



Space Coast Transportation Planning Organization

Brevard County Government Center
2725 Judge Fran Jamieson Way, Melbourne, Florida
Building C, 3rd Floor, Florida Room

Meeting Date: Thursday, July 12, 2012

APPROVED MEETING MINUTES

1. Call to Order of the Space Coast TPO Governing Board
2. Approval of Minutes – May 10, 2012
3. Reports from Committees
 - A. Technical Advisory Committee/Citizens Advisory Committee Report
 - B. Bicycle/Pedestrian and Trails Advisory Committee Report
 - C. Central Florida Metropolitan Planning Organization (CFMPO) Alliance Report
 - D. Transportation Disadvantaged Local Coordinating Board (TDLCB) Report
4. Consent Agenda
 - A. Approval RE: Committee Appointments
 - B. Approval RE: Finance and Budget
 - C. Approval RE: Resolution 13-01, Transportation Disadvantaged Trust Fund Grant
5. Action Items
 - A. Approval RE: Administrative Actions to begin Complete Streets Program
 - B. Approval RE: Resolution 13-03, Amendment to FY 11/12 thru FY15/16 TIP (via roll call vote)
 - C. Adoption RE: Resolution 13-04, FY12/13 thru FY16/17 TIP (via roll call vote)
 - D. Approval RE: 2012 Strategic Intermodal System (SIS) Project Priorities
6. Reports and Presentations
 - A. Draft FY 2013 Operating Budget
 - B. Pineda Causeway Bicycle Access Pilot Program
 - C. Staff Report
 - D. Local Government Report
 - E. Florida Department of Transportation Report
7. Petitions, Remonstrances and Communications
 - A. Communications
 - B. Public Comment
8. Adjourn

Space Coast Transportation Planning Organization Board Members:

Chairman Jerry Allender	Canaveral Port Authority		Present
Commissioner Andy Anderson	BOCC District 5	Absent	
Commissioner Mary Bolin-Lewis	BOCC District 4		Present
Councilwoman Stephany Eley	City of West Melbourne	Arrived at 9:22 am	Present
Commissioner Robin Fisher	BOCC District 1		Present
Councilman Ken Greene	City of Palm Bay		Present
Commissioner Trudie Infantini	BOCC District 3	Arrived at 9:07 am	Present
Councilwoman Kristine Isnardi	City of Palm Bay	Absent	
Councilman Mark Larusso	City of Melbourne		Present

Councilwoman Martha Long	City of Titusville		Present
Councilwoman Kathy Meehan	City of Melbourne	Absent	
Commissioner Chuck Nelson	BOCC District 2		Present
Councilman Scott Nickle	South Beaches Coalition	Absent	
Councilman Mike Nowlin	City of Melbourne		Present
Councilwoman Michele Paccione	City of Palm Bay	Absent	
Councilwoman Georgia Phillips	City of Rockledge	Absent	
Mayor Jim Tulley	City of Titusville	Absent	
Councilman Jake Williams	City of Cocoa	Absent	
Commissioner Skip Williams	North Beaches Coalition		Present
Alternate Greg Jones	City of Melbourne		Present
Alternate Rita Pritchett	City of Titusville		Present

Others Present:

Bob Kamm	Space Coast TPO Executive Director
Georganna Gillette	Space Coast TPO Staff
Laura Carter	Space Coast TPO Staff
Leigh Holt	Space Coast TPO Staff
Steven Bostel	Space Coast TPO Staff
Kim Smith	Space Coast TPO Staff
Carol Holden	Space Coast TPO Staff
Lorena Valencia	Florida Department of Transportation
Paul Gougelman	Space Coast TPO Legal Counsel
Mary Schoelzel	FDOT
Jeremy Dilmore	FDOT
Liz Lackovich	District 1 Commissioners Office Staff
Sue Hann	TAC/CAC, City of Palm Bay
Tuck Ferrell	Friends of the Parkway
Jim Liesenfelt	SCAT
Ed Wegerif	Cocoa, FL
Lisa Frazier	Kimley Horn Associates
Linda Mannier	District 3 Commissioners Office Staff
Karl Passetti	Kittleson & Associates

Item 1. Call to Order of the Space Coast TPO Board

Chairman Allender called the meeting to order at 9:01 a.m.

