

APPENDIX A



Center for Urban Transportation Research (CUTR) Advisory Board Meeting

Minutes

Thursday, October 27, 2022 3:30–5:00 PM ET

- Call to Order: Meeting called to order by Joe Waggoner at 3:35 PM ET.
- Roll Call

Advisory Board members and Designees (P = Present on Teams, T = Telephone, A = Absent)

	Name	Title	Organization	Designee	
P	Joseph Waggoner, Chair	Previous Executive Director	Tampa Hillsborough County Expressway Authority		Joseph Waggoner, Chair
P	Jean Duncan, Co-Chair	Administrator of Infrastructure and Mobility	City of Tampa		
P	Secretary Jared Perdue	Secretary	FDOT	David Gwynn, District 7 Secretary, Assistant Secretary Brad Thoburn	Statute
P	Dane Eagle (A)	Executive Director	FDEO	Scott Rogers (T)	Statute
P	Shawn Hamilton (A)	Secretary	FDEP	Chris Stahl (T)	Statute
P	Kimberlee DeBosier	Director, Project Excellence	WGI, Inc.		
P	Sonny Holtzman (T)	Principal	The Holtzman Group		
P	Ron Howse	Chairman	Florida Transportation Commission		

P	Ram Kancharla	Vice President Planning and Development	Port Tampa Bay		
P	Ysela Llorca	Principal	Renaissance Planning Group		
P	Thornton J. Williams	Managing Partner	Williams Law Group, P.A.		
A	Lisa Bacot	Executive Director	Florida Public Transportation Association		Ex-Officio
P	Ralph Yoder	Executive Director	Florida Transportation Commission		Ex-Officio

Guests

- Fred Mannering, Ph.D., CUTR Executive Director
- Lisa Staes, CUTR Associate Director

CUTR Program Director

- Chanyoung Lee
- Pei-Sung Lin
- Victoria Perk
- Kristine Williams
- Philip Winters
- Yu Zhang

CUTR Faculty and Staff

- Arunima Bagui
- Peng Chen
- Jodi Godfrey
- Jeff Kramer
- Achilleas Kourtellis
- Kristin Larsson
- Stephanie Lewis
- Bill Mayer
- Lisa Ravenscroft
- Christina Van Allen
- Stephen Wachtler
- Yu Zhang

Welcome: CUTR Advisory Board Chair, Joe Waggoner**Topic #1: Approval of Minutes: Chair, Joe Waggoner**

- Motion to approve minutes by Ram Kancharla.
- Motion seconded by Kimberlee DeBosier.
- Motion passed.

Topic #2: FDOT Update (moved up in meeting schedule)

- Secretary Jared Perdue spoke about his time in office and what his team has accomplished. He reiterated his mission and values and the importance to working together as an organization. This set of core values is the “foundation to bridge organizations.” Secretary Perdue will work towards a common alignment throughout all FDOT organizations and stressed the importance of working together on a community, local, and state level. Secretary Perdue spoke about the importance of investing in relationships and working together towards a common goal. Communities are formed through transportation choices, and FDOT will work with these communities.
- The biggest priority is safety. Everyone wants to contribute to the solution, but there are a lot of unsolved questions.
- In response to Hurricane Ian, the team worked together to lead recovery efforts for Florida. Different agencies pulled their resources and focused on a singular goal. This tragic event proves

the importance of transportation infrastructure. County and state worked together to ensure recovery projects were completed; recovery projects projected with 5-to-6-month turnaround times were completed in matter of days.

- Technology also aided the recovery effort. The need for data information was vital. Secretary Perdue said drones were used to survey the damage and how it speaks to the overall industry and technology infrastructure.
- Major projects include the I-4 Ultimate completion. This project fits the community and reconnected communities once fractured by the highway. Inflation is affecting projects and project costs.
- Joe Waggoner thanked Secretary Perdue for his work and quick response.

Topic #3: CUTR Advisory Board Member Service Recognition – Sonny Holtzman

- Joe Waggoner acknowledged Sonny Holtzman's dedication to the CUTR Advisory Board. Sonny said he is extremely thankful for his time with the Advisory Board, his fellow board members, and the efforts of Ms. Staes.

Topic #4: CUTR Update: Fred Mannering, Ph.D., CUTR Executive Director, Lisa Staes, CUTR Associate Director, Yu Zhang, Ph.D., NICR Director

- Fred Mannering informed the Advisory Board about the UTC competition. CUTR is excited for the competition. Once the results are announced, CUTR can move forward with the strategic plan and business plan.
- Lisa Staes reported similar updates. Many aspects in the strategic and business plan will be built around the UTC program and the outcome of the selection process.
- Ms. Staes reported CUTR's internal research grant awarded two researchers internal grants: Yaye Keita, Ph.D., and Xiaobing Li, Ph.D. These researchers are the first to receive awards for internal funding. CUTR has set aside funding for a few high risk and highly competitive opportunities in the future.
- Ms. Staes reported \$5.5M in contracts and grants since July 2022. She thanked Secretary Perdue for FDOT's projects and suggested Secretary Perdue visit CUTR when he is in the Tampa area.
- Ms. Staes gave a brief overview of the 2022 Transportation Achievement Awards and thanked everyone for their assistance with sponsorships and participating in planning. At the time of the Advisory Board meeting, 150 seats were sold with roughly \$30K in sponsorships.
- Jodi Godfrey spoke about the student awards and thanked the board for their input.
- Pei-Sung Lin spoke about the poster competition and thanked everyone for reviewing the posters.
- Ms. Staes invited the Advisory Board to the CUTR/NICR/ENSCO Inc. reception and alumni event at the 2023 Transportation Research Board Annual Meeting in Washington, D.C. on January 8, 2023.
- Yu Zhang reported on NICR's research activities including 47 active or completed projects. As NICR enters its third year, the team is excited for the announcement.
- CUTR's Kristine Williams is retiring from CUTR in February 2023. Jeff Kramer will take over the leadership role for the program. Everyone congratulated and thanked Kristine for her 30+ years with CUTR.

Topic #5: CUTR Advisory Board Business

- Mr. Waggoner thanked everyone for their time and congratulated Mr. Holtzman on his retirement.

Meeting adjourned at 5:00 PM ET.