

**Minutes of the Florida MPO Advisory Council
Staff Directors' Advisory Committee Meeting
October 30, 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
Harold Barley, MetroPlan Orlando
Lois Bollenback, Volusia TPO
Ray Chiaramonte, Hillsborough County MPO
Tom Deardorff, Polk TPO
James Edwards, Pasco County MPO
Michael Escalante, Gainesville MTPO
T.J. Fish, Lake-Sumter MPO
Bob Herrington, Charlotte County-Punta Gorda MPO
Michael Howe, Sarasota/Manatee MPO
Bob Kamm, Space Coast TPO
Bonny Landry, Martin MPO
Johnny Limbaugh, Lee County MPO
Harry Reed, Capital Region TPA
Carlos Roa, Miami-Dade MPO
Gregory 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
Bob Romig, FDOT
Jim Wood, FDOT
Doug McCloud FDOT
Yvonne Arens, FDOT
Ali Atefi, Pasco MPO
Luke Lambert, Martin MPO
Lois D. Lopez, FHWA
Shundreka R. Givan, FHWA
Bob Wallace, Tindale-Oliver & Associates
Bob O'Malley, CSX Transportation
Fred Wise, FDOT Rail
Wiley Page, Atkins
Erika Young, Transportation for America
Pamela Richmond, Lake-Sumter MPO
Jennifer Stults, FDOT D1
Mayor Richard J. Kaplan, Broward MPO
Eric Hill, MetroPlan Orlando
Mike Spain, LANE

Others in Attendance continued:

Charley Williams, GEI
Mayor Rocky Randels, Space Coast TPO

1. Call to Order

Mary Bo Robinson, Chair, Florida-Alabama, Okaloosa-Walton and Bay County TPOs called the meeting to order at 12:01 p.m.

2. Approval of Minutes

Mr. Bob Herrington, Charlotte County-Punta Gorda MPO made a motion to approve the minutes of the July 25, 2013 meeting of the Staff Director's Advisory Committee. Mr. Johnny Limbaugh, Lee County 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 (Attachment 1 of the MPOAC agenda package under the Executive Director's Report). He noted that the MPOAC spent about 19% of the budget in the first quarter. He also reminded members that the NARC and AMPO dues are being paid outside of the MPOAC budget this year.

Mr. Glassman introduced Mr. Paul Gougelman, MPOAC General Counsel, who presented MPOAC Rules of Procedure for Public Comments (Implementation of SB 50) (Attachment 2 Memorandum from Paul Gougelman by Chairman Kaplan on Rules of Procedure, dated September 8, 2013, and (Attachment 3 of the MPOAC Resolution 2013-1 Rules of Procedures for Public Comments).

Mr. Peter Buchwald, Vice-Chair, St. Lucie TPO moved approval of MPOAC Resolution 2013-1 Rules of Procedures for Public Comments. Mr. Nick Uhren, Palm Beach MPO seconded. The motion carried unanimously.

Mr. Gougelman explained that the MPOAC is not subject to Florida's Administrative Procedures Act as confirmed by the Joint Administrative Procedures Committee representative. Yet there are existing rules in the Florida Administrative Code (F.A.C.) that are out of date. Mr. Gougelman recommended that the existing rules in the F.A.C. be prepared for repeal; that the existing rules be revised and prepared for re-adoption by a much simpler and more expeditious process of adoption of a resolution and posting of the rules on the MPOAC website.

Mr. Uhren moved to make the recommendation of Mr. Gougelman to the MPOAC Governing Board. It was seconded by Mr. Harry Reed, Capital Region TPA and carried unanimously.

Mr. Glassman presented the 2014 MPOAC State Legislative Policy Positions (Attachment 4 of the 2014 State Legislative Policy Positions).

Mr. Glassman presented the 2014 MPOAC State Legislative Policy Positions (Attachment 4 of the 2014 State Legislative Policy Positions). He explained that the Policy Committee met in

August to formulate the positions with input from all of the staff directors. Policy Positions have been reformatted to reinforce the important positions in response to Policy Committee concerns that policy positions were being diluted due to the sheer number of them. Therefore, three priority policy positions along with background are presented including the most feasible recommendations from the Revenue Study, restoring funding to the TRIP program, and provide more flexibility in how the Department allocates SIS funds. He further reviewed the remaining policy positions He noted a technical change in Number 6 to read "...smart card technology and other innovative technologies." Number 7 deals with not having the car-rental surcharge apply to hourly car rentals.

