

**Florida MPO Advisory Council  
Meeting of the Staff Directors  
January 27, 2022  
Orlando, Florida  
Meeting Minutes**

**STAFF DIRECTORS MEMBERS IN ATTENDANCE:**

IN-PERSON (STAFF DIRECTORS – A TOTAL OF 18 WITH 9 MAKING AN IN-PERSON QUORUM):

Donald Scott, Chair, Lee County MPO  
Dave Hutchinson, Vice-Chair, Sarasota/Manatee MPO  
Greg Stuart, Broward MPO  
Greg Slay, Capital Region TPA  
D’Juan Harris, Charlotte County - Punta Gorda MPO  
Scott Philips, Collier MPO  
Austin Mount, Florida-Alabama TPO  
Whit Blanton, Forward Pinellas  
Patricia Steed, Heartland Regional TPO  
Brian Freeman, Indian River County MPO  
Beth Beltran, Martin MPO  
Gary Huttman, MetroPlan Orlando  
Chris Rosenberg, Miami-Dade TPO  
Rob Balmes, Ocala/Marion TPO  
Valerie Neilson, Palm Beach TPA  
Colleen Nicoulin, River to Sea MPO  
Georganna Gillette, Space Coast TPO  
Peter Buchwald, St. Lucie TPO

IN-PERSON (OTHERS):

Councilmember Andrea Young, Space Coast TPO  
Commissioner Vanessa Baugh, Sarasota/Manatee MPO  
Mark Reichert, MPOAC Executive Director  
Paul Gougelman, MPOAC General Counsel  
Tia Boyd, CUTR  
Jeff Kramer, CUTR  
Karen Brunelle, Federal Highway Administration  
Cathy Kendall, Federal Highway Administration  
Jennifer Fortunas, Florida Department of Transportation  
Alison Stettner, Florida Department of Transportation  
Erika Thompson, Florida Department of Transportation  
Wayne Gaither, Florida Department of Transportation  
Chelsea Favero, Forward Pinellas  
Cayce Dagenhart, Hernando/Citrus County MPO

Nick Lepp, MetroPlan Orlando  
Chelsea Reed, Palm Beach TPA  
Steven Bostel, Space Coast TPO  
Michael Williamson, Cambridge Systematics  
Noel Comeaux, Healthy Communities, LLC.  
Wade Carroll, Metro Analytics  
Daniel Crotty, SEPI, Inc.  
Ned Baier, Volkert, Inc.

VIRTUAL (STAFF DIRECTORS – A TOTAL OF 8 THAT CANNOT CONTRIBUTE TO A QUORUM):

Mary Beth Washnock, Bay County TPO  
Scott Koons, Gainesville MTPO  
Robert Esposito, Hernando/Citrus County MPO  
Beth Alden, Hillsborough County TPO  
Michael Woods, Lake Sumter MPO  
Jeff Sheffield, North Florida TPO  
Dawn Schwartz, Okaloosa-Walton TPO  
Parag Agrawal, Polk TPO

VIRTUAL (OTHERS):

Anne McLaughlin, Collier MPO  
Brandy Otero, Collier MPO  
Gary Kramer, Florida-Alabama TPO  
Liz Mitchell, Ocala Marion TPO  
Jon Cheney, River to Sea TPO  
Stacie Blizzard, Federal Highway Administration  
Jamie Christian, Federal Highway Administration  
Carol Gonzales, Federal Highway Administration  
Teresa Parker, Federal Highway Administration  
Robert Sachnin, Federal Transit Administration  
Sandi Bredahl, Florida Department of Transportation  
Gerald Goosby, Florida Department of Transportation  
Laura Herrscher, Florida Department of Transportation  
Abra Horne, Florida Department of Transportation  
Sarah McNamara, Florida Department of Transportation  
Huiwei Shen, Florida Department of Transportation  
Kellie Smith, Florida Department of Transportation  
Siaosi Fine, Florida Turnpike Enterprise  
Mike Neidhart, Florida Department of Economic Opportunity  
John Kaliski, Cambridge Systematics  
Juan J Flores, Jacobs Engineering  
Michael Garau, Kimley Horn

## 1. CALL TO ORDER

Don Scott, Chair, Lee County MPO, called the meeting to order at 12:00 pm and a quorum was determined. All were asked to rise for the Pledge of Allegiance. All in attendance introduced themselves. Those attending online were then given an opportunity to introduce themselves.

