

**Minutes of the Florida MPO Advisory Council
Staff Directors' Advisory Committee
October 30, 2014**

Staff Directors:

Peter Buchwald, St. Lucie TPO, Chair
Harry Reed, Capital Region TPA, Vice-Chair
Greg Stuart, Broward MPO
Bob Herrington, Charlotte County-Punta Gorda MPO
Lucie Ayer, Collier MPO
Marlie Sanderson, Gainesville MTPO
Rich Clarendon, Hillsborough County MPO
T.J. Fish, Lake-Sumter MPO
Donald Scott, Lee County MPO
Gary Huttman, METROPLAN Orlando
Greg Slay, Ocala/Marion TPO
Mary Bo Robinson, Florida-Alabama, Okaloosa-Walton and Bay County TPOs
Nick Uhren, Palm Beach MPO
Tom Deardorff, Polk TPO
Lois Bollenback, River to Sea TPO
Bob Kamm, Space Coast TPO

Others in Attendance:

Howard Glassman, MPOAC Executive Director
Paul Gougelman, MPOAC General Counsel
Brigitte Messina, MPOAC
Jeff Kramer, USF/CUTR
Karen Seggerman, USF/CUTR
Councilmember Charles Bare, Florida-Alabama TPO
Mayor Walter T. Kelley, Bay County TPO
Councilmember Lisa Montelione, Hillsborough County MPO
Councilmember Jim Wood, Okaloosa-Walton TPO
Lee Ann Jacobs, FHWA
Shundreka R. Givan, FHWA
Billy Hattaway, FDOT District 1
Yvonne Arens, FDOT
Alice Ancona, Florida Chamber
Paul Flavien, Broward MPO
Duane Compo, FDOT
Mary Schoelzel, FDOT
Vickie Wyche, FDOT
Kellie Smith, FDOT
Brian Sovik, Data Transfer Solutions
Xiaoxue Zhou, Data Transfer Solutions
Bill Cooke, Enlightened Software Inc.
Ned Baier, Jacobs Engineering

Others in Attendance continued:

Abra Horne, Jacobs Engineering
Tim Buckley, Solutions + Government
Todd A. Brauer, Whitehouse Group, Inc.

1. Call to Order

Peter Buchwald, Chair, St. Lucie TPO, called the meeting to order at 12:10 p.m. The Chair welcomed all in attendance and self-introductions were made.

2. Approval of Minutes

Greg Slay, Ocala/Marion TPO, made a motion to approve the minutes of the July 24, 2014 Joint Meeting of the MPOAC Governing Board & Staff Directors' Advisory Committee. Lois Bollenback, River to Sea TPO, 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, reported on the MPOAC budget. During the period from July 1- September 30, 2014, approximately \$93,000 was spent, roughly 20% of the total \$446,500 budget.

Mr. Glassman presented the 2015 MPOAC Meeting Schedule for approval. Changes were proposed moving the meeting dates from April 9th to April 2nd and October 22nd to 29th. Lucie Ayer, Collier MPO, moved approval and Greg Stuart, Broward MPO, seconded. The motion carried unanimously with the following meetings dates being recommended to the Governing Board.

- January 22, 2015 Doubletree by Hilton, Orlando
- April 2, 2015 Location TBD, Tallahassee
- July 23, 2015 Orlando Airport Marriott
- October 29, 2015 Orlando Airport Marriott

Mr. Glassman then introduced a proposed change to the General Counsel Services Agreement (Agenda Item 4, Attachment 3) with Mr. Paul R. Gougelman, III, due to a change in his employment status. As of December 1, 2015, Mr. Gougelman, III, is joining the law firm of Weiss, Serota, Helfman, Pastoriza, Cole & Boniske, P.L. as a partner. The only change to the contract is to replace Mr. Gougelman's name with the law firm's name. T.J. Fish, Lake-Sumter MPO, moved approval, Lucie Ayer, Collier MPO, seconded and the motion carried unanimously.

