

**Capital Cascade Trail
Expanded Master Plan Activities and
Segment 2 Design and Permitting
Project Progress Meeting Notes
February 12, 2008**

ATTENDEES

Mark Llewellyn, Genesis Group	Ed Ringe, BP2K
Jeff Sprouse, Genesis Group	Gary Phillips, BP2K
John Buss, COT	Mark Thomasson, Genesis Group
Theresa Heiker, Leon Co. Public Works	Susan Tanski, COT
Chuck Blum, COT	Del Schwalls, CDM (via telephone)
Echo Gates, Genesis Group	Joe Petrich, Genesis Group (via telephone)
Frank Lovelace, Pinnacle (via telephone)	

DISCUSSION TOPICS

A. EXPANDED MASTER PLAN ACTIVITIES

1. Evaluate Reducing the Peak Stage in Segment 2 Lower Pond and Analyze the Effects Downstream in Segment 3 (GENESIS GROUP – Pending the approval of the Re-calibrated SWMM)
 - 1.1 Evaluate Peak Stage Alternatives in Segment 2 Lower Pond and Determine Corresponding Peak Flow Rates and Runoff Volumes
 - 1.2 Evaluate Segment 3 Improvements to Reduce the Tailwater at South Monroe and Provide Sufficient Conveyance
 - 1.3 Evaluate Segment 3 Improvements to Provide Sufficient Storage for Increased Flows
 - 1.4 Technical Addendum

- a. **Work is pending completion of the calibrated model.**
- b. **A review was made of the preliminary bypass performance curves provided by Ed Ringe to show the effects of the double bypass option. The double bypass option will reduce the frequency of staging in the lower park. Purpose of the double bypass is to maximize the efficiency of the box culvert under Monroe Street.**
- c. **Preliminary cost has been developed for the single bypass, but the double bypass cost has not been developed.**

2. Segments 3 and 4 Expanded Karst Features Analysis (EGS) (**Complete**)

- a. **Response to comments on the report should be received tomorrow, 2/13/2008.**

3. Segments 3 and 4 – additional Cultural Resource Assessment (**Complete**)

4. Federal Emergency Management Agency (FEMA) Letter of Map Revision (CDM)

- 4.1 Data Collection, Coordination and Field Survey
- 4.2 Literature Review
- 4.3 Field Survey Verification
- 4.4 Hydrologic and Hydraulic (H&H) Analyses
- 4.5 The (100-year) Floodplain
- 4.6 The (500-year) Floodplain
- 4.7 The (100-year) Floodways
- 4.8 Floodplain and Floodway Delineation
- 4.9 Flood Profiles
- 4.10 Notification of Impacted Property Owners
- 4.11 FEMA Report
- 4.12 Additional FEMA Data Requests
- 4.13 Meetings and Coordination
- 4.14 Deliverables

- a. A schedule for completion of the modeling effort was distributed.
- b. Model data is undergoing review. Model has been updated and calibration is to follow. The changes to the model were identified by CDM.
- c. Calibration to be completed by 3/4/2008 for review. Model will be complete by 3/14/2008 if no substantial changes are made to the model.
- d. The LOMR should be ready to be submitted to FEMA in June 2008. Public meetings will follow the LOMR submission.
- e. Floodway designation will increase FEMA's jurisdiction. (A floodway is not currently designated on the FEMA map.)
- f. John Buss will check into the floodway designation and future redevelopment of the Capital Cascade watershed.
- g. The floodway will be designated at later date (not included in this model).
- h. It was determined that the model storage of the Leon High School Basin was more than what was determined from the 2002 topography. A decrease in basin storage will cause an increase in downstream stages.
- i. Differences between 2002 topography and 2006 topography in the Leon High School Basin were between 0.4 to 1.0 acres. The data from 2006 shows more capacity in the basin.

Elevation 112.0	3.0 Ac.	(2002 topography)
	4.0 Ac.	(2006 topography)

Elevation 116.0	22.5	(Model basin)
	21.0	(2002 topography)
	20.0	(2006 topography)

- j. John Buss will check with TLC-GIS about datum conversions. Chuck Blum suggested using the 2002 data in the 1929 datum.
- k. It was decided to proceed forward with the 2002 data. (Note – this changed following this progress meeting based on John Buss research.)
- l. Rainfall data was reviewed and was acceptable.

