

**Draft Minutes of the Florida MPO Advisory Council
Staff Directors' Advisory Committee Meeting
July 25, 2013**

Staff Directors' Advisory Committee Members in Attendance:

Mary Bo Robinson, Chair, Florida-Alabama, Okaloosa-Walton and Bay County TPOs
Peter Buchwald, Vice-Chair, St. Lucie TPO
Lucie Ayer, Collier MPO
Beth Beltran, Martin MPO
Denise Bunnewith, North Florida TPO
Ray Chiamonte, Hillsborough County MPO
Tom Deardorff, Polk TPO
Bob Herrington, Charlotte County-Punta Gorda MPO
David Hutchinson, Sarasota/Manatee MPO
Gary Huttman, MetroPlan Orlando
Bob Kamm, Space Coast TPO
Bob Keeth, Volusia TPO
Pamela Richmond, Lake-Sumter MPO
Marlie Sanderson, Gainesville MTPO
Irma San Roman, Miami-Dade MPO
Don Scott, Lee County MPO
Greg Slay, Ocala-Marion County TPO
Greg Stuart, Broward MPO
Nick Uhren, Palm Beach MPO
Sarah Ward, Pinellas County MPO

Others in Attendance:

Howard Glassman, MPOAC Executive Director
Brigitte Messina, MPOAC Assistant
Paul Gougelman, MPOAC General Counsel
Jeff Kramer, USF/CUTR
Karen Seggerman, USF/CUTR
Karen Brunelle, FHWA
Lee Ann Jacobs, FHWA
Jennifer Hibbert, FTA
Jim Wood, FDOT
Carlos Roa, Miami-Dade MPO
Tim Garling, BCT
Bill Cross, SFRTA/Tri-Rail
Elizabeth VanZandt, Downtown Development Authority Fort Lauderdale
Jeff Weidner, FDOT
James Cromar, Broward MPO
Paul Flaxien, Broward MPO
Meyrie Hileire, FDOT
Arlene Tanis, FDOT
Jessica Vargas Astaiza, Tindale-Oliver & Associates, Inc.
Diana W. Alarcon, City of Fort Lauderdale
David Vozzoro, HDR Inc.

Others in Attendance continued:

Brian Sovik, DTS
Xaoxue Zhou, DTS
Barbara Handrahan, SFRTA
Kris Milster, FHWA
Carlene Thomas, FDOT
Elizabeth Birriel, FDOT
Chris Ryan, Broward MPO
Sorin Garber, T.Y Lin International
Lynda Mifsud, Jacobs
Ian Debnam, Jaobs
Todd Brauer, Whitehouse Group
Joe Yesbeck, T.Y. Lin International
Ned Baier, Jacobs
Aileen Boucle, FDOT
Jeremy Melligs, FDOT

1. Call to Order

Mary Bo Robinson, Chair, Florida-Alabama, Okaloosa-Walton and Bay County TPOs, called the meeting to order at 12:13 p.m. The Chair welcomed all and thanked the Broward MPO for hosting the meeting as well as the tour of Port Everglades earlier in the day. She also recognized and welcomed Nick Uhren, the new Executive Director of the Palm Beach MPO.

2. Approval of Minutes

Greg Stuart, Broward MPO, made a motion to approve the minutes of the April 25, 2013 joint meeting of the MPOAC Governing Board and Staff Director's Advisory Committee. Bob Herrington, Charlotte County-Punta Gorda MPO, seconded the motion. The motion was approved unanimously.

3. Executive Director's Report

Mr. Howard Glassman, MPOAC Executive Director, provided a status report on the MPOAC budget. He noted that the MPOAC worked well within the budget for the last fiscal year.

He then presented an overview of legislation approved during the 2013 Florida Legislative Session. He noted that although the FDOT legislative package didn't pass, the FDOT Work Program was fully funded at \$8.4 billion. Bills that did pass include Senate Bill 52 that banned texting while driving as a secondary offense, House Bill 319 that contained several measures regarding the use of mobility fees, House Bill 85 that provided for public-private partnerships, House Bill 579 that allowed natural gas to be taxed as a fuel, and Senate Bill 606 that created the six-county Northeast Florida Regional Transportation Commission.

