

Florida MPO Advisory Council
Meeting of the Staff Directors' Advisory Committee
March 02, 2017
Final Meeting Minutes

STAFF DIRECTORS IN ATTENDANCE:

Peter Buchwald, Chair, St. Lucie TPO
Mary Beth Washnock, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
Austin Mount, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
Dawn Schwartz, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
James Cromar, Broward MPO
Bob Herrington, Charlotte County-Punta Gorda MPO
Eric Ortman, Collier MPO
Whit Blanton, Forward Pinellas
Michael Escalante, Gainesville MTPO
Pat Steed, Heartland Regional TPO
Beth Alden, Hillsborough MPO
T.J. Fish, Lake-Sumter MPO
Donald Scott, Lee County MPO
Alice Bojanowski, Martin MPO
Harold Barley, MetroPlan Orlando
Carlos Roa, Miami-Dade MPO
Michael Daniels, Ocala/Marion County TPO
Nick Uhren, Palm Beach MPO
Leigh Holt, Sarasota/Manatee MPO

OTHERS IN ATTENDANCE:

Carl Mikyska, MPOAC
Jeff Kramer, Center for Urban Transportation Research
Christen Miller, Center for Urban Transportation Research
Hal Beardall, FCRC Consensus Center
Karen Brunelle, Federal Highway Administration
Lee Ann Jacobs, Federal Highway Administration
Mark Reichert, Florida Department of Transportation
Chris Edmonston, Florida Department of Transportation
Ned Baier, Jacobs Engineering
Ray Chiaramonte, TBARTA

- **CALL TO ORDER**

Peter Buchwald, Chair, St. Lucie TPO, called the meeting to order at 1:45pm. The Chair welcomed those in attendance and self-introductions were made. All stood for the Pledge of Allegiance.

- **APPROVAL OF MINUTES**

Mr. David Hutchinson, who was not in attendance, sent an email to Mr. Mikyska, MPOAC Executive Director, requesting a change to the January 2017 Staff Directors' Advisory Committee Meeting minutes. Mr. Hutchinson requested that the minutes reflect his request that National Association of Regional Councils (NARC) and the Association of Metropolitan Planning Organizations (AMPO) take legislative positions that future federal transportation authorization bills specify the use of the most recent census population data in developing federal planning funding distribution formulas, particularly in light of NARC and AMPO recently adjusting their dues calculations to reflect the latest population figures.

T.J. Fish, Lake-Sumter MPO, moved to approve the minutes of the January 2017 Staff Directors' Advisory Committee Meeting. Whit Blanton, Forward Pinellas, seconded the motion. The motion carried unanimously.

- **PUBLIC COMMENTS**

No public comments were made.

- **EXECUTIVE DIRECTOR'S REPORT**

- A. **UPWP REPORT**

Mr. Carl Mikyska, MPOAC Executive Director, presented the MPOAC Quarterly UPWP Report for the January through March 02, 2017 timeframe. He noted that the reporting time period is a shortened due to the new schedule of the Staff Directors' Advisory Committee meetings.

Ms. Karen Brunelle, Federal Highway Administration, asked if Mr. Mikyska will be continuing to present the dollar amount expenditure along with the UPWP Report. Mr. Mikyska replied that he will be reporting it at the Governing Board meeting and it will be included in future packets.

B. FLORIDA LEGISLATIVE UPDATE

Mr. Carl Mikyska, MPOAC Executive Director, presented an update on legislation before the Florida House of Representatives and the Florida Senate. He noted that the official start of the 60 day legislative session was March 07, 2017, that committees and sub-committees had already been meeting and that bills had already been filed by members. He then provided a brief summary of legislative proposals of interest to the MPOAC membership that had been filed to date.

A discussion took place amongst the members about the various items that Mr. Mikyska presented. A few members voiced their concerns over the potential LRTP cycle change being considered by the US Congress. Michael Escalante, Gainesville MTPO, mentioned that it may cost a lot more to extend the cycle in terms of amendments, etc..

T.J. Fish, Lake-Sumter MPO, stated that the Transportation Regional Incentive Program (TRIP) needs to be reformed and suggested that the number of drawdowns to the program be reduced. Mr. Mikyska replied that the drawdowns could be taken from a different program. Nick Uhren, Palm Beach MPO, suggested taking drawdowns from the SIS.

