

**Florida MPO Advisory Council  
Meeting of the Governing Board  
November 01, 2018  
Orlando, Florida  
Draft Meeting Minutes**

• **ATTENDANCE**

**GOVERNING BOARD MEMBERS IN ATTENDANCE:**

Chair, Commissioner Nick Maddox, Capital Region TPA  
Vice Chair, Councilmember Bryan Caletka, Broward MPO  
Commissioner James Herston, Charlotte County-Punta Gorda MPO  
Vice Mayor Doreen Caudell, Forward Pinellas  
Commissioner Jeff Kinnard, Hernando/Citrus MPO  
Commissioner Tim Sullivan, Lake-Sumter MPO  
Councilmember Jessica Cosden, Lee County MPO  
Commissioner Vinny Barile, Martin MPO  
Commissioner Cheryl Grieb, MetroPlan Orlando  
Mayor Dick Rynearson, Okaloosa-Walton TPO  
Mayor Nat Birdsong, Polk TPO  
Commissioner Vanessa Baugh, Sarasota/Manatee MPO  
Mayor Kathy Meehan, Space Coast TPO

**OTHERS IN ATTENDANCE:**

Councilmember, Rocky Randels, Space Coast TPO  
Carl Mikyska, MPOAC  
Brigitte Messina, MPOAC  
Paul Gougelman, MPOAC General Counsel  
Jeff Kramer, Center for Urban Transportation Research, USF  
Christen Miller, Center for Urban Transportation Research, USF  
Karen Brunelle, Florida Division, Federal Highway Administration  
Kevin Burgess, Florida Division, Federal Highway Administration  
Cathy Kendall, Florida Division, Federal Highway Administration  
Khoa Nguyen, Florida Division, Federal Highway Administration  
Carmen Monroy, Florida Department of Transportation, Office of Policy Planning  
Gary Harrell, Charlotte County - Punta Gorda MPO  
Whit Blanton, Forward Pinellas  
Michael Escalante, Gainesville MTPO  
Pat Steed, Heartland TPO  
Marybeth Soderstrom, Heartland TPO  
Carlene Riecss, Hernando/Citrus County MPO

Beth Alden, Hillsborough County MPO  
Michael Woods, Lake-Sumter MPO  
Donald Scott, Lee County MPO  
Bolivar Gomez, Martin MPO  
Elizabeth Whitton, MetroPlan Orlando  
Eric Hill, MetroPlan Orlando  
Gary Huttman, MetroPlan Orlando  
Nick Uhren, Palm Beach TPA  
Valerie Neilson, Palm Beach TPA  
Lois Bollenback, River to Sea TPO  
Dave Hutchinson, Sarasota/Manatee MPO  
Georganna Gillette, Space Coast TPO

• **CALL TO ORDER**

Vice Chair, Councilmember Bryan Caletka, Broward MPO, called the meeting to order at 3:05 pm. The Vice Chair welcomed those in attendance. All stood for the Pledge of Allegiance and self-introductions were made.

• **APPROVAL OF MINUTES: AUGUST 02, 2018 MEETING**

Vice Mayor Doreen Caudell, Forward Pinellas, moved to approve the minutes of the August 02, 2018 MPOAC Governing Board meeting. Commissioner Vanessa Baugh, Sarasota/Manatee MPO, seconded. 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 Unified Planning Work Program (UPWP) Report showing the expenditures and budget for the first quarter of the state fiscal year 2019, which began on July 01, 2018. His list included activities and accomplishments of the MPOAC from July through September of 2018.

## B. 2019 MPOAC WEEKEND INSTITUTE DATES

Since the last meeting of the MPOAC, dates have been set for the 2019 MPOAC Weekend Institute for Elected Officials. Those dates and locations are:

- Florida League of Cities (FLC) University Training Center in Orlando – March 29 to 31, 2019
- Renaissance Hotel International Plaza in Tampa – May 31 to June 02, 2019

Commissioner Vanessa Baugh, Sarasota/Manatee MPO, suggested that the Institute be made mandatory. Councilmember, Rocky Randels, Space Coast TPO, also praised the Institute.