Members briefly discussed that FDOT should not address the cap on the number of MPO Board members and that the MPOs should be in the forefront of making that decision. The Chair suggested that the topic may be discussed by the MPOAC Policy and Technical Subcommittee at their August meeting in Tampa. Tom Deardorff, Polk TPO, pointed out that there are elements in the current

legislation that work against multi-county MPOs and agreed that this should be addressed by the MPOAC Policy and Technical Subcommittee.

Mr. Glassman then provided an overview and status report on the legislative proposals made by the MPOAC Transportation Revenue Study. He reminded the members of the interim study recommendations intended to restore the purchasing power of today's transportation dollar to what it could purchase in 2000. He also described the long term study recommendations, including a mileage-based user fee that does not rely upon GPS technology as a tracking devise. Mr. Glassman noted that the study report (or the affiliated study brochure) has been distributed to the Governor, members of the Florida legislature and many partner organizations. He also mentioned that presentations on the study recommendations have been made to both the Senate and House Transportation Committees. Some progress was made on efforts to introduce legislation during the 2013 legislative session in the areas of moving tag and title fees from the general fund to the state transportation trust fund (STTF), the expansion of the charter county surtax to cities over 200,000 residents, and the study to consider the feasibility and implementation of a mileage-based user fee. Mr. Glassman noted the Florida Transportation Commission is scheduling a workshop to discuss the issue.

The Chair expressed appreciation for the revenue brochure that was produced.

Mr. Glassman then introduced MPOAC General Counsel, Mr. Paul Gougelman, who provided the members with a summary of SB 50 which was approved by the Legislature and signed by the Governor and which, among other things, requires that a member of the public be given a reasonable opportunity to be heard by a board or commission before it takes official action on a proposition. A written opinion prepared by Mr. Gougelman (dated July 1, 2013) on the applicability of SB 50 to the MPOAC and individual MPOs is included in the MPOAC agenda package as Attachment 4 under the Executive Director's Report.

Bob Kamm, Space Coast TPO, motioned that Mr. Gougelman draft a policy that would implement the new law for the MPOAC's consideration. Ray Chiamonte, Hillsborough County MPO, seconded. Discussion ensued regarding the potential details of the policy. The general consensus is that the policy would permit persons to speak on each agenda item at the point in the meeting when that item was being considered and at the end of the meeting on non-agenda items. Individuals will be limited to 3-5 minutes per person. The motion carried with Ms. Ayer voting against the motion. Mr. Glassman agreed to send a digital copy of Mr. Gougelman's written opinion on the subject via email in response to a member request.

Mr. Glassman reported that an MPOAC Freight Committee (the formation of which was approved by the MPOAC Governing Board at their April 2013 meeting) had met the previous day for their first formal meeting. Broward MPO Executive Director, Mr. Greg Stuart, was elected Chair and Mr. Gary Huttman, MetroPlan Orlando, was elected Vice-Chair. Mr. Stuart stated that he appreciated participation at the meeting and recapped the presentations from the meeting. He also stated that the Broward MPO will provide Committee staff services and that he and Peter Buchwald, St. Lucie TPO, would be attending the USDOT-AAASHTO meeting on freight the following week. He noted that a page would be added to the MPOAC website to share data and other information.

Mr. Kamm questioned what regional freight studies are underway. Several noted that studies had been completed. The Chair suggested links to the freight studies be placed on the website.