C. MPO COLLABORATION AND PLANNING AREA REFORM RULE UPDATE

Carl Mikyska, MPOAC Executive Director, presented a form letter prepared jointly by the National Association of Regional Councils (NARC) and the Association of Metropolitan Planning Organizations (AMPO) relating to the potential repeal of the MPO Collaboration and Planning Area Reform rule which went into effect on January 19, 2017. He noted that legislation had been introduced in both the US House of Representatives and the US Senate that would repeal the final rule and prohibit US Department of Transportation from introducing similar rulemaking in the future. NARC and AMPO prepared the form letter for individual members to send to their members of Congress encouraging their support for proposed legislation.

A discussion took place between the members about whether the MPOAC should sign such the form letter and prepare a cover letter adding more detail supporting repeal of the final rule. Discussion ensued and the committee determined that the MPOAC should not sign the form letter, instead allowing individual Florida MPOs to sign the form letter themselves if they so choose.

• AGENCY REPORTS

A. FLORIDA DEPARTMENT OF TRANSPORTATION

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

- FDOT has hired Alex Gramovot as the new Statewide Metropolitan Planning Coordinator focusing on long range planning and programming, statewide planning and research.
- The MPO handbook is not yet completed and the estimated completion date has been extended by two months.
- A risk assessment update will be provided during the April Governing Board meeting.

Mr. Reichert continued by giving an update on safety performance measurement.

- FDOT is still in the process of developing safety performance targets.
- FDOT targets must be adopted, as a part of the Highway Safety Improvement Plan, by August 31, 2017.
- MPOs must set their targets by February 27, 2018.
 - MPOs have the option of adopting FDOT's targets, creating their own, or having a mix of both.

Mr. Reichert finished his presentation by making some additional announcements.

- There is a new MPO Liaison discussion board on the FDOT intranet. This board provides FDOT MPO liaisons a resource where they can post questions and receive answers.
- A task work order has been issued on Autonomous Vehicle and Connected Vehicle issues to HNTB, a general consultant working for the FDOT. HNTB will be determining the transition rate to autonomous vehicles in the state for use in planning efforts across the state.
 - Mr. Reichert will be compiling a more detailed summary that will be distributed to the MPOAC membership at a later date.
- Martin Markovich, FDOT Office of Policy Planning, will be moving forward with the long range revenue estimates and report back to the MPOs once he has completed this effort.

A discussion took place about autonomous vehicles and their possible influence on the next cycle of long range transportation plan (LRTP) updates. Beth Alden, Hillsborough MPO,

mentioned that the FDOT District 7 had engaged the Center for Urban Transportation Research (CUTR) looking at a related issue that may be of interest to the group – what roadway infrastructure will be required to support a transition to autonomous vehicles.

Nick Uhren, Palm Beach MPO, responded to the report on revenue estimates by suggesting that the following information needs to be taken into account while developing the revenue forecasts:

- Identifying details on how the funding programs used to make forecasts were established, how the funds were being used to create the estimated revenues, and what projects could be implemented within those programs.
- The potential to change the funding programs to better align with program fund codes in order to create a cleaner line between the existing five years of the Transportation Improvement Program (TIP) and the new fifth year of the TIP when MPOs start looking at forecast and implementing projects.

B. FEDERAL HIGHWAY ADMINISTRATION

Ms. Lee Ann Jacobs, Planning Team Leader, Federal Highway Administration (FHWA) Florida Division, Office of Project Development, made announcements of interest to the members:

- According to the Best Places to Work in the Federal Government survey the Federal Highway Administration was voted one best places to work in the Federal Infrastructure Agencies category.
- A Federal Register notice was published on February 13, 2017 that delays the effective date of the System Performance Measures and the Pavement Management Performance Measures. The new effective date is March 21, 2017. No webinars are currently available on this subject.

Ms. Karen Brunelle, Director, FHWA Office of Project Development, then discussed implementation of federal regulations, including guidance that FHWA was developing with Federal Transit Administration (FTA) and FDOT clarifying the language and information required to process a Statewide Transportation Improvement Program (STIP) amendment.

• BUSINESS ITEMS & PRESENTATIONS

A. APPROVAL OF LEGAL SERVICES CONTRACT

Carl Mikyska, MPOAC Executive Director, presented a proposed legal services agreement to the membership. Each year, the MPOAC considers a contract renewal for Paul Gougelman,

MPOAC General Counsel. Mr. Mikyska noted that the contract presented to the membership for their consideration is similar to previous legal counsel contracts.

- There is no change in his hourly rate or the total amount of the agreement.

Harold Barley, MetroPlan Orlando, made a motion to approve the legal services agreement. Bob Herrington, Charlotte County-Punta Gorda MPO, seconded. Motion carried.

