



**CHARLOTTE COUNTY – PUNTA GORDA
METROPOLITAN PLANNING ORGANIZATION**

MINUTES OF THE MPO BOARD MEETING, MAY 3, 2016
MURDOCK ADMINISTRATIVE BUILDING
18500 MURDOCK CIRCLE, ROOM #119
PORT CHARLOTTE FL 33948

MEMBERS PRESENT

Commissioner Christopher Constance, Charlotte County Commissioner
Commissioner Stephen R. Deutsch, Charlotte County Commissioner
Commissioner Ken Doherty, Charlotte County Commissioner
Commissioner James Herston, Charlotte County Airport