



Jacobs Engineering, Inc.  
555 North Broadway Avenue  
Bartow, FL 33830  
863-804-0940

August 4, 2008

Re: Questions for City and County Emergency Services Providers: Lakeland

Dear Sir/Madam:

My name is Richard Oujevolk and I am employed by Jacobs Engineering, Inc. We are under contract to FDOT District 1 Bartow to provide engineering support services. As a part of this contract we are currently tasked with completing a preliminary assessment of specific rail and vehicle traffic crossings within Polk County. As a part of this study we would like to get informal input related to the following issues:

1. Is there any special protocol or procedures your department uses in routing emergency vehicles taking into account possible conflicts with railroad crossings? If there are any special protocols please list them. **No written protocols or procedures dealing with RR crossing conflicts. We have North/South underpasses East at Lake Parker Dr. and West at Harden Blvd./Lake Wire Dr. We also have a Bartow Highway overpass that is usefull.**
2. Have services by your department ever been impacted by any delay caused by a rail crossing? If so please explain briefly. **Historically our emergency responders have been able to navigate rail crossing delays by utilizing the underpasses.**
3. Is there anything that you feel could be done to minimize time delays experienced at rail crossings for your service response times? **Because the Lakeland Police Department Headquarters sits on the North side of the CSX tracks, we have been able to choose our routes using the above mentioned overpass and underpasses. With the present situation our routes are limited, yet effective, to date.**



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4. It is our understanding that the overall County is working towards better communications related to coordination with other departments and municipalities for 911 services, although only in the planning stages would your department be interested in a dynamic routing coordination system that would include the ability to provide real-time information on trains within your jurisdiction and Polk County? **Yes, provided that system's real time information distribution is compatible with the Tiburon system we are preparing to install.**



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5. Any other insights, suggestions or information is appreciated, please indicate any thoughts below. **The idea of information sharing and networking is always a positive step in anticipating and overcoming problems. We support a continuing dialogue. Lt. J. Henson, Communications Center OIC,LPD. 863-834-8911**

We would greatly appreciate a response within 10 days of our discussions on this topic. Should you need to contact me or need additional information, I can be reached at 772-388-1154 (office) or 772-643-1474 and would welcome the opportunity to discuss any other issues or answer questions related to this survey.

Thanks!  
Richard Oujevolk  
Project Engineer

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## MEETING MINUTES

**PROJECT:** Rail Traffic Evaluation – Traffic Component

**DATE:** Wednesday, May 7, 2008

**PLACE:** City of Lakeland Traffic Operations  
834 East Rose Street  
Lakeland FL 33801

**JOB NO.:** E9X9831D

**File:** TBD

**ATTENDING:** Rick Grube (Traffic Operations), Don Nix (Mgr. Traffic Operations)  
OJ, Charlene Morris (Jacobs)

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**Purpose of the Meeting:** Introductory informal meeting related to work efforts on CSX.

### ITEMS DISCUSSED

See Attached Agenda

Items Discussed:

- Introductions
- Overview of project
- Staff viewpoint/concerns on CSX rail to date
- Requests for information and future coordination efforts
- Ability to monitor rail traffic using City of Lakeland traffic cameras

Staff Viewpoint/Concerns

- Traffic Operations expressed the following concerns related to CSX and Amtrak rail service:
  - Breakdowns for large freight trains. It was discussed that CSX should have a plan that would clear the tracks as quick as possible.
  - Cost of maintaining crossings – Staff felt it should be born by CSX.
  - Amtrak blockage of downtown crossing adjacent to station at Massachusetts Ave. It was not clear whether the train physically blocked the track or position of the train caused the gates at Massachusetts Ave to close.