Discussion ensued on the policy recommendations. One comment included a desire for the ability to spend transportation trust fund revenue to be spent on regional multi-use trails. Another comment included the desire to address MPO board membership to bring about more flexibility for varying situations throughout the state. A comment noted that one members' MPO is at a nonconcensus with mileage-based user fee.

Discussion continued on the MPO Board membership cap including the concept of percentage votes, the position of the current Legislature, and removal of the cap.

Mr. Reed moved to include a policy to allow the use of State Transportation Trust Funds for regional multiuse trail improvements. Mr. Harold Barley, MetroPlan Orlando seconded. It was clarified that the Trust Fund dollars would be limited to capital improvements. Management is currently with local government. The item would become Number 4 in the Priority Policy Positions. The motion carried unanimously.

Discussion returned to the MPO membership cap.

Mr. Buchwald moved to add language to increase the cap on MPO membership to accommodate the needs of the MPO which may include the consolidation of two or more MPOs or expansion of the existing MPO boundary to include an additional urbanized area. Mr. Barley seconded. Discussion ensued with several members concurring that the cap should be removed and each MPO should be able to choose reflecting the evolution of thinking among members. Mr. Barley rescinded his second followed by Mr. Buchwald withdrawing the initial motion.

Discussion continued regarding the concern regarding the percentage of county commission needs to be addressed.

Mr. Greg Stuart, Broward MPO moved that the policy should recommend removal all references to the cap on the number of MPO Governing Board members and instead rely on federal law to dictate the membership. Mr. T.J. Fish, Lake-Sumter MPO seconded. One member stated that their MPO has recently completed a year of this discussion and now has weighted voting and cannot support the motion. Another member believed such a move would be a step backward. Others believed that removal of requirement should solve many issues. Mr. Buchwald requested that the chair call the vote. The motion carried with Ms. Lois Bollenback, Volusia TPO and Ms. Lucie Ayer, Collier MPO voting against the motion.

Mr. Stuart moved to recommend the Draft 2014 Legislative Policy Positions as amended to the Governing Board. Mr. Ray Chiaramonte, Hillsborough County MPO seconded. The motion carried with Ms. Ayer opposing.

Mr. Glassman presented MPOAC Institute Recruitment Strategies (Attachment 5 of the MPOAC Institute Recruitment Strategies for 2014). The new strategy is to encourage participation in the MPOAC Institute. Mr. Chiaramonte moved to recommend approval of the strategy to the Governing Board. Vice-Chair Buchwald seconded. It was noted that there may be funding concerns if several Board members desire to attend. A member requested clarification of the marketing components. The motion carried unanimously.

Mr. Glassman noted that the 2014 MPOAC Meeting Schedule is in the packet.

He also announced dates and locations for the 2014 MPOAC Institute – March 28 – 30th at the Rosen Centre Hotel in Orlando and May 30-June 1 at the Renaissance Hotel International Plaza in Tampa.

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. He noted that the Future Corridors Concept Studies are complete for Tampa Bay-Central Florida and Tampa Bay-Northeast Florida. The studies are available on the website. The Department is working on a pilot area east of Orlando to establish a process for moving from evaluation to completion. The TampaBay-Northeast Florida Area focuses on I-75 and connectivity gaps. He reminded everyone that this is the Department's long range plan for multimodal corridors with a 50 year horizon.

Mr. Wood noted that the Department will be ramping up on the Florida Transportation Plan and the Strategic Intermodal System Strategic Plan which will both be updated by the end of 2015. The outreach processes will be combined. He noted that the Department is working on long range transportation plan needs guidance and the draft report is expected in April 2014. The Statewide Freight Database has been slightly delayed and is now expected to be available in April 2014.

Mr. Wood noted the MPO status regarding reaffirmation plans based on the 2010 U. S. Census. Only six MPOs have yet to complete their plans. The new urbanized area in Citrus County will likely be joining the Hernando MPO. The Sebring/Avon Park Urbanized Area will not be joining the Polk TPO but will be joining with five other counties to form a new regional MPO in accordance with federal guidelines.

He noted that the Recreational Trails Program Opt Out allows the funding to be used in a more flexible manner.

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 MPOAC meeting by Mr. Doug McLeod. Mr. Wood noted that the Florida Transportation Plan Scorecard is available on the FDOT website.

