



TECHNICAL ADVISORY COMMITTEE/CITIZENS ADVISORY COMMITTEE
APPROVED APRIL 11, 2011 MEETING MINUTES
BREVARD COUNTY GOVERNMENT CENTER
2725 JUDGE FRAN JAMIESON WAY
BLDG C, SECOND FLOOR
SPACE COAST ROOM
MELBOURNE, FLORIDA

TAC MEMBERS PRESENT:

Stuart Buchanan	Brevard County Planning & Zoning
Rick Cloutier	Melbourne Airport Authority
Mike Connors	Brevard Public Schools- Transportation
George Gaudy	Van Pool Services, Inc.
Sue Hann	City of Palm Bay
Michael Jarusiewicz (Alt.)	City of Rockledge
Jim Liesenfelt	Space Coast Area Transit
Scott Morgan	City of West Melbourne
Linsley Pietsch	Space Florida
Howard Ralls	City of Melbourne
Lorena Valencia	Florida Dept of Transportation
Ed Wegerif	City of Cocoa
Mary Ann O'Neill	City of Indian Harbor Beach
Courtney Barker	City of Titusville

CAC MEMBERS PRESENT:

Jim Brown	City of Melbourne
Rodney Honeycutt	BOCC District I
Bob Klaproth	City of Melbourne
Benjamin Kiszkiel	City of Palm Bay
Bob Lawton	Canaveral Port Authority
Clarence Mills	BOCC District 4
Harry Pearson	North Beaches Coalition
Bob Wille	City of Titusville
Milo Zonka	BOCC District 5
James Rosasco	BOCC District 3
Ayn Smuelson	BOCC District 4
Bob Baugher	BOCC District 2
Dawn Bittar (Alt.)	City of Palm Bay
Pete Petyk	City of Titusville
Jill Liles	City of West Melbourne

OTHERS PRESENT:

Bob Kamm	TPO Executive Director
Georganna Gillette	SCTPO Staff
Laura Carter	SCTPO Staff

Diana McCartney	SCPTO Staff
Leigh Holt	SCTPO Staff
Steven Bostel	Bostel Consulting, Inc.
Lourdes Shaver	SCPTO Staff (Spherion)
Mary McGehee	FDOT-EMO
Dan Kristoff	RSSH
Tuck Ferrell	The Friends of the Parkway
Christine Hartnett	Canaveral Port Authority

1. CALL TO ORDER

TAC Chairman, Ms. Hann called the meeting to order at 10:00 a.m.

2. ELECTION OF CITIZENS ADVISORY COMMITTEE CHAIRMAN

Mr. Brown announced that Mr. John DeVivo, the CAC Chairman had resigned due to health reasons. Mr. Brown requested nominations for the Chairman position. Mr. Mills nominated Mr. Brown.

Motion by Mr. Zonka to close nominations, second by Mr. Mills. Hearing no objections, Mr. Brown was elected Chairman by acclimation.

Ms. Liles nominated Milo Zonka for Vice-Chairman. Mr. Kalproth nominated Mr. Wille for Vice-Chairman.

Motion by Mr. Pearson, second by Clarence Mills to close nominations for Vice-Chairman position. By vote of hands, Mr. Zonka elected as Vice-Chairman by a 8-4 vote.

Ms. Hann requested consent in favor of Resolution 11-19, recognizing the many years of dedicated service Mr. John DeVivo has given to the CAC. There were no objections from either the TAC or CAC.

3. APPROVAL OF MINUTES – MARCH 7, 2011

Motion by Mr. Gaudy, second by Mr. Ralls to approve the TAC/CAC minutes of March 7, 2011.

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

The TAC/CAC Motion passed unanimously.

4. SPACE COAST TRANSPORTATION PLANNING ORGANIZATION ACTIONS

Mr. Kamm reported on the actions taken by the TPO at their March 10, 2011 meeting. The TPO approved amendments to the Transportation Improvement Program. The TPO approved and endorsed submission of Melbourne's Safe Route to School application. Mr. Kamm also reported that the TPO directed the Executive Committee to perform the Director's Annual Evaluation and report back with a recommendation. The TPO also requested the Department of Transportation modify the Rail Trail project in North Brevard to a design-build.

