

**Minutes of the Florida MPO Advisory Council
Staff Directors' Advisory Committee Meeting
January 23, 2014**

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
Ronnie Blackshear, Polk TPO
Lois Bollenback, Volusia TPO
Denise Bunnewith, North Florida TPO
Ray Chiaramonte, Hillsborough County MPO
T.J. Fish, Lake-Sumter MPO
Bob Herrington, Charlotte County-Punta Gorda MPO
Michael Howe, Sarasota/Manatee MPO
Bob Kamm, Space Coast TPO
Bonnie Landry, Martin MPO
Phil Matson, Indian River County MPO
Harry Reed, Capital Region TPA
Carlos Roa, Miami-Dade MPO
Marlie Sanderson, Gainesville MTPO
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
Jim Wood, FDOT
Yvonne Arens, FDOT
Thomas Hill, FDOT
Lorena Valencia, FDOT District 5
Vickie Wyche, FDOT District 5
Kellie Smith, FDOT
Laura Carter, Space Coast TPO
Paul Flavien, Broward MPO
Gary Huttman, MetroPlan Orlando
Pamela Richmond, Lake-Sumter MPO

Others in Attendance continued:

Mark Bontrager, Space Florida
David Bredahl, American Consulting
Mike Neidhart, Gannett Fleming
Howard Newman, The Corradino Group
Wiley Page, Atkins
Bob Wallace, Tindale-Oliver and Associates
Michael Woods, The Corradino Group

1. Call to Order

Mary Bo Robinson, Chair, Florida-Alabama, Okaloosa-Walton and Bay County TPOs, called the meeting to order at 12:02 p.m. The Chair welcomed all in attendance.

2. Approval of Minutes

Mr. Greg Stuart, Broward MPO, made a motion to approve the minutes of the October 30, 2014 meeting of the Staff Director's Advisory Committee. Mr. Harry Reed, Capital Region TPA, seconded the motion. The motion was approved unanimously.

3. Public Comments

No public comments were made.

4. Executive Director's Report

Mr. Howard Glassman, MPOAC Executive Director, provided a status report on the MPOAC budget referring to Attachment 1 of the MPOAC agenda package under the Executive Director's Report. He noted that the MPOAC has spent 41% of the FY 2013/2014 budget. He then presented a summary of currently proposed state legislation of interest to MPOs, referring to a handout describing 21 currently proposed bills. Mr. Glassman reviewed in detail the draft MPOAC legislation regarding MPO Governing Board membership (see Attachment 2 in the Agenda Packet under the Executive Director's Report).

In response to a question regarding the status of the transportation revenue study recommendations, Mr. Glassman responded by detailing the current status of the key recommendations from that study.

Mr. Glassman then introduced Mr. Paul Gougelman, MPOAC General Counsel, who provided the membership with a summary of his letter to Mr. Greg Stuart, Broward MPO Executive Director, regarding *School Board Voting membership on a MPO Governing Board* (included in the MPOAC agenda package as Attachment 4 under the Executive Director's Report). In Mr. Gougelman's informed opinion, school board membership on an MPO Governing Board appears to be permitted as "an official of an agency that operates or administers a major mode of transportation" per Section 339.175(3)(a) Florida Statutes, noting that school boards routinely operate large bus transportation systems. He also noted that five MPOs in Florida currently include school board members as voting members of their governing board (Miami-Dade MPO, Broward MPO, Capital Region TPA, St. Lucie TPO, and Indian River County MPO).

Mr. Glassman reminded staff directors of the upcoming MPOAC Weekend Institute (attachment 5), encouraging them to register interested Governing Board members.

Finally, Mr. Glassman introduced a discussion on the Statewide Federal Planning (PL) Funds Formula (Attachment 6). He began the discussion by reviewing the current off-the-top allocation of funds for statewide purposes (previously discussed at the October 2013 meeting of the MPOAC) and then continued the discussion by reviewing the remaining portions of the formula pertaining to the distribution of PL funds to individual MPOs.

Mr. Mike Neidhart, Gannet Fleming, then provided a brief presentation on PL fund distribution practices from other states as documented in the report entitled, "Review of State DOT Approaches to Distribute Federal Metropolitan Planning (PL) Funds to MPOs" (prepared by the Federal Highway Administration and the Volpe Center, 2012). A handout with a report summary, as well as report findings and opportunities, was provided.