Mr. Wood explained the Metropolitan Planning (PL) Funds Formula Change (Attachment 3 of the Metropolitan Planning (PL) Funds Formula Change). He requested action to approve the Metropolitan Planning (PL) Funds Formula Change regarding the off-the-top allocations. Mr. Glassman clarified that the MPOAC annual budget is closer to \$290,000.

Discussion ensued regarding the allocations and any new MPOs. There was general concern in regard to how individual MPO budgets would be affected. In addition, members were concerned about the formation of an additional MPO. Mr. Bob Romig, FDOT indicated that Highlands County made a compelling case for a 6-county regional MPO.

A member read the FDOT policy that constrains the use of SU funds for planning studies if PL funds have not been spent down. There seems to be inconsistent application of this policy and members look forward to working with the Department on the policy.

Concerns over the potential budget implications of allocation changes caused some members to request a delay in acting on the Department's request to approve the formula.

Mr. Bob Kamm, Space Coast TPO moved to recommend to the MPOAC to accept the changes to the off-the-top allocations as indicated in the red box. Ms. Bonny Landry, Martin MPO seconded. Concern regarding impacts to individual budgets continued. Mr. Glassman clarified that the first 4 bullets really endorses the increase in NARC and AMPO dues. Concerns raised regarding the letter title - PL funding formula. There was a suggestion to change the title to address only the MPOAC Planning Funds Formula. Mr. Romig clarified that the adjustment is being made only to the off-the-top portion and the remaining formula stay in effect. The Chair called the question. The motion carried with Ms. Ayer voting against the motion.

Members requested that the Mr. Glassman work in advance with the Department next year so that the remaining portion of the PL Formula can be presented and discussed with options including the impact on individual MPO budgets.

Mr. Wood also briefly touched on performance measures and rulemaking. He mentioned the Florida Automated Vehicle Summit on November 15th by FDOT and CUTR. He thanked all of the MPOs for their support for the Coast to Coast Connector.

b. FHWA Agency Report

Ms. Karen Brunelle, Director, Federal Highway Administration (FHWA) Office of Project Development, and Ms. Lee Ann Jacobs, Planning and Programs Coordinator at the FHWA Florida Division Office, provided updates regarding FHWA activities.

Ms. Jacobs introduced Ms. Shundreka Givan, District 2 Planner (Attachment 2 of the Florida Department of Transportation Districts) housed in the new Orlando office serving Puerto Rico and District 2.

She noted that each MPO should have received an email regarding the MPO freight program assessment annual update. Responses are requested by December 13th. Finally, Ms. Jacobs noted the letter in the agenda packet – "Approval of FY 2014-2017 STIP and Statewide

Planning Finding.” The federal planning finding statewide assessment report is prepared annually and contains best practices and suggestions.

Ms. Brunelle introduced Mr. Luis Lopez, the Environmental Specialist in the Orlando office and for District 4. Ms. Brunelle noted that Mr. James Christian, the new Florida Division Administrator is now in place. She referenced Attachments 1 and 2 in the agenda packet.

Ms. Brunelle reported on the TIGER V Grants. In September, \$474 million was awarded for 52 grants, three in Florida. A total of 585 applications totaling \$9 billion were received. Florida projects included the Florida International University (FIU) City Prosperity for ITS and Complete Streets, Lee County MPO for Complete Streets, and FDOT for Freight Logistics.

Ms. Brunelle gave the MAP-21 Update, which was comprised of the following:

- Continuing resolution. Will expire in mid-January 2014.
- Result of Sequestration on NHPP funds. In FY 2013, Florida lost \$2 million in National Highway Performance Program funds and, in FY 2014, about \$2.3 million will also be lost due to sequestration.
- Notice of Proposed Rule Making for Categorical Exclusions. Regarding projects that are likely to have fewer environmental impacts. Comment period closes on November 18th.
- Proposed Rule Making for Planning Process regarding Performance Measures. Should begin in the 4th quarter. Sign up for email alerts on the FHWA performance management page.
- Proposed FHWA/FTA Policy Guidance on Transit Representation on MPOs serving TMAs (Attachment 3 of the Proposed Policy Guidance on MPO Transit Representation on MPOs serving TMAs, dated September 30, 2013). Comment period closes today. Mr. Gougelman sent comments to the MPOAC (see agenda attachment). This is only proposed guidance at this point; there will be an additional opportunity to comment during rule-making.

