

**Florida MPO Advisory Council  
Meeting of the Governing Board  
February 1, 2018  
West Palm Beach, Florida  
Meeting Minutes**

**GOVERNING BOARD MEMBERS IN ATTENDANCE:**

Mayor Susan Haynie, Chair, Palm Beach TPA  
Commissioner Nick Maddox, Vice Chair, Capital Region TPA  
Commissioner Rodney Friend, Bay County TPO  
Councilmember Bryan Caletka, Broward MPO  
Commissioner James Herston, Charlotte County-Punta Gorda MPO  
Commissioner Terry Burroughs, Heartland Regional TPO  
Commissioner Charles Klug, Hillsborough County MPO  
Councilmember Jessica Cosdon, Lee County MPO  
Commissioner Troy McDonald, Martin MPO  
Councilmember Dick Rynearson, Okaloosa-Walton TPO  
Commissioner Nat Birdsong, Polk TPO  
Council Vice Chair Deb Denys, River to Sea TPO  
Commissioner Vanessa Baugh, Sarasota/Manatee MPO  
Mayor Kathy Meehan, Space Coast TPO

**OTHERS IN ATTENDANCE:**

Mayor Rocky Randels, Space Coast TPO  
Carl Mikyska, MPOAC  
Paul Gogleman, MPOAC General Council  
Brigitte Messina, MPOAC  
Karen Brunelle, Federal Highway Administration  
Lee Ann Jacobs, Federal Highway Administration  
Mayur Patel, Florida Department of Transportation, Office of Planning and Environmental Management  
Carmen Monroy, Florida Department of Transportation, Office of Policy Planning  
Mark Reichert, Florida Department of Transportation, Office of Policy Planning  
Victoria Williams, Florida's Turnpike Enterprise  
Jeff Kramer, Center for Urban Transportation Research, USF  
Mary Beth Washnock, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO  
Bill Cross, Broward MPO  
Paul Flavien, Broward MPO  
Daniel Knickelbein, Broward MPO  
Greg Stuart, Broward MPO  
Gary Harrell, Charlotte County-Punta Gorda MPO

Michael Escalante, Gainesville MTPO  
Beth Alden, Hillsborough County MPO  
Michael Woods, Lake-Sumter MPO  
Ron Gogoi, Lee County MPO  
Bolivar Gomez, Martin MPO  
Gary Huttman, MetroPlan Orlando  
Denise Bunnewith, North Florida TPO  
Michael Daniels, Ocala/Marion County TPO  
Renee Cross, Palm Beach TPA  
Margarita Pierce, Palm Beach TPA  
Nick Uhren, Palm Beach TPA  
Lois Bollenback, River to Sea TPO  
David Hutchinson, Sarasota/Manatee MPO  
Bob Kamm, Space Coast TPO  
Georganna Gillette, Space Coast TPO  
Peter Buchwald, St. Lucie TPO  
John Dohm, Miami-Dade FTAC, Broward FTAC, Florida FAC  
Mike Williamson, Cambridge Systematics  
Mike Neidhart, Gannet Fleming  
Peter Ogonowski, HDR

• **CALL TO ORDER**

Mayor Susan Haynie, Chair, Palm Beach TPA, called the meeting to order at 3:19 p.m. The Chair welcomed those in attendance and provided a background on the meeting facilities. All stood for the Pledge of Allegiance and self-introductions were made.

• **PUBLIC COMMENTS**

No public comments were made.

• **INFORMATIONAL PRESENTATIONS (STAFF DIRECTORS ARE INVITED TO PARTICIPATE)**

A. **AGENCY REPORTS**

I. **FLORIDA DEPARTMENT OF TRANSPORTATION**

Mr. Mark Reichert, Transportation Planning Manager, FDOT Office of Policy Planning, introduced Dr. Peter Ogonowski, HDR, to provide a presentation on EconWorks.

Dr. Peter Ogonowski provided an overview of EconWorks, which is to help planners incorporate economic analysis in early project planning/screening. The program uses data from 132 completed highway and intermodal projects (case projects) to help it estimate a range of economic impacts from a current or proposed project based on the case database. The program's wider economic benefits tools, strengths and limitations were reviewed with the membership. A user guide can be downloaded from <https://planningtools.transportation.org/13/econworks.html> for additional information.

A discussion took place on supplementing the database to refine the tool moving forward.

