



**Space Coast Transportation Planning Organization  
Technical Advisory Committee/Citizens Advisory Committee**

Brevard County Government Center  
2725 Judge Fran Jamieson Way, Melbourne, Florida  
Building C, 2<sup>nd</sup> Floor, Space Coast Room

Meeting Date: Monday, July 9, 2012

**MEETING MINUTES**

**Agenda**

1. Call to Order of the Space Coast TPOs Technical and Citizens Advisory Committees
2. Approval of Minutes – May 7, 2012
3. Space Coast Transportation Planning Organization Actions
4. Bicycle/Pedestrian and Trails Advisory Committee Report
5. Central Florida Metropolitan Planning Organization (CFMPO) Alliance Report
6. Transportation Disadvantaged Local Coordinating Board (TDLCB)
7. Approval RE: Administrative Actions to begin Complete Streets Program
8. Approval RE: Resolution 13-03, Amendment to FY 11/12 thru FY15/16 TIP
9. Adoption RE: Resolution 13-04, FY12/13 thru FY16/17 TIP
10. Approval RE: 2012 Strategic Intermodal System (SIS) Project Priorities
11. Approval RE: Draft FY 2013 Operating Budget
12. Pineda Causeway Bicycle Access Pilot Program
13. Staff Report
14. Local Government Report
15. Florida Department of Transportation Report
16. Communications
17. Public Comment
18. Adjourn

**Technical Advisory Committee Members Present:**

Stuart Buchanan	Brevard County Planning & Development
Devin Swanson	Brevard County Public Works
Mike Connors	Brevard County School Board
Ed Wegerif	City of Cocoa
Bob Torres	City of Cocoa Beach
Mary Anne O'Neill	Indian Harbour Beach
Todd Corwin (alternate)	City of Melbourne
Rick Cloutier	Melbourne Intn'l Airport
Sue Hann	City of Palm Bay
Michael Jarusiewicz (alternate)	City of Rockledge
Jim Liesenfelt	Space Coast Area Transit
Linsley Pietsch	Space Florida
Ann Benedetti	St. Johns River Water Management
Scott Morgan	West Melbourne

**Citizens Advisory Committee Members Present:**

Bob Lawton	Canaveral Port Authority
James McCarthy	City of Cocoa
Anne Herzog Marhoefer	North Beaches Coalition
Rodney Honeycutt	BOCC District 1
Bob Baugher	BOCC District 2
John Porter	BOCC District 2
Peter Fusscas	BOCC District 3
Clarence Mills	BOCC District 4
Tres Holton	BOCC District 5
Bob Klapproth	City of Melbourne
Jim Brown	City of Melbourne
Bob Wille	City of Titusville
Pete Petyk	City of Titusville
Sandra Michelson	West Melbourne

**Others Present:**

Bob Kamm	Space Coast TPO Executive Director
Laura Carter	Space Coast TPO Staff
Georganna Gillette	Space Coast TPO Staff
Kim Smith	Space Coast TPO Staff
Diana McCartney	Space Coast TPO Staff
Leigh Holt	Space Coast TPO Staff
Steven Bostel	Space Coast TPO Staff
Carol Holden	Space Coast TPO Staff
Lorena Valencia	Florida Department of Transportation
Jeremy Dilmore	FDOT
John Scott	City of Rockledge Homeland Security
Myra Picallo	FDOT
Shashank Nemichand	Cocoa Beach

**Item 1. Call to Order**

TAC Chairman, Sue Hann called the meeting to order at 10:03 a.m.