Mr. Gougelman provided an overview of the Draft MPOAC 2014 Agency Bylaws (Agenda Item 4, Attachment 4). He noted that Rules 10, 11, and 12 are adaptations of rules adopted last year dealing with legislative public comment requirements. The other rules are those that were adopted in the 1990's and have been updated over time. Changes in the draft reflect comments received from the

Policy Committee and by mail and email and are shown in strike-through and underscore. Mr. Gougelman stated that upon Governing Board acceptance of the language in the Draft Bylaws he will prepare advertising to repeal the current MPO Rules contained in the Florida Administrative Code (FAC) and to adopt the Draft MPOAC Agency Bylaws at the next Governing Board Meeting. Several changes to the Draft MPOAC Agency Bylaws were suggested and approved. T.J. Fish, Lake-Sumter MPO, moved to recommend that the Governing Board accept these bylaws with the changes discussed. Bob Herrington, Charlotte County-Punta Gorda MPO, seconded. The motion was approved unanimously.

Mr. Glassman discussed the Draft MPOAC 2015 State Legislative Policy Positions (Agenda Item 4, Attachments 5 and 6). He reviewed the policy positions in comparison to those adopted the previous year. Discussion ensued. It was suggested that the MPOAC get more involved in the discussion surrounding the allocation of funds generated by documentary stamps, perhaps proposing a specific target amount or percentage for the Transportation Regional Incentive Program (TRIP). This is in response to the 33 percent set aside proposed on the Nov. 4, 2014 ballot for the Florida Water and Land Conservation Initiative as well as the stance of other groups. T.J. Fish, Lake-Sumter MPO, moved to recommend that the Governing Board approve the Draft MPOAC 2015 State Legislative Policy Positions. Lucie Ayer, Collier MPO, seconded and the motion carried unanimously.

Chair Peter Buchwald introduced the discussion regarding the MPOAC Executive Director Services beginning June 1, 2015 (Agenda Item 4, Attachment 7). A variety of options (outlined in detail in Attachment 7) were discussed. An additional option was suggested that entailed the Chair of the Staff Directors' Advisory Committee serving as the Executive Director (rotated every 2 years) supported by consultants and CUTR. It was noted that this was the way the MPOAC was initially staffed prior to the hiring of an Executive Director in the early 1990's and concern was expressed by the members about the level of work this might make for the Chair of the Staff Directors' Advisory Committee and the absence of a presence in Tallahassee. There was discussion regarding how Mr. Glassman could continue as the Executive Director. Yvonne Arens noted that there may be difficulty in making change to the FDOT budget if a decision is not made at this meeting. Members clarified the need for transparency in the process of selecting a new MPOAC Executive Director. Peter Buchwald clarified that if Option 1 (selecting a new Executive Director) were chosen, the process would start by advertising the position through FDOT and that the MPAOC Executive Committee would then work to create a shortlist of candidates. Mary Bo Robinson, Florida-Alabama, Okaloosa-Walton and Bay County TPOs, moved to recommend Option 1 (selecting a new Executive Director) and Nick Uhren, Palm Beach MPO, seconded the motion. Further discussion ensued including statements of appreciation for Mr. Glassman's service and the importance of a regular presence at FDOT and in Tallahassee. A hand vote was called resulting in 10 ayes and 6 nays – the motion carried.

Greg Stuart, Broward MPO, provided the MPOAC Freight Committee Report thanking all those who attended. He noted that the Freight Committee meeting will be held regularly at 9:00 am on the day of the MPOAC meeting. Complete streets were discussed regarding truck traffic and freight movement. That discussion will continue at the next meeting. Mr. Stuart also discussed how performance standards

will be set by the state and federal government for the Interstate system and that MPOs should look at all other roads separately for the purpose of creating performance standards.

