

**Capital Cascade Trail
Expanded Master Plan Activities and
Segment 2 Design and Permitting
Project Progress Meeting
July 10, 2007**

ATTENDEES

| | |
|---------------------------------------|--------------------------------------|
| Mark Llewellyn, Genesis Group | Susan Tanski, City Parks |
| Echo Gates, Genesis Group | Gary Phillips, BP2K |
| Lanier Mathews, Genesis Group | Peter Martin, CLS |
| Judy Hayden, EGS | Ed Ringe, BP2K |
| Theresa Heiker, Leon Co. Public Works | John Buss, COT/Stormwater Management |
| Del Schwalls, CDM | Latesa Turner, Genesis Group |

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 Design of Segment 2)
 - 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. Waiting on CDM to submit the re-calibrated model.

2. Segments 3 and 4 Expanded Karst Features Analysis (EGS)
 - 2.1 Understanding
 - 2.2 Stormwater Facility 3-1
 - 2.3 Stormwater Facility 3-2
 - 2.4 Stormwater Facility 3-3
 - 2.5 Stormwater Facility 4-1
 - 2.6 Stormwater Facility 4-2
 - 2.7 Stormwater Facility 4-3
 - 2.8 Stormwater Facility 4-4
 - 2.9 Stormwater Facility 4-5
 - 2.10 Technical Addendum

- a. **Karst features analysis to be completed by July 16.**
- b. **One copy of the first rain event data analysis for alum injection was delivered to Genesis at the meeting.**
- c. **Water sampling of the well was favorable for the intended use as a source for pond augmentation.**
- d. **A meeting with DHR has been scheduled for 7/18/07 at the site to look at the historic wall.**
- e. **Combination for Genesis lock at the site is 6816.**

3. Segments 3 and 4 – Additional Cultural Resource Assessment

- a. **Cultural Resource Assessment is 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. **CDM is re-calibrating the model. Model is due for completion on 7/12/07. Submittal will include calibration of the St. Augustine Branch existing condition. Calibration documentation will be needed to verify the model by the project stake holders.**
- b. **Documentation will be available after August 1.**
- c. **Preliminary information to be provided by CDM will be the changes to the modeling parameters and stages. Comparison data will be provided of original calibrated stages and new calibrated stages.**

d. **No FEMA analysis updates as re-calibration has been CDM's primary focus. Floodway analysis will resume upon completion of re-calibration - provide revised schedule for FEMA LOMR (D. Schwalls/CDM).**

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

5.1 Complete Partial Topographic Survey for Segment 1

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

5.5 Final Technical Memorandum

a. **No changes due to stormwater re-calibration analysis.**

b. **Gas line SUE work was completed. 9 inches of asphalt found on Franklin Boulevard. Gas line found 38-40 inches below the surface.**

c. **Schedule meeting with Tony Park (Mark Llewellyn).**

6. Project Schedule

B. SEGMENT 2 DESIGN AND PERMITTING

3. Design Surveying (GENESIS GROUP – Lanier Mathews)

3.1 Survey Control

3.2 Bench Levels

3.3 Boundary Survey

3.4 Topographic Survey

3.5 Tree Survey

3.6 Utilities

3.7 Jurisdictional Line Survey (EGS/Genesis)

3.8 Drainage Survey

3.9 Subsurface Utility Engineering (S.U.E.) Excavation/Location

3.10 Right of Way Boundaries

3.11 Survey Coordination

3.12 Final Survey

3.13 Easement Descriptions

a. **Survey complete. Revisions have been made to topo and will be resubmitted this week.**

- b. Contact FDEP about status of upland and lease (L. Mathews).**
 - 4. Final Hydraulic Design (GENESIS GROUP)
 - 4.1 Model Simulations
 - 4.2 Trash Traps
- a. Model is being prepared hydraulically in anticipation of receiving calibrated information later this week.**
- b. Meeting in the field last week with city stormwater to discuss the area under the track.**
- c. Redi-rock was suggested to harden the channel. We are working with city stormwater to develop specs. The wild card in the channel improvement is CSX Railroad.**
- d. Discussions with CSX are to begin when concept is complete. CSX has agreed to the altered crossings at Myers Park and Gadsden.**
 - 5. Park Programming (CLS)
 - 5.1 Community Outreach Plan
 - 5.2 Agenda Setting (Complete)
 - 5.3 Master Plan Alternatives
 - 5.4 Detailed Master Plan and Park Programming
 - 5.5 Workshops
 - 5.5.1 Workshop 1: Program Formation (Complete)
 - 5.5.2 Workshop 2: Design Selection
 - 5.6 Executive Committee
 - 5.7 Conceptual Design (Complete)
 - 5.8 Schematic Design
 - 5.9 Local Street Improvements
 - 5.10 Park Programming Final Report
- a. Park Programming is complete.**
 - 6. Technical and Administrative Meetings (Team)
 - 1. City of Tallahassee Stormwater
 - 2. City of Tallahassee Utility Services
 - 3. City of Tallahassee Growth Management
 - 4. Leon County Engineering Services
 - 5. Leon County Growth Management
 - 6. City of Tallahassee Parks and Recreation Department
 - 7. FDEP Jurisdictional Severance

