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**SPACE COAST TRANSPORTATION PLANNING ORGANIZATION
 APPROVED MINUTES OF APRIL 14TH, 2011
 BREVARD COUNTY GOVERNMENT CENTER
 2725 JUDGE FRAN JAMIESON WAY
 BLDG. C, 3RD FLOOR, FLORIDA ROOM
 MELBOURNE, FLORIDA**

TPO MEMBERS PRESENT:

Mayor Larry Schultz, Chairman	City of Rockledge
Commissioner Jerry Allender	Canaveral Port Authority
Councilwoman Kathleen Burson	City of Titusville
Councilwoman Stephany Eley	City of West Melbourne
Councilman Ken Greene	City of Palm Bay
Commissioner Trudie Infantini	BOCC District 3
Councilwoman Kristine Isnardi	City of Palm Bay
Councilwoman Kathleen Meehan	City of Melbourne
Commissioner Chuck Nelson	BOCC District 2
Councilman Mike Nowlin	City of Melbourne
Mayor Rocky Randels	North Beaches Coalition
Mayor Jim Tulley	City of Titusville
Councilman Jake Williams	City of Cocoa

TPO MEMBERS ABSENT

Commissioner Andy Anderson	BOCC District 5
Commissioner Mary Bolin	BOCC District 4
Commissioner Robin Fisher	BOCC District 1
Councilman William Higginson	South Beaches Coalition
Councilman Mark LaRusso	City of Melbourne
Councilwoman Michele Paccione	City of Palm Bay

OTHERS PRESENT:

Steven Bostel	Bostel Consulting
William 'Tuck' Ferrell	Friends of the Parkway
Bob Kamm	Space Coast TPO
Paul Gougelman	Space Coast TPO Attorney
Laura Carter	Space Coast TPO
Diana McCartney	Space Coast TPO
Georganna Gillette	Space Coast TPO

Kim Smith	Space Coast TPO
Lorena Valencia	FDOT Liaison
Dennis Kyle	FDOT Maintenance
Dan Kristoff	RS&H
Sue Hann	City of Palm Bay
Bob Lawton	Canaveral Port Authority CAC Rep
Mary Schoelzel	FDOT
Mary McGehee	FDOT
Don Land	City of Titusville
Karen Kersey	Quest Corporation of America
Steve Nails	Quest Corporation of America
John Denninghoff	Brevard County Public Works
Susan Sadighi	FDOT
Gill Ramirez	Brevard County Public Works
Mark Conklin	Pres., Titusville Main Street Assoc.
Linda Mannier	District 3
Rose Lyons	District 4

1. CALL TO ORDER OF THE SPACE COAST TPO BOARD

Chairman Schultz called the meeting to order at 9:00am.

2. APPROVAL OF MINUTES – MARCH 10, 2011

Motion by Mayor Tulley, second by Councilman Nowlin to approve the minutes of the March 10, 2011 meeting. Hearing no objections, the motion passed unanimously.

3A. TECHNICAL ADVISORY COMMITTEE/CITIZENS ADVISORY COMMITTEE REPORT

Ms. Hann reported on the action items from Monday's TAC/CAC meeting. The TAC/CAC requested the Space Coast TPO be involved in any pilot program that would look at the possibility of opening limited access bridges, such as the Pineda Causeway, to bicycle traffic. The Committees recommended approval of Resolution 11-20, Amending the FY 2011 thru FY 2015 TIP. Ms. Hann reported that although a draft version of the Interlocal Agreement for the Advanced Traffic Management System with Brevard County was not available, the Committees strongly support the concept. The Committees recommended approval of Resolution 11-21, Space Coast TPO Local Agency Program Certification and the FY 11 Revised Project Priorities list.

Ms. Hann stated the I-95 Interchange and Ellis Road Widening PD&E presentation prompted some members to note the potential drainage and right of way impacts to local businesses and requested the TPO work with FDOT and the consultant to minimize these issues.