## • AGENCY REPORTS

### A. FLORIDA DEPARTMENT OF TRANSPORTATION

Ms. Carmen Monroy, Director, Florida Department of Transportation (FDOT), Office of Policy Planning, updated the members on the activities of FDOT as follows:

- B. Ms. Monroy discussed the complexities associated with legislative earmarks. She discussed how if an earmark is vetoed, that FDOT cannot advance the earmarked project in any way for a year. Knowing this, earmarks and understanding the potential issues with earmarks are a top priority for FDOT.
- C. Office of the Inspector General (OIG) Audit: In accordance with Section 20.055, Florida Statutes, the OIG is the "central point for coordination of and responsibility for activities that promote accountability, integrity, and efficiency in government" and is responsible for conducting audits, investigations, and other consulting and technical assistance activities.
  - a. The audit revealed that liaisons are turning over at a 20% rate, which is a higher rate than all other positions. Ms. Monroy is working with FDOT Human Resources officials to develop solutions to address this issue.
  - b. The audit also focused on financial aspects of MPO operations. It looked at the differences between Hosted and Independent MPOs and if the single audit requirement is sufficient to identifying and defining risk.
- D. Ms. Monroy discussed conversations she has had lately with the Florida Division of the Federal Highway Administration, on various issues related to federal Surface Transportation Block Grant Program – Urban Allocation (SU) funds. Discussions have included analysis of how the SU fund are spent, how they are accounted for, what

the challenges have been in the state, and developing a path forward and guidance for the appropriate use of federal SU funds.

- E. Ms. Monroy mentioned that her staff is looking into how transit representation is documented and used by MPOs and how MPOs and transit agencies are coordinating their planning activities.

## F. FEDERAL HIGHWAY ADMINISTRATION

Ms. Karen Brunelle, Director, Office of Project Development, Federal Highway Administration (FHWA), Florida Division, brought forward information on the following topics:

- Cathy Kendall was introduced as the new Planning Team Leader.
- An Infrastructure for Rebuilding America (INFRA) program grant was awarded for the PortMiami Truck Gate Innovation project in Miami-Dade County (\$7 million to replace two outdated cargo terminal gates at the Port of Miami with expanded and automated truck gates).
- FDOT received a \$1 million Accelerated Innovation Deployment (AID) Demonstration program grant for Pedestrian-Bicyclist Safety Applications Using Connected Vehicle Technologies.
- The US Department of Transportation (USDOT) released new automated vehicle guidance; Automated Vehicles 3.0 Preparing for the Future of Transportation (AV 3.0): <https://www.transportation.gov/sites/dot.gov/files/docs/policy-initiatives/automated-vehicles/320711/preparing-future-transportation-automated-vehicle-30.pdf>
- FHWA published a new strategic plan
  - Four new goals include safety, infrastructure, innovation and accountability.
  - Six new objectives including saving lives, improving program project decision making by using a data driven approach, asset management in a performance based program, increase freight and people mobility and reliability, enhancing the safety and performance of our nations SIS transportation system through research and accelerating deployments of promising innovative technologies, modernizing or eliminating obsolete unnecessary or duplicate policies and regulations, transform our workforce to ensure that the agency is properly structured, skilled, and equipped to deliver outstanding customer service to our partners in the traveling public.

Ms. Cathy Kendall, Planning Team Leader, Office of Project Development, Federal Highway Administration (FHWA), Florida Division, announced:

- In addition to her role as team leader, Ms. Kendall will be temporarily responsible for Districts 1 and 3.
- FHWA will be hiring a new planner for the Orlando office. The position is posted on the USA Jobs website.
- The statewide planning finding including eight recommendations and one corrective action related to the tracking of the Surface Transportation Block Grant Program (STBGP) and other non-Planning Program (PL) federal funding being used for planning purposes. The deadline to resolve the corrective action is June 2019.
- MetroPlan Orlando was awarded a FHWA multimodal network connectivity pilot project.
- FHWA has a new website for Unmanned Aerial Systems (UAS), sometimes referred to as drones, <https://www.fhwa.dot.gov/UAS/>
- Alternative Fuels Corridors recommendations and nominations are due by January 31, 2019.

Ms. Karen Brunelle then provided an update on transportation performance measurement (TPM):

- FDOT set their 2019 safety targets on August 31, 2018.
- New Probe Data Analytics (PDA)/National Performance Management Research Data Set (NPMRDS) tools are available for FDOT and MPOs, including pre-set geographic area pull-downs for each Florida MPA, UZA, and statewide and an advanced data analytics tool to conduct planning and traffic operational analyses. Access includes FDOT, MPOs, researchers, and consultants working on behalf of FDOT. FHWA will host a Florida specific introductory webinar that MPO staff may attend.
- TPM Implementation Plan – June 2018: helps determine levels of stewardship needed and identifies broad goals to be achieved through successful TPM implementation and specific activities aimed at achieving those goals. Two websites were provided: <https://www.fhwa.dot.gov/tpm/plan.pdf> and <https://www.fhwa.dot.gov/tpm/guidance/>
- Important dates:
  - Nov 14, 2018: MPOs must set bridge, pavement and system performance targets (PM-2 and PM-3).
  - Feb 27, 2019: MPOs must set 2019 safety targets.
  - May 20, 2019: Any S/TIP amendments adopted after May 20th must address PM-2 and PM-3 targets.