5. 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 reported the TPO was awarded a Florida Traffic & Bicycle Safety mini grant to purchase replacement equipment and make repairs to program equipment. Ms. Smith reported that the BPTAC had a significant interest in having the Pineda Causeway part of a pilot project by the Florida Department of Transportation to evaluate the feasibility of granting exemptions to limited access facilities.

Ms. Smith reported that Indian River County MPO is looking at the Space Coast TPO's education program and would like to establish a similar program in their area. Ms. Smith recently conducted training for some of their P.E. teachers and is providing information on how to implement the program.

6. SCTPO EXECUTIVE COMMITTEE REPORT

Mr. Kamm reported that TPO designated the Executive Committee to conduct the annual performance evaluation of the Director. They are using the performance evaluation form that Brevard County uses for this first evaluation. The form and criteria used will be evaluated and updated for next year's evaluation. Mr. Kamm compiled a list of accomplishments to be used as part of the evaluation and it is included in the agenda package for the members information. The Executive Committee will be making a recommendation on the Executive Director's performance, which will be brought to the TPO for consideration in May.

7. MPOAC REPORT

Mr. Kamm reported that the MPOAC met last Thursday in Tallahassee. Mr. Kamm reviewed the "Snapshot of Florida MPOs" Executive Summary that provides general information on all the MPO's in Florida and how they compare. Mr. Kamm noted the staff size for the Space Coast TPO is listed as 1 staff member for every 80,000 people. The State average is 1 for 73,000.

Mr. Rosasco inquired how the calculations were done for staff size and how many were used for the Space Coast TPO. Mr. Kamm responded that the report was done by the Center for Urban Transportation Research and the full report, with all the backup information should provide that information. This report was just released and the full report will be available soon.

8. LEGISLATIVE ISSUES

Ms. Holt provided the members with updates to the status of the TPO's adopted Legislative Issues. First is to Protect the State Transportation Trust Fund. The House is proposing a \$300 million sweep of the transportation trust fund. The funds would go in part to an economic development fund. The Senate has no sweep of the transportation trust fund and does have additional money for transportation. The Governors budget also has no sweep of the trust fund.

Mr. Brown asked what the purpose of the trust fund was if the Legislature can dip into it at any time.

Mr. Kamm commented that the \$300 million the House is considering includes roughly \$100 million in documentary tax stamp revenue. In 2005, documentary stamp taxes were directed towards growth

management, towards bolstering non-highway modes of transportation. Documentary stamps are considered general revenue and can be used for any purpose the legislature desires.

Ms. Holt reported on revising the transportation funding policy. Some proposed growth management changes would revise the way funds could be raised by the locals. There are discussions about eliminating the Department of Community Affairs and moving their duties to another agency. The Governor would then reduce the number of employees from 600 to 40 and reduce DCA's budget from \$780 million to \$110 million.

Ms. Holt stated the \$118 million for the Jacksonville to Miami rail is still in the work program. However, a sweep of the transportation trust fund could force the elimination of rail projects.

Ms. Holt advised the committees on the status of Space and Transportation Planning. There is \$15 million in the work program for launch pad improvements and, even with a sweep, that money should remain.

Staff is working with FDOT to determine if the Rail Trail can be conducted as a design-build project instead of design only. Construction funding in FY 13 has yet to be identified. The Sea Loop Trail will link with the Rail Trail, which will result in a 40 mile loop traversing through Volusia County, Titusville and the Kennedy Space Center. .

Ms. Holt reported the FDOT Bill includes language authorizing the Florida Department of Transportation to study the feasibility of allowing bicycles on limited access facilities at up to three locations. This language was added as an amendment and the Pineda Causeway was specifically discussed as an example.

Mr. Rosasco inquired if the speed limit on Pineda Causeway would stay at 55 mph. Ms. Holt responded that there is no proposed change to the speed limit in the proposed bill language. That would need to be determined by the Florida Department of Transportation as part of a feasibility study.

Motion by Mr. Rosasco to keep the speed limit on Pineda Causeway at 55 mph, seconded by Mr. Wille for discussion only.

Mr. Kamm advised if the bill and amendment are approved, the study and selection of the three pilot locations will be the responsibility of the Department of Transportation. If the Pineda Causeway is selected, we can request to be included in the study at the very beginning so that local concerns, including speed limits, can be discussed and considered.

Mr. Baugher inquired if, by definition, limited access facilities already have their speeds established..