Motion by Councilwoman Eley, second by Councilman Green to be in receipt of the TAC/CAC minutes for March 7th, 2011. Hearing no objections the motion passed unanimously

3B. BICYCLE/PEDESTRIAN AND TRAILS ADVISORY COMMITTEE REPORT

Ms. Smith reported the BPTAC Committee will meet on Monday, April 25th and will look at ways to provide additional training to law enforcement officers concerning State laws and regulations on motorist's responsibilities regarding bicycle and pedestrian issues. Ms. Smith informed Mayor Randels that courtesy busing is reviewed yearly by the School Board and offered staff's assistance to

address any issue he might have. Ms. Smith reported the TPO was awarded a Florida Traffic & Bicycle Safety mini grant to purchase replacement equipment and make repairs to program equipment. Ms. Smith presented Mayor Tulley with the BPTAC's Outstanding Accomplishment and Encouragement award for his efforts on the Sea Loop Trail.

Motion by Mayor Tulley, second by Councilwoman Isnardi to be in receipt of the February 21st, 2011 BPTAC minutes. Hearing no objections the motion passed unanimously.

3C. MPOAC REPORT

Mr. Kamm reported on the recent MPOAC quarterly meeting in Tallahassee, noting a report done by the Center for Urban Transportation Research summarizing the structure and composition of MPO/TPOs Statewide.

Councilwoman Eley reported Councilwoman Paccione and she attended the MPOAC Weekend Institute for Elected Officials training two weekends ago, saying it was an incredible experience and strongly encouraged members to attend if they have not already done so.

Mayor Randels reported that while at the MPOAC meeting they had the opportunity to meet with the acting Secretary for Transportation, and they were also given a presentation on ITS which was very informative.

Mr. Kamm stated that the State is about to go to bid to spend up to, with the inclusion of the Space Coast TPO's support, \$8 million dollars for the Advanced Traffic Management System, which will have high benefits because it allows for more traffic to travel efficiently without having to widen the roadway.

3D. EXECUTIVE COMMITTEE REPORT

Mr. Kamm reported that in March the Executive Committee discussed the procedure to complete the Executive Director's evaluation. The Committee will use the County's existing performance evaluation form for the current review period and will discuss the results at their next meeting this afternoon.

Councilwoman Eley noted that there was also discussion of giving a bonus to the Executive Director and that she had wanted to have this item brought to the full Board for discussion.

Motion by Mayor Randels, second by Commissioner Allender to be in receipt of the Space Coast TPO Executive Committee minute of March 10, 2011s. Hearing no objections the motion was approved.

4A. CONSENT AGENDA

Motion by Councilwoman Isnardi, second by Councilman Nowlin to approve the consent agenda. Hearing no objections the motion passed unanimously.

5A. LEGISLATIVE ISSUES

Ms. Holt reported that staff is working with FDOT on the scope and design of the KSC Sea Loop Trail. The pilot program for bicycle traffic on limited access bridges was filed as an amendment to the Omnibus Transportation bill by Senator LaValla and he specifically spoke to the Committee about the

Pineda Causeway. Senator LaValla also added language to the bill defining launch support facilities which will allow FDOT to move forward in using state funds at the KSC.

Ms. Holt said the Miami to Jacksonville rail line still has \$118 million in the tentative work program. Ms. Holt reported many changes to transportation funding policy are proposed. Money would be moved to seaports and the Growth Management bills will impact transportation planning. The Brevard Expressway Authority would be rescinded and other Expressway Authorities could be absorbed into the Turnpike Enterprise.

Councilman Greene asked Ms. Holt if she would come back with the total number of funds that have been raided from the trust fund.

Mayor Tulley asked Ms. Holt to explain the history of the Brevard County Expressway Authority. Ms. Holt responded that it has been authorized for 30 plus years but has never met.

