

**Florida MPO Advisory Council
Meeting of the Governing Board
January 26, 2017
Meeting Minutes**

GOVERNING BOARD MEMBERS IN ATTENDANCE:

Mayor Susan Haynie, Chair, Palm Beach MPO
Commissioner Nick Maddox, Vice-Chair, Capital Region TPA
Councilmember Bryan Caletka, Broward MPO
Commissioner Rodney Friend, Bay County TPO
Commissioner James Herston, Charlotte County-Punta Gorda MPO
Councilmember Brian Spencer, Florida-Alabama TPO
Councilmember Doreen Caudell, Forward Pinellas
Commissioner James Brooks, Heartland Regional TPO
Commissioner Nicholas Nicholson, Hernando/Citrus MPO
Mr. Charles Klug, Hillsborough County MPO
Councilmember Pat Kelley, Lake-Sumter MPO
Commissioner Troy McDonald, Martin MPO
Commissioner David Moore, Ocala/Marion County TPO
Councilmember Dick Rynearson, Okaloosa-Walton TPO
Commissioner Nat Birdsong, Polk TPO
Councilmember Pat Patterson, River to Sea TPO
Mayor Willie Shaw, Sarasota/Manatee MPO
Mayor Kathy Meehan, Space Coast TPO

OTHERS IN ATTENDANCE:

Carl Mikyska, MPOAC
Paul Gougelman, MPOAC General Council
Brigitte Messina, MPOAC
Karen Brunelle, Federal Highway Administration
Lee Ann Jacobs, Federal Highway Administration
James Haley, Florida Department of Transportation Aviation Office
Mark Reichert, Florida Department of Transportation
Jennifer Weeks, Florida Department of Transportation
Jeff Kramer, Center for Urban Transportation Research
Christen Miller, Center for Urban Transportation Research
Mary Beth Washnock, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
Austin Mount, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
Greg Slay, Capital Region TPA
Bob Herrington, Charlotte County-Punta Gorda MPO

Whit Blanton, Forward Pinellas
Michael Escalante, Gainesville MTPO
Sherry Carver, Heartland Regional TPO
Steve Diez, Hernando/Citrus MPO
Dennis Dix, Hernando/Citrus MPO
Beth Alden, Hillsborough County MPO
Michael Woods, Lake-Sumter MPO
Beth Beltran, Martin MPO
Carlos Roa, Miami-Dade MPO
Denise Bunnewith, North Florida TPO
Michael Daniels, Ocala/Marion County TPO
Renee Cross, Palm Beach MPO
Nick Uhren, Palm Beach MPO
Ronnie Blackshear, Polk TPO
Lois Bollenback, River to Sea TPO
David Hutchinson, Sarasota/Manatee MPO
Georganna Gillette, Space Coast TPO
Peter Buchwald, St. Lucie TPO
Wally Blain, Tindale Oliver

1. CALL TO ORDER

Mayor Susan Haynie, Chair, Palm Beach MPO, called the meeting to order at 3:37pm. The Chair welcomed those in attendance and self-introductions were made. All stood for the Pledge of Allegiance.

Mayor Haynie thanked the Broward and Palm Beach MPOs for hosting. She then introduced Councilmember Bryan Caletka, Broward MPO, who welcomed the members to Broward County.

Mayor Haynie introduced Stacie Miller, Florida Department of Transportation (FDOT), District 4, Director of Transportation Development. Ms. Miller made a presentation about the distinctive successes and projects found in District 4, highlighting several unique projects. Ms. Miller concluded her remarks by giving examples of successful collaborations between MPOs and FDOT in District 4.

2. APPROVAL OF MINUTES

Mayor Kathy Meehan, Space Coast TPO, moved to approve the minutes of the July 2016 Governing Board meeting. Councilmember Doreen Caudell, Forward Pinellas, seconded the motion. The motion carried unanimously.

3. PUBLIC COMMENTS

No public comments were made.

4. EXECUTIVE DIRECTOR'S REPORT

A. UPWP REPORT

Mr. Mikyska, MPOAC Executive Director, notified the members that he will be processing a Unified Planning Work Program (UPWP) modification to include additional clarity relative to the annual dues for the Association of Metropolitan Planning Organizations (AMPO) and the National Association of Regional Councils (NARC).