Mr. Kamm responded limited access has specific meaning under statute. By definition, non-motorized vehicles are prohibited on limited access roadways. This is why the DOT would conduct a pilot program to make sure it would be safe to allow non-motorized vehicles on certain, exempted limited access facilities. Speed limits are not defined by law but are set based on the design of the roadway and other conditions.

Ms. Samuelson supported Mr. Kamm's approach, requesting the DOT to include the TPO at the beginning of the pilot program.

Mr. Rosasco added he is concerned Tallahassee would decide to have a 45 mph speed limit on Pineda and he would like for the decision to be made by this committee or for the TPO to give guidance to those who do the design work.

Ms. Holt replied the speed limit issue will not be taken by legislature. The amendment that is filed now is simply that there will be a pilot program and it is limited to three bridges.

Mr. Pyrtek agreed with Mr. Kamm and that we need an analysis to make an intelligent decision on what changes would be needed to make the facility safe for both motorist and bicyclist.

Mr. Kamm stated the pilot study would analyze how to move the vehicles but accommodate other kinds of traffic in a safe manner, for the motorists and the cyclists.

Mr. Zonka stated the state and county municipalities use speed studies that include the character and uses of the roadway. There is a specific methodology used to determine speed limits. Mr. Zonka believed that a speed study would need to be conducted.

Mr. Mills commented that the speed limit is 55 mph and enforcement needs to be involved.

Mr. Wille withdrew his second to Mr. Rosasco's motion.

Motion by Mr. Wille and second by Mr. Zonka to have FDOT include the Space Coast TPO in the development of the Limited Access Pilot Bridge Program on the Pineda Causeway

Motion by Mr. Cloutier and second by Mr. Jarusiewicz to concur with the CAC motion. Hearing no objections the motion passed unanimously.

The CAC motion passed unanimously..

9. APPROVAL RESOLUTION 11-20 AMENDMENT TO THE FY 2011 – FY 2015 TIP

Ms. Valencia stated there are so many projects in this amendment in order to insure there is sufficient time to process the amendments..

Ms. Hann asked Ms Valencia if it was consistent with the action taken in February regarding the TPO adopting Resolution 11-17, requesting the re-direction of funds. Ms. Valencia said the amendments are consistent with the February TPO action.

Motion by Mr. Morgan, second by Mr. Cloutier to recommend approval of Resolution 11-20 amending the FY 2011 to FY 2015 Transportation Improvement Program

Motion by Mr. Zonka, second by Mr. Rosasco to concur with the TAC motion. Hearing no objections the motion passed unanimously.

The TAC motion passed unanimously.

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

Mr. Kamm explained the County's Advanced Traffic Management Systems (ATMS) is a signal control system that elevates the degree of coordination between signals to increase throughput and efficiency. Brevard County Public Works is engaged in developing an ATMS system throughout the County.

Mr. Kamm stated the FDOT and the County are ready to go out to bid to install additional corridors with ATMS. However, before the bid the County has to agree to maintain the systems. The County will be relying on the commitment made by the TPO in July, 2010 to allocate \$200,000 per year per of SU funds to perform the required maintenance and operations for the ATMS. The County needs from the TPO an Interlocal Agreement whereby the TPO commits to provide these funds to the County.

Mr. Baugher inquired about the duration of the agreement and what happens if things change. Mr. Kamm explained that the SU funds are made available to the TPO by Congress. Congress has set aside urban attributable (SU) funds that under the programming control of the MPO that receives them. Likewise, the amount of money is controlled by Congress. If Congress changes the process or does not provide in the future funds that are comparable, then the Interlocal Agreement with the County would be void.

Mr. Zonka expressed concern that the Agreement was not available to review. Mr. Kamm explained that due to timing, the draft Agreement was not available for distribution. However it will be sent to the full TPO Board prior to their meeting on Thursday. Mr. Kamm stated that this is more of a report item rather than a request for approval.

Mr. Petyk commented that ATMS is a good product but believed it did not help during rush hour traffic. Mr. Kamm responded that the ATMS system the County will implement is a real-time system and reduces delay during rush hour significantly. Mr. Kamm referred to the one system operating on Wickham Road from Sarno to Pineda and how effective the ATMS system has been.

Mr. Petyk asked if the \$200,000 was county-wide and who are the funds going to. Mr. Kamm responded that the funds would be used county-wide and listed the corridors that are included in the bid package. Public Works would be receiving the funds directly from FDOT. There is only one employee currently operating the system and with the additional corridors being added, additional staff may be needed.