- In discussions concerning commuter rail, Staff indicated double tracking would not be favored by City of Lakeland. It was noted that commuter rail service normally requires this.
- The City does not have any traffic monitoring cameras that provide unobstructed views of the any crossings but they (the City) did offer to install a camera and supplemental equipment if we (Jacobs/FDOT) provided it.
- Questions also were raised related to funding for any improvements that may come out of the Rail Study.
- Mr. Nix indicated that the City of Lakeland had prepared a letter to FDOT Traffic Operations indicating concerns and potential actions that should be taken related to any increase in freight rail.

### **ACTION ITEMS**

<b><u>Item</u></b>	<b><u>Responsible</u></b>
1. Research train breakdown procedure w/CSX.	Jacobs
2. Research crossing agreements.	Jacobs
3. Provide formal request to City of Lakeland for traffic count and signal timing information.	Jacobs/City
4. Check w/Ms. Heather Huebner at City of Lakeland Growth Management concerning letter to FDOT traffic Ops.	Jacobs/FDOT
5. Check w/FDOT related to “providing” a camera to observe trains.	Jacobs/FDOT

### **INFORMATION DISTRIBUTED DURING MEETING**

<b><u>Item</u></b>	<b><u>Responsible</u></b>
1. Agenda (attached)	Jacobs
2. Traffic Component – Work Plan/Outline	Jacobs
3. Draft Scope – Dated 3/20/2008 (it was emphasized the scope was draft and subject to finalized revisions)	Jacobs

*The aforementioned constitutes our understanding of the items discussed and the decisions reached. If there are any questions on these items, please address them to Richard Oujevolk at Jacobs Engineering – [richard.oujevolk@jacobs.com](mailto:richard.oujevolk@jacobs.com). The minutes will stand as a record of the meeting unless corrections are received.*





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August 4, 2008

Re: Questions for Transit and Para-Transit Service Providers:

Dear Sir/Madam:

My name is Richard Oujevolk and I am employed by Jacobs Engineering, Inc. We are under contract to FDOT District 1 Bartow to provide engineering support services. As a part of this contract we are currently tasked with completing a preliminary assessment of specific rail and vehicle traffic crossings within Polk County. **As a part of this study we would like to get informal input related to the following issues and contact (telephone/email) name(s) for specific follow up for any of the subjects below, if other than yourself, if necessary:**

1. Is there any special protocol or procedures your department uses in routing transit vehicles taking into account possible conflicts with railroad crossings? If there are any special protocols please list them.

No protocol for routing however all transit buses are required to stop at RR crossings.

2. Have services by your department ever been impacted by any delay caused by a rail crossing? If so please explain briefly.

Yes, during the course of the business day rail traffic increases estimated travel times and has caused some delays. This has not been a major issue and falls below normal traffic congestion.

3. Is there anything that you feel could be done to minimize time delays experienced at rail crossings for your service route times?

Routing transit buses to avoid RR crossings is something at this time we do not do.

4. Are personnel in your department familiar with any of these newer technologies - real time dynamic routing, service time coordination and coordinated monitoring of trains and vehicle



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crossings? If your Department/Agency is currently evaluating any of these technologies, could we have a contact name related to any future planning your Department/Agency may be involved?

We currently have the technology that would assist us in scheduling and routing to take rail crossings into consideration. At present time we do not do so.

5. Any other insights, suggestions or information is appreciated, please indicate any thoughts below.

At this time I have nothing further to add but would be happy to assist with any future concerns or questions you may have.

Sincerely,

Paul A. Simmons  
Polk County Transit Services

You may send this form back to my email ([richard.oujevolk@jacobs.com](mailto:richard.oujevolk@jacobs.com)) with responses typed for simplicity. We would greatly appreciate a response within 10 days of our discussions on this topic. Should you need to contact me or need additional information, I can be reached at 772-388-1154 (office) or 772-643-1474 and would welcome the opportunity to discuss any other issues or answer questions related to this survey.