- m. Basins, sub-basins, and routing were reviewed. Sub-basins and routing will be incorporated into the model.
- n. Models at COT-SWD and CDM show overtopping, but no occurrences of overtopping at Tennessee Street have been observed. A weir at the Tennessee Street intersection will be added to the model to eliminate the overtopping.
- o. Interest was expressed in the differences in the calibration storm and the design storms with respect to overtopping Tennessee Street.
- p. It is not likely that FEMA will accept the CLOMR until the LOMR is complete.
- q. Genesis and BP2K will be working with Growth Management to address the issues associated with securing the construction permit prior to receipt of CLOMR.
- r. John Buss will assist with scheduling a meeting with BP2K, Genesis, Del Schwalls, Growth Management, and his office including David Henry.
- s. Genesis, CDM and BP2K will attempt to work with FEMA to expedite LOMR review.
- t. John Buss requested that David Henry be kept advised of the situation.
- u. It was suggested that we enlist congressional help in working with FEMA to expedite the review. Enlistment needs to begin immediately.
- v. It is expected that environmental permits will be complete with exception of FEMA's LOMR/CLOMR.
- w. Determination of the 100 Yr. peak stage elevations is to follow completion of the calibrated model.
- x. Review of the CLOMR will most likely begin when the LOMR is reviewed and accepted, but not necessarily issued.
- y. The stormwater routing of Monroe Street and Apalachee Parkway was discussed.
- z. Monroe Street routing is included in the FDOT report from E. C. Driver. Ed Ringe is to follow up with District 3 to get a copy of the report to verify the routing at Monroe Street from the south. If he is unable to get a report copy, Genesis will send surveyors out to gather data to verify existing conditions.

5. Interim Improvements for Segment 1 Feasibility Analysis (GENESIS GROUP)

- 5.1 Complete Partial Topographic Survey for Segment 1 **(Complete)**
- 5.2 Identify Potential Interim Improvements for Segment 1
- 5.3 Identify Permitting Issues/resolution Associated with Implementing Interim Improvements
- 5.4 Evaluate Traffic Impacts Associated with Potential Interim Improvement **(Complete)**
- 5.5 Final Technical Memorandum

6. Project Schedule

B. SEGMENT 2 DESIGN AND PERMITTING

- 3. Design Surveying (GENESIS GROUP – Lanier Mathews - COMPLETE)
- 4. Final Hydraulic Design (Genesis Group)
- 4.1 Model Simulations

4.2 Trash Traps

a. Final hydraulic design is on hold until the model is calibrated.

5. Park Programming (CLS) (**COMPLETE**)

6. Technical and Administrative Meetings (Team)

6.1 City of Tallahassee Stormwater

6.2 City of Tallahassee Utility Services

6.3 City of Tallahassee Growth Management

6.4 Leon County Engineering Services

6.5 Leon County Growth Management

6.6 City of Tallahassee Parks and Recreation Department

6.7 FDEP Jurisdictional Severance

a. Technical Meetings Thursday, Site Plan Review – 9:15

b. Concept Utility Plans – Comments this week expected from Water Utility.

c. The existing pond augmentation well is not in a contamination zone as thought by NFWMD.