Mr. Rosasco inquired about the need for additional staff and the need to budget for this \$200,000. Mr. Kamm responded that the staff would be County staff, not TPO. After installing the ATMS, it will need to be managed, thus the potential need for an additional staff member. The budgeting is the responsibility of the Public Works Department, not the TPO.

Mr. Jarusiewicz inquired what would happen if the \$200,000 is not all used. Mr. Kamm replied that the TPO is only making the funding available for the County. The County will have to secure the funds through an Interlocal with the FDOT. If the funds are not all expended, then the funds would be brought back to the TPO for re-allocation to another project.

Ms. Hann asked Mr. Kamm to put ATMS on future agenda's as appropriate and have County staff provide status reports on how the system is operating.

Motion by Ms. Barker, second by Mr. Ralls to support the County's Advanced Traffic Management System.

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

The TAC motion passed unanimously.

Public comment was heard from Mr. Ferrell, 1300 Pinetree Drive, Indian Harbor Beach, FL. Mr. Ferrell provided comments thanking the members for funding various projects and will continue to work with legislatures and transportation agencies to further transportation improvements for Brevard.

11. APPROVAL RE: RESOLUTION 11-21 SPACE COAST TOP LAP CERTIFICATION

Mr. Kamm explained what LAP, Local Agency Program, does. Federal funds have many rules and regulations that must be followed. There are many situations where it would be more efficient for a local agency to implement a project rather than the DOT. Smaller projects such as landscaping and sidewalks are good examples of LAP projects. In order to make sure all federal requirements are met, the DOT developed the local agency program process. An agency is reviewed and certified to participate in LAP

Mr. Kamm FDOT requests that initially an agency become LAP certified for a specific pilot project. The TPO believes the SR A1A Corridor Action Plan would be a good candidate project for the TPO to conduct through the LAP process. Managing a planning project is consistent with what TPO staff ordinarily does. Being LAP certified will put the TPO in a position to be more deeply engaged in the actual management and supervision and implementation of planning projects but not construction.

Mr. Kamm continued by stating the LAP application requires a Resolution from the TPO agreeing to the terms and conditions that would accompany the local agency program.

Mr. Rosasco asked if the existing staff is qualified to do this. Mr. Kamm responded that existing staff is qualified and can manage the LAP project.

Motion by Mr. Ralls and second by Mr. Cloutier to recommend approval of Resolution 11-21 Space Coast TPO LAP Certification.

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

The TAC motion passed unanimously.

12. APPROVAL RE: FY 2011 REVISED PROJECT PRIORITIES

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 us to accept low bid funding.

Ms. Gillette reported 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 continued with the activities that the task team has been working on to address 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.).

The task team will be implementing project priorities in a three phase process. Ms. Gillette stated that the requested action this month is to approve priorities list, previously adopted, in the new FDOT format that has the projects broken out by phase. 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. This means the work program meetings will have to be held by Oct. 31st and the district will close and submit the tentative work program for fiscal year 2013-2017 by November 2nd. The deadline for receiving TPO objections to the work program is November 15th. We will be meeting much earlier than we normally would . We will discuss in July our priorities recommendations for capacity, sidewalk and traffic operation.

Ms. Hann added the new process we are working through is a complete change of what we have done in the past and we are looking at project priorities by phase, trying to anticipate where projects might fall, which phase, what year and how much money we need and whether it is on or off the Federal Aid system.

Motion by Ms. Barker and second by Mr. Cloutier to approve the recommended priorities as revised.

Motion by Mr. Mills and second by Mr. Pearson to concur with the TAC motion. Hearing no objections the motion passed unanimously.

The TAC motion passed unanimously.

13. DISCUSSION 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.

Mr. Rosasco inquired about the \$200,000 commitment to the ATMS previously discussed. Mr. Kamm advised that the federal funds in the proposed operating budget are the Federal Highway Planning Grant. funds that come to the TPO to maintain the transportation planning process. The ATMS funds are from another source of project funds and are not included in our operating budget.

Mr. Rosasco inquired about additional staff and although it was stated that funding for the staff position would be taken from contracts, the amount of contracts is also increasing. Mr. Kamm explained that the services currently contracted out will be moved to the in-house staff position and the cost for the position will be offset by the elimination of the contracted services. Contracts are shown to be increasing due to the additional funds for managing the SR A1A study.