Item 2. Approval of Minutes – May 10, 2012

Motion by Mr. Nowlin, second by Ms. Bolin-Lewis to approve the TPO minutes of May 10, 2012. Hearing no objections, the motion passed unanimously.

Item 3A. Technical Advisory/Citizens Advisory Committee Report

Ms. Hann reviewed the actions taken by the TAC/CAC at their July 9th meeting, to include approval of all items on the July, 2012 agenda.

Motion by Mr. Fisher, second by Ms. Bolin-Lewis to be in receipt of the TAC/CAC Draft Meeting Minutes from May 7, 2012. Hearing no objections, the motion passed unanimously.

Item 3B. Bicycle/Pedestrian/Trails Advisory Committee Report

Ms. Gillette reported TPO staff met with the BPTAC Steering Committee on June 18th 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 20th.

Ms. Long inquired if there was a public website where these maps would be available.

Ms. Gillette replied the TPO is working with the consultant to ensure the information is available on a public website.

Item 3C. 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 8th, 2012. The Florida Greenways and Trails Foundation made a presentation, with an accompanying map, 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. Mr. Kamm plans to invite the President of the Florida Greenways and Trails Foundation to make a presentation to our TPO Board in the near future.

Item 3D. 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. 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. Kamm inquired if the TPO can assist with the programming of bus stops.

Mr. Liesenfelt replied he will review the scope and get in touch with the TPO.

Mr. Kamm stated the project dovetails with the TPO Complete Streets Program.

Consent Agenda:

Item 4A. Approval RE: Committee Appointments

Item 4B. Approval RE: Finance and Budget

Item 4C. Approval RE: Resolution 13-01, Transportation Disadvantaged Trust Fund Grant

Mr. Kamm stated the City of Cocoa Beach has appointed John Adair as an alternate member on the Technical Advisory Committee.

Motion by Ms. Infantini, second by Mr. Nowlin to approve the consent agenda as presented. Hearing no objections, the motion passed unanimously.

Item 5A. 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 Streets Policy. The scope identifies a three stage screening process:

1. A county-wide assessment of Complete Streets suitability and opportunities.
2. Identification of up to 15 potential projects that meet basic Complete Streets 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 steering committee. The final list of projects will be brought to the TPO Board for approval in May, 2013 and 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 requested actions are:

1. Approve Work Order with Kittelson
2. Amend FY 2013 UPWP to include \$309,954 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 this is an innovative project. We will be forming an advisory committee composed of several municipalities to obtain the collective benefit of many good minds. The goal is to design a procedure and process for a national prototype Complete Streets program.

Mr. Allender inquired about the process to involve various municipalities.

Mr. Kamm responded we have a very extensive network established through Project Priorities development.

Ms. Long asked when the five finalists would be chosen.

Ms. Gillette responded the preliminary list will be presented to the TPO Board in May, 2013, and the finalists will be chosen by September, 2013.

Mr. Fisher inquired which municipalities were already involved in the program.

Ms. Gillette provided a list of cities engaged in the program.

Mr. Fisher asked if criteria for the program would require cities to provide matching funding.

Ms. Gillette replied there is not a required match for SU funds, but it would be preferred.

Mr. Greene inquired about the FY 2012 Operating Budget Amendment and future timeline.

Ms. Gillette responded the FY 12 funding amendment is for the screening phase only and will roll into FY 13. The individual cities involved will fund the construction of individual projects. The \$18 million in FY 15, 16 and 17 is allocated for design and construction and will be given to local municipalities to fund the selected projects through LAP.

Mr. Larusso asked for clarification on project screening criteria.

