

**Capital Cascade Trail
Expanded Master Plan Activities and
Segment 2 Design and Permitting
Project Progress Meeting Notes
December 11, 2007**

ATTENDEES

Mark Llewellyn, Genesis Group	Gary Phillips, BP2K
Jim Sullivan, Genesis Group	Mark Thomasson, Genesis Group
Judy Hayden, EGS	Jeff Herr, PBS&J (Via telephone)
Theresa Heiker, Leon Co. Public Works	Susan Tanski, COT
Chuck Blum, COT	Del Schwalls, CDM (via telephone)
Keith Follmar, Pinnacle (via telephone)	John Buss, COT
Pat Karter, Genesis Group	Jack Diestelhorst, Capital Cascade Council
Ed Ringe, BP2K	Peter Zulinke, COT Parks & Recreation

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. This task has been postponed pending the completion of the model recalibration.

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. **The Segment 4 Karst Features Report was submitted by EGS on December 10, 2007.**

b. **No inconsistencies or anomalies have been identified in Segment 4.**

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. **Del received two (2) additional storm events from Chuck Blum.**

- **July 2004 – Allisson (0.4”)**
- **March 2002 – Barry (2.8”)**

b. **Del has made Peak Stage changes to short and long term durations.**

c. **John Buss and Chuck Blum raised concerns with the following:**

- **the datum (or elevation) of the stage gauge at Wahnish Way (seems to have a 1” bust)**
- **Storage volume at Leon High School does not seem to be accounted for properly**
- **The culvert under Tennessee needs to be modeled differently**

d. **Chuck Blum will send information to Del and talk about the gauges and will provide their Leon High.**

e. **A separate meeting will be conducted following the Progress Meeting to discuss how to best address the observed peak stage differences.**

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

a. Preliminary stormwater modeling has been completed; however, it cannot be finalized until the Existing Conditions SWMM Re-calibration is complete.

6. Project Schedule

- a. The 50% Design Submittal is under review.**
- b. The 60% Amenity Design is ongoing with a submittal date of January 11, 2008.**
- c. Del Schwalls will provide an updated schedule as soon as the re-calibrated model is complete and accepted.**
- d. Retaining Wall Alternative Analysis and Bridge Alternatives were submitted to Blueprint on November 30th. Other re-submittals that are pending include the Bypass Culvert Alternatives Analysis (pending the SWMM Re-calibration), CSX Plans, and Historic Wall Plan.**

B. SEGMENT 2 DESIGN AND PERMITTING

3. Design Surveying (GENESIS GROUP – Lanier Mathews - COMPLETE)

- 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. BPLA is reviewing lease agreement submitted by BP2K. A 10-day review period is expected. (Lanier Mathews)

b. DOT and DMS have agreed to legal. (Gary Phillips)

4. Final Hydraulic Design (Genesis Group)

- 4.1 Model Simulations
- 4.2 Trash Traps

- a. Pending Re-Calibration.
- b. The 50% Stormwater Analysis is currently in review by Blueprint, City Stormwater, and Leon County Public Works.
- c. The By-pass Culvert continues to be reviewed.
- d. The Final Hydraulic Design (including the double by-pass culvert evaluation) will proceed as soon as the SWMM Re-calibration is complete and 50% review comments are received from all review agencies.
- e. The conceptual design of the trash traps is included in the 50% Construction Plans. Final hydraulic and structural design will be completed with the 90% Construction Plans.

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

- 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

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. Meetings are being conducted as necessary.
- b. Jeff Sprouse has ongoing meeting with City of Tallahassee and NFWFMD>
- c. A meeting with City Streets and Drainage Department (Cleve Atchley) has been scheduled for December 11, 2007, 2:00 PM.
- d. Star Metro has no additional concerns that need to be addressed.
- e. Utility Concept Plan:
 - Blueprint will pick up tab
 - No JPA

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. **50% Construction Plans are under review. Comments are pending.**
-Blueprint has about 150 comments. (Gary Phillips)
- b. **Responded to previous Roadway Comments:**
-Gary Phillips will schedule meeting
- c. **Preparing for 90% Plans.**
- d. **Proceeding with CSX changes.**
- e. **Pinnacle will provide an updated Opinion of Probable Cost by the end of the week (01/09/08).**
- f. **Ed Ringe is concerned about the channel underneath the bridge.**
-Any comments in the comments? (Gary Phillips)
- g. **Met with Bridge Engineer and Landscape Architect.**
- h. **The amenities should be to Genesis by Monday:**
-will forward sheet numbers for plan set
- i. **John Buss will like a letter from Blueprint referencing the status of the Dog Park.**