7. Construction Documents (Team)

7.1 Cover Sheet

7.2 Master Site Plan and Sheet Index Map

7.3 General Notes

7.4 Summary of Quantities

7.5 Typical Sections

7.6 Existing Conditions Survey (refer to Task 3)

7.7 Stormwater Pollution Prevention Plan

7.8 Demolition Plan

7.9 Utility Relocation Plan

7.10 Site Plan

7.11 Coordinate Geometry Plan

7.12 Paving (Trail and Parking), Grading, and Grading Plans

7.12.1 Pond Grading Plan

7.12.2 Lower Cascade Pond Drawdown Pump

7.12.3 Stream Restoration Plans and Details

7.12.4 Cross Sections

7.12.5 Parking Lot Modifications

7.12.6 Drainage Structure Sheets

7.13 Roadway Improvement Plans

7.13.1 Plan and Profile Sheets

7.13.2 Gaines Street Reconstruction Plan

7.14 Traffic Control Plans

7.15 (Potable) Water Distribution System

7.16 Lake Augmentation Well Plans

- 7.17 Hardscape Plans
- 7.18 Landscape and Irrigation Plans
- 7.19 Electrical Lighting and Emergency Call Box Plans
 - 7.19.1 Electrical Power
 - 7.19.2 Electrical Lighting
 - 7.19.3 Emergency Call Boxes
- 7.20 Retaining Wall Structural
- 7.21 Trail Bridge Plans
- 7.22 Restroom Architectural Plans (Akin & Pinnacle)
 - 7.22.1 Schematic Design Phase
 - 7.22.2 Construction Document Phase
 - 7.22.3 Structural Design Plans
 - 7.22.4 Permitting
 - 7.22.5 Mechanical and Plumbing Engineering Documents
- 7.23 Work within CSX R/W Plans and Details
- 7.24 Special Details
- 7.25 Geotechnical Evaluation (**COMPLETE**)

- a. **Pinnacle met with COT Electric Department (Alex Graffeo) on site to review the manhole (Bloxham St.) in front of the restroom facility. COT is not moving forward on this project due to workload. BP2K was requested to step in and facilitate the positive movement of Electric Department staff.**
- b. **Photographs of existing electric conditions were taken for reports.**
- c. **Details of the fountain electrical requirements are needed for 90% plans.**
- d. **Parks and Recreation Department wants park lighting to be maintained by City Electric Department. Susan Tanski will set up a meeting with the Electric Department and coordinate attendees.**
- e. **Gas main revisions have been reviewed. Further review of the high pressure gas main to reduce scope/cost is needed.**
- f. **The 50% submittal comments (from BP2K) have been reviewed.**
- g. **CSX plan comments are being addressed. Updated plans will be submitted soon.**
- h. **Lafayette Street will have a separate engineering agreement to be developed between CSX and Leon County (per Leon County).**
- i. **The Dog Park has been removed from the plans.**
- j. **Theresa Heiker will provide information for the signs on Magnolia Drive.**
- k. **Way-finding signs contract has been signed with Wilderness Graphics but no progress has been made to date. Peter Martin needs to be included in the meetings regarding project signs and way-finding.**
- l. **Trash Traps – Echo Gates met with John Buss and his staff to discuss the proposed trash traps. The City would prefer that the trash trap be open and not enclosed for maintenance purposes. In addition, in manhole/inlet vortex trash separators will need to be carefully designed. Theresa Heiker questioned the number and location of the City and County need to come to an understanding on the maintenance of City trash traps on County right of way.**
- m. **The Genesis Group Hardscape Plan is 95% complete.**
- n. **The Genesis Group Landscape Plan is 60%+ complete.**

- o. Landscaping is dependent upon stream restoration which is being supported by Gregory Jennings. Transition zones between landscaping and riffles require close coordination between the landscape architect and stream restoration expert. Gregory Jennings spent a day of coordination in Tallahassee this past month.
- p. Hardscaping plans were sent to Susan Tanski and Hilda Gilchrist for review and comment.
- q. 60% amenity landscaping review comments were provided by Susan Tanski during the meeting. Susan will send Hilda Gilchrist's comments to Genesis Group.
- r. Streams/ponds in the County are being attacked by channel apple snails. John Buss suggested that the stream plantings be resistant to the snails (if possible). Experimental procedures to remove the snails are being pursued by Sean McGlynn and Jess Van Dyke for a Capital Circle stormwater facility under a BP2K contract.
- s. Street furniture selection was sent to the City. Selection needs to be made ASAP.

8. Project Schedule (Genesis Group / Team)

- a. A draft schedule was provided to Gary Phillips for review and comment.