- a. **Growth Management meeting to be scheduled ASAP (M. Thomasson).**
- b. **Leon County Public Works meeting to be scheduled ASAP (J. Sullivan).**
- c. **COT Public Works meeting to be scheduled ASAP (J. Sullivan).**
- d. **Meeting with A. Bidlingmeier on 7/12/07 has been scheduled.**
- e. **Schedule meeting with Park staff on 7/17/07 at 1:00 to review plantings.**
- f. **ACOE follow up needed about jurisdictional issues. Navigation and interstate commerce rules may exclude the project from corps' jurisdiction.**
- g. **Send follow up letter from BP2K to ACOE about jurisdiction (M. Thomasson).**
- h. **FDEP jurisdiction is still a question. Further discussions will proceed when alum injection study proceeds further.**

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
 - 7.25.1 Stormwater Pond
 - 7.25.2 Contamination Assessments
 - 7.25.3 Bridges
 - 7.25.4 Retaining Walls
 - 7.25.5 Restroom Site

- a. **CLS waiting on direction about water play area.**
- b. **CLS has sent concepts on Cascades, but CLS needs further direction on the design.**
- c. **CLS has samples of paving, but they have not been routed for review.**
- d. **Dog Park information has been submitted to Genesis, but need grading.**
- e. **History fence drawings have been sent. Set up meeting with BP2K and CLS (M. Llewellyn).**
- f. **CLS is looking at designing a park logo. To be sent.**
- g. **CLS needs direction on the water park.**
- h. **CLS to send water park pictures to BP2K (P. Martin).**
- i. **Akin has sent in drawings on bathhouse and is proceeding forward.**
- j. **Round table meeting was held with BP2K to flip through construction plans.**

- k. **Informal submittal of roads to be made to BP2K.**
- l. **50% submittal on August 3, 2007.**
- m. **COT and LC not interested in reviewing grading plans at this time.**
- n. **Easter Seals Building is now owned by the city. The adequacy of the building for park maintenance is unknown at this time.**
- o. **Concern was expressed about the pond in the Dog Park with respect to fecal coli form. A suggestion was made by John Buss to eliminate the Dog Park due to run off issues. A decision on the Dog Park needs to be made on the issue soon before more design is complete. BP2K to look at Dog Park issue and make a decision (G. Phillips).**
- p. **Two existing dog parks at San Luis and Tom Brown Park.**

- 8. Project Schedule (Genesis Group / Team)
- 9. Submittals (Team)
- 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. **Send form of pay item list to BP2K (E. Gates). Pay items needed by August.**

- 12. Environmental and Permit Support Services (EGS)
 - 12.1 Wetland Delineation
 - 12.2 City of Tallahassee
 - 12.2.1 Natural Features Inventory
 - 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

- a. **Variances needed from Growth Management.**
- b. **DMS and FDOT need additional submittal.**
- c. **Send FDOT correspondence to Genesis (G. Phillips).**
- d. **Leon County right of way construction permits needed.**
- e. **A plan view of the site with grading and stream restoration will be included with the EIA submittal.**
- f. **Schedule meeting with EGS to coordinate plan requirements (E. Gates).**

13. Public Information Program (Team)

- 13.1 Intergovernmental Agency (IA)
- 13.2 BLUEPRINT 2000 Technical Coordinating Committee and Citizens Advisory Committee
- 13.3 Public/Community Information Meeting
- 13.4 Presentation and Reporting Requirements

- a. **IA meeting scheduled for 9/10/07, but may be needed to be rescheduled.**
- b. **Separate IA meeting may be scheduled in October to discuss Segment 2 only.**
- c. **TCC/CAC 8/23/07. Will need to know expectation of attendance.**
- d. **Send a .pdf of latest concept to Susan Tanski.**

14. Quality Assurance / Quality Control (Team)

15. Deliverables (Team)

16. Compensation and Method of Payment