4. Agency Reports
 - a. FDOT Agency Report

The Chair introduced Jim Wood, Director of Policy Planning at FDOT, who provided an update of Department efforts. Future Corridors concept studies have been completed for the Tampa Bay-Central Florida and Tampa Bay-Northeast Florida corridors. He also provided some detail on the Pilot Study Area from the East Central Florida-Space Coast corridor for the portion comprising portions of Brevard, Orange, and Osceola counties. The study will identify likely future land use and economic development patterns, evaluate and build consensus around alternative strategies, develop model processes for coordinating plans, and explore potential public/private partnerships. The Department has already been working with the MPOs involved and a task force will be established to further involve the region.

In regard to performance measures (MAP-21 and Florida Transportation Plan Scorecard), the Department is developing Statewide Mobility Performance Measures that will be presented at the October MPOAC meeting by Mr. Doug McCleod. Mr. Wood noted that the Florida Transportation Plan Scorecard is available on the FDOT website.

Mr. Wood announced that the statewide revenue forecasts will be completed in August. The forecasts and handbook will be made available on August 14th and a statewide videoconference and workshop will be held on August 21st.

Mr. Wood mentioned that five MPO reaffirmation submittals have received approval from the Governor's Office including the Capital Regional TPA, the Gainesville MTPO, the North Florida TPO, the Charlotte County-Punta Gorda MPO, and the Space Coast TPO. Eleven other MPO reaffirmation submittals are currently under review and will be delivered to the Governor's office shortly. The remaining MPOs in the state are in the process of receiving local approval or resolutions prior to formal submittal.

Mr. Wood was pleased to report that following a well-received presentation at the April MPOAC meeting, the Department has enrolled as a member in the TRAC/Rides Educational Outreach Program. Modules can now be purchased for use by individual schools. Members were directed to contact Yvonne Arens, FDOT or Cary Shepard, FHWA to learn more about the program and the availability of teaching modules.

Mr. Wood continued his presentation to focus on the issue of freight data. FDOT has contracted with IHS Global Insight to develop a statewide freight database. Data that will be available at the county and TAZ levels includes origin-destination data, commodity data, tonnage, dollar value, mode (truck, rail, air, water), and vehicle miles traveled by truck. The project is scheduled for completion in December 2013 with anticipated availability of data at the county level near the end of October and at the TAZ level near the end of December. The Department intends to establish training for MPOs as soon as the data is in place. Mr. Ed Hutchinson with FDOT is available to answer any specific questions regarding this data. The Department has been working with FHWA on planning consistency issues including developing a thresholds document that identifies what will require a change to a long range transportation plan. The goal is to minimize changes, saving both time and money.

In response to a question asking whether the FEC passenger rail concept will be extended from Orlando to Tampa Bay, Mr. Wood believed that that is a long-term possibility; however, the current focus is to the east of Orlando. Mr. Chiaramonte, Hillsborough MPO, stated that the Hillsborough MPO plans to

host a transportation summit on Oct 10th at the Tampa International Airport focused on passenger rail from Tampa to Orlando.

b. FHWA Agency Report

Ms. Karen Brunelle, Director, Federal Highway Administration (FHWA) Office of Project Development, provided updates regarding FHWA activities. She stated that the latest round of TIGER Grant applications are currently being evaluated and that there are nearly 600 applications requesting \$9 billion for the \$474 million available.

Ms. Brunelle indicated that the Questions and Answers section of the FHWA website regarding performance management has been updated as of July 15th. Additional details have been included regarding that process. Additionally, Transportation Alternatives Program (TAP) guidance was published on June 10th on the FHWA MAP-21 website. The revised guidance provides more details, clarifies some areas and added youth services. There are some informational webinars scheduled in August (on the 12th and 29th at noon); however sessions are already full, but will be available for replay on the FHWA website.

FHWA has acquired the National Performance Management Research Data Set (NPMRDS) to support freight performance measures and urban congestion report programs. The program provides data sets for all national highway system roadways. All states will have access to the data sets and a webinar will be held on August 8th at 1 p.m.

Ms. Brunelle announced that the FHWA Florida Division will be opening a satellite office in Orlando by September and that office space in Tallahassee will be decreased. Current job vacancies will be filled in the Orlando office and contacts will change as the office balances the work load between team members in Orlando and Tallahassee.