- 8. Project Schedule (Genesis Group / Team)
- 9. Submittals (Team) (see other sections of the meeting notes for specific submittal items)
- 10. Technical Specifications (Team)
- 11. Construction Document Submittal Requirements (Team)
 - 11.1 General Requirement
 - 11.2 Drawings
 - 11.3 Opinion of Probable Construction Cost
- 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

- a. **Reviewed the permitting flow chart (copies distributed).**

- b. Preliminary permitting document ready.
- c. Variances must be approved and back to Mark Llewellyn by Monday
- d. The permitting effort will begin as soon as possible.
- e. Comments are pending from Blueprint on the EIA:
-Use same Affidavit
- f. The CLOMR is a critical path process.

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. The final Public Information Meeting was held October 25, 2007.
-The Veteran's Memorial meeting was favorable.
- b. A few additional comments were received that need to be addressed (Star Metro bus stops, veterans memorial, update the schedule and information package).

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**)
 - 1.1 Bloxham Street Plaza
 - 1.1.1 Restroom/Bathhouse (Complete – Akin)
 - 1.1.2 Meridian Marker Amphitheater Plaza and Stage (Complete – CLS)
 - 1.1.3 Interpretive Cascade Waterfall (Discuss Status)
 - 1.1.4 Interactive Water Play Area (Discuss Status)
 - 1.1.5 Bloxham Street Promenade
 - 1.2 Boca Chuba (Complete – CLS)
 - 1.3 History Timeline Fence (Complete – CLS)
 - 1.4 Dog Park (Discuss Status)
- 2. Design Scale Model (Discuss Status)

- a. Blueprint is considering a rendering instead of a model:
-Mark Llewellyn will get backup from Peter Martin.
-Need to involve advertising agency.

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. January 11, 2008 – Pinnacle to provide 60% plans on amenities. Genesis will provide the current site plan to Pinnacle.

- 4. Analysis and Assessments
 - 4.1 Franklin/Lafayette Street Intersection (**COMPLETE**)
 - 4.2 Suwannee Street Well Assessment (Genesis – **COMPLETE**)
 - 4.3 FDOT Parking Lot Analysis (**COMPLETE**)
 - 4.4 Boca Chuba Pond Retaining Wall Global Stability (EGS)

a. EGS has initiated this work.

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

a. Received from EGS.

- 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. 50% Construction plans are in for review.

b. Additional analysis may be required due to the contamination that is remaining in the park.

6. Bypass Culvert Structural Design

6.1 Geotechnical Evaluation (EGS)

6.2 Construction Documents (Genesis)

a. 50% Construction plans are in for review.

b. Additional analysis may be required due to the contamination that is remaining in the park.

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

a. Schedule meeting with Blueprint to discuss double bypass.

b. The electrical duct bank will create a significant conflict for the primary bypass that is intended to discharge behind Boca Chuba.

c. Ed Ringe will provide his concept to Genesis. A meeting will be conducted to review this alternative.

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. 50% Construction plans are expected from CSX in the near future.

b. They have verbally expressed some concern about the retaining wall under the railroad trestle.

c. Blueprint will send \$10,000 check.

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. 50% Construction plans are in for review.

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

a. 50% Construction plans are in for review.

**b. Signage to motorist on Franklin Boulevard:
-Hanging or Post?**

- 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. Jeff Herr submitted draft Alum Treatment System Study to Mark Llewellyn on November 28, 2007.

b. Mark Llewellyn has reviewed the report and sent comments to Blueprint.

c. John Buss would like to review the report.

d. Mark Llewellyn will call Jeff Herr with comments and ask for updated report, based on Genesis and Blueprint comments. Hopefully, report will be updated with 1 week (before holiday).

- 12. Technical and Administrative Meetings

a. Ongoing – Blueprint will be invited to all technical meetings (including any meetings with regulatory or utility agencies).

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