Mr. Mark Reichert then updated the members on the activities of FDOT and brought forward additional topics of interest. Mr. Reichert specifically discussed the following:

- Mr. Reichert updated the membership on a discussion item at a previous meeting (May 2017) related to analysis being conducted on the integration of connected and autonomous vehicles into vehicle fleets and the impact they would have on travel demand. A guidance document is being produced to help MPOs formulate their Long Range Transportation Plans (LRTPs), with a distribution date in 4-6 months.
- Mr. Reichert noted that the Center for Urban Transportation Research (CUTR) is looking at a comprehensive market penetration analysis of connected and autonomous vehicles' impact on the state's travel demand, with an emphasis on the impact on transportation revenue. The final report is due in October 2019.
- Mr. Reichert discussed an additional research project that is ongoing with the Florida State University (FSU) which will provide policy planning guidance on transit applications in autonomous vehicles.
- Mr. Reichert noted that CUTR is working on a benchmarking study regarding coordination and cooperation between Florida's MPOs and transit agencies. The study will identify notable practices in the area and provide suggestions for improved coordination. The report is due in December 2019.
- Mr. Reichert provided an update on MAP-21/FAST Act performance measurement rule implementation. FDOT will produce two documents related to this subject. The first is a template for the MPOs to use to address the safety performance measures in the upcoming TIP cycle. The second is a guiding principles non-agreement for MPOs and FDOT to use to document how collaboration is occurring between them to implement safety performance measures. The goal is to have the non-agreement in place by May 20, 2018.
- Mr. Reichert reviewed the proposed federal infrastructure bill, noting that funding in the proposal would be divided into four areas including discretionary grants to local governments to help trigger investment, funds for a new program for rural areas

distributed via formula to states, funds for a large scale transformative projects, and funds that would be distributed through existing programs.

Ms. Susan Haynie, Chair, Palm Beach TPA, noted she was invited, along with 109 other mayors, to the White House to discuss this infrastructure proposal, noting that one of the intended results would be to shorten the project approval process to two years.

- Mr. Reichert described a meeting in Tallahassee between FDOT and MPOAC leadership to discuss issues of concern to both groups. He stated that both groups had found the meeting very productive and stated that FDOT has a goal to meet with MPOAC leadership at least twice a year in Tallahassee to continue this dialogue. Holding the meetings in Tallahassee allows the group to call subject matter experts with the department into the room when issues arise. The next meeting will occur on April 23-24.
- Mr. Reichert discussed planning emphasis areas for the upcoming Unified Planning Work Program (UPWP) cycle including rural transportation planning, transportation performance measurement, and ACES (Automated/Connected/Electric/Shared-use) Vehicles.
- Mr. Reichert discussed the UPWP chapter in the MPO Handbook, noting that the information included, while extensive, is continuously evolving.
- Mr. Reichert informed the membership that the long-range transportation plan (LRTP) revenue forecast is on schedule and that the statewide numbers are now available and should be disaggregated to the County level within the next couple of weeks.
- FHWA will be hosting a workshop on February 27 and 28 in Orlando to discuss pre- and post-awards, FHWA funds policy, and funds management. He noted that attendance will be capped and to contact Alex Gramovot (Statewide Metropolitan Planning Coordinator) for more information.

## II. FEDERAL HIGHWAY ADMINISTRATION

Ms. Lee Ann Jacobs, Planning Team Leader, Federal Highway Administration (FHWA), Florida Division, Office of Project Development, updated the members on the activities of FHWA as follows:

- Ms. Jacobs noted that a new report was issued in November 2017 called “Trends and Statewide Long Range Transportation Plans for an Emerging Topics in 2017.” The report synthesizes key findings and trends from the 2017 statewide LRTP database and represents key observations identified through a review of all 52

statewide plans and transportation improvement programs (TIPs) published as of December 31, 2016.