A motion to allow online members to participate in the meeting due to the extraordinary circumstances of COVID-19 was made by Austin Mount, Florida-Alabama TPO, and seconded by Gary Huttman, MetroPlan Orlando. The motion was approved unanimously.

Housekeeping items were shared with the meeting attendees.

## 2. APPROVAL OF MINUTES: OCTOBER 28, 2021 MEETING

Rob Balmes, Ocala/Marion TPO, moved to approve the minutes of the October 28, 2021 meeting of the MPOAC Staff Directors' Advisory Committee. Greg Slay, Capital Region TPA, seconded. The motion carried unanimously.

## 3. PUBLIC COMMENTS

No public comments were made.

## 4. EXECUTIVE DIRECTOR'S REPORT

### A. THE FIRST 47 DAYS

Mr. Mark Reichert, MPOAC Executive Director, provided an update of his first 47 days as the MPOAC Executive Director. He shared that in the first 47 days he was able to:

- Hire an Executive Assistant, Lisa Stone
- Reestablish contact with partners (FAC, FLC, FBT, FPTA, AMPO, NARC, etc.)
- Fill the MPOAC seat on numerous committees/working groups
- Attend several webinars
- Attend the Suncoast Transportation Planning Alliance meeting and numerous other meetings
- Get familiar with the filing system
- Work with the FDOT Office of Inspector General's (OIG) on their current investigation
- Attend several legislative meetings and started tracking legislation of interest to the MPOAC membership
- Start updating the MPOAC Unified Planning Work Program (UPWP)
- Start the process of restructuring and updating the bylaws
- Finish the MPOAC general counsel contract
- Research options for the university contract
- Prepare for the January 27, 2022 MPOAC Meeting

Mr. Reichert also shared that in the 47 day timeframe he was not able to:

- Establish the MPOAC Financial Policies and Procedures Committee
- Develop a continuation of operations plan (COOP) for the MPOAC (this document may be incorporated in a Policies and Procedures Manual)
- Update the MPOAC Strategic Directions Plan
- Visit MPOs across the state

## B. OIG INVESTIGATIVE REPORT/BUDGET REPORT

Mr. Reichert presented the current status of the FDOT Office of Inspector General's (OIG) investigation. A draft copy of the investigation report was shared with FDOT and Mr. Reichert. OIG asked Mr. Reichert to hold back the release of the findings and recommendations until further notice. It was recommended that the Financial Policy and Procedures Committee, once established, provide the necessary financial oversight for the MPOAC.

Mr. Reichert provided an update on the MPOAC budget. He shared that, because of several limitations, he was not able to recreate the budget spreadsheet that the MPOAC membership is accustomed to receiving. He is in the process of reaching out to appropriate parties to identify where the information in the previous budgets can be retrieved. Romero Dill, FDOT Transportation Policy Analyst, is now the liaison between the MPOAC and the Florida Department of Transportation (FDOT) and has been working with Mr. Reichert and Lisa Stone, MPOAC Executive Assistant, to retrieve information and update the budget. An updated budget will be available by the MPOAC meeting on April 28, 2022.

In lieu of a budget, Mr. Reichert was able to download a Florida Accounting Information Resource (FLAIR) report. Mr. Reichert showed an example of the FLAIR report and explained that there may be potential discrepancies with the reporting software. For example, the report may not capture Federal Transit Administration (FTA) funds.

Several budget highlights were discussed. These highlights included the following:

- The PGI account balance for the MPOAC Institute is \$3,623.24.
- The Local Funds account balance is \$7,500.00.
- Association of Metropolitan Organizations (AMPO) dues, which were \$88,772.16 during the current fiscal year, are increasing by \$17,874.00 in FY 23.
- National Association of Regional Councils (NARC) dues are \$80,000.00.
- Floridians for Better Transportation dues are \$1,000.00.
- Florida Public Transportation Association dues are \$500.00.
- ITS Florida dues are \$420.00.
- The MPOAC is losing \$7,500.00 in hard match funds (previously provided to match the federal 5305(d) transit planning funds) with the consolidated planning grant (CPG).