Carl Mikyska reported on the MPOAC budget. During the 2nd Quarter (October 1 – December 31, 2015), approximately \$179,711 was spent, of the total \$532,048 budget.

B. FLORIDA LEGISLATIVE UPDATE

Mr. Mikyska then presented the legislative status report. Mr. Mikyska distributed the Legislative Update for the week ending 01/27/2017 and stated that legislative updates will be sent out weekly once the legislative session has started.

C. WEEKEND INSTITUTE DATES FOR 2017

Mr. Mikyska announced the dates and locations for the 2017 MPOAC Weekend Institute for Elected Officials. The first Institute will take place April 21 - 23, 2017 and will be located at the FLC University Training Center in Orlando, Florida. The following Institute is scheduled for May 19 - 21, 2017 and is located at the Renaissance Hotel International Plaza in Tampa, Florida.

5. AGENCY REPORTS

A. FLORIDA DEPARTMENT OF TRANSPORTATION

Mark Reichert, FDOT Office of Policy Planning, updated the members on FDOT activities and brought forward topics of interest to the MPOs.

- Secretary Jim Boxold will be leaving the Department for a position in the private sector.

- Rachel Cone, the current Assistant Secretary of Finance and Administration, will be taking over as Interim FDOT Secretary.
- The legislature will begin meeting early next year, commencing in January 2018,
 - FDOT will be undertaking an accelerated work program cycle. Therefore, the due date for MPO lists of Priority Projects will be August 01, 2017.
- Mr. Reichert explained that it is his sixth week on the job and that he is currently focusing on fostering relationships with the members. He stated that he will be visiting all the MPOs and District Offices this year.

Mayor Haynie then called upon Ms. Jennifer Weeks, FDOT State Infrastructure Bank (SIB), Program Manager, to continue the FDOT update with a presentation about the SIB program.

- Ms. Weeks explained that the State Infrastructure Bank is a revolving loan and credit enhancement program consisting of two separate accounts and is used to leverage funds to improve project feasibility. The SIB can provide loans and other assistance to public or private entities carrying out, or proposing to carry out, projects eligible for assistance under federal and state law. The SIB cannot provide assistance in the form of a grant.

The SIB can assist with multiple modes of transportation including highway, airport, rail, seaport, and other multimodal facilities.

The federally-funded account is capitalized using federal money, matched with state money as required by federal law. All repayments are made to the federally-funded SIB account and revolved for future loans. Projects must be eligible for assistance under title 23, United States Code (USC) or capital projects as defined in Section 5302 or title 49 USC. Projects must be included in the adopted long range transportation plan (LRTP) of the applicable Metropolitan Planning Organization (MPO) and must conform to all federal and state laws, rules and standards.

State-funded projects must be on the State Highway System or provide increased mobility on the State system, or provide intermodal connectivity with airports, seaports, rail facilities or other transportation terminals. Here again, these projects should be included in the MPO LRTP and conform to policies and procedures within applicable Florida Statutes.

The SIB accepts Letters of Interest (LOI) and Applications on an annual basis. The LOI and Application processes are coordinated a year in advance. Each selected SIB project is programmed in the Department's 5-Year Work Program and goes through the normal legislative and budget process. The awarded funds will not be available until July 1 of the subsequent state fiscal year.

Ms. Weeks ended her presentation by directing the members to the SIB website (<http://www.fdot.gov/comptroller/PFO/sib.shtm>) where they can find additional details.

A discussion took place amongst the members about the SIB program in general and how the MPOs could be a part of it.

Mayor Haynie then introduced Mr. Jim Halley, FDOT Aviation System Manager, who presented the upcoming Florida Aviation System Plan.

- Mr. Halley started his presentation by describing the current status of aviation in Florida, stating that 8.5% of Florida's gross state product (GSP) is from aviation-dependent businesses. He continued by providing an overview of the Florida Aviation System Plan (FASP).

In 2005, The Florida Department of Transportation in cooperation with the Federal Aviation Administration (FAA) and Florida's Public Airports, through the Continuing Florida Aviation System Planning Process (CFASPP), developed the Florida Aviation System Plan (FASP). The system plan incorporates the traditional aviation system planning elements provided for in most state aviation system plans.