9. Submittals (Team) (see other sections of the meeting notes for specific issues related to the submittal items)

a. Trail Bridge Alternatives Analysis - Complete

- Submittal – 9/29/07
- Re-submittal – 11/29/07
- Final acceptance – 1/08/08 (verbal from Gary Phillips)

b. Retaining Wall Alternatives Analysis

- Submitted – 9/05/07
- Re-submitted – 11/29/07
- Final acceptance – 1/08/08 (verbal from Gary Phillips)

c. Bypass Culvert Alternatives Analysis

- Submitted – 8/30/07
- Comments received – 9/18/07
- Re-submittal – pending the hydraulic analysis

d. 50% Construction Plans

- Submitted 10/19/07
- Comments received 1/08/08

e. 60% Landscape and Hardscape Design

- Submitted 01/ 09/08
- Comments received 2/12/08

f. Pond Augmentation Analysis

- Submitted 12/07/07
- Comments received 1/08/08
- Response to comments submitted 2/01/08 (need clarification from Ed Ringe)

g. Alum Injection System

- Draft Submitted 11/28/07
- Genesis Group review comments 12/03/07
- Re-submittal to Genesis & Blueprint 1/14/08

- Comments are pending
- h. Division of Historic Resources**
 - Re-submittal to DHR 11/02/07
 - DHR Response received 1/18/08 (keep them informed. No comments have been received from DHR on the wall)
- i. COT Growth Management – Natural Features Inventory**
 - Submittal – 1/04/07
 - Approved – 5/17/07
- j. COT Growth Management – Environmental Impact Analysis**
 - Submitted – 12/7/07
 - EGS to submit response to comments
- k. COT Growth Management – Site Plan Review**
 - First Site Plan Submittal – 12/07/07
 - First Site Plan Review Meeting – 1/03/08
 - Second Site Plan Submittal – 2/06/08
 - Second Site Plan Review Meeting – 2/14/08
- l. COT Water and Sewer Utility**
 - Utility Concept Plan Submittal – 12/7/07
 - COT Comments pending
- m. CSX**
 - 50% Construction Plans Submittal – 10/31/07
 - CSX Comments received – 11/28/07
 - Re-submittal pending trestle and Lafayette Street direction. Submittal will follow with receipt of new information.
 - Modified scope needed by Leon County.
- n. EGS – Mast Arm Foundations**
 - Submitted – 02/25/08
- o. EGS – Limited Subsurface Investigation – Segment IV Stormwater Ponds**
 - Submitted – 12/11/04
- p. EGS – Roadway Investigation Report**
 - Submitted – 4/11/07
- q. EGS – Water Test Results Possible Water Supply Well**
 - Submitted 6/21/07
- r. EGS – Water Quality Test**
 - Submitted 8/14/07
- s. Upper Park Stormwater Management Facility**
 - Submitted 4/11/07

10. Technical Specifications (Team)

11. Construction Document Submittal Requirements (Team)

11.1 General Requirement

11.2 Drawings

11.3 Opinion of Probable Construction Cost

a. **Amenity costs are difficult to determine – amenities, city electric and gas costs are currently outstanding.**

12. Environmental and Permit Support Services (EGS)

12.1 Wetland Delineation (**COMPLETE**)

12.2 City of Tallahassee

12.2.1 Natural Features Inventory (**COMPLETE**)

12.2.2 Environmental Impact Analysis

12.2.3 Environmental Management Permit

12.2.4 Right-of-Way Construction Permit

12.2.5 Building Permit

12.3 NFWFMD, FDEP and ACOE

12.3.1 Severance of Jurisdiction

12.3.2 Environmental Resource Permit

12.3.3 Permit Packages

12.4 DMS and FDOT

12.5 Florida Division of Historic Resources

12.6 FEMA

12.7 CSX Intermodal

13. Public Information Program (Team) (**Complete**)

14. Quality Assurance / Quality Control (Team - ONGOING)

15. Deliverables (Team)

16. Compensation and Method of Payment

C. SUPPLEMENTAL SERVICES REQUEST #7

1. Schematic Design (**Complete**)

2. Design Scale Model (Discuss Status)

a. **CLS is to provide a scope and fee to complete the site renderings.**

3. Amenity Construction Plans

3.1 Bloxham Street Plaza

3.1.1 Signature Bridges (including lighting – Garcia & Pinnacle)

3.1.2 Meridian Marker Amphitheater Plaza and Stage (CLS)

3.1.3 Interpretive Cascade Waterfall (CLS)

3.1.4 Interactive Water Play Area (CLS)

3.1.5 Restroom/Bathhouse Architecture (Akin)

3.1.6 Bloxham Street Promenade (CLS)

3.2 Boca Chuba (CLS)

- 3.3 History Timeline Fence (CLS)
- 3.4 Dog Park (Genesis/CLS)
- 3.5 Monroe Street Sidewalk and Streetscape (Genesis)
- 3.6 Bloxham Street Plaza (Genesis)