Discussion ensued regarding the statewide PL funding formula. In response to a question regarding the regional set-aside provision in the current formula, Mr. Glassman explained that it was put in place several years ago to demonstrate that MPOs support regionalism and engage in regional coordination activities. Ms. Arens, Florida Department of Transportation (FDOT), pointed out that the amount would typically appear as a task supporting a regional project or regional coordination activities in the MPO Unified Planning Work Program (UPWP). She also confirmed that FDOT does not use PL funds for their own planning activities. Members pointed out that regular work with cities, counties, and other MPOs support regionalism and also that not all MPOs perform regional work in the same manner or to the same extent as other MPOs. A few members also suggested that PL funds be distributed to MPOs based on the population within the entire MPO study area, not just for the population within the urbanized area boundaries. Some members also suggested that if a tiered system is considered (as is the case in other states), it should be incentive-based. Members also asked FDOT to report if the process to reduce large PL carry-forward balances by individual MPOs was working. Finally, Mr. Glassman noted that funding for CUTR services may need to be increased as part of the statewide funding formula. It was agreed that the statewide PL funding formula will be discussed further at the Policy and Technical Subcommittee meeting in April.

Mr. Greg Stuart, Broward MPO and Chairman of the MPOAC Freight Subcommittee, reported on the freight subcommittee meeting that was held earlier in the day. Presentations included *Freight Resources – Data, Tools, Information and Technical Support Available to Florida MPOs* by Ms. LeeAnn Jacobs and Mr. Vidya Misore with the FHWA and *Update on SHRP 2 Freight Improvement Program* by Mr. David Plazak with the Transportation Research Board (TRB). Mr. Juan Flores, FDOT also provided an update on statewide freight efforts.

The following vision and mission statements for the subcommittee were adopted:

Vision: Foster the development through the MPOAC of a comprehensive integrated, coordinated multimodal freight network for Florida.

Mission: To be the collective forum for the development and promotion of actionable ideas that foster and support sound goods movement planning and initiatives for all Florida MPOs.

Mr. Stuart noted that having a statewide freight committee to work with the US Department of Transportation creates a much larger voice for Florida's MPOs in the freight arena.

5. Election of Officers

Ms. Robinson relinquished the Chair position to Mr. Paul Gougelman, MPOAC General Counsel, who introduced the election of officers - a Chairperson and Vice-Chairperson - for the MPOAC Staff Directors' Advisory Committee. It was noted that the newly elected officers would begin their terms of service on July 24, 2014.

Mr. Greg Stuart nominated Peter Buchwald, Vice-Chair, St. Lucie TPO, as Chair. Mary Bo Robinson, Florida-Alabama, Okaloosa-Walton and Bay County TPOs, moved to close the nominations. Ms. Lucy Ayer, Collier MPO, seconded. Mr. Gougelman closed the nominations and called the question by unanimous acclamation. The motion passed.

Mr. T.J. Fish, Lake-Sumter MPO, nominated Greg Stuart, who declined the nomination, as Vice-Chair. Mr. Harold Barley, MetroPlan Orlando, nominated Mr. Harry Reed, Capital Region TPA, as Vice-Chair. Mr. Michael Howe, Sarasota/Manatee MPO, moved to close the nominations. Mr. Bob Kamm, Space Coast TPO, seconded. Mr. Gougelman closed the nominations and called the question by unanimous acclamation. The motion passed.

Chair Robinson stated that the role of Chair has been both a pleasure and a challenge and she is looking forward to next year.

6. Agency Reports

a. FDOT Agency Report

Mr. Jim Wood, FDOT, Director of Policy Planning, provided an update of Department efforts.

Future Corridors: FDOT is continuing to look at the corridor connecting the Tampa area northeast to the Jacksonville area and has met with local interest groups in both areas. In an action related to a different corridor, the Governor issued Executive Order 13-319 on November 1, 2013 establishing the East Central Florida Corridor Task Force for the purpose of evaluating and developing consensus recommendation on future transportation corridors serving established and emerging economic activity centers in portions of Brevard, Orange, and Osceola counties. There are thirteen Task Force members and the first meeting is anticipated to be held in March 2014. A final report will be prepared for the Governor by December 1, 2014 and local governments are expected to adopt Task Force recommendations into their comprehensive plans by September 30, 2015.