The funding formula for PL funds affects the MPOAC budget as a result of increases in dues. Mr. Reichert requested a recommendation to the MPOAC Governing Board to approve an increase in the allocation for dues paid by the MPOAC members to cover the additional \$17,874 needed for the AMPO dues and \$5,000 needed for the Mileage Based User Fee Alliance (MBUFA) dues, if membership in this organization is approved by the MPOAC Governing Board. MBUFA will be discussed in more detail under item 6D.

Greg Stuart, Broward MPO, made a motion recommending that the MPOAC Governing Board approve the additional funds needed for the AMPO and MBUFA dues.

The meeting attendees discussed the following:

- The increases in allocations through the Bipartisan Infrastructure Law (BIL), which has been authorized is only partially appropriated. AMPO raised its rates based on calculations for how much each state will receive through the BIL. Greg Stuart, Broward MPO, has the breakdown by program for the state and can share with the MPOAC membership, if requested.
- Timeline of when the dues are owed. As of January 2022, dues are paid up to date. These changes in dues would take effect the next time dues are paid.
- There is approximately \$27 Million in PL funds per year for Florida.
- AMPO will use the additional dues for two new positions for statewide committee work.
- It was suggested that the MPOAC wait to determine if there will be a surplus this year and then use those monies to pay the increased dues. This can be reconciled through the UPWP.

Paul Gougelman, MPOAC General Counsel, recommended the motion be reworded to appropriate money not to exceed \$22,874. Dave Hutchinson, Sarasota/Manatee MPO, suggested that the motion include a request that FDOT ensure that the correct allocations are reflective of any new Federal money that has already been allocated.

Discussion:

- The UPWP is due by March 15<sup>th</sup>, 2022.
- The additional funds can come from surplus revenue.
- There were previous discussions and approvals for a 2-year budget to avoid a lapse in the AMPO and NARC dues. The new UPWP budget will reflect these changes and as a result, the new budget should include 2 years of dues.

The motion was not seconded; motion failed.

The discussion regarding the budget and dues will be reintroduced at the April 2022 meeting. The meeting attendees discussed the continuing resolution and the impact it will have on budgeting moving forward.

### C. LEGISLATIVE UPDATE

Mr. Reichert shared state legislative activity of interest to the MPOAC membership. In his presentation, Mr. Reichert provided the following updates:

- 255 bills of interest are being tracked, 35 are related to MPOs or MPOAC policy issues. Key bills of interest include:
  - HB 1005/SB 728 creates Advanced Air Mobility Task Force. Includes an MPO representative.
  - HB 6083 by Rep. Learned (D-Hillsborough) would end the indexing of the state fuel tax.
  - HB 157/SB 398 places a cap of 25% of State Transportation Trust Fund (STTF) allocations for public transportation projects and services. These bills are moving through both chambers.
  - HB 1365/SB 1784 creates the Rural Roads Initiative Pilot Program.
  - SB 620/HB 569 allows local business to claim damages when local governments amend certain ordinances or charter provisions. The bill is on the Senate Floor but has 2 more House committees to go through.
  - Numerous bills addressing resiliency and safety.
- As of January 20th, 2022, 92 member projects were being considered by the Senate (\$237,950,682) and 148 member projects by the House (\$381,921,303).

Mr. Reichert asked the meeting attendees to let him know if there are any bills that they want him to focus on.

### D. MPOAC Meeting Survey Results

Mr. Reichert presented the results of the MPOAC Meeting Survey. This survey was sent to members of the MPOAC Staff Directors' Advisory Committee, members of the MPOAC Governing Board, and MPOAC partners. A total of twenty-four Staff Directors, eighteen Governing Board Members, and four partners completed the survey. The poll results demonstrated no clear direction forward for future MPOAC meetings.

Based on a review of the survey results it was recommended to keep the Staff Directors' and Governing Board meetings on the same day, allowing space between the meetings. The Staff Directors' meeting can start at 9:00am and end by 12:00pm. This will allow a break for lunch. The Governing Board meeting can start at 1:30pm and end by 5pm. The Freight and Rail Committee and Noteworthy Practices meetings can be held the afternoon before the Staff Directors' and Governing Board meetings.

Mr. Reichert proposed hosting a meeting at the State Materials Office in Gainesville during the next year. A request was made for recommendations for other locations.