- Ms. Jacobs thanked all for submitting freight assessments.
- Ms. Jacobs noted that Notice of Interest letters were received for resilience and durability pilots to extreme weather. FHWA is soliciting pilot project proposals from state DOTs, MPOs, federal lands, management agencies, and tribes to deploy resilience and durability solutions to current and future extreme weather events. The deadline for submittal is February 9, 2018 with FHWA division offices providing feedback and funding decisions announced no later than February 28, 2018.
- Ms. Jacobs stated that included in the packet is the expectations letter for the next round of long-range transportation plans (LRTPs). She expressed appreciation to FDOT and the MPOAC for their work to finalize the letter and distribute it in time for the next round of LRTP updates.
- Ms. Jacobs thanked Mr. Reichert for mentioning the FHWA workshop, and noted an additional target audience for the workshop, MPO finance teams.
- Ms. Jacobs noted a new division website on transportation performance measures (TPMs) is available to provide access to tools that have been developed by the division and FHWA in general ([www.FHWA.DOT.GOV/FLDIV](http://www.FHWA.DOT.GOV/FLDIV)).
- Ms. Jacobs mentioned with the commencement of the Unified Planning Work Program (UPWP) update cycle there have been changes made to address the scopes of work related to tasks in the UPWP. In the future, there will not be a need for additional review of scopes of work if sufficient detail is included in the UPWP.
- Ms. Jacobs noted that Shundreka Givan, a member of the Florida FHWA Division staff, had been promoted and was moving to the Mississippi FHWA Division Office. Current FL Division staff would be taking over responsibility for FDOT District Two, Puerto Rico and ferry boat issues.

Ms. Karen Brunelle, Director, Office of Project Development, Federal Highway Administration (FHWA), Florida Division, Office of Project Development, updated the members on the activities of FHWA as follows:

- Ms. Brunelle noted that USDOT Secretary Chao announced the development of the Federal Automated Vehicle Policy (FAVP) 3.0. FHWA has published a request for information on the integration of Automated Driving Systems (ADS) into the highway transportation system, which was published in the January 18, 2018 Federal Register with comments due by March 5, 2018.
- Ms. Brunelle stated that FHWA appreciated everyone's time during the MPO 1-on-1 meetings and how highly successful they were. FHWA staff is reviewing the

key takeaways from those meetings and will develop a summary and Q&A's they will provide at a future date.

Ms. Brunelle presented on setting and documenting performance targets for Safety, Bridge, Pavement, and System Performance Measures. The difference between supporting state targets and adopting MPO targets was reviewed with examples provided. MPO Safety Targets are due February 27, 2018. The time period for each remaining target was then reviewed.

Ms. Brunelle discussed the agreement that is required between FDOT, MPOs and public transportation providers relative to performance measurement. The agreement is intended to ensure consistency and understanding of methodologies, with the documentation among the entities being jointly agreed upon and developed. FHWA's review of MPO performance information, baseline data and condition, and next steps were the discussed.

Mr. Bob Kamm, Space Coast TPO, commented on safety targets and documentation, noting the extensive amount of safety improvement work FDOT programs accomplish throughout the state with some work being conducted through push button contracts. He expressed the need for better communication at the MPO and district level on what FDOT is programming, what they have achieved, and what the benefits of the project are expected to be. Ms. Brunelle noted this is a part of coordination and suggested that it be documented in the guiding principles document.

Mayor Susan Haynie, Chair, Palm Beach TPA, requested a consensus in the interest of time to have the MPOAC Staff Directors' Advisory Committee review the Florida TMA Certification Risk Assessment Process for 2018 presentation and reach out to FHWA with any questions.

Ms. Karen Brunelle concluded by noting that Ms. Lee Ann Jacobs will be retiring at the end of the month and that Ms. Stacy Blizzard will become the MPOAC point of contact.

## B. EXECUTIVE DIRECTOR'S REPORT

### I. UPWP REPORT

Mr. Carl Mikyska, MPOAC Executive Director, presented an overview of the current year budget status and noted that team accomplishments were provided at every members place the meeting table. The budget was included in the agenda packet and noted that the MPOAC is running under budget overall, but that one line item (meetings) was running slightly over budget.

## II. DRAFT 2019-2020 UPWP

Mr. Carl Mikyska, MPOAC Executive Director, noted that a draft Unified Planning Work Program (UPWP) for FY 2018/2019 – 2019/2020 had been prepared, but had not been distributed for review. Instead, Mr. Mikyska provided a summary of the draft UPWP as part of his PowerPoint presentation. Mr. Mikyska started by noting that a call for projects had been announced at the October and November meetings of the MPOAC Staff Directors' Advisory Committee and Governing Board and that all responses had been considered. He continued by providing an overview of content, noting similarities to the current UPWP and that the funding levels remained generally unchanged. Changes included a new topic area for performance measures and that the task related to the MPOAC Strategic Plan was transitioning from plan development to plan implementation, including a focus on the continuing work of the MPOAC Strategic Plan Working Groups.