Ms. Holt concluded by stating that there was an amendment filed this week by the Senate Transportation Chairman that may impact the makeup of MPO's. It states that representatives of the Department of Transportation shall serve as non-voting advisers to the MPO governing board, and that to the maximum extent feasible each MPO shall seek to appoint non-voting representatives of various multi-modal forms of transportation not otherwise represented by voting members. Furthermore, it states that MPO's shall appoint non-voting advisers representing major military installations.

Mr. Kamm noted if this legislation goes forward our attorney should review the TAC/CAC memberships and policies to see if we are following all membership requirements.

Mr. Kamm said the TAC/CAC recommends the TPO ask the FDOT to participate in the Pineda Causeway feasibility study should it come to pass. If there is interest in the TPO adopting a similar motion now would be the appropriate time.

Motion by Councilwoman Eley, second by Councilman Nowlin to draft a letter requesting the FDOT include the TPO in the Pineda Causeway feasibility study. Hearing no objections the motion passed unanimously.

6A. Approval RE: Resolution 11-20, Amendment to the FY 2011 thru FY 2015 Transportation Improvement Program

Ms. Gillette summarized the changes of the TIP amendment and that the changes were in line with the TPO's priorities.

Motion by Mayor Randels, second by Councilwoman Meehan to approve Resolution 11-20 amending the FY 2011 thru FY 2015 Transportation Improvement Program

A roll call voted resulted in a unanimous vote to adopt Resolution 11-20.

6B. APPROVAL RE: AGREEMENT TO SUPPORT COUNTY'S ADVANCED TRAFFIC MANAGEMENT SYSTEM

Mr. Kamm said the FDOT is on the verge of letting a bid for an Advanced Traffic Management System. In order for the Department to move forward an agreement between the Department and

Brevard County is needed in which the County commits to maintaining the system in the future. The County intends to rely upon the \$200,000 dollars of SU funds for that commitment, which is contingent upon the TPO's commitment to provide the County the \$200,000 dollars a year. The TPO last July authorized the set aside of these SU funds for this purpose. The agreement was worked out between the County and TPO attorneys. Section 7 dealing with indemnification is not necessary and should be removed from the agreement. The BOCC takes up this issue on Tuesday and, following their approval, FDOT can award the project.

Commissioner Infantini stated that she supports this project but questioned whether the TPO was willing to commit 16% of its revenue in the future. Mr. Kamm explained that the SU funds are for projects and are separate from the TPO's operating grants.

Mayor Tulley asked for clarification if this is a maintenance agreement, not just for 5 years but forever. Mr. Kamm responded that this is correct.

Mr. Tulley then asked what portion of the funds available were being affected. Mr. Kamm responded that the TPO receives approximately \$7 to \$8 million dollars in SU funds annually, so this is a very small portion of that.

Councilman Greene asked if they could at some future point come back and ask for additional funds. Mr. Kamm responded that may have to be done as technology advances, and major overhauls would have to take additional funds from the same pool of money. It will be reviewed as necessary.

Motion by Councilwoman Eley, second by Councilwoman Isnardi to approve the agreement less section 7 for the Advanced Traffic Management System. Hearing no objections the motion passed unanimously

6C. APPROVAL RE: RESOLUTION 11-21, SPACE COAST TPO LOCAL AGENCY PROGRAM CERTIFICATION

Mr. Kamm stated there are efficiencies to having LAP certification, in particular it allows implementation of smaller projects. TPO staff has been looking at managing the SR A1A Corridor project as its first LAP project and would need to be certified by FDOT to do so. Mr. Kamm said the Department would like to oversee and manage this project. So the action requested here is to have staff continue pursuing LAP certification to be prepared for the next project.

Ms. Sadighi stated that SR A1A is one of the first Complete Street projects coming on line and the Department would like to manage the project and would we be meeting with TPO staff to incorporate any comments or concerns. Ms. Sadighi recommended that the TPO move forward with getting certified for future projects.

Mayor Randels voiced the concerns of his constituents that having FDOT in charge of this project could delay it even longer.

Ms. Sadighi responded that although they have not yet developed a scope, the concern is not when to start but that at the end of the study permitting can be done and the project can be implemented.