Presently, the FASP is undergoing a strategic plan update, which will focus on updating goals and objectives from the previous plan. This plan will examine regional capacity constraints, investment policies and priorities, system utilization, best opportunities and development costs by District and statewide. The full system plan is expected to be completed in April-July 2017. For more information, visit www.cfaspp.com.

Mr. Halley then asked for members to consider their local airports in their regional planning activities and to be active stakeholders in Florida's statewide, regional, and local airport planning processes.

A discussion took place amongst the members about the importance of coordination with the aviation system plan when planning and programming surface transportation system funding.

B. FEDERAL HIGHWAY ADMINISTRATION

Ms. Karen Brunelle, Director, Federal Highway Administration (FHWA) Florida Division, Office of Project Development, started her presentation by making a few announcements:

- United State Secretary of Transportation designate Chao's nomination was scheduled to be considered by the US Senate on January 31, 2017.

- Fostering Advancements in Shipping and Transportation for the Long-term Achievement of National Efficiencies (FASTLANE) grants were announced in September 2016. FASTLANE grants are tools used to address America's infrastructure deficit.
 - FDOT received nearly \$11 million for the Parking Availability System, an information-distribution system to be deployed first on the I-4 and I-95 corridors with the aim to distribute parking-availability data to professional truck drivers in real-time.
- Transportation Investment Generating Economic Recovery (TIGER) Awards were announced in August 2016. Over 500 applications were received in the last cycle.
 - The Broward MPO received \$11.5 million for their Complete Streets Initiative.

Ms. Brunelle then gave an update on legislation and regulations:

- The Manual on Uniform Traffic Control Devices (MUTCD) was recently updated to include a newly approved traffic control device (a bicycle box) to improve bicycle safety at signalized intersections. A bicycle box is a designated area at the head of a traffic lane at a signalized intersection that provides bicyclists with a safe and visible way to get ahead of queuing traffic during the red signal phase. The bicycle boxes are now available to be implemented within all Florida's cities and counties.
- The final Transportation Performance Measures (TPM) rules were issued on January 18, 2017. One rule establishes regulations to assess the condition and performance of bridges on the National Highway System (NHS) and of pavement on the Interstate and non-Interstate NHS. The other final rule establishes regulations to assess the performance of the National Highway System (NHS), Freight Movement on the Interstate System, and the Congestion Mitigation and Air Quality Improvement (CMAQ) Program.
 - Webinars, FAQs, and fact sheets on the two final rules are forthcoming.
- The National Highway Institute (NHI) has a new training course called the Steps to Effective Target Setting. This is a two day course that explains the elements of target setting and focuses on how to set reasonable, attainable targets.

Ms. Lee Ann Jacobs, Planning Team Leader, FHWA Office of Project Development, made several announcements of interest to the members:

- Ms. Jacobs congratulated MetroPlan Orlando. On January 18, 2017, MetroPlan Orlando was awarded \$50K for the Infrastructure Voluntary Evaluation Sustainability Tool (INVEST) Implementation Projects - Round 3. Transportation agencies receiving funding will benefit from this opportunity through additional resources for assessing current levels of sustainability and analyzing options for sustainability improvements.

- FHWA has hired Teresa Parker to take the position of Transportation Planning Specialist in the Orlando office. Ms. Parker will be responsible for Districts 5 and 7 and the State Planning and Research (SP&R) program.
- Ms. Jacobs called attention to a report entitled *Planning Summary Report, Program Accountability*, found in the meeting agenda package.
- The Highway Asset Management Final Rule was published in October 2016.
- The Metropolitan Planning Organization Coordination and Planning Area Reform Final Rule was published in December 2016.
- The FHWA Office of Planning, Environment, and Realty (HEP) launched a new video, *Building Better Multimodal Networks*, on the FHWA website and on the FHWA YouTube channel. This video highlights the many ways that the Federal Highway Administration is investing in pedestrian and bicycle research to help communities build connected networks, improve safety, promote equity and encourage more people to walk and bike.
- The US Department of Transportation (DOT) designated 10 proving ground pilot sites to encourage testing and information sharing around automated vehicle technologies. These proving ground designations are intended to foster innovations that can safely transform personal and commercial mobility, expand capacity, and open new doors to disadvantaged people and communities. Among the 10 pilot sites selected was a test site proposed by the Central Florida Automated Vehicle Partners.