Mr. Mikyska indicated that a draft UPWP will be circulated to the membership by email and posted to the MPOAC website after final review by MPOAC staff following comments provided during and immediately following this meeting.

## III. FLORIDA LEGISLATIVE REPORT

Mr. Carl Mikyska, MPOAC Executive Director, noted that the overall tenor of the 2018 legislative session was low key. The current legislature, both the Senate and the House, are looking to prevent future tax increases by making the standard to pass a tax increase much higher. The senate is looking for a 3/5 vote on all future tax or fee increases, the house is considering moving to a 2/3 vote with the house version being favored by the governor. If both pass a conference meeting will be held to iron out differences.

Mr. Mikyska noted that the state budget would total about \$87 billion with a projected \$75 million surplus. Mr. Mikyska noted that one of the major factors driving spending in the proposed budget was extensive expenses resulting from Hurricane Irma. The transportation budget is proposed to be \$10.8 billion, with a proposed \$200 million sweep of the State Transportation Trust Fund having been removed by the Senate. It was noted there are some ear marks in the budget and Mr. Mikyska warned that if a project goes before the governor and is vetoed by the Governor, the funding is lost to the district and no money can be spent on that project during that fiscal year.

Mr. Mikyska reviewed bills of interest including House Bill 33/Senate Bill 90 related to texting while driving, a number of House and Senate bills related to MPO Governing

Board membership, term limits, weighted voting, and jurisdictional representation on MPO Boards.

Commissioner Nick Maddox, Vice Chair, Capital Region TPA, suggested that MPOs send letters opposing the proposed changes, particularly to House Representative Beshears who was the primary sponsor of legislative proposals impacting MPO Governing Board membership. A discussion took place on the bill's goal to not exclude rural communities.

Mr. Mark Reichert, FDOT Office of Policy Planning, noted that FDOT does not have a legislative package in the legislature this year.

Mr. Mikyska concluded his comments by noting that the MPOAC Weekend Institute for Elected Officials will take place on April 27-29 in Orlando and June 1-3 in Tampa.

### C. COMMUNICATIONS

Mr. Carl Mikyska, MPOAC Executive Director, mentioned the communication item in the agenda packet:

- The November 29, 2017 Federal Register notice rescinding the Metropolitan Planning Organization Coordination and Planning Area Reform Rulemaking.

## • ACTION ITEMS

### A. APPROVAL OF MINUTES: JULY 19, 2017 AND NOVEMBER 07, 2017 MEETINGS

Commissioner Nick Maddox, Vice Chair, Capital Region TPA, moved to approve the minutes of the July and November 2017 Governing Board meetings. Commissioner Troy McDonald, Martin MPO, seconded. The motion carried unanimously.

### B. APPROVAL OF PERFORMANCE MEASURES RESPONSIBILITIES AGREEMENT

Mr. Carl Mikyska, MPOAC Executive Director, noted the document is on the meeting table before each member for review and is federally required. The topic was presented at the Florida Metropolitan Partnership Meeting on December 1, 2017. The Staff Directors' Advisory Committee is recommending that the MPOAC Governing Board have the MPOAC Policy and Technical Committee refine the document into a final form and to authorize the MPOAC Executive Committee to then approve the document.



Commissioner Nick Maddox, Vice Chair, Capital Region TPA, moved to delegate the transportation roles and responsibilities document to the MPOAC Policy and Technical Committee for refinement and to the MPOAC Executive Committee for approval. Mayor Kathy Meehan, Space Coast TPO seconded. The motion carried unanimously.

#### C. 2018 MPOAC MEETING SCHEDULE

Mr. Carl Mikyska, MPOAC Executive Director, noted that the MPOAC Governing Board had already had an opportunity to review the proposed 2018 MPOAC meeting schedule at their November 7, 2017 meeting, but that they had not been able to take action on it due to the lack of a quorum. The input provided from the Governing Board members at that time was to have both meetings (Governing Board and Staff Directors) on a single day, that the meeting occur on the first Thursday of the month, that it be held in Orlando (with some exceptions), and that the meeting format be altered to reduce the length of time.