5. Agency Reports

a. FDOT Agency Report

Ms. Yvonne Arens, Florida Department of Transportation (FDOT), provided an update of FDOT activities. She updated members on proposed changes to national ambient air quality standards, including for ozone. She noted that the Environmental Protection Agency (EPA) was under a court order to issue revised ozone standards by December 21, 2014. While the old standard was 75 parts per billion, the new standard is expected to be between 60-70 parts per billion. Based on readings taken in 2013, if 70 parts per billion became the standard, there would be no non-attainment areas designated in Florida. However, most MPOs in Florida would be designated as non-attainment areas if the standard becomes 60 parts per billion.

The Governor-appointed East Central Florida Corridor Task Force (comprising public, private, and civic organizations) began meeting in April to evaluate and develop consensus recommendations on future transportation corridors serving established and emerging economic activity centers in portions of Brevard, Orange, and Osceola counties. The Task Force is expected to issue a report due to the Governor by December 1, 2014. The draft Task Force Report is under review by the Task Force at this time. Ms. Arens stated that the activity of the Task Force is a Pilot Program for how all proposed transportation corridors in the state will be evaluated in the future.

Ms. Arens noted that the Strategic Intermodal System (SIS) and Florida Transportation Plan (FTP) updates are underway and that a statewide transportation visioning summit will be held December 17th in Orlando. Targeted outreach for MPOAC members will be developed through Mr. Glassman. In response to a question, Ms. Arens will investigate whether MPOs will be represented on the Steering Committee and report back to the MPOAC membership.

In response to a question regarding the update of the MPO handbook, Ms. Arens noted that FDOT is currently working on the update, but that the effort has been slowed by changes in the office staff. Committee members suggested that the Handbook include a part for FDOT staff and a part for MPO staff and that the MPOAC be involved in development of the Handbook. Ms. Arens explained that the Handbook is currently reviewed by FDOT and FHWA.

Ms. Arens closed her report by noting that a letter designating the 27th MPO in Florida has been reviewed by the FDOT and is awaiting the Governor's signature for approval.

b. FHWA Agency Report

Ms. Lee Ann Jacobs, Planning and Programs Coordinator at the FHWA Florida Division Office noted that Karen Brunelle, Director, is on an out-of-town assignment with FHWA and will back to her normal duties in mid-December. FHWA is operating through December 11th in their current budget status.

Ms. Jacobs noted that the federal Planning Notice of Proposed Rulemaking (NPRM) closed in October 2014 with 163 recorded comments. She stated that the Pavement and Bridge NPRM will likely be published in December, Asset Management in January 2015, and CMAQ and Freight in February 2015.

Ms. Jacobs informed members that a “Let's Talk Performance Measures” webinar is scheduled on December 9th and encouraged members to participate. She also noted that webinar recordings are made available online for those that cannot make it on December 9th.

Ms. Jacob thanked those involved in program accountability results (PAR) reviews and the regional coordination workshop that were held on September 29th and 30th in Tampa. She congratulated FDOT for their TIGER Grant award for the Tamiami Trail and Everglades Restoration in the amount of \$20 million. In addition, Pensacola received a \$1.3 million grant from the USDOT Federal Lands Highway Division to build docks downtown in support of ferry boat operations.

Ms. Jacobs referenced the 2014 Florida Federal Planning Finding (Agenda Item 5B, Attachment 1) that accompanies the Statewide Transportation Improvement Program (STIP) approval. Finally, she noted that the Tallahassee office is relocating in January.

Ms. Jacobs and Ms. Arens agreed to help MPOs by providing guidance on how to show a correct, consistent amount of previously obligated FTA funds in response to a question.