This group will openly share best practices for the safe conduct of testing and operations as they are developed, enabling the participants and the general public to learn at a faster rate and accelerating the pace of safe deployment. The proving grounds will also provide critical insights into optimal big data usage through automated vehicle testing and will serve as a foundation for building a community of practice around automated vehicle research.

The proving grounds were narrowed from an applicant pool of more than 60, which included a range of different types of organizations, including privately held facilities, state transportation departments, municipalities and cities and academic institutions.

A brief discussion ensued with one member asking for more details about the bicycle box and other members asking clarifying questions about the final MPO Coordination and Planning Area Reform final rule.

9. BUSINESS ITEMS & PRESENTATIONS

A. BYLAWS REVISIONS

Carl Mikyska, MPOAC Executive Director, provided an overview of the MPOAC Bylaws and Rules. He relayed a request from the MPOAC Policy and Technical Subcommittee to consider changing the MPOAC Staff Directors' Advisory Committee meeting format. Instead of occurring immediately before the MPOAC Governing Board meeting, the Staff Directors would instead meet a month in advance. This would allow for more in-depth meetings, allow for suggestions to be vetted and formally presented to the MPOAC Governing Board, and double as a Policy and Technical Committee meeting.

Mr. Mikyska continued by identifying other revisions to the Bylaws:

- Expanded definition of MPO, eliminated TPO definition
- No more Chairperson, Chairman, etc. – only Chair and Vice-Chair
- Allow for two alternates to represent MPOs at meetings
- No more sub-committees, just committees
- Align the appointment of leadership positions with elections
- Flexibility in naming member organizations
- Agendas distributed 10 days in advance of meeting

Mr. Gougelman, MPOAC General Council, also mentioned a few minor text changes that would be made in the Bylaws.

Commissioner Troy McDonald, Martin MPO, voiced some concern on the presented meeting schedule change referring to the cost increase resulting from increased travel.

Councilmember Doreen Caudell, Forward Pinellas, moved to approve the Bylaws revisions. Commissioner David Moore, Ocala/Marion County TPO, seconded the motion. The motion carried unanimously.

B. ELECTION OF OFFICERS

Mayor Susan Haynie, current chair of the Governing Board, Palm Beach MPO, relinquished the Chair position to Mr. Mikyska, MPOAC Executive Director, who introduced the election of officers – Chair and Vice-Chair – for the MPOAC Governing Board. Mr. Mikyska noted for the record that the election was for a one-year term to begin immediately.

At the direction of Paul Gougelman, MPOAC General Counsel, Mr. Mikyska informed the membership that the Florida Sunshine Laws require the membership present to take formal

action to allow a member to participate remotely by phone as a voting member. He then informed the membership that Commissioner Nick Maddox, current Vice-Chair, Capital Region TPA, was connected remotely by phone to the meeting and wanted to participate in the meeting as a voting member. Commissioner Troy McDonald, Martin MPO, made a motion to allow Commissioner Maddox to participate in the meeting by phone. Commissioner David Moore, Ocala/Marion County TPO, seconded. The motion passed.

Mr. Mikyska asked Mayor Haynie if she would be willing to continue to serve if nominated. Mayor Haynie responded that she serves at the will of the Governing Board and would certainly do so again. Commissioner Nat Birdsong, Polk TPO, nominated Mayor Susan Haynie to continue to serve as Chair and moved to close the nominations. Commissioner Nicholas Nicholson, Hernando/Citrus MPO, seconded. Mr. Mikyska closed the nominations and called the question by unanimous acclimation. The motion passed.

Mayor Haynie asked Commissioner Nick Maddox if he would be willing to continue to serve as Vice-Chair of the MPOAC Governing Board if nominated and Commissioner Maddox indicated that he would. Commissioner Nicholas Nicholson, Hernando/Citrus MPO, nominated Commissioner Nick Maddox, Capital Region TPA, to continue serving as Vice-Chair of the Governing Board and moved to close the nominations. Councilmember Doreen Caudell, Forward Pinellas, seconded. Mayor Haynie closed the nominations and called the question by unanimous acclimation. The motion passed.