Mr. Mikyska noted that Florida is honored to host the National Association of Regional Councils (NARC) in Orlando on the first week of June in 2018, and requested that the members consider moving the MPOAC meeting in the second quarter to follow the NARC conference.

A discussion took place on the potential effect the meeting change would have on the adoption of the MPOAC Unified Planning Work Program (UPWP), and potential conflicts these changes could create for some MPO Governing Board members.

Mayor Susan Haynie, Chair, Palm Beach TPA, stated this item will be taken as presented and directed staff to send out a survey to determine better meeting dates in the future.

Councilmember Bryan Caletka, Broward MPO, moved to approve the set of meeting dates as proposed for the coming calendar year. Commissioner Nick Maddox, Vice Chair, Capital Region TPA, seconded. The motion carried unanimously.

#### D. FREIGHT COMMITTEE PROJECT PRIORITIZATION PROCESS

Mr. Michael Williamson, Cambridge Systematics, Inc., presented this item of a statewide consolidated freight project wish list to the FDOT on significant projects, and it was noted the list of projects being presented is not prioritized. He reviewed the purpose of ensuring that MPOs have an opportunity to identify high priority freight projects on an annual basis, and that the MPOAC, as the association representing all MPOs in Florida,

has the opportunity to promote and endorse these priorities on behalf of its members, for consideration by the FDOT.

Mr. Williamson reviewed the process to establish the list, what considerations were taken into account to reach the recommendations being brought before the committee, as well as sample projects. The next steps to move this item forward are receiving MPOAC Governing Board approval and then discussing further steps for 2018 to roll out with the MPOAC Freight Committee.

Mayor Kathy Meehan, Space Coast TPO, moved to approve the Freight Committee Project Prioritization Process as presented. Commissioner James Herston, Charlotte County-Punta Gorda MPO, seconded. The motion carried unanimously.

#### E. APPROVAL OF LEGAL SERVICES CONTRACT FOR MPOAC GENERAL COUNSEL

Mr. Carl Mikyska, MPOAC Executive Director presented the proposed Legal Services Agreement for Mr. Paul Gougelman. Mr. Gougelman currently serves as the legal counsel to the MPOAC.

Commissioner James Herston, Charlotte County-Punta Gorda MPO, moved to approve the Legal Services Contract for MPAOC general Counsel. Mayor Kathy Meehan, Space Coast TPO, seconded. The motion carried unanimously.

#### F. ELECTION OF OFFICERS

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

Jessica Cosdon, Lee County MPO, nominated Mayor Susan Haynie, Palm Beach TPA, to continue to serve as Chair and moved to close the nominations. Commissioner Nick Maddox, Vice Chair, Capital Region TPA, seconded. Mr. Mikyska closed the nominations and called the question by unanimous acclimation. The motion passed.

Councilmember Bryan Caletka, Broward MPO, nominated Commissioner Nick Maddox, Capital Region TPA, to continue serving as Vice Chair of the MPOAC Governing Board and moved to close the nominations. Mr. Mikyska closed the nominations and called the question by unanimous acclimation. The motion passed.

Mayor Susan Haynie, Palm Beach TPA, nominated Commissioner Bryan Caletka, Broward MPO, to continue serving as a member of the MPOAC Executive Committee and moved to close the nominations. Mr. Mikyska closed the nominations and called the question by unanimous acclimation. The motion passed.

#### • MEMBER COMMENTS

Commissioner Troy McDonald, Martin MPO, provided comments on the rail safety bills currently under consideration by the Florida Legislature. Mayor Susan Haynie, Chair, Palm Beach TPA, highlighted the accidents that occurred in the City of Boynton Beach with the Brightline trains and expressed her concerns over issues related to rail safety.

Councilmember Bryan Caletka, Broward MPO, expressed his appreciation to FHWA and FDOT for their explanations at MPOAC meetings and for the MPOAC legislative updates received from MPOAC staff. He noted that at the last MPOAC meeting he brought up that disabled veterans can actually ride on the Turnpike for free using SunPass, but not using EZPass. He hopes this body would indulge him by placing this issue on a future MPOAC Governing Board agenda for resolution to address that issue, perhaps as a policy initiative.

#### • ADJOURNMENT

The meeting was adjourned at 5:19 p.m. The next meeting of the MPOAC Governing Board will be held on June 7, 2018 in Orlando, FL.