- a. The Signature Bridges were removed from Genesis Group's contract with Figg's donation of design and construction.**
- b. Work was stopped on the Plaza design by CLS until information is received from BP2K or Figg regarding the bridge design.**

4. Analysis and Assessments

4.1 Franklin/Lafayette Street Intersection (**COMPLETE**)

4.2 Suwannee Street Well Assessment (**COMPLETE**)

4.3 FDOT Parking Lot Analysis (**COMPLETE**)

4.4 Boca Chuba Pond Retaining Wall Global Stability (EGS)

4.5 Suwannee Street Extension (Cascade Park Lane) Contamination Assessment (EGS)

- a. The Geotechnical assessments are complete except for the global stability analysis and contamination report**

5. Suwannee Street Extension (Cascade Park Lane) Design

5.1 Geotechnical Evaluation (EGS - **COMPLETE**)

5.2 Geometric Design (Genesis)

5.3 Pavement Design (Genesis)

5.4 Roadway Plans Package (Genesis)

5.5 Traffic Control Plans (Genesis)

5.6 Utilities (Genesis)

5.7 Permitting (Genesis)

5.8 Submittals and Deliverables (Genesis)

- a. Waiting on comments from BP2K regarding the Cascade Park Lane road profile.**

6. Bypass Culvert Structural Design

6.1 Geotechnical Evaluation (EGS)

6.2 Construction Documents (Genesis)

7. Evaluate Double Bypass Culvert Option (Genesis)

7.1 Determine the "safe" capacity of the St. Augustine Branch (SAB) through the park.

- 7.2 Determine the “safe combined non-damaging flow rate” that will discharge from the secondary bypass culvert and flow directly down stream.
- 7.3 Size Double Bypass Culvert
- 7.4 Secondary Bypass Culvert Route
- 7.5 Re-size the Primary Bypass Culvert
- 7.6 Analysis Culvert Sizing
- 7.7 Analyze System with Double Bypass
- 7.8 Opinion of Probable Cost
- 7.9 Report

8. CSX Railroad Right of Way Stream Retaining Wall and Floor

- 8.1 Retaining wall design (Genesis)
- 8.2 CSX Permitting (Genesis)
- 8.3 Geotechnical Evaluation (EGS)
- 8.4 Submittals and Deliverables (Genesis)

a. The project direction regarding the “under trestle retaining wall” has been clarified by BP2K and Genesis will proceed with the submittal to CSX.

9. Suwannee/Lafayette Street Intersection Design

- 9.1 Geometric Design (Genesis)
- 9.2 Pavement Design (Genesis)
- 9.3 Roadway Plans Package (Genesis)
- 9.4 Traffic Control Plans (Genesis)
- 9.5 Traffic Signal Plans (Genesis)
- 9.6 Geotechnical Evaluation (EGS)
- 9.7 Environmental Services/Permits (Genesis)
- 9.8 Submittals and Deliverables (Genesis)

a. Genesis is currently addressing the 50% design comments.

10. Franklin/Lafayette Street Intersection Traffic Signal Design & Franklin/Pensacola Traffic Signal Design (Genesis & EGS)

a. Genesis is currently addressing 50% design comments.

11. Surface Water Quality Feasibility Study

- 11.1 Field Investigation
- 11.2 Lab Testing (EGS)
- 11.3 Analysis of Data and Lab Tests (PBS&J)
- 11.4 Report and Presentation

a. Report is currently under review by BP2K.

12. Technical and Administrative Meetings
13. XP-SWMM Re-calibration (**CDM – See Expanded Master Plan Task 4 Notes for details**)
14. Public Information Meeting (**COMPLETE – October 25, 2007**)