Mayor Haynie asked Councilmember Bryan Caletka, Broward MPO, if he would be willing to continue to serve the MPOAC Executive Committee if nominated. Councilmember Caletka responded that he would. Commissioner Nicholas Nicholson, Hernando/Citrus MPO, nominated Commissioner Bryan Caletka, Broward MPO, to continue serving as a member of the MPOAC Executive Committee and moved to close the nominations. Commissioner Rodney Friend, Bay County TPO, seconded. Mayor Haynie closed the nominations and called the question by unanimous acclimation. The motion passed.

C. PL RESERVE AND POLICY

Carl Mikyska, MPOAC Executive Director, provided information on approximately \$2 million in federal planning funds (PL) that had been held in reserve and which will now be made available for a one-time allocation to Florida's MPOs if that were the will of the membership.

Many comments were made on how the available funds could be used, including a suggestion by David Hutchinson, Sarasota/Manatee MPO, that a portion of the funds be made available for a study to benefit all MPOs in the state. Councilmember Caletka indicated that he had heard the discussion during the Staff Directors meeting and agreed with their

final recommendation to distribute the funds to the MPOs, in whole, based on population as is the case for the statewide PL formula.

Commissioner Troy McDonald, Martin MPO, moved to approve the distribution of the PL Reserve funds. Commissioner Rodney Friend, Bay County TPO, seconded the motion. The motion carried.

D. REQUEST FOR FDOT FUNDING FOR REVIEW OF LRTPS

Jeff Kramer, Center for Urban Transportation Research (CUTR), made a presentation on a research proposal to provide funding for a Review of MPO Long Range Transportation Plans (LRTPs) and Estimate of Statewide 2040 Metropolitan Area Financial Shortfall. CUTR has conducted comprehensive reviews of FL LRTPs four separate times in the past 20 years (1997, 2002, 2008, and 2013), each time following the conclusion of the MPO LRTP update cycle. The purpose of the review is to identify current transportation planning practices and changes in practice over time, and to make suggestions in practice in advance of the next LRTP update cycle. Additionally, CUTR develops a statewide long range funding shortfall estimate for Florida's metropolitan areas based on the financial information provided in the LRTPs. The estimated long range financial shortfall has been used in the past to improve MPO LRTP financial planning and reporting practices and to demonstrate the need for increased transportation funding in Florida's metropolitan transportation systems.

Mr. Kramer noted that the last LRTP of the 2040 update cycle will be adopted by the Okaloosa-Walton TPO in February 2017. There is an estimated 18 month schedule to review the 2040 MPO LRTPs and Mr. Kramer suggested that the review would need to begin soon if it were to be concluded in advance of the next update cycle (nine MPOs will be adopting their 2045 LRTPs in the fall of 2019). When asked, Mr. Kramer indicated that the Florida Department of Transportation (FDOT) had funded the four previous review projects. Mr. Kramer requested that the MPOAC and FDOT consider funding mechanisms for the review of MPO 2040 LRTPs and funding shortfall estimate.

Councilmember Bryan Caletka, Broward MPO, mentioned that the Staff Directors decided to push the decision to the next meeting and that it will be reviewed by the Best Practices Committee. He continued by suggesting that a letter be sent to the FDOT requesting their continued financial support for this research project.

Councilmember Bryan Caletka, Broward MPO, made a motion to discuss the FL LRTP Review funding during the next MPOAC meeting and with consideration to be brought before the Best Practices Committee. Commissioner David Moore, Ocala/Marion County TPO, seconded the motion. The motion carried.

E. LEGISLATIVE PRIORITIES FOR 2017

Mr. Mikyska summarized and made recommendations for the current policy positions:

1. Implements the recommendations from the MPOAC transportation revenue study and other options for expanding transportation revenue sources.
2. Regulates distracted driving as a primary offense by prohibiting the use of electronic wireless communications devices and other similar distracting devices while operating a moving motor vehicle.
3. Restores funding to 2007 levels for the Transportation Regional Incentive Program (TRIP).
4. Allows Strategic Intermodal System (SIS) funds to be used on roads and other transportation facilities not designated on the SIS if the improvement will enhance mobility or support freight transportation on the SIS.

