT by end of next week. Input is needed from RS&H and AECOM to finish scope/staff hour completion. We should begin NEPA for the other Connection CEs (Pompano Connection and potentially other IRIS connections) in October to get NEPA done prior to the next round of TIGER grants. Amie is working to get the right of way funds for Pompano Connection added to the Work Program. Right of way acquisition schedule is 24 months.
 - Amie questioned what needs to be done for FRA? Sunsera indicated we will need to notify them via phone/e-mail before we do an Advance Notification and get a FRA representative assigned to coordinate with. We'll need to provide them with a project description and brief description of proposed action (being developed for scopes). We can get kicked off with FRA further once FDOT is comfortable with the scope and schedule. We are recommending not doing ETDM due to schedule but, Sunsera noted we can review the major activities/schedule milestones with Amie and EMO once they are ready for review for input. Amie noted she wanted to initiate FRA coordination as soon as possible due to TIGER grant applications. It was determined we need to have the project description/email ready for distribution by end of this month.
- Updated FAQs (including Stations) – coordinate with SFRTA/PIO and between both websites
 - Broward wanted more FAQs on stations – this will be coordinated with PIO/Outreach group moving forward
- Tri-Rail system map – SFRTA to distribute latest versions for review/comment
 - Kim Delaney and Jim Murley have discussed some language with Loraine and Bill Cross to be consistent with NEPA. Will get revised version back to FDOT soon for review.

Other Topics

- Amie noted FDOT is coordinating with FTA Region 4 staff on a date for Central Broward Transit coordination and once the date is scheduled hopefully we can add in an update to FTA on Coastal Link.

- NEPA contract scope meeting afternoon of 8/1/13. Will provide a call in number so the technical team can respond to questions. Oral presentations will be on 8/19/13 and the TRC will meet at 2 PM that afternoon for discussion. It is a public meeting. A dial in number will be provided. The technical team can only respond to questions with factual information. No questions have been asked on the revised scope.

Action Items

| Item Number | Description | Assigned To | Status/Comments |
|-------------|---|----------------|--|
| 1 | Keep Quiet Zones as standing item at PSC and Technical Subcommittee | Jaime/Sunserea | Ongoing |
| 2 | Coordinate with Mark Hardgrove on 7/29/13 FEC agenda | Amie | Meeting cancelled for July |
| 3 | Strategy preparation for October MPO updates (strategy/schedule/materials) | Study team | Ongoing |
| 4 | Develop three Hialeah yard concepts by 7/30/13 | Mark W. | Ongoing VMF Working group coordination |
| 5 | Set 7/30/13 meeting on Hialeah yard concepts | Joe | Complete – scheduled 7/30/13 (10-11:30 AM) with SFRTA, FDOT, CH2M HILL |
| 6 | Prepare structural evaluation matrix | Mike | Ongoing Structures Working group coordination |
| 7 | Refine Miami at-grade station concepts | Erin | Ongoing Stations Working group coordination |
| 8 | Finalize memo on fare concepts and send out for review | Dave | Status update pending |
| 9 | Confirm meeting with Parallel Infrastructure for 8/1/13 and develop agenda/handouts | Sunserea | Complete – scheduled 8/1/13 (9-10:30 AM) |
| 10 | Check with Fred Wise on what is included in the diagnostic reviews | Amie | Coordination ongoing |
| 11 | Set call early next week to discuss O&M cost model | Sunserea | Conference Call held 7/30/13 |
| 12 | Coordinate with Loraine on joint station letter | Joe | Complete; letter being sent to Broward MPO week of 8/5/13 |
| 13 | Contact Nick at MPO re: Lantana Station | Amie | Status update pending |
| 14 | Submit Station Platform Analysis Workbook the week of 7/26/13 | Sunserea/Blake | Complete |
| 15 | Revise COA and submit to FDOT for signature and transmittal | Sunserea | Complete - 7/30/13 |
| 16 | Submit CE scope, schedule and hours to FDOT for review | Study team | Complete - 8/2/13 |
| 17 | Submit revised version of SFRTA system map to FDOT to review | Joe/Lorraine | Complete – 7/25/13; review in progress |

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Attendees:

| <u>Initials</u> | <u>Name</u> | <u>Company/ Organization</u> | <u>Email</u> | <u>Phone</u> |
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