Mr. Rosasco asked why are there two different reporting periods. Mr. Kamm explained that the TPO could not achieve total financial independence as all our grants are reimbursing. The TPO relies on the County to provide up front funding for operations. The bills must be paid first, then invoices are submitted to DOT and then we are reimbursed. So we continue to rely on the county's financial management. and are tied to the County's fiscal year. (October- September) . Our grants operate on the state fiscal year. We have to maintain two financial management systems based on grants vs operating.

14. APPROVAL RE: FLORIDA TRAFFIC & BICYCLE SAFETY EDUCATION MINI GRANT

No discussion occurred on this item.

15. I-95 INTERCHANGE & ELLIS ROAD WIDENING PD & E STUDY – MARY MCGAHEE

Mr. Kamm introduced Mary McGehee from FDOT for the Ellis Road Widening PD & E Study the project engineer Mr. Dan Kristoff of 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.

Mr. Morgan commented that the project team is doing a good job, however, there is an opportunity to look at doing some drainage improvements. He stated he knows FDOT has done a good job with working with cities in terms of the pavement. There are opportunities to not only to create a new interchange and traffic movement but also to look at the area with local input and address some of the historic drainage difficulties in the area.

Mr. Zonka inquired about the width of current right-of way. Mr. Kristoff replied that it is a 100 ft or minus. In the canal sections, the right-of-way is as small as 80 ft.

Mr. Zonka asked about the feasibility options of capping the canal. Mr. Kristoff responded the current options are to try and not touch the canal. Mr. Kristoff explained some of the impacts of capping the canal related to business impacts, drainage system, maintenance and coordination needs with the FAA related to flight lines. This option will have to be evaluated further to determine if it is feasible.

Mr. Wille commented he is in agreement regarding working with the locals and finding the best solutions, however is concerns about incorporating too much and end with a project that is cost prohibitive to implement.

Mr. Kamm commented there needs to be a balance between the cost of piping the canal versus right-of-way acquisition from all the businesses that will be impacted by widening without piping.

Ms. Liles inquired about any road improvements that may be needed for John Rodes. Mr. Kamm responded that the County has looked into this roadway and due to the complexity and drainage, the cost are beyond what the County can implement.

Motion by Mr. Morgan and second by Ms. Hann to recommend the Space Coast TPO request FDOT work with the TPO, Melbourne, West Melbourne and Brevard County to evaluate project retention and drainage improvements which seek to minimize right-of-way acquisition from Ellis Road businesses and which through cooperation with local governments could address both project retention needs and historic drainage deficiencies in the project vicinity.

Motion by Mr. Mills and second by Ms. Liles to concur with the TAC motion. Hearing no objections the motion passed unanimously.

The TAC no longer had quorum. TAC supported by consensus the motion approved by the CAC.

16. STAFF REPORT

Mr. Kamm reported having FDOT as a voting member on the committee will be reviewed. The Department's view is that the FDOT should not be voting members on TPO/MPO committees or on the board itself. The DOT staff liaison is a voting member on the TAC which may require revision.

Mr. Brown stated he believed that the DOT member should be a voting member. Kamm replied that having voting membership can create a conflict of interest. There are some MPO's that have the districts secretary as a voting member. FDOT staff will continue attend but would not be a voting member.

17. LOCAL GOVERNMENT REPORT

No comments occurred on this item.

18. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

Ms. Valencia provided an update on various projects throughout the county.

Mr. Kamm inquired if the intersection project at Barnes and US 1 was complete. Ms. Valencia replied final inspections be finished by the end of the month

Ms. Hann asked for Traffic Operations to look into the operational change made on SR 514/ Malabar Rd. just east of Babcock Street. Ms. Hann also requested a meeting to address LAP issues with the locals and whoever maybe managing the various projects.

19. COMMUNICATIONS

No discussion occurred on this item.

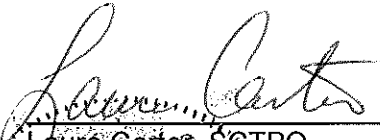
20. PUBLIC COMMENT

No discussion occurred on this item.

21. ADJOURN

There being no further discussion, the meeting adjourned at 12:22 p.m.

Attest:



Laura Carter, SCTPO

As Approved by the TAC/CAC on 5/9/11