#### Discussion:

- Previously, the MPOAC hosted one meeting a year in different locations. They also tried to hold the Governing Board meeting on one day and the Staff Directors meeting on a second day, but this strategy did not work. It was difficult to get to some other parts of the state.
- There was discussion in the Noteworthy Practices meeting about having virtual meetings moving forward.
- Members supported the idea of having the Staff Directors' and Governing Board meetings on the same day.
- It was noted that the agenda items should be limited to allow time for the additional discussion that may occur.
- Hybrid meeting options are still being planned. Nine members are still needed in person to form a quorum.

Mr. Reichert stated that he will make these recommendations to the MPOAC Governing Board.

Greg Stuart, Broward MPO, provided updates on the Freight and Rail Committee meeting. A passenger rail workshop will be held in April 2022. Mark Reichert provided updates on the Noteworthy Practices Working Group on behalf of Beth Alden, Hillsborough County TPO.

## 5. AGENCY REPORTS

### A. FLORIDA DEPARTMENT OF TRANSPORTATION

Ms. Abra Horne, Metropolitan Planning Administrator, presented the FDOT Agency Report and reviewed recent FDOT activities of note for the MPOs and their partners. Ms. Horne shared some staffing changes. Romero Dill is now the statewide MPO analyst and Samantha Parks is leaving the team to pursue her graduate studies. Ms. Horne recognized their Federal partners and those attending the meeting.

Ms. Horne's presentation included the following updates:

- UPWP template and development timeline
  - The joint certification development planning process is being carried out according to its requirements. The revised schedule was shared in the PowerPoint presentation. In late 2022, FDOT will add interoperability with the invoice tracking tool and discuss Phase 2 improvements.
  - Key dates in the UPWP development approval timeline include the following: on March 15th, 2022 the draft is due to District and Federal partners and on June 1st, 2022 the Districts recommend the UPWPs for approval.
- Transportation Performance Measures (TPMs)
  - MPOs must establish annual safety targets by February 27, 2022; the deadline cannot be waived.

- The Consolidated Planning Grant (CPG) timeline is the same for year 1 and year 2. The CPG transit funds will be available starting July 1<sup>st</sup> of both years.
- The Census Bureau is delayed in publishing the final criteria for urban areas. The criteria will be available in the spring of 2022. In the fall of 2022, the U.S. Department of Transportation (USDOT) will designate Transportation Management Areas (TMAs; urban areas with a population over 200,000).
- The revenue estimation working group and FDOT are developing a methodology for the statewide long range transportation plan (LRTP) revenue forecast.
- There were no changes to the FDOT Planning Emphasis Areas (PEAs). There is additional focus on resiliency and equity at the federal level. Ms. Horne also highlighted the Federal PEAs.

Discussion:

- Cathy Kendall, FHWA, shared that there will be flexibility in the UPWP because delays have reduced the federal agency review time. March 15th, 2022 is an important date for the MPOs.
- There will be no federal 5305(d) transit planning grants provided to MPOs as those grants will be converted to the CPG and available on July 1<sup>st</sup>.
- Ms. Horne will send more detailed slides to the group on the Federal census timeline.

#### B. FLORIDA DIVISION OF FEDERAL HIGHWAY ADMINISTRATION

Ms. Cathy Kendall, Planning Team Leader and Ms. Karen Brunelle, Director of Project Development, updated the members on the activities of the Florida Division Office of FHWA and brought forward information of importance to the membership.

Ms. Kendall shared the following updates with the group:

- The new PEAs were issued on December 30, 2021. The PEAs were last updated in 2015.
- There will be a webinar on February 8, 2022 on virtual public involvement during the pandemic. Miami-Dade TPO will be one of the presenters.

Ms. Brunelle shared additional updates with the meeting attendees. These updates included the following:

- A discussion of the continuing resolution for the federal budget and what it means for federal transportation funding. Because the continuing resolution doesn't include new funding programs created under the BIL, they cannot be started until there is an approved budget for the current fiscal year.
- On November 1, 2021, USDOT announced nearly \$1 Billion in Rebuilding American Infrastructure with Sustainability & Equity (RAISE) grant awards. Florida received a total of 4 RAISE grants, which include 2 planning grants and 2 capital grants.