Thanks!  
Richard Oujevolk  
Project Engineer



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August 4, 2008

Re: Questions for School Bus Service Provider:

Dear Sir/Madam:

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1. Is there any special protocol or procedures the Polk County School Board Transportation Services use in routing transit vehicles taking into account possible conflicts with railroad crossings? If there are any special protocols please list them.
2. Have bus services provided by the School Board ever been impacted by any delay caused by a rail crossing? If so please explain briefly.
3. Is there anything that you feel could be done to minimize time delays experienced at rail crossings for your service route times or other measures that would help in coordinating school bus routes with rail crossings.?
4. Are personnel in your department familiar with any of these newer technologies - real time dynamic routing, service time coordination and coordinated monitoring of trains and vehicle crossings? If your Department/Agency is currently evaluating any of these technologies, could



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we have a contact name related to any future planning your Department/Agency may be involved?

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Richard Oujevolk  
Project Engineer

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## MEETING MINUTES

**PROJECT:** Rail Traffic Evaluation – Traffic Component

**DATE:** Wednesday, May 7, 2008

**PLACE:** Polk County Traffic Operations Center  
300 Sheffield Road  
Winter Haven, FL 33880

**JOB NO.:** E9X9831D

**File:** TBD

**ATTENDING:** Keith Pittman (Traffic Operations), Steve Logan (Rail Coordinator), Jeffrey Alspaugh (Traffic Engineering), Doyle Lasseter (Traffic Engineering), Eddie Gross (Traffic Engineering) OJ, Charlene Morris (Jacobs)

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**Purpose of the Meeting:** Introductory informal meeting related to work efforts on CSX.

### ITEMS DISCUSSED

See Attached Agenda

Items Discussed:

- Introductions
- Overview of project
- Current work to date – CFRail Environmental Study draft complete assessed noise, vibration and crossing operations (at selected crossings)
- Staff viewpoint/concerns on CSX rail to date
- Requests for information and future coordination efforts
- Ability to monitor rail traffic using Polk County traffic cameras

Staff Viewpoint/Concerns

- Polk County Staff (traffic operations/engineering) provided the following input:
  - General comments related to improvement costs and possible funding sources.
  - Current information available related to coordination with the Polk County Rail Coordinator (Mr. Logan) and information they have. Mr. Logan also provided the rail information for the crossing at Old 37 and Sheppard Road (current AY 863.09)

- 
- Discussions related to how far evaluations would be conducted from rail line – ¼ mile review of any traffic signals.
  - Traffic Operations staff – Mr. Pittman allowed us to inspect the traffic monitoring control room, we may be able to use the camera at Old 37 and Sheppard to record train traffic. Noted above it is line AY 863.09.
  - Possibility of providing a camera for Polk County to install to use to monitor trains or recording video from the Old 37 and Sheppard camera. Jacobs to check how this could be done in regards to providing the equipment for Polk County to install/retain.
  - Discussed and introduced Jacobs staff to be contacting Polk County in the future (Charlene Morris and Rosana Correa) – signal timings, traffic counts, etc.
  - Minor discussions related to crossings and maintenance costs.

### **ACTION ITEMS**

#### **Item**

#### **Responsible**

- |  |               |
|--|---------------|
| 1. Check w/FDOT related to “providing” a camera to observe trains.                                       | Jacobs/FDOT   |
| 2. Research crossing agreements.   | Jacobs        |
| 3. Provide formal request to Polk County for traffic count and signal timing information.                | Jacobs/County |
| 4. Provide EA Report from CF Rail (EarthTech), future meeting times for Public Hearings, etc. and dates. | Jacobs        |
| 5.   |               |

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#### **Responsible**

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CSX Rail Study – Traffic  
10:30 am May 7, 2008 Meeting w/City of Lakeland Traffic Ops  
Agenda

Agenda

1. Overview of what my component will cover (traffic)
2. Introductions
3. Signal system info in downtown;
4. Crossings and other locations with adjacent signals
5. Possibility of using video cameras to record any train blockage of traffic and extent of backups and special equipment needs to do so
6. Specific concerns from the City's perspective.
7. Initiate coordination



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