**Item 2. Approval of Minutes – May 7, 2012**

***Motion by Mr. Morgan, second by Mr. Swanson to adopt the meeting minutes of May 7, 2012.***

***Motion by Mr. Mills, second by Mr. Baugher to concur with the TAC motion. Hearing no objections, the motion passed unanimously.***

***The TAC motion passed unanimously.***

### **Item 3. Space Coast Transportation Planning Organization Actions**

Mr. Kamm stated the TPO received a request from the City of Palm Bay for supplemental funding of the St. Johns Heritage Parkway (SJHP) project. The TPO voted to grant the City of Palm Bay an additional \$3 million of SU funds to subsidize the request for the section from Malabar Road to Emerson Drive and from Emerson Drive to the north City limits. He stated the TPO has accumulated SU funds from various low bid projects, so this financial support will not adversely affect any ongoing TPO projects. The City of Palm Bay will provide the TPO with a firm amount requested by September, 2012. Mr. Kamm reported the TPO Board approved the UPWP and the Strategic Plan Priorities.

### **Item 4. Bicycle/Pedestrian/Trails Advisory Committee Report**

Ms. Gillette reported TPO staff met with the BPTAC Steering Committee on June 18<sup>th</sup> to develop the Bicycle/Trails Mobility Plan. The existing and planned bike/ped facilities have been inventoried and a county wide working vision map has been drafted. An analysis is being performed to measure the County's accessibility. This accessibility analysis will be used as a planning tool to visualize the mobility opportunities and challenges in the County. The next BPTAC meeting is scheduled for August 20<sup>th</sup>. Ms. Gillette reminded everyone that Ms. Smith has bike helmets available and that school is scheduled to start on August 8<sup>th</sup> this year.

### **Item 5. Central Florida Metropolitan Planning Organization (CFMPO) Alliance Report**

Mr. Kamm reported the CFMPO Alliance held their annual joint meeting with the West Coast Alliance on June 8<sup>th</sup>, 2012. The Florida Greenways and Trails Foundation made a presentation for a complete network of trails throughout central Florida. The Trails Foundation is working to identify gaps in the system that will extend from St. Augustine to St. Petersburg. Mr. Kamm stated this trail system could be a powerful economic generator and the TPO is a key component to the plan. The plan incorporates four FDOT districts, so Central Office will need to be involved to potentially facilitate the process.

### **Item 6. Transportation Disadvantaged Local Coordinating Board (TDLCB) Report**

Mr. Liesenfelt reported the TDLCB met on May 21, 2012, and adopted the five year Transportation Disadvantaged Service Plan update. This plan evaluates the goals and objectives of the door to door transportation system. This is the last year the current plan can be updated. A consultant will be tasked with writing a new plan beginning in October. Mr. Liesenfelt reported after much discussion, work is proceeding with cities to install shelters and benches. The State is advocating all bus stops meet ADA and Department of Justice guidelines, and the LCB is working to reach that goal. Mr. Liesenfelt reported the remainder of the meeting was a Sunshine Law review for new members and a review of Transportation Disadvantaged Trust grant funding.

Mr. Kamm stated the TPO has an annual public meeting to discuss project priorities. This year the meeting will be combined with Space Coast Area Transit and their Transportation Disadvantaged Service Plan development in anticipation of generating more public interest and provide a greater multi-modal approach to the annual meetings.

Ms. Hann inquired if the LCB needed cities to work with them to ensure bus stops achieve ADA guidelines.

Mr. Liesenfelt replied the scope development is currently underway, work will be coordinated through the Complete Streets planning, and eventually affected cities will be invited to workshops.

**Item 7. Approval RE: Administrative Actions to begin Complete Streets Program**

Ms. Gillette stated \$18 million is set aside in FY 15, 16 and 17 for implementing Complete Street projects. The requested actions will begin the process to identify the projects that will receive these funds. TPO staff requested its general planning consultant, Kittelson & Associates to develop a scope of work to lay out a procedure and criteria to select candidate projects that meet the goals and objectives of the TPO's Complete Street Policy. The scope identifies a three stage screening process:

1. A county-wide assessment of Complete Street suitability and opportunities.
2. Identification of up to 15 potential projects that meet basic Complete Street criteria.
3. Selection of up to 5 finalists based on a detailed analysis of funding needs and contributions, benefits and constructability.

This screening process will be conducted through the establishment of a review committee. The final list of projects will be brought to the TPO for approval and then submitted to FDOT for funding in next year's work program using the TPO's SU funds. The projects will be implemented by local jurisdictions under FDOT's Local Agency Program (LAP). The requesting actions are:

1. Approve Work Order with Kittelson
2. Amend FY 2013 UPWP to include \$309,000 of TPO SU funds to perform this evaluation
3. Approve FY 2012 Operating Budget Amendment to establish a revenue and expenditure budget
4. Authorize the Executive Director to execute any documents that may be needed to supplement the Joint Participation Agreement with FDOT

Mr. Kamm stated we intend to develop an advisory committee with local governments as these types of projects are new and haven't been implemented with TPO financial assistance anywhere nationally. The advisory committee will develop screening criteria to obtain showcase projects for the community that are implementable, cost feasible and fair.

Mr. Corwin inquired if previously submitted projects would still be considered.

Ms. Gillette replied yes, those projects will be considered.

Ms. Hann commented this lays a good foundation for us to embrace the Complete Streets program. This is a good approach.

Mr. Kamm stated identifying a project's cost elements early is important to stay within budget constraints. Fiscal responsibility is especially important at this preliminary step.

Mr. Wille inquired about the selection of Kittelson as the consultant for the work order.

Mr. Kamm responded their demonstrated ability was a key factor in the selection of this consultant. Kittelson has produced some of the guiding documents used by FHWA and is recognized as a national leader in Complete Street projects.

Mr. Baugher inquired if the Complete Streets program might help with the ongoing SR A1A project funding.

Mr. Kamm responded the SR A1A project is similar, but outside the scope of this Complete Street program. SR A1A is a self contained project that is being managed by FDOT.

Ms. Gillette stated SR A1A is a state road, so will hopefully be funded by the State. The majority of the Complete Street projects are local and do not qualify for State funding.

***Motion by Mr. Swanson, second by Mr. Cloutier to approve Administrative Actions to begin Complete Streets Program.***

***Motion by Ms. Marhoefer, second by Mr. Wille to concur with the TAC motion. Hearing no objections, the motion passed unanimously.***

***The TAC motion passed unanimously.***

#### **Item 8. Approval RE: Resolution 13-03, Amendment to FY11/12 thru FY15/16 TIP**

Ms. Gillette stated DOT requested a FY12 thru FY16 TIP amendment. The amendment allows the FDOT to obligate funds and advertise the following projects prior to September 30, 2012:

1. I-95 Interchange at St. John Heritage Parkway north of Micco Road. This project splits the interchange design segment and the connector roads into two separate projects. The interchange will be managed by FDOT and the connector roads will be managed by private interests
2. I-95 Interchange at Ellis Road/St John Heritage Parkway. This project splits the interchange design segment and the local road design project into two separate projects. The interchange will be managed by FDOT and the County will be responsible for the local road segment
3. SR 501 from Calvados Drive to Wal-Mart Shopping Center for surveying and mapping, and acquisition of two parcels for connection of the sidewalk on Clearlake Road (SR 501)
4. I-95 Sound Wall. This project's design and construction was funded in the TIP and allows the construction of a sound wall along I-95 northbound in West Cocoa from Pluckebaum Road to south of SR 520
5. SR 404 (Pineda Causeway) from US 1 to SR A1A. This is the Pineda Causeway Pilot Project that will add bike lanes to the bridge
6. Complete Streets project. This incorporates SU funding into our TIP to develop a planning screening tool for Complete Streets project programming

7. Palm Bay Parkway from Malabar Road to north of Palm Bay city limits. This adds \$3 million of SU funds to the TIP to allow the City of Palm Bay to exercise the bid option to complete construction of this project

***Motion by Mr. Cloutier, second by Mr. Swanson to approve Resolution 13-03, Amendment to FY11/12 thru FY15/16 TIP***

***Motion by Mr. Porter, second by Mr. Mills to concur with the TAC motion. Hearing no objections, the motion passed unanimously.***

***The TAC motion passed unanimously.***

Mr. Wille asked why \$2.5 million is being proposed for the sound wall as he recalled it being estimated at \$1 million.

Ms. Holt replied the \$1 million was an estimate used by Rep. Goodson in the legislative budget, so we used that number as well.

Mr. Fusscas inquired about the effectiveness of sound barrier walls.

Mr. Kamm responded sound moves in multiple directions and a wall provides a sound shadow for immediate houses, but not further out, as sound will go over the wall.

Ms. Pietsch commented the wall protects the homes from tire particles and other highway debris as well as sound.

Ms. Hann stated this sound wall was a special case as the neighborhood predated the interstate.

Mr. Kamm stated this project was discussed at the highest level at FDOT and the State decided to adjust policy to carry out this project.

#### **Item 9. Adoption RE: Resolution 13-04, FY12/13 thru FY16/17 TIP**

Ms. Gillette provided a summary of the FY 2013 thru FY 2017 Transportation Improvement Program. The TPO is required by Federal law to adopt a Transportation Improvement Program each year. The TIP was transmitted in advance of this meeting for your review. It will be posted online with any necessary changes once the TPO Board approves it on Thursday. A joint public open house meeting with SCAT is scheduled to be held on June 23rd to allow interested citizens the opportunity to ask questions and give their ideas on the proposed projects. Ms. Gillette stated the FY 2013 thru FY 2017 TIP goes into effect October 1st. If a project is not included in the TIP it is not eligible for Federal funds. At the end of the report there is a list of local projects, which are included strictly for informational purposes.

Ms. Gillette then summarized by saying the new TIP will include changes discussed earlier in the current TIP amendment. Federal Highway has requested format changes to include prior year, future year and total project costs for each project in the TIP. It references the corresponding Long Range Transportation Plan page number, the responsible agency, and the SIS identification for each project.

Ms. Hann stated the City of Palm Bay's local projects have changed and the information will be provided prior to the TPO meeting on Thursday.

***Motion by Mr. Swanson, second by Mr. Cloutier to approve Resolution 13-04, FY12/13 thru FY16/17 TIP.***

***Motion by Mr. McCarthy, second by Ms. Marhoefer to concur with the TAC motion. Hearing no objections, the motion passed unanimously.***

***The TAC motion passed unanimously.***

#### **Item 10. Approval RE: 2012 Strategic Intermodal System (SIS) Project Priorities**

Ms. Gillette discussed the FY 2012 Project Priorities process and explained that every year staff requests proposed projects from all of the municipalities, the County, and other transportation providers. The Growth Management Sub-Committee then reviews and prioritizes the projects. The list is then presented to the TPO Board for approval and submitted to FDOT, who will select those projects they can fund and include in their 5-year Work Program. SIS projects are programmed in Central Office and are being submitted now, while non-SIS projects will be submitted in September and are programmed by District Office.

Ms. Gillette presented the Priority list for highway projects in detail describing the projects and associated funding.

Mr. Morgan inquired about funding for the right of way on the I-95/Ellis Road interchange.

Ms. Gillette responded we are requesting DOT fund the right of way acquisition for the I-95/Ellis Road interchange.

Mr. Kamm stated the DOT typically does not fund right of way acquisition until the design plans are complete. The design plans are currently underway.

Mr. Wille asked if the six laning of SR 528 will affect other multi-modal modes of travel in that corridor.

Mr. Kamm responded SR 528 is under several jurisdictional authorities. FDOT is responsible for the section from SR 520 to Port Canaveral. Although a comprehensive multi-jurisdictional plan would be desirable for that corridor, we are not at that point yet. The most stressed segment in our area is Clearlake Road to North Courtney and could proceed independently based on local needs.

Mr. Porter commented the SR 528 corridor has been looked at for rail projects over the last couple of decades, however public support has been difficult. Mr. Porter agreed with the goal for an overall comprehensive plan for that corridor, but stated the six laning of SR 528 may limit the options.

Mr. Petyk commented the private sector transportation process seems to be servicing the public well within the theme park, airport and port corridor, and all at no cost to the taxpayer.

Mr. Brown inquired about the impact of heavy military equipment being transported on SR 528 to the rail yard.

Ms. Gillette replied Central Office is reviewing that impact in the SIS connector study.

Mr. Kamm stated the military equipment impact is no longer an issue as the military contracts were awarded to commercial shippers who are using ports other than Port Canaveral.

Ms. Holt presented the priority list for space infrastructure, Canaveral Port Authority, and rail projects in detail describing the projects and associated funding.

Mr. Jarusiewicz inquired about the salaries of the jobs created in the space infrastructure project list.

Ms. Holt replied Space Florida did a call for contracts and these are the actual salaries submitted by the contractors.

Mr. Kamm inquired about the strategic objectives listed on the chart.

Ms. Holt responded these are Space Florida's objectives and will link to our strategic based performance program.

Mr. Fuscas asked how many of the anticipated jobs will be local jobs.

Ms. Holt replied the jobs will all be local with the exception of the Cecil Field jobs.

Mr. Fuscas inquired if these local positions would be filled by local residents.

Ms. Holt said she was unsure as to who would get each actual position. However, our local workforce is very desirable.

Mr. Kamm stated the jobs will be created and located locally, with the exception of the Cecil Field project. We cannot tell who will qualify for each position until the projects are funded and applications are received.

Mr. Cloutier stated approximately 95% of jobs created recently at the airport have employed local residents, with a majority being former space workers.



Mr. Petyk commented that bringing new employees in would help our economy as they would perhaps buy real estate that is currently sitting empty, shop locally and increase our tax revenues. He further stated hiring locally would improve our economy also, so either way it is good for Brevard County.

Ms. Pietsch stated it is important to remember the state represents a proactive community that is reaching out for commercial space transportation to have a large presence here and operates differently than Federal programs. This is a forward looking strategy and is vital to our community.

Mr. Wille asked if every MPO and TPO in the state is going to see the Space Florida priority list or only the ones affected monetarily.

Ms. Holt stated all MPO and TPOs in the state are receiving the Space Port Master Plan and are being given presentations by Mark Bontrager.

Mr. Kamm stated the Space Act was written by Rep. Futch and all space projects that affect an MPO must be approved by the MPO for them to move forward.

Ms. Pietsch stated Space Florida is coordinating with other modal agencies within Florida to reach a comprehensive and integrated system plan.

Ms. Hann commented on the evolution of highway, rail, port, space and economic development. She commended everyone for ensuring Brevard is on the cutting edge of coordinating these transportation modes.

***Motion by Mr. Morgan, second by Ms. Pietsch to approve 2012 Strategic Intermodal System (SIS) Project Priorities***

***Motion by Mr. McCarthy, second by Mr. Porter to concur with the TAC motion. Hearing no objections, the motion passed unanimously.***

***The TAC motion passed unanimously.***

#### **Item 11. Approval RE: Draft FY 2013 Operating Budget**

Ms. Carter presented to the members the FY 2013 Space Coast TPO Operating Budget. The presentation included a review of revenue sources used by the TPO, planned expenditures and highlights of those items that have significantly changed from prior year.

New projects to be undertaken in FY 13 include the Complete Streets Program, continuing participation in a Regional Freight Study, development of the 2040 Long Range Transportation Plan, and updating the TPO's Public Participation Plan. Continuing projects include Traffic Counts, State of the System Report, Transportation Improvement Program and service agreements with Space Florida and Brevard County.

Ms. Carter stated the operating budget allocates funds to implement programs identified in the adopted UPWP. Reserves have been set aside but not funded for contingencies such as severance and leave costs for employees.

Ms. Marhoefer inquired about the professional training per diem amount.

Ms. Carter replied the professional training per diem is used for hotel, training registration, travel, etc. for staff to attend off-site training deemed appropriate by the executive director.

Mr. Kamm stated the notice for training opportunities is often short and does not sync up with the TPO Board meeting schedule. All staff training will still be presented to the Board, but this allocation allows the Executive Director to approve appropriate training prior to presentation to the Board and will be utilized only when time constraints deem it necessary.

### **Item 12. Pineda Causeway Bicycle Access Pilot Program**

Mr. Dilmore from FDOT made a power point presentation outlining the Pineda Causeway Bicycle Access Pilot Project description, design, limits, and schedule for completion. The project is one of three state-wide test sites chosen for bicyclists to cross limited access bridges and causeways.

Mr. Kamm inquired about the project evaluation criteria.

Mr. Dilmore replied the evaluation criteria are still being worked out.

Mr. Kamm offered assistance as the TPO is anxious to have a good sense of the effectiveness of this pilot project for ourselves and others.

Mr. Cloutier asked about the connotation of the green striping.

Mr. Dilmore responded FDOT is discussing holding public involvement presentations to inform the public on the denotation of the green striping.

Mr. Kamm inquired about signage for drivers and the selection of thermoplastic for striping.

Mr. Dilmore replied only the onramps will have signage. He further stated the thermoplastic being proposed meets friction specification requirements.

Ms. Pietsch asked if reflective green paint might be a preferred choice to thermoplastic and if there will be sufficient lighting provided to see the bicyclists.

Mr. Dilmore replied the thermoplastic treatment is consistent with guidelines and a lighting analysis has not been done.

Ms. O'Neill inquired who has the roadway right of way, cars or bicyclists.

Mr. Dilmore responded the right of way is towards bicyclists, but past precedence has not worked that way.

Ms. Marhoefer commented the project doesn't sound completely worked out regarding safety for bicyclists. She further stated signage as well as adequate lighting will be required.

Mr. Dilmore replied because this is a pilot project all those issues will be looked at. A measurement of the project's effectiveness is safety and FDOT will endeavor to limit conflict points.

Ms. Marhoefer inquired about the project's budget.

Mr. Dilmore replied the design budget is \$75,000, the construction budget is \$492,000, and the CEI costs are approximately 8%.

Mr. Klapproth asked about the bridge rail retrofit.

Mr. Dilmore responded the bridge retrofit involves installing an aluminum "bullet rail" which raises the height of the outside safety wall of the bridge.

Mr. Klapproth inquired if there will be something to separate the bicyclists from the vehicles.

Mr. Dilmore replied there will be rumble strips separating the two modes of travel.

Mr. Jarusiewicz asked if there will be additional striping to alert drivers.

Mr. Dilmore stated the striping will meet national standards to be consistent with other states.

Mr. Petyk inquired about the color choice for striping and also about the ramp crossing angles for bicyclists.

Mr. Dilmore replied the goal is to reduce the area of conflict. This angle was discussed at length and seemed to work best.

Mr. Petyk asked if the ramp yield signage for drivers would also be in the green color scheme.

Mr. Dilmore replied the yield signage would be the standard yield sign color.

Ms. Hann asked to get a copy of the design plans sent to her to discuss with Mr. Dilmore further.

Mr. Dilmore replied the plans would be provided.

Mr. Kamm stated the TPO would like to be involved and assist in the public education plans as well.

**Item 13. Staff Report**

Mr. Kamm summarized the strategic plan updates. He mentioned the MPOAC Institute attendance records, and discussed the new Federal Transportation Act and its implications for Florida.

Mr. Wegerif inquired about the status of SR 528 and the new tolls being implemented.

Mr. Kamm stated he is not sure if it will affect us at all. The issue is being discussed with the Florida Turnpike Authority.

**Item 14. Local Government Report**

There was no discussion on this item.

**Item 15. Florida Department of Transportation Report**

Ms. Valencia provided an update on current completed projects and projects under construction in Brevard County.

Ms. Hann asked for an update on the A1A project.

Ms. Valencia replied one would be provided.

**Item 16. Communications**

There was no discussion on this item.

**Item 16. Public Comment**

There was no discussion on this item.

There being no further discussion, the meeting adjourned at 12:11 p.m.

Attest: \_\_\_\_\_  
Carol Holden, SCTPO

As Approved by the TAC/CAC on \_\_\_\_\_