- Under the planning grants, Jacksonville Transit Authority (JTA) received funding for the Ultimate Urban Circulator UTC Neighborhood Extension project and the City of Orlando received funding for the Orlando Connecting Residents on Safe Streets (CROSS) project.
- Under the capital grants, FDOT received funding for the Tampa Heights Mobility Corridor and the City of Palatka A. Philip Randolph Regional Multimodal Transportation Hub and Complete Streets Connectivity.
- The LRTP Fiscal Constraint Guidance technical memo was included in the agenda packet. There will be discussions at future Florida Metropolitan Planning Partners (FMPP) meetings.
- Proven Safety Countermeasures
  - In 2008, there were 9 countermeasures. The countermeasures were updated in 2012, 2017, and 2021. There are 28 current countermeasures.
  - The Proven Safety Countermeasures Tool is available online at <https://safety.fhwa.dot.gov/provencountermeasures/index.cfm>
  - A request was made to send the webinar on countermeasures to the group.
  - FHWA safe systems approach pilot program application deadline is February 11, 2022.
- Transportation Performance Measures (TPM) updates
  - November 2021
    - FDOT satisfied the 2021 Planning Finding Corrective Action on Transit TPM in the Statewide Transportation Improvement Program (STIP).
    - The Unmanned Aircraft System (UAS) Interactive Workshop was held November 2021.
    - The MPO Target Setting Study Peer Exchange was held in November 2021.
  - December 2021
    - Transit Asset Management Plan (TAMP) training for MPOs was conducted with representation from FDOT, MPO, and FHWA (also held in January 2022).
    - Pavement Management Peer Exchange was held in December 2021.
  - The TPM timeline has been updated and posted, it covers all TPM activities from 2021 through 2026 <https://www.fhwa.dot.gov/tpm/rule/timeline.pdf>.
- Upcoming TPM activities
  - As noted previously, MPOs are required to set annual safety performance targets by February 27, 2022.
  - When updating Transportation Improvement Programs (TIPs), remember to address the Highway Safety Improvement Program (HSIP) Safety Target Implementation Plan.
  - The Timber Bridge Inspection Training is under development.
  - Federal Congestion mitigation and air quality (CMAQ) performance measures (related to air quality) still do not apply to Florida.
  - On October 1, 2022, the baseline report for the full performance cycle for PM2 and PM3 are due. Targets are due to be set by FDOT for the next 4 years and Coordination is needed with the MPOs to set targets.

## Discussion:

It was clarified that PEAs are guidance and LRTP expectation letters are requirements. The LRTP white paper consolidated the expectations letters into one document and the FDOT technical memo provides examples.

FDOT added countermeasures to the PM tracking tool used internally by the agency. It is recommended in the Manual of Uniform Minimum Standards for Design, Construction and Maintenance (Florida Greenbook) that Local Agency Program (LAP) projects include countermeasures for all federally funded projects. The countermeasures have also been implemented in the Florida Design Manual.

### C. FEDERAL TRANSIT ADMINISTRATION

Ms. Holly Liles, Community Planner, Federal Transit Administration, sent a reminder that the MPOs do not need to update transit performance targets annually. Transportation Improvement Program (TIP), Statewide Transportation Improvement Program (STIP), and Long Range Transportation Plan (LRTP) updates trigger a revisit of targets. Coordination with transit providers regarding targets and any adjustments should be done to the maximum extent practicable and integrated into the planning process.

## 6. BUSINESS ITEMS & PRESENTATIONS

### A. JOINT PRESENTATION OF THE FEDERAL INFRASTRUCTURE BILL

Ms. Allison Stettner, Director, FDOT Office of Policy Planning, and Ms. Karen Brunelle, Director, Office of Project Development, the Federal Highway Administration, gave a joint presentation on the new Federal Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL).

The law was signed on November 15, 2021. Fact sheets and other information are available online at the USDOT (<https://www.transportation.gov/bipartisan-infrastructure-law>), FTA (<https://www.transit.dot.gov/BIL>), FHWA (<https://www.fhwa.dot.gov/bipartisan-infrastructure-law/>), and FDOT (<https://www.fdot.gov/planning/policy/legislation>) websites. Additional information shared with the meeting attendees include the following:

- There is \$500 Billion for new investments.
- \$350 Billion is for the highway trust fund and general fund.
- Florida is estimated to receive approximately \$13.5 Billion of formula funding.

Ms. Stettner and Ms. Brunelle shared information on formula funding, including those changes specific to planning, and competitive funding. The presentation included an overview of policy implications as they relate to FDOT's PEAs and national funding by mode. The presentation concluded with a discussion about implementation and implementation issues.