## • BUSINESS ITEMS & PRESENTATIONS

### A. MPOAC UPWP AMENDMENT

Mr. Carl Mikyska, MPOAC Executive Director, gave an overview on the proposed amendment to the Unified Planning Work Program (UPWP) that will add funding for statewide memberships for both the National Association of Regional Councils (NARC) and the Association of Metropolitan Planning Organizations (AMPO). In prior years the funds used to pay for memberships in both organizations was shown in the Statewide Planning and Research Plan and a reference was made in the MPOAC UPWP. Since these memberships are directly benefitting the Florida MPOs it is more appropriate to display this information in the MPOAC UPWP.

Mr. Mikyska added that the expenses to the MPOs would be great if they paid for their membership fees individually.

Commissioner Vanessa Baugh, Sarasota/Manatee MPO, moved to approve the motion to amend the MPOAC UPWP to include the annual dues for statewide membership to both NARC and AMPO for State Fiscal Years 2019 and 2020. Vice Mayor Doreen Caudell, Forward Pinellas, seconded. The motion carried unanimously.

### B. COMPLETE STREETS WORKING GROUP PRESENTATION

Mr. Carl Mikyska, MPOAC Executive Director, introduced Valerie Neilson of the Palm Beach TPA, who led the Complete Streets Working Group effort to prepare a best practices report. The Complete Streets Working Group was formed in an effort to implement the MPOAC Strategic Plan, which was adopted by the Governing Board in April of 2016. This working group convened for their first meeting in March of 2017 and met quarterly until July of this year with the goal of identifying best practices across the state in various complete street related topic areas.

The Working Group focused on eight Best Practice Topics including:

1. Creating Policies and Building Support
2. Measuring Activity Levels
3. Network Planning
4. Documenting Performance
5. Design Guidelines
6. Project Prioritization and Funding
7. Innovative Projects & Implementation

## 8. Health and Equity

Data on MPO activities in each topic area was collected through a survey. The Working group then selected 36 best practices across all eight topic areas. These were highlighted in a report which will be distributed to all Florida MPOs and the FDOT. It will also be posted to the MPOAC website.

Nick Uhren, Palm Beach TPA, closed the presentation by adding that the goal of this study was to share ideas. During the study, they learned that a lot of sharing was already taking place within certain geographic limits. The hope is that this document will distribute all the ideas statewide.

Vice Mayor Doreen Caudell, Forward Pinellas, acknowledged and thanked Whit Blanton, Forward Pinellas, for his efforts in Pinellas County with their complete streets program.

### C. TRANSPORTATION PERFORMANCE MEASURES

Ms. Carmen Monroy, Director, Florida Department of Transportation (FDOT) Office of Policy Planning, presented on continuing efforts to coordinate transportation performance measurement activities with the twenty-seven MPOs in Florida. Ms. Monroy shared with the membership the FDOT planned future coordination efforts as the state continues to implement performance based planning and programming as required by federal law.

Ms. Monroy gave a brief overview of the MPOAC Leadership meeting discussion that took place during the Staff Director's meeting. Those in attendance included the MPOAC Chair, Vice-Chair, and Past Chair, the MPOAC executive Director, FDOT Central Office staff, and other invited guests. This group meets twice per year and the objective is to discuss topics and issues that affect the Metropolitan Planning Program. This includes optimizing the MPOAC structure to improve communication and coordination of program goals. The meeting also allows MPOAC leadership to gain access to FDOT Central Office staff, providing feedback, and identifying opportunities for efficiencies and innovation.

Mr. Carl Mikyska, MPOAC Executive Director, added that these meetings are a great opportunity for FDOT to collaborate with the MPOAC leadership. He thanked FDOT for their time and efforts taken to host and be a part of these meetings.

### D. STIC AND TRB RESOURCES

Ms. Karen Brunelle, Federal Highway Administration, Florida Division, introduced Khoa Nguyen and Kevin Burgess, both also of the FHWA Florida Division who proceeded to present information related to the Florida State Transportation Innovation Council (STIC).

The STIC is a statewide innovation council that FHWA has developed in all the states. The purpose of the STIC is to demonstrate and share information about technologies so that they can be implemented across all of the state. The STIC is a way to share information and a forum to advance innovations.