Commissioner Nelson stated that there has been a local task force working on this and they have moved so far down the road to now suddenly change that direction is a concern. There needs to be flexibility on the part of FDOT with this project.

Ms. Sadighi responded that the Department is not as rigid as it once was and they realize that they need to be more willing to listen to the communities concerns.

Mayor Schultz commented that our concern is that this is a whole new type of project and not the normal road widening project that FDOT deals with on a daily basis. He said the TPO is willing to take this project and do it for the FDOT.

Mr. Kamm asked Ms. Sadighi to explain the term “context sensitive solutions”. Ms. Sadighi responded that it means the Department is looking at the larger picture and working with the communities and their visioning.

Mr. Kamm stated that this is a program supported by Federal Highway that allows FDOT to modify some design criteria to better fit a project into the community.

Commissioner Infantini noted her preference to have the FDOT run the project because when the County has been in charge there were numerous cost overruns because they could not say no.

Mr. Kamm recommended that we bring back, to the May meeting, the scope of services, so that members may see the flexibility and community outreach that is proposed.

Commissioner Nelson asked there be a meeting before that with the community task force and FDOT so they may be able to give their input and understanding of what is being discussed.

Commissioner Infantini asked what cost was involved with getting certified and if another LAP certified agency in the County would be able to do the project. Mr. Kamm responded that there is no fee to get certified, and it is easier for the TPO since it has multi-jurisdictional authority to do projects in the different communities.

Motion by Councilwoman Eley, second by Councilwoman Meehan to have staff move forward with becoming LAP certified. Hearing no objections the motion passed unanimously.

6D. APPROVAL RE: FY 11 REVISED PROJECT PRIORITIES (PAGE 62)

Ms. Gillette provided a summary of the process being developed to address the district’s request to have project priorities identified by phase and in a manner that would better enable the TPO to accept low bid funding.

Ms. Gillette reported that there is a need for smaller projects to be identified that can be implemented with short notice. The district will have to turn around their low bid funding in a 90 day time frame.

Ms. Gillette said the task team is working on developing project priorities. The task team, a recommendation of the TAC/CAC is comprised of about 20 members from different municipalities. The team is currently working on a 90 day list and each municipality has been asked to submit their top 3 priorities. (ex. Sidewalk projects, safety projects, etc.).

Ms. Gillette r said the task team develop project priorities in a three phase process. Ms. Gillette stated that the requested TPO action this month is to approve the unfunded phases of the currently adopted priorities organized by phase as FDOT requests. The projects are listed by design, design-build, right-of-way or construction.

In May, the 90-day list will be presented. Ms. Gillette reported that the DOT schedule for work program development has been moved up by a couple of months. The state legislature will be convening in January of next year instead of March due to the re-districting plan. The work program meetings will be held in October and the District will submit the tentative work program for fiscal year 2013-2017 by November 2nd. Ms. Gillette said priority recommendations for capacity, sidewalks/complete streets and traffic operation projects will be presented at the July meeting.

Motion by Mayor Randels, second by Councilman Greene to approve the revised FY 2011 Project Priorities list. Hearing no objections the motion is approved.

6E. Approval RE: Draft FY 2012 Operating Budget

Mr. Kamm presented the draft FY 12 operating budget. Mr. Kamm explained to the members the unique financial operations of the TPO. The TPO operates on two different financial systems, a grant, project orientated budget and an operational expenditure based budget. Both types operate on different fiscal years.

Mr. Kamm presented the anticipated revenues and expenditures for FY 12. New projects that would be addressed in FY 12 included a new crash data location system, complete streets policy development and conducting the FY 11 audit. On-going activities included the bicycle/pedestrian program, project priorities and the annual traffic count program.

Mr. Kamm summarized the budget by stating that the proposed budget addresses the planning areas of the TPO, sets aside funds for severance and contingency, continues to secure non-traditional funding and conserves highway planning grant funds. The proposed budget also leaves approximately \$25,000 to \$35,000 in unallocated grant funds. These unallocated funds will roll forward to next fiscal year if not expended.