The meeting attendees discussed the following:

- Set aside for PL funds. The Metropolitan Planning fact sheet includes information about the PL funds.
- UPWP amendments as they relate to the carbon reduction program, resilient operations, and the bridge program.
- Formula funds for off system bridges. FDOT will work with the MPOs on identifying bridges in poor condition.
- On March 1<sup>st</sup>, 2022 there will be a webinar with Holland and Knight which will address the funding rules.
- There are provisions for the rural programs and the FDOT spreadsheet sorts who is eligible

## B. LRTP REVENUE FORECAST

Ms. Jennifer Fortunas, Manager, FDOT Forecasting and Trends Office, provided an update on the Revenue Forecast used by MPOs for developing their Long Range Transportation Plans (LRTP). Ms. Fortunas' update included the following topics:

- Process updates and next steps
  - In February/March, the FDOT revenue team will work with the Office of Work Program and Budget (OWPB) to receive and review January Revenue Estimating Conference (REC) results. MPOAC comments will be incorporated and the draft financial guidelines will be revised. FDOT will meet with the MPO stakeholder working group to review draft financial guidelines.
  - The final draft guidelines will be presented at the MPOAC quarterly meeting on April 28, 2022. This presentation will include a template illustration of the table format for estimates.
  - In August 2022, FDOT will develop Statewide Long Range Transportation Revenue Forecasts. The forecasts will be finalized and presented to the MPOs by October, 2022.
  - In January 2023, FDOT will present the revenue forecast to the MPOAC and distribute the final revenue forecasts.
- Key changes to revenue concept
  - There will be an analysis of new federal programs in BIL to determine how they impact the revenue forecast.
  - Changes as a result of the draft SIS policy plan will be incorporated.
  - Components for the 'Other Roads' will be itemized to provide more detail.

Item 6F was moved up to item 6C.

## C. ELECTION OF STAFF DIRECTORS ADVISORY COMMITTEE OFFICERS

The MPOAC bylaws require that the Committee conduct an election of officers (Chair and Vice-Chair) at the first meeting of each calendar year. The MPOAC Staff Directors' Advisory Committee Chair and Vice-Chair serve on the MPOAC Executive Committee along with the

Chair and Vice-Chair of the MPOAC Governing Board and a third member of the Governing Board to create a five-member committee. MPOAC staff asked for nominations of members to serve in each of these roles for 2022.

Dave Hutchinson, Vice-Chair, Sarasota/Manatee MPO, nominated Donald Scott, Lee County MPO, to serve as chair. Mr. Scott accepted the nomination. Austin Mount, Florida-Alabama TPO, nominated Peter Buchwald, St. Lucie TPO, to serve as chair. Mr. Buchwald accepted the nomination.

Mr. Paul Gougelman, MPOAC General Counsel, called for a roll call vote as required for a contested election.

Mary Beth Washnock, Bay County TPO – Peter Buchwald  
Greg Stuart, Broward MPO – Peter Buchwald  
D’Juan Harris, Charlotte County - Punta Gorda MPO – Don Scott  
Scott Philips, Collier MPO – Don Scott  
Austin Mount, Florida-Alabama TPO – Peter Buchwald  
Whit Blanton, Forward Pinellas – Don Scott  
Patricia Steed, Heartland Regional TPO – Don Scott  
Beth Alden, Hillsborough County TPO – Don Scott  
Brian Freeman, Indian River County MPO – Peter Buchwald  
Michael Woods, Lake Sumter MPO – Don Scott  
Donald Scott, Lee County MPO – Don Scott  
Beth Beltran, Martin MPO – Don Scott  
Gary Huttman, MetroPlan Orlando – Don Scott  
Chris Rosenberg, Miami-Dade TPO – Don Scott  
Rob Balmes, Ocala/Marion TPO – Don Scott  
Dawn Schwartz, Okaloosa-Walkton TPO – Peter Buchwald  
Valerie Neilson, Palm Beach TPA – Don Scott  
Colleen Nicoulin, River to Sea MPO – Don Scott  
Dave Hutchinson, Sarasota/Manatee MPO – Don Scott  
Georganna Gillette, Space Coast TPO – Peter Buchwald  
Peter Buchwald, St. Lucie TPO – Peter Buchwald

The following attendees were recorded as absent during the election: Greg Slay (Capital Region TPA), Scott Koons (Gainesville MTPO), Robert Esposito (Hernando/Citrus MPO), Jeff Sheffield (North Florida TPO), and Parag Agrawal (Polk TPO).