The Florida STIC was established in 2012 and consists of representatives from a broad range of private organizations and public transportation agencies in Florida. The roles and objectives of the STIC are to determine innovations that will most benefit Florida, to develop an innovations implementation plan, to establish and develop procedures/guidance/specifications for implementing transportation innovations, to provide assistance to interested parties, and to advance and share transportation innovations statewide. The intent of the STIC is taking effective, proven and market-ready technologies and getting them into widespread use. Mr. Nguyen thanked Carl and Beth for their support and engagement on the STIC.

The remainder of Mr. Nguyen's presentation focused on safety innovations. He described the three principles of roadway departures and countermeasures: keep travelers and vehicles on the road; if they leave the road, help them to recover safely, and if they cannot recover, to minimize crash severity. He then discussed countermeasures for addressing these principles.

Mr. Burgess then described his efforts working with the Florida Bike/Ped Coalition to develop a toolbox for the Safe Transportation for Every Pedestrian (STEP) providing implementation assistance to transportation facility designers. STEP is a compilation of pedestrian safety countermeasures including road diets, pedestrian hybrid beacons, crosswalk visibility enhancements and more.

A brief conversation took place about the different technology solutions presented. Commissioner Vanessa Baugh, Sarasota/Manatee MPO, thanked FDOT for the roundabouts on State Road 64 and State Road 70 in her region. Mr. Nguyen added that roundabouts are a long-term cost saving and Mrs. Monroy added that roundabouts work even when there is no power.

## E. TSM&O ON THE I-4 CORRIDOR

Commissioner Vanessa Baugh, Sarasota/Manatee MPO, moved to approve the motion to move Item 6E TSM&O on the I-4 Corridor presentation before Item 6A. Vice Mayor Doreen Caudell, Forward Pinellas, seconded. The motion carried unanimously.

Mr. Eric Hill, MetroPlan Orlando, presented an overview of the regional benefits that can be realized through the implementation of a coordinated and cooperative Transportation Systems Management and Operations (TSMO) arrangement in Central Florida. The vision is to create a partnership among the MPOs and FDOT District offices along the I-4 corridor with MetroPlan Orlando serving as the lead agency to address integration of multi-jurisdictional coordination and planning of TSMO strategies into agency practices and procedures. By enhancing the role and presence of TSMO in the corridor, TSMO will become a strategic consideration in meeting mobility demands and safety concerns. It will also cultivate a culture at the MPOs to enable a methodology for implementing TSMO projects. A future presentation to the MPOAC will go into detail about the effort along the I-4 corridor. The presentation today will give members an understanding of what TSMO encompasses.

Residents, daily commuters and visitors traveling in the I-4 corridor are directly impacted by both daily congestion and incident-related congestion on I-4 and surface roadways in the corridor. When incidents occur on I-4, they block through lanes and arterial roadways become flooded with cars and trucks trying to find a way around the delay. This by-passing traffic causes congestion, delay, safety and environmental problems within the entire corridor, including parallel roads and significantly impacting local communities. TSMO addresses operational issues, safety issues and economic issues in an attempt to avoid that kind of negative impact to the roadway network and surrounding communities.

Transportation Systems Management and Operations has become a vital discipline in transportation planning, and an effective alternative for mitigating the adverse effects of traffic congestion caused by crashes, special events, theme park activities, and weather. This is a result of the application of information and communication technologies (ICT) to manage and operate transportation systems. With the rise of connected and autonomous vehicles, ICT applications will expand and evolve as more innovative solutions and strategies appear in transportation operations and planning. Moreover, for transportation systems in the 21st Century, MPOs will need to further their capacity in this area through staff's learned knowledge and understanding of its applications to improve the safety, efficiency and performance of a transportation system.

Commissioner Vanessa Baugh, Sarasota/Manatee MPO, thanked him for the presentation.

- **COMMUNICATIONS**

Mr. Carl Mikyska, MPOAC Executive Director, announced that the next meeting is during legislative pre-session committee weeks. He will be sending out weekly newsletters on the weekends during the legislative session in 2019 that summarize the activities of the legislature that impact or otherwise relate to the work of MPOs.

- **MEMBER COMMENTS**

None.

- **ADJOURNMENT**

The meeting was adjourned at 4:44 pm. The next meeting of the MPOAC Governing Board will be held on January 30, 2019 at the Orlando Airport Marriot Lakeside, 7499 Augusta National Drive, Orlando, FL 32822. MPOAC has reserved a block. The Marriot's phone number is (407) 851-9000.