Commissioner Infantini requested an accounting of the reimbursement received from Space Florida. Ms. Carter responded that she would provide that information.

Mayor Tulley requested a more detailed draft of the budget. Ms. Carter responded that she would provide one at the July meeting.

Councilman Greene inquired if the \$60,000 severance included in the budget was only for the Executive Director. Ms. Carter responded that approximately \$45,000 was for 6 months severance for the Executive Director and the remaining \$15,000 would be to cover pay out of sick/vacation leave for the Director or any other employee who may leave.

Councilwoman Infantini asked for clarification that this budget did not include any type of bonus for the Executive Director. Mayor Schultz responded that it did not.

Motion by Commissioner Infantini, second by Commissioner Allender to approve submission of the draft 2012 budget into SAP. Hearing no objections the motion passed unanimously.

7A. I-95 INTERCHANGE & ELLIS ROAD WIDENING PD&E STUDY UPDATE – MARY MCGAHEE, FDOT

Mr. Kamm introduced Ms. Mary McGehee from the FDOT and Mr. Dan Kristoff from Reynolds, Smith & Hills. Mr. Kristoff presented the status of the PD&E and what has been completed to date. The PD&E is looking at various typical sections and the impacts to the local drainage system. Following the presentation Mr. Kristoff stated that he will come back to the TPO prior to the July public meetings to present alternative solutions.

Ms. McGehee stated the District will have web meetings on the project and anyone desiring to participate should advise Ms. McGehee.

Mayor Schultz asked if piping the ditch is a consideration. Ms. McGehee responded that they are now looking at this because it was not part of the original scope.

Councilwoman Meehan stated she did not want to see any delays in this project.

Mr. Kamm responded that maintaining an open canal adds 40 to 50 ft of additional right of way impact. It is prudent to look at all alternatives that may be able to reduce that impact. Perhaps a local storm water management project may be moved up or developed that would address the canal and reduce right of way needs, or eliminate the drainage ditch altogether, and make it a project we can afford to do.

Mayor Schultz asked if we need to give the consultant any direction with regard to the drainage and coordination with storm water.

Mr. Kamm responded that the TAC/CAC had recommended that they seek to minimize right of way impact and to coordinate with local governments which the District is proceeding to do.

7B. STAFF REPORT

Mr. Kamm had no comments.

7C. LOCAL GOVERNMENT REPORTS

Mayor Tulley reported to the Board on the February 18th trail meeting in DeBarry. It was the third such meeting he has attended and noted that it was the first time all of the County Commissioners were in attendance with the exception of Commissioner Fisher, who had a scheduling conflict. This is a five county trail project and there was a high level of commitment. Mr. Tulley said he is thrilled that the trail was modified to go through the KSC and downtown Titusville.

7D. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

Ms. Valencia reported that the contractor for the Pineda Causeway interchange has until November to complete the project but the District has worked with the contractor to open the interchange on May 2nd.

Barnes Boulevard and US 1 intersection project should be completed by the end of this month. Mayor Schultz thanked the Department for the work done on this project as it was long overdue and looks great.

Mr. Kamm noted that this is a good example of the Department and two different County agencies working to implement a storm water project that alleviates flooding in that area and address storm water management requirements for the intersection upgrade.

8A. Communications

No comments on this item.

8B. PUBLIC COMMENT

Mr. Tuck Ferrell spoke on the St Johns Heritage Parkway and wanted to thank the City of Palm Bay and the TPO for their hard work in trying to get the funding to get this project done quickly.

Mr. Mark Conklin presented the members with information on an upcoming Bicycle Festival to be held in the City of Titusville and invited members to attend.

9. Adjourn

There being no further discussion, the meeting adjourned at 11:40am.

Attest:



Laura Carter, SCTPO

As Approved by the TPO on 5/12/11