In response to a member question, Ms. Brunelle explained that plan consistency is important to the signing of NEPA documents and other activities pertinent to project implementation. If FHWA signs a NEPA document, it is expected that the next project phase is ready to move forward – that means in the LRTP, the TIP, and the STIP. The question is - how do you know when an amendment is significant? FHWA and FDOT are working to develop thresholds that they are both comfortable with and will bring them before the MPOAC for feedback.

A member asked how the Orlando office will improve things for the southern part of the state. Ms. Brunelle clarified that it will primarily improve the connection to Puerto Rico, but that other team members will also work from the Orlando office.

Ms. LeeAnn Jacobs reported that FHWA met with the Department on July 11th to begin the annual statewide assessment of the planning process that runs concurrently with the STIP approval. The draft STIP is expected in early August and a report will be forthcoming from FHWA in September.

c. FTA Agency Report

Ms. Jennifer Hibbert, Director of Planning and Program Development at the Federal Transit Administration (FTA) Region IV Office in Atlanta, GA., provided updates regarding FTA activities and

contact information for FTA staff members responsible for a variety of issue areas in the region. A copy of her presentation was included in the MPOAC agenda package.

Ms. Hibbert provided an overview of MAP-21 as it pertains to FTA and noted that funding for the agency has stayed basically the same since last fiscal year and is expected to remain fairly constant for the next fiscal year. She reviewed new programs created by MAP-21 including the Safety Authority Program, the State of Good Repair Program, the Bus and Bus Facilities Formula Grants Program, the Public Transportation and Emergency Relief Program and the Transit Oriented Development (TOD) Planning Pilot Grants Program. She also identified programs that were repealed, consolidated, or modified as part of MAP-21. Grantees can expect steady and predictable funding, more efficient programs, targeted funding, new reporting requirements, and performance measurement requirements under the new program structure. She also reviewed several definitional changes made in law. In terms of metropolitan and statewide planning, transit agency representation on MPO Boards is being emphasized and MPOs should expect to hear more on performance based planning over the next several months. She further noted some policy updates and circular updates directing members to the FTA website for more information.

In response to a member question regarding transit representation on MPO Boards, Ms. Hibbert indicated that the talks regarding the issue are occurring at a high level at this time; however, she will investigate the status of the talks and email any additional information that is available. A member questioned if there was a need for a change to MAP-21 to increase spending flexibility for transit. Ms. Hibbert noted that MAP-21 authorization ends next year and that there has not been much discussion about what may be in the next iteration and if any changes are being contemplated.

A member inquired as to whether bus rapid transit (BRT) in managed lanes is eligible for funding under the FTA programs. Ms. Hibbert responded that BRT in lanes that are not true fixed guideways is not an eligible expense, but that State of Good Repair Program funding may be an option. Members should look at the FTA website for the interim guidance published on October 16, 2012 for apportionment and program eligibility.

5. The Wave Modern Streetcar

Ms. James Cromar, Livability Planner for the Broward MPO, and other project partners made a presentation on the Wave Streetcar which is a 2.7 mile modern streetcar that will operate in downtown Fort Lauderdale. The Wave Streetcar project is the first phase of a premium transit system that will connect major employment centers and primary activity centers throughout Broward County.

The project partners include the Downtown Development Authority of the City of Fort Lauderdale, the Broward MPO, the City of Fort Lauderdale, Broward County, the Florida Department of Transportation (FDOT), the South Florida Regional Transit Authority (SFRTA) and the Federal Transit Administration (FTA). Project funding includes an \$18 million TIGER IV grant, a local assessment on downtown property owners, a 20-year commitment for operations and maintenance from Broward County and additional resources from the remaining partners. The partners signed a Partnership Agreement to ensure that planning, finance, design, implementation, project sponsorship, operations and maintenance commitments for the Wave Modern Streetcar are provided for as agreed. More information on the Wave Modern Streetcar project is available at www.wavestreetcar.com/home.