6. Secretary's Initiative and Complete Streets

District Secretary Billy Hattaway, District 1 FOOT, presented on the FDOT Bicycle/Pedestrian Focused Initiative and Complete Streets. The Secretary's Initiative is to improve safety for pedestrians and bicyclists with a focus on the top 15 high priority counties. Initiatives include Bike/Ped Coordinators and Safety Program Mangers in each District, a Bike/Ped Policy Team, a Bike/Ped Coalition, and the Alert Today/Alive Tomorrow campaign. FDOT recognizes a culture change is needed in the state's design community to design our streets and highways to be more supportive to all users. FDOT recently adopted a Complete Streets Policy and Implementation Plan. In addition, a modern roundabout must be considered for intersections. He stated that there will be a more consistent application of road diets that will not include a requirement that the local government take over road maintenance as has been the case in the past and that traffic laws will be rewritten in plain language. Secretary Hattaway further explained the need to work with local governments regarding land development patterns in conjunction with the implementation of complete streets policies and provided several examples. Bike lanes will now be seven-foot shoulders or multi-use paths.

In response to a question regarding how speed limits are determined, Secretary Hattaway explained that the emphasis on designing for context will affect driving speeds and ultimately posted speed limits. He further noted that FDOT will be looking at the planned land uses adopted by local jurisdictions. He also explained that if drivers do not slow down based on the built environment, than other speed control mechanisms such as roundabouts and road diets may be necessary.

Secretary Hattaway also explained that the double-stripe separating the bicycle lane from the vehicle lane was the result of many discussions and is designed to not push the cyclist toward the curb. FDOT will also be looking at protected bike lanes noting that the big challenge in Florida is that most driveways access the roadway and will therefore conflict with the bike lanes and the protection. He stated that FDOT's technical manual will be updated by the end of 2015 incorporating these concepts.

7. Florida Chamber of Commerce Activities

Ms. Alice Ancona, Director of Global Outreach at the Florida Chamber of Commerce, presented on "Florida: From Gateway to Global Hub." She noted that she serves as Vice-chair of the Miami MPOs Freight Committee. Ms. Ancona outlined the Six Pillars for the overall long-term planning strategy with the goals of Prosperity and High Paying Jobs, Global Competitiveness, and Vibrant & Sustainable Communities. The Six Pillars are Talent Supply and Education, Innovation and Economic Development, Infrastructure and Growth Leadership, Business Climate and Competitiveness, Civic and Government Systems, and Quality of Life and Quality Places. Scorecards for each pillar can be viewed on the Chamber website (<http://www.flchamber.com/>). Phase I of the Florida Trade and Logistics Study was completed in 2010 and Phase II was completed in 2013 – a handout of the Executive Summary was provided. The Study establishes the business case for trade, identifies opportunities and provides recommendations, and suggests regional implementation and support. Recommendations include:

- Move more trade through Florida sea and air gateways
- Make, grow, and refine more products for export in Florida
- Multiply the impacts of trade in Florida

8. Communications

The communications for the quarter were included in the agenda packet:

- Letter from Lisa Bacot, Executive Director, Florida Public Transportation Association to Mary Bo Robinson, West Florida RPC regarding FPTA membership, dated August 8, 2014.
- Letter from Secretary Ananth Prasad, FDOT to James Christian, FHWA Division Administrator regarding approval of MPO transportation improvement programs, dated September 16, 2014.
- Letter to Brandi Whitehurst, West Florida RPC from Paul R. Gougelman, MPOAC General Counsel regarding virtual meetings, dated September 29, 2014.
- Letter to Docket Management Facility, USDOT from DeLania Hardy, Executive Director, Association of MPOs regarding federal notice of proposed rulemaking on statewide, nonmetropolitan and metropolitan transportation planning, dated September 2, 2014.

9. Member Comments

It was noted that members will need to decide whether to have a two year or one year Unified Planning Work Program (UPWP).

Councilmember Jim Wood, Okaloosa-Walton TPO, noted that the Northwest Regional TPO sponsors a Transportation Symposium that will be held October 15-16, 2015 in Panama City.

10. The meeting was adjourned at 2:57 p.m.