Ms. Gillette responded the TPO and local governments have adopted a Complete Streets policy. This policy will be the basis for decisions, with an inclination for multi-modal and high profile projects.

Mr. Larusso asked that city matching funds not be included in the criteria.

Motion by Mr. Greene, second by Mr. Nowlin to approve Administrative Actions to begin Complete Streets Program. Hearing no objections, the motion passed unanimously.

Item 5B. Approval RE: Resolution 13-03, Amendment to FY 11/12 thru FY 15/16 TIP (via roll call vote)

Mr. Kamm summarized Items 5B, 5C and 5D by stating Federal and State governments require TPO's to annually develop and adopt a TIP. The TIP is a core function of the TPO and lists all the projects programmed with funding for the next five years. A project must be included on the TIP to be developed with State and Federal funds. Item 5B amends the current year TIP. Item 5C adopts the upcoming five year TIP. Item 5D is a partial formation of project priorities for the following TIP.

Ms. Gillette summarized the proposed TIP amendments.

Motion by Ms. Eley, second by Ms. Infantini to approve Resolution 13-03, Amendment to FY11/12 thru FY15/16 Transportation Improvement Program (TIP). The motion passed 13-0 via roll call vote.

Item 5C. Adoption RE: Resolution 13-04, FY12/13 thru FY16/17 TIP (via roll call vote)

Ms. Gillette reviewed the FY 13 – 17 TIP that was transmitted in advance of this meeting for review. The TIP was posted online for public review for thirty days. TPO will partner with SCAT for an open house on July 23, 2012, to discuss the TPO's TIP and Project Priorities, and SCAT's Transit Development Plan. Ms. Gillette then summarized significant changes to the TIP. 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.

Mr. Williams inquired about the cost of the interchange at I-95 and SJHP.

Ms. Hann replied the design money for the interchange was previously funded in the DOT program through earmarked funds. The land is being donated by the private sector. The City of Palm Bay is responsible for the access roads to the interchange and is working with DOT as well as private sector partners. The access road design and construction will be privately funded.

Mr. Kamm commented the two I-95 interchanges were the TPO's top priority projects. He congratulated Ms. Hann and her department's work with DOT and the private sector to get these important projects moving forward in such a short time frame. He further commented on the long term benefits these projects will bring to the community.

Mr. Larusso inquired about the project cost factors used for the TIP.

Mr. Kamm replied project cost estimates are given by DOT. They have an extensive project cost history database which is updated and reviewed continuously.

Motion by Mr. Larusso, second by Mr. Williams to approve Resolution 13-04, FY12/13 thru FY16/17 TIP. Hearing no objections, the motion passed unanimously. The motion passed 13-0 via roll call vote.

Item 5D. Approval RE: 2012 Strategic Intermodal System (SIS) Project Priorities

Mr. Kamm stated the Strategic Intermodal System consists of the major transportation facilities in the State. The TPO is identifying the FY 2012 Project Priorities which will be submitted to DOT for assistance in developing their work program.

Ms. Gillette stated SIS projects are programmed in Central Office and are being submitted now, while non-SIS projects are programmed by District Office and will be submitted in September.

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

Mr. Larusso inquired if the US 192 potential widening and intersection with Babcock project might conflict with work being done by the City of Melbourne.

Mr. Kamm responded the study limit of the US 192 feasibility analysis is from Babcock on the east to the intersection of SJHP on the west. The preliminary analysis indicates an improvement of Ellis Road with a new interchange will divert traffic off US 192. The only widening needed on US 192 might be from Wickham Road to Dairy Road. There will not be a conflict with the City of Melbourne's project.

Mr. Greene asked if there is a projected number decrease in US 192 traffic flow if Ellis Road is improved.

Mr. Kamm replied yes, a number is available and will be presented as part of the consultant's presentation during the September TPO Board meeting.

Mr. Williams inquired if the SR 528 design project will be put out for competitive bid.