Legislation: FDOT has proposed legislation for this upcoming legislative session that mirrors last year's proposal that did not become law in the 2013 legislative session (SB 696 and HB 7005). Proposed toll by plate legislation (SB 616 and HB 7007) would set a more broad exemption to the current process in an effort to further protect privacy. The Governor has recommended an \$8.8 billion transportation work program request from the legislature which is significantly higher than his request last year. Mr. Wood stated that while \$35 million in projects are funded in the FDOT Work Program to close the gaps in the Coast-to-Coast Connector Project, FDOT has not requested funding for multiuse trails from the State Transportation Trust Fund (STTF) in their legislative proposal. He also briefly mentioned the ballot petition for a Constitutional Amendment that would set aside a portion of the state's documentary stamp tax revenues for land conservation. FDOT is seeking more information in order to develop a report on the potential impact of the proposed constitutional amendment should it pass.

MPO Census Update: 16 MPO apportionment plans have been approved to date. A number are still under review at FDOT awaiting transmittal to the Governor for approval and Mr. Wood apologized for the delay in the review process which he attributed to workload issues. He also mentioned that the Sebring/Avon Park MPO apportionment plan, which would create a brand new MPO, is still under development.

Bike/Ped Council: Mr. Wood noted that a new State Safety Emphasis Area focuses on pedestrians. MPOs are encouraged to develop Pedestrian Safety Action Plans for their metropolitan areas and that FDOT can offer MPOs resources and technical support in such an effort.

Mr. Wood then announced that dates and locations of two important meetings for MPOs:

- Statewide FDOT/FHWA/FTA/MPO Video Conference, February 18 (9:30 am – 12:00 pm)
- Statewide FDOT/FHWA/FTA/MPO Meeting, April 2 & 3 in Jacksonville

Finally, Mr. Wood provided information regarding two recent publications available on the FDOT website: *Making Tracks: Primer for Transit Fixed Guideway Projects* (www.dot.state.fl.us/transit) and the revised Efficient Transportation Decision Making (ETDM) Manual (www.dot.state.fl.us/emo). Discussion ensued as members expressed concern regarding Florida's Water and Land Legacy Inc.'s ballot petition for a Constitutional Amendment that would set aside a portion of the state's documentary stamp tax revenues for land conservation. The major concern expressed by members is that doc stamps are the source of funding for the popular Transportation Regional Incentive Program (TRIP). Members asked that the MPOAC work with the FDOT to identify possible funding alternatives for the program. Mr. Glassman noted that beginning July 1, 2014, the first \$60 million of the doc stamp revenue goes to the Florida Rail Enterprise. Members asked for information regarding the potential impact of the ballot measure on programs that depend on doc stamp revenue.

A member expressed concern regarding the timing of FDOT Work Program development. In the past, the Tentative Work Program was made available to MPOs for review and comment by late October/early November. However, in recent years the Tentative Work Program has not been available to MPO staff until mid-December, at least in part as result of delays in the transmittal of financial information from FDOT Central Office staff to FDOT District Office staff. The result is increased pressure on FDOT District Office staff to develop the District components of the Tentative Work Program and a lack of time for MPOs to respond to the Tentative Work Program and the treatment of their project priorities. Additionally, there was concern expressed that this delay is having a negative impact on the MPOs ability to conduct a complete public involvement process associated with the development of the FDOT Tentative Work Program and the MPO's Transportation Improvement Program (TIP). Mr. Wood indicated that he would check into the matter and report back to the MPOAC.

In response to a question regarding action on the mileage-based user fee, Mr. Wood responded that the Florida Transportation Commission has been investigating that option. He also noted that he would get back to a member regarding the apportionment of FTA 5339 funds (bus and bus facilities).

b. FHWA Agency Report

Ms. Karen Brunelle, Director, Federal Highway Administration (FHWA) Florida Division Office of Project Development, provided updates regarding FHWA activities. She thanked the MPOs for completing their freight assessments. Mr. Brunelle announced that initial rulemaking to implement MAP-21

requirements for performance measurement are expected to be released by April 2014. She also mentioned that the new rule on categorical exclusions had been published in the Federal Register and that the rule would be effective Feb 12, 2014. A member inquired as to whether there had been any action on EPA Clean Air Act standards and Ms. Brunelle stated that she would check on the status and report back to the MPOAC.