A question was asked if there were any changes to the documents language. Mr. Mikyska answered that there were no major changes.

B. SIS PROJECT PRIORITIZATION CRITERIA AND FUNDING POLICY

Mr. Chris Edmonston, FDOT Office of Systems Planning, presented the process by which Strategic Intermodal System (SIS) projects are selected. This presentation was for information to benefit the membership.

The SIS is Florida's high priority network of transportation facilities important to the state's economy and mobility. The Governor and Legislature established the SIS in 2003 to focus the state's limited transportation resources on the facilities most significant for interregional, interstate, and international travel. The SIS is the state's highest priority for transportation capacity investments and a primary focus for implementing the Florida Transportation Plan (FTP), the state's long-range transportation vision and policy plan.

A discussion took place amongst the members bringing forward the following topics:

- SIS funding.
- SIS statewide project prioritization.
- Liaisons working with MPOs.
- SIS versus Emerging SIS.

C. REQUIREMENT TO INCLUDE FL TURNPIKE ENTERPRISE PROJECTS IN THE TIP

Mr. Harry Barley, MetroPlan Orlando, provided an overview of the requirements to include Florida Turnpike Enterprise projects (and other toll agency projects) in the Transportation Improvement Program (TIP) for informational purposes. Florida statutes also state that these informational toll projects cannot be removed from a TIP by an MPO once the project reaches the preliminary engineering phase.

- "The transportation improvement program must, at a minimum ... Include projects and project phases to be funded with state or federal funds within the time period

of the transportation improvement program and which are recommended for advancement during the next fiscal year and 4 subsequent fiscal years. Such projects and project phases must be consistent, to the maximum extent feasible, with the approved local government comprehensive plans of the units of local government located within the jurisdiction of the M.P.O. For informational purposes, the transportation improvement program shall also include a list of projects to be funded from local or private revenues.” (Section 339.175(8)(c)(1), F.S.)

- “Projects included in the transportation improvement program and that have advanced to the design stage of preliminary engineering may be removed from or rescheduled in a subsequent transportation improvement program only by the joint action of the M.P.O. and the department. Except when recommended in writing by the district secretary for good cause, any project removed from or rescheduled in a subsequent transportation improvement program shall not be rescheduled by the M.P.O. in that subsequent program earlier than the 5th year of such program.” (Section 339.175(8)(d), F.S.)

Mr. Barley noted that in rare cases there are tolls that are placed inside pre-existing toll areas, leading to a double toll fee structure (a toll within a toll). Mr. Barley wanted to make MPO members aware this situation and to consider ways to prevent unnecessary tolling.

Discussion ensued on this subject. The discussion touched on the following questions:

- What is the role of the MPO related to Turnpike (and other toll agency) projects, particularly if those projects are included in the TIP only for informational purposes?
- When, specifically, is the design phase of preliminary engineering?
- Would it be of value if the projects included only for informational purposes in the TIP are identified as such?

D. REQUEST FOR FDOT FUNDING FOR REVIEW OF LRTPS

Peter Buchwald, Chair, St. Lucie TPO, reminded members of the request to request FDOT funding for a study entitled *Review of MPO Long Range Transportation Plans (LRTPs) and Estimate of Statewide Metropolitan Area Financial Shortfall*.

At the direction of the MPOAC Governing Board at their January 2017 meeting, the MPOAC Executive Director asked FDOT about their ability and interest to fund this study. He was told that the Department would not be able to fund the study at this time. The MPOAC Governing Board also directed the project scope of services to the Best Practices Working Group for consideration and to make any changes desired by the Working Group membership. The Working Group was also directed to report a summary of the discussion to the MPOAC Governing Board and Staff Directors’ Committee.

Beth Alden, Hillsborough MPO and chair of the Best Practice Working Group, said that the Working Group had discussed the project scope and funding. She indicated that the Working Group had identified changes to the scope that would enhance the benefit of the project to the members and that the Working Group would support project funding by FDOT, but were inconclusive regarding funding by the MPOs.

Whit Blanton, Forward Pinellas, made a motion to have the MPOs fund the research project using their distributed PL excess funds subject to review and approval of the scope and cost estimate. Beth Alden, Hillsborough MPO, seconded the motion. The motion failed by a vote of 4 to 6.

James Cromar, Broward MPO, mentioned that Greg Stuart, Broward MPO, who was not in attendance, wanted to comment that he did not want to use the distributed PL Funds and did not see the overall value of the project to the MPOs.