A member wondered how the vehicles will cross the New River. The presenters responded that the system will cross at the New River at the Third Avenue bridge which will be reinforced to support the additional weight of the system. The hybrid vehicles will use battery power to cross the bridge, eliminating the need to provide power infrastructure on the bridge. Speakers responded to other questions stating that fares are expected to be about \$1.75, that system operation will be from 6:00 am to midnight, with 7-1/2 minute headways during the peak hour and 10-15 minutes headways off-peak. It will take about 23 minutes to travel from one end to the other.

6. Intelligent Transportation System Architecture

Mr. Kris Milster, ITS/Traffic Operations Engineer for the FHWA Florida Division Office, and Ms. Elizabeth Birriel, ITS Manager for the Florida Department of Transportation (FDOT), made a presentation on Intelligent Transportation System (ITS) Architecture. The purpose the presentation was to address the many issues surrounding the implementation and maintenance of ITS Architecture, including:

- What is ITS Architecture?
- Why should ITS Architecture be updated and maintained?
- How can ITS Architecture assist in the MPO long range transportation planning process?

The presentation was intended to coincide with the MPO long range transportation plan update process so that ITS projects can be planned and programmed at a region-wide level. They also discussed how ITS Architecture played an important role in the MPO congestion management process (CMP). Ms. Birriel mentioned that the state, along with MPOs and other partners, developed the state's ITS architecture in 2005. She explained that the state's ITS architecture was designed to be updated as changes are made to the National ITS Architecture (NITSA), but that since no changes have been made to the NITSA since 2005 that no updates have been required at the state level as well. However, the state has worked with several FDOT Districts to update their regional ITS architecture. The FDOT Central Office also provides ITS Architecture training for those that need it. She closed by providing contact information for herself and FDOT District ITS Architecture staff.

A member expressed concern that when they had approached their District about this, they were questioned as to why the MPO would need to get involved when it is an FDOT project.

7. 2103 Review of MPO Long Range Transportation Plans

Ms. Karen Seggerman, Senior Research Associate at the Center for Urban Transportation Research (CUTR) at the University of South Florida (USF), presented on the 2013 Review of MPO Long Range Transportation Plans.

Earlier this year, CUTR completed a comprehensive review of the Long Range Transportation Plan (L RTPs) of Florida's metropolitan planning organizations (MPOs). This review followed similar reviews completed in 1997, 2002 and 2008. The 2013 review of long range transportation plans, requested by the Florida MPO Advisory Council (MPOAC) and the Florida Department of Transportation (FDOT), looked at a plan from each MPO (or combination of MPOs) in Florida that was adopted between 2008 and 2012. The purpose of these reviews is to identify the state of the practice, estimate a 20-year statewide shortfall between identified transportation needs and reasonably available revenues and to make suggestions for improving Florida's metropolitan L RTPS and planning practices. Conducting this research on a regular basis allows the identification of trends and changes in MPO plans. Observations

and suggestions made in the research report provide MPOs with useful ideas and concepts that may be incorporated into their next plan update.

Member comments focused on population growth, transportation model enhancements, use of activity-based models, and the increased availability of data. In addition, the concept of needs and how best to define needs was discussed. One member sought assistance with scoping language ahead of their next LRTP update.

8. Communications

Attendees were directed to the agenda packet to review a variety of communications that were provided. Mr. Glassman noted the letter regarding increased coordination between AMPO and NARC.

9. Member Comments

Ray Chiamonte, Hillsborough County MPO, told members about a new public involvement tool that they are using called MetroQuest. He described it as being easy to use and geared to get people involved who don't or can't come to public meetings. The kickoff will be on August 16th to get people involved in the planning process.

Peter Buchwald, St. Lucie TPO, thanked everyone involved for the tour of Port Everglades.

10. Public Comments

One public comment was made that was not captured by the recording device.

The meeting was adjourned at 3:10 pm.