Mr. Mikyska continued by identifying a new policy as directed by the Policy and Technical Committee:

5. Establishes flexible and predictable funding for transit projects (capital and operating) identified through the metropolitan transportation planning process by removing various funding limitations for the State Transportation Trust Fund (STTF).

Mr. Mikyska then proposed a potential sixth policy as directed by the Executive Committee:

6. Recognizes that federal metropolitan transportation planning funds shall not be regarded as state funds for purposes of expenditure.

Mr. Mikyska recommended that the MPOAC advance with the four policies from previous years, the recently created fifth policy, and to add the potential sixth policy.

Lastly, Mr. Mikyska brought attention to a potential seventh policy that would focus on transportation network companies (TNCs) such as Uber and Lyft. He noted that a bill is currently being presented before the legislature to regulate such companies on a statewide basis. Under the proposal, TNCs would be required to pay a yearly registration fee for the entire company. Mr. Mikyska proposed that the MPOAC support any revenue source proposed to support this legislation. Mr. Mikyska requested that this be a verbal direction and to not include this policy in the MPOAC Policy Position brochure.

Councilmember Bryan Caletka, Broward MPO, asked for the third bullet under the first policy position regarding mileage based user fees, to be removed in the policy positions. He continued by stating that he does not support directing the MPOAC Executive Director to

carry out a policy position that is not formally adopted as such as has been suggested regarding the regulation of TNCs. Mayor Haynie agreed with Councilmember Caletka regarding the TNCs position. Commissioner Troy McDonald, Martin MPO, suggested modifying and broadening the bullet relating to mileage based user fees to instead recognize that the current motor fuels tax is not fully supporting the needs of the transportation system, and to encourage the exploration of other revenue source options.

Commissioner Troy McDonald, Martin MPO, made a motion to approve the proposed 2017 Policy Positions, as amended. Councilmember Bryan Caletka, Broward MPO, seconded the motion. The motion carried unanimously.

F. MPOAC STRATEGIC PLAN WORKING GROUPS

Mayor Haynie requested a formal recommendation for the MPOAC Governing Board to establish two new working groups based on the recommendations of the new MPOAC Strategic Directions Plan.

Carl Mikyska, MPOAC Executive Director, presented survey results that showed the most popular working groups amongst the members. Mr. Mikyska recommended the formation of the top two committees:

- Bicycle & Pedestrian Committee
- Best Practices Committee

Based on input provided by the membership, Mr. Mikyska recommended two members to assume the role of Committee Host and Chair, Nick Uhren, Palm Beach MPO, for the Bicycle and Pedestrian Committee and Beth Alden, Hillsborough MPO, for the best Practices Committee. Mr. Mikyska stated that he would work with each Chair to develop a working plan for committee approval.

Commissioner Troy McDonald, Martin MPO, volunteered to be on the Bike/Ped group. Councilmember Pat Kelley, Lake-Sumter MPO, suggested that someone from Lake-Sumter should also be a member of the Bicycle & Pedestrian Committee.

Councilmember Bryan Caletka, Broward MPO, moved to approve the recommendation to the Governing Board to create the MPOAC Strategic Plan Working Groups (Committees) and appoint Nick Uhren and Beth Alden as Chairs. Commissioner Troy McDonald, Martin MPO, seconded the motion. The motion carried unanimously.

G. STAFF DIRECTOR'S MEETING DATES FOR 2017

Carl Mikyska, MPOAC Executive Director, presented proposed MPOAC Staff Directors' Advisory Committee meeting dates for 2017. He announced that no changes will be made to the Governing Board meeting dates:

- 1st Quarter No Change (January 26th Meetings)
- 2nd Quarter -Staff Directors - March 2, 2017
-Governing Board – April 6, 2017 in Cocoa Beach
- 3rd Quarter -Staff Directors - June 1, 2017
-Governing Board – July 19, 2017 in Boca Raton
- 4th Quarter -Staff Directors – October 12, 2017
-Governing Board – November 7, 2017 in Panama City Beach

Mr. Mikyska stated that meeting locations would be determined at a later date based on the availability of appropriate meeting accommodations.