James Cromar, Broward MPO, made a motion to write a letter to FDOT requesting funding, Whit Blanton, Forward Pinellas, seconded the motion. The motion passed unanimously.

E. AMOUNT OF PL RESERVE DISTRIBUTION BY MPO

Peter Buchwald, Chair, St. Lucie TPO, stated that at the MPOAC meetings of January 26th, direction was given to have the \$2 Million of PL funds held in reserve distributed to the MPOs based upon population, as defined in the statewide PL funding formula. This additional distribution of funds is expected to be available to the MPOs after the beginning of the new State Fiscal Year (July 1, 2017).

Alice Bojanowski, Martin MPO, made a comment for the record about how the St. Lucie TPO and the Martin MPO have historically split federal funds directed to their shared Transportation Management Area (TMA). She indicated that there has been recent discussion related to the long range transportation plan update(s) on whether the funding split should change in the future. The Governing Boards of both MPOs have discussed if the funding split should be based on population or other criteria.

F. SAFETY PERFORMANCE MEASURE TARGET SETTING BY FDOT

Peter Buchwald, Chair, St. Lucie TPO, returned to the subject of safety performance measures already discussed by Mark Reichert, FDOT, as part of his agency report. Mr. Buchwald reminded the membership that the FDOT will be adopting safety performance measure targets as a part of the Highway Safety Improvement Plan (HSIP), by August 31, 2017. MPOs then have to adopt their own safety performance targets no more than 180

days later (February 27, 2018) and that MPOs have the option of adopting the state safety performance targets or adopting their own, or adopting a mix of both.

The safety performance management final rule established five performance measures as the five-year rolling averages to include:

1. Number of Fatalities
2. Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT)
3. Number of Serious Injuries
4. Rate of Serious Injuries per 100 million VMT
5. Number of Non-motorized Fatalities and Non-motorized Serious Injuries

Discussion ensued on this subject. The discussion touched on the following issues:

- Funding for safety projects, specifically whether a program can be established allowing MPOs to apply for safety projects.
- The potential target of zero fatalities.
- Future regulations for distracted driving.
- Driver safety education

Beth Alden, Hillsborough MPO, mentioned how targets are short-term and that nothing prevents MPOs from setting a long-term target in addition to the short-term target. She continued by stating that MPOs do not know what funding and resources are available for improving the safety record for their metropolitan area.

Nick Uhren, Palm Beach MPO, made a motion to ask the MPOAC Governing Board to request that FDOT create an open funding process allowing MPOs to identify projects to be funded with federal Highway Safety Improvement Program funds based on the targets outlined in the HSIP. MPOs would also be encouraged to add a section about safety to their annual MPO Project Priority List. T.J. Fish, Lake-Sumter MPO, seconded the motion. The motion was approved unanimously.

• COMMUNICATIONS

Carl Mikyska, MPOAC Executive Director, noted that while no communications were included in the agenda package, a letter from the Tampa Bay Regional Planning Council had been received thanking him for participating as part of a panel during their regional transportation summit held on February 16, 2017.

Mr. Mikyska then asked if the members were interested in having the Florida Transportation Commission (FTC) make a presentation about their annual report during the MPOAC Governing

Board meeting in April or to delay it until a later date. The members agreed to have the FTC present to the MPOAC Governing Board at their April meeting.

• MEMBER COMMENTS

Peter Buchwald, Chair, St. Lucie TPO, asked for member comments:

- Mary Beth Washnock, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO, mentioned the save-the-date cards for the November MPOAC meeting in Panama City. She also expressed concern about the cost of holding the Staff Directors' Advisory Committee meeting a month before the MPOAC Governing Board meetings and suggested that the meeting days be held back to back instead.
- Michael Escalante, Gainesville MTPO, asked if MPOs are required to have a transit target by the end of the summer. Mark Reichert, FDOT, said that it is recommended.

Beth Alden, Hillsborough MPO, responded to Mr. Escalante by explaining the methods and discussions that have been taking place in the Tampa Bay Area. They are discussing a one page report that lays out all the statistics that shows trend lines and the performance target.

Karen Brunelle, Federal Highway Administration, explained that MPOs do not have to change their long range transportations plans (LRTPs) to reflect the transit targets until after May and then only when the LRTP is amended.

• ADJOURNMENT

The meeting was adjourned at 4:49pm. The next meeting of the MPOAC Staff Directors' Advisory Committee will be held in Tampa on June 01, 2017.