5. Florida's Rail Initiatives

Mr. Fred Wise, Executive Director of the Florida Rail Enterprise, presented Florida's Rail Initiatives and discussed Safety and Quiet Zone Issues.

- Florida East Coast (FEC) – Direct connection to the Port of Miami via a tunnel to ease congestion in Downtown Miami and become a competitive gateway for international trade.
- South Florida Regional Transportation Association (SFRTA) – Commuter rail for south Florida since January 1989. Tri-Rail up to Jupiter. TIGER V Grant will fund two major connectors: the Northwood Connector and the Iris Connector. These will maximize the use of lines for freight, and future transit/intercity rail service.
- CFRFC – Commuter rail for Central Florida – SunRail anticipated in April 2014.

- CSX Intermodal Logistics Center being constructed in Winter Haven. Development of this facility is occurring due to the opening of SunRail.
- CSX S-Line Capacity Improvements Freight will be diverted from the A-line to the S-line due to SunRail.
- FECI – All Aboard Florida. Line from Miami to Orlando with 3-hour travel time. Service may be initiated by late 2015.

Mr. Wise also reviewed the Crossing Safety Improvement Program and the Locomotive Horn Rule (Quiet Zones). While normally quiet zone improvements are funded by the local government requesting the zone, Florida East Coast Industries has stated they would pay for the quiet zones associated with All Aboard Florida.

In response to a question regarding what projects are candidates for next year's funding, Mr. Wise indicated the terminal at Orlando airport, a CSX study for alternatives to mitigate the impact of increased freight on the S-line including rerouting freight traffic around Lakeland, and the South Florida rail enhancement through the TIGER grant. Mr. Wise indicated that suggestions for the next round of funding can be made through your FDOT District contacts. He also indicated that the rail study for the Tampa area has not yet been initiated. The PowerPoint presentation will be sent to members. Safety improvements have not been defined because a diagnostic review has not yet been performed.

6. Mobility Performance Measures

Mr. Doug McLeod, FDOT Planning Manager for Mobility Performance Measures, presented an overview of Mobility Performance Measures and MAP-21 (Attachment 1 of the Mobility Performance Measures and MAP-21, dated October 30, 2013).

Mr. McLeod provided an overview of FDOT's Multimodal Performance Measures Program, an Overview of MAP-21 Performance Measure Requirements and outlined FDOT and MPO roles and responsibilities.

In January of 2013, a statewide team was established to look at mobility performance measures. It was agreed that MPOs would serve on the team, one from each of the seven FDOT Districts. Broward County was the lead on the team. FDOT must comply with MAP 21 requirements. Because they must collect the data necessary to do so, it is FDOT's intent to also provide the MPOs with the MAP 21 performance requirement information for their area, thereby, relieving MPOs of that financial burden. The FDOT and each MPO will need to develop their individual reports, performance measures, targets, and plans. FDOT will work with MPOs through each FDOT District to develop their targets and provide training and technical support. Mr. Stuart described their workshops regarding performance measures.

7. Transportation for America

Ms. Erika Young, Director of Strategic Partnerships for Transportation for America (T4America), presented an overview of Transportation for America and federal transportation issues of interest to the MPOs. Transportation for America is an alliance of elected, business and civic leaders from communities across the country, united to ensure that states and the federal government step up to invest in smart, homegrown, locally-

driven transportation solutions. These are the investments that hold the key to our future economic prosperity.

She noted a Transportation for America event in Washington D.C. on November 19th.

8. Communications

The following communications were included in the agenda packet.

- Letter from FDOT Secretary Ananth Prasad to FHWA Division Administrator David Hawk certifying the state's transportation planning process and approving the MPOs Transportation Improvement Programs, dated September 4, 2014.
- Letter from MPOAC General Counsel Paul R. Gougelman to Howard Glassman, MPOAC Executive Director regarding Central Cities in MPO reapportionment plans, dated September 7, 2013.
- Letter from AMPO, NARC and NADO to USDOT Secretary Anthony Foxx regarding representation of public transit providers on MPOs, dated September 19, 2013.

9. Member Comments

Mr. Stuart reported on the activities of the MPOAC Freight Committee. He thanked Mr. Barley for the use of MetroPlan Orlando's space. He noted a report from the TMI committee. The next Freight Committee Meeting will be held before the next MPOAC meeting and will include a customs presentation.

Mr. Reed summarized the Interactive TIP meeting.

10. Public Comments

There were no public comments.

The meeting was adjourned at 3:13 pm.