7. Florida Space Transportation Infrastructure Planning

Mr. Mark Bontrager, Vice President, Spaceport Operations gave a presentation on *Florida Space Transportation Infrastructure Planning*. He introduced the Statewide Spaceport System Plan and Cape Canaveral Spaceport Complex (CCS) Master Plan, discussed how it relates to the Florida Transportation Plan, and reviewed plan goals. Maps illustrated the location of Federal Aviation Authority (FAA) licensed spaceports in Florida as well as Florida investments in CCS infrastructure. He discussed the potential for growth in both orbital and suborbital launches, both globally and in Florida. Ongoing and completed infrastructure projects were also reviewed. He closed by discussing the future of space travel and the impact that could have in Florida. Discussion ensued regarding various aspects of space travel, particularly as it relates to surface transportation in Florida. Mr. Kamm, Space Coast TPO, made a point to thank Mr. Bontrager for his presentation and to describe how space, as a mode of transportation was addressed as a component of the Space Coast TPO long range transportation plan (LRTP).

8. Florida Survey Data

Mr. Thomas Hill, State Model Manager with the FDOT, gave a presentation regarding travel survey data information. Mr. Hill reviewed the purpose of survey data, including how survey data is used and noted that data enhances both the Statewide and MPO transportation planning efforts. He reviewed the state's 2009 data effort as part of the National Household Travel Survey (NHTS), which was funded in part by the MPOAC using PL funds (\$3 million). He noted that NHTS data results were less than ideal and that a Florida driven survey would provide better results for modeling purposes in Florida.

Mr. Hill outlined what might be included in a Florida specific survey, including what data would need to be collected. He emphasized the efficiency and effectiveness of collecting data in this manner, emphasizing how the state would have control over the survey approach, unlike during the 2009 effort where Florida piggy-backed with a larger, national survey collection effort. The data would be applicable to the statewide model, traditional four step models, and activity based models (ABM). Mr. Hill concluded by stating that the MPOs may want to consider investing in a Florida specific survey conducted by the state, focusing increased resources in Florida's metropolitan areas.

Members expressed concerned that this presentation appeared to be a request for the MPOs to invest in a data collection effort. This presents, at a minimum, a timing issue because the MPOs are in the process of developing their Unified Planning Work Programs (UPWPs) in which they will be committing their available funds to a variety of other planning activities for the next two years. Discussion continued regarding the fact that past expenditures on data collection efforts of the kind discussed by Mr. Hill did not produce very good results for the MPOs. Members requested more information regarding what collection efforts were going to be used, what data would be collected, and how it would be an improvement over existing sources. Members also expressed interest in the approach FDOT intends to take with the statewide model, how FDOT intends to use the model, and why additional data is needed for the model beyond what is already anticipated being available. Other questions focused on why individual MPO models are failing to validate, whether there are particular areas that are of

concern with the existing data/model, whether there are one or two things that could be done differently to improve model results, and where and what other methods of data collection have been implemented successfully.

9. Communications

Attendees were directed to the agenda packet to review a variety of communications that were provided, including:

- A letter to Secretary Ananth Presad, FDOT, from James Christian, FHWA Division Administrator approving a portion of statewide planning funds (PL) formula, dated December 18, 2013.
- A letter to Howard Glassman, MPOAC, from Jesse Panuccio, Florida Department of Economic Opportunity, regarding the Florida Strategic Plan for Economic Development, dated November 25, 2013.
- A letter to Howard Glassman, MPOAC, from Fred Abousleman, National Association of Regional Councils (NARC), regarding the NARC Executive Directors Conference, dated October 11, 2013.
- Resolution #2013-01 from the Central Florida MPO Alliance and the West Central Florida MPO Chairs Coordinating Committee regarding Florida's Coast-to-Coast Connector Project, dated, July 12, 2013.

10. Member Comments

Mr. Barley told the members about a recent Lake-Sumter MPO awards dinner he attended to celebrate the work of the MPO, noting that about 170 people were in attendance. He also conveyed greetings from Mr. Jose Mesa (former Executive Director of the Miami-Dade MPO) with whom he had recently spoken.

Mr. Stuart and others thanked Ms. Robinson for her leadership as the Chair of the Staff Directors' Advisory Committee.

The meeting was adjourned at 2:48 pm.