Donald Scott, Lee County MPO, was elected as MPOAC Staff Directors’ Advisory Committee Chair with 14 votes. Peter Buchwald, St. Lucie TPO, received 7 votes.

Greg Stuart, Broward MPO, nominated Dave Hutchinson, Vice-Chair, Sarasota/Manatee MPO, to serve as Vice-Chair. Mr. Hutchinson accepted the nomination. No additional nominations were made. Patricia Steed, Heartland Regional TPO, made a motion to close

the nominations. Whit Blanton, Forward Pinellas, seconded and the motion was carried by unanimous acclimation.

#### D. MPOAC DOCUMENT REVIEWS

Mark Reichert, Executive Director of the MPOAC, presented several documents and action items to the MPOAC Membership. These items included the new MPOAC General Counsel Contract, the draft MPOAC FY 22/23 and 23/24 Unified Planning Work Program (UPWP), and the revised MPOAC Bylaws.

Mr. Reichert presented the proposed Legal Services Agreement to the membership. Paul Gougelman serves as the legal counsel to MPOAC and his one-year contract is renewed annually. The contract, if approved by the MPOAC Governing Board, would be effective July 1, 2022. Mr. Gougelman's rate has increased, which does not affect the limits of the contract. The upper limits of the contract remain the same.

Peter Buchwald, St. Lucie TPO, made a motion to recommend approval of the contract for legal services provided by Mr. Paul Gougelman for the coming state fiscal year (FY 2022/2023) to the MPOAC Governing Board. Dave Hutchinson, Vice-Chair, Sarasota/Manatee MPO, seconded. The motion carried unanimously.

Mr. Reichert shared that the Draft MPOAC FY 22/23 and 23/24 UPWP is currently being drafted and requested comments from the MPOAC membership.

The revised MPOAC Bylaws were shared with the members for review. Minor revisions were made including improving the organization of the bylaws, removing references to the agenda, and changing the name of the 'Freight Committee' to the 'Freight and Rail Committee'. Mr. Reichert requested comments on the revised Bylaws.

#### E. MILEAGE BASED USER FEE ALLIANCE DISCUSSION

Mr. Mark Reichert, MPOAC Executive Director, led the meeting attendees in a discussion on the cost/benefits of joining the Mileage-Based User Fee Alliance (MBUFA) based out of Washington, D.C.

Mr. Reichert explained that MBUFA is described as the leader in addressing the transportation revenue shortfall. Mr. Reichert has attended meetings and feels that membership can elevate the MPOAC. Even though MBUFs may not be supported by everyone at this time, it would still be impactful to have a seat at the table. The dues are \$5,000 per annum.

Dave Hutchinson, Vice-Chair, Sarasota/Manatee MPO made a motion recommending that MBUFA Membership be included in UPWP development process and voted on as a part of the UPWP adoption process. Second by Greg Stuart, Broward MPO. The motion passed unanimously.

## F. MPOAC FUTURE DIRECTION

Mr. Don Scott, MPOAC Staff Directors' Advisory Committee Chair, tabled the discussion about the future direction of the MPOAC.

## 7. COMMUNICATIONS

No communications.

## 8. MEMBER COMMENTS

Gary Huttman, MetroPlan Orlando, asked that Mr. Reichert ensure that alternates receive the agenda package for each meeting.

Dave Hutchinson, Vice-Chair, Sarasota/Manatee MPO, requested that Staff Directors are also CC'd in communications with the MPOAC Governing Board members.

Donald Scott, Lee County MPO, recognized the new Staff Directors: D'Juan Harris (Charlotte County - Punta Gorda MPO), Valerie Neilson (Interim Director, Palm Beach TPA), Colleen Nicoulin (Interim Director, River to Sea TPO), and Robert Esposito (Hernando/Citrus MPO).

## 9. ADJOURNMENT

The next meeting of the MPOAC Staff Directors' Advisory Committee will be April 28, 2022. A meeting notice will be sent out at least one month prior to the meeting date.

Adjournment 3:00pm