Councilmember Pat Kelley, Lake-Sumter MPO, moved to approve the MPOAC Staff Directors' advisory Committee meeting dates for 2017. Councilmember Bryan Caletka, Broward MPO, seconded the motion. The motion carried unanimously.

H. NARC DUES INCREASE

Carl Mikyska, MPOAC Executive Director, requested approval of a proposed dues increase for the National Association of Regional Councils (NARC) from \$50,000 per year to \$85,000 per year.

The MPOs in Florida have elected to pay dues for NARC by taking these expenses "off the top" of the annual statewide PL allotment, along with other expenses such as the operation of the MPOAC, research support, the MPOAC Institute, and annual dues for the Association of Metropolitan Planning Organizations (AMPO). The membership dues paid to NARC currently, which covers membership fees for all 27 members and the MPOAC itself, is \$50,000.

The NARC Board of Directors approved a new membership dues rate of \$0.005 per capita on September 20, 2016 for implementation effective January 1, 2017 and phased in over a two year period. This raises the statewide dues for Florida MPOs to \$85,500 (subject to a small adjustment for population growth when figures for the new year are released). This is in line with current AMPO membership dues for Florida MPOs and the MPOAC. Mr. Mikyska recommended that the following actions be taken:

1. The Florida MPOAC acknowledge the new NARC membership dues structure and that this be used in preparing future UPWPs and budgets for the organization.

2. The UPWP budget for FY2017/2018 be updated to reflect a NARC membership dues expense of \$67,750 (which is mid-way between our current dues of \$50,000 and the \$85,500 that it would be using the new formula) to take advantage of the two year transition period provided for in the new membership dues structure.
3. NARC will be informed that Florida MPOAC funding is based on a fiscal year starting July 1 and our annual payments for each calendar year will be made in the July-August timeframe.

Commissioner David Moore, Ocala/Marion County TPO, moved to approve the National Association of Regional Councils (NARC) dues increase. Councilmember Bryan Caletka, Broward MPO, seconded the motion. The motion carried unanimously.

I. EXECUTIVE DIRECTOR PERFORMANCE REVIEW

Carl Mikyska, MPOAC Executive Director, provided background information about the MPOAC Executive Director performance review process and noted that it is a requirement within the MPOAC Bylaws.

Mayor Susan Haynie, Chair, Palm Beach MPO, explained how the Executive Committee evaluated Mr. Mikyska using the template found in the Agenda Package under Item Number 6, Attachment 10. The Executive Committee was in agreement that Mr. Mikyska has done a terrific job of elevating the organization within the state and nationally. Mayor Haynie continued by listing several of Mr. Mikyska's accomplishments achieved over the past 18 months.

The Executive Committee scored Mr. Mikyska an overall score of 3.256 out of a possible 4.0. Based on his high score, a 3.5% salary increase was recommended for Mr. Mikyska and a \$1000 annual salary increase was also recommended for Brigitte Messina.

Mayor Haynie stated the 2017 objectives for the MPOAC Executive Director:

- Find opportunities to continue to empower the MPOAC Governing Board to the maximum extent possible and allowable under federal regulations
- Increase MPO revenues, as well as revenues being available and directed to local agencies, to address transportation needs while minimizing the interference from the flow of federal funds to the MPOs
- Assist the MPOs by acting as a "clearing house" and connecting MPOs who are in need of assistance
- Clean up legislation
- Strengthen the work program download to the MPOs directly and more regularly

- Continue to improve the agenda packets (have the agenda packets become fully electronic in the future)

Many members praised Mr. Mikyska on how well he has been doing in his position.

Commissioner Nat Birdsong, Polk TPO, made a motion to approve salary increases for Mr. Carl Mikyska, MPOAC Executive Director, and for Ms. Brigitte Messina. Commissioner Rodney Friend, Bay County TPO, seconded the motion. The motion carried unanimously.

10. COMMUNICATIONS

Mayor Susan Haynie, Chair, Palm Beach MPO, mentioned the communication items in the agenda packets.

11. MEMBER COMMENTS

Commissioner Troy McDonald, Martin MPO, thanked Carl and the MPOAC staff for their hard work.

12. ADJOURNMENT

The meeting was adjourned at 5:50pm. The next meeting of the MPOAC Governing Board will be held on April 6, 2017.