Mr. Kamm replied DOT has SR 528 listed on the SIS long term needs plan, but is not included among FDOT's SIS cost feasible projects. There will be no movement on this project until it attains cost feasible status. It remains on the TPO Project Priorities as an indication to DOT of its importance to Brevard County. The project will need to move in phases to attain cost feasible status prior to the competitive bidding process required by State law.

Ms. Holt provided an updated Canaveral Port Authority project needs list which replaces the list in the agenda package.

Ms. Holt stated the TPO's Strategic Plan embraces multi-modal cooperation, so a rail project needs list has been incorporated into the TPO Project Priorities. Ms. Holt reviewed the projects to include three Amtrak stations as well as a freight rail depot at Melbourne International Airport.

Ms. Holt reviewed the Space Florida priority list and the economic impact anticipated from various projects.

Mr. Nowlin commented he was pleased to see the addition of rail projects.

Mr. Nelson inquired if the new port projects have been approved by the Port Authority.

Mr. Allender replied yes, they have been approved.

Mr. Nelson asked if an impact study was done for moving the Port's boat trailer parking.

Mr. Allender responded John Walsh at the Port Authority would be able to provide that information.

Motion by Ms. Eley, second by Mr. Greene to approve the 2012 Strategic Intermodal System (SIS) Project Priorities. Hearing no objections, the motion passed unanimously.

Item 6A. Draft FY 2013 Operating Budget

Ms. Carter presented 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.

Mr. Larusso inquired if a cost comparison is performed for car rental fees versus car mileage reimbursement costs on overnight travel trips.

Ms. Carter responded yes, an analysis is performed for each trip, and the most cost effective means is used.

Ms. Infantini commented the Operating Budget was very informative and well done.

Item 6B. 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.

Ms. Infantini asked about the possibility to reduce the two year study time if the project is found to be unsafe.

Mr. Dilmore responded he is unaware of a process for doing that, but will contact Mr. Kamm with more information as it evolves.

Ms. Eley inquired about existing bike paths on SR A1A.

Mr. Dilmore replied the program will provide resurfacing for bicycle accommodations on Pineda at SR A1A in 2014.

Ms. Eley asked if bicycle accommodations were planned for other access points such as Tropical Trail and South Patrick Drive.

Mr. Dilmore responded he was not aware of any plans for those areas.

Mr. Kamm stated the DOT will be engaging in a public outreach program to alert drivers on the significance of green striping. Mr. Kamm offered TPO staff assistance to engage bicyclists and motorists in dialogue regarding safety issues and concerns.

Mr. Kamm stated the TAC/CAC meeting brought out concerns regarding the thermoplastic product used for the green striping. Thermoplastic is very slippery material, not acceptable to bicyclists, and could be counter-productive in that bicyclists will avoid using it.

Mr. Dilmore replied the DOT is working with manufacturers to obtain a slip resistant product. The results will be discussed with the TPO.

Mr. Kamm inquired if green asphalt might be a preferred choice.

Mr. Dilmore responded green asphalt will be considered, but is an expensive option.

Item 6C. Staff Report

Mr. Kamm reminded everyone there is no scheduled TPO meeting for August. The September, October, and November meetings will be held in the Space Coast Room. The TPO crash database system has been completed and several training sessions were conducted for appropriate agencies. Mr. Kamm mentioned the MPOAC Institute attendance records, and discussed the new Federal Transportation Act and its implications for Florida.

Ms. Holt reviewed the TPO Strategic Plan and its progression.

Ms. Eley commented the revised Strategic Plan is easier to read, understand, and evaluate.

Item 6D. Local Government Report

There was no discussion on this item.

Item 6E. Florida Department of Transportation Report

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

Item 7A. Communications

There was no discussion on this item.

Item 7B. Public Comment

There was no discussion on this item.

Item 8. Adjourn

Mr. Greene thanked the TPO Board for working together to improve all of Brevard County.

The meeting adjourned at 10:43 a.m.

Attest: _____
Carol Holden, SCTPO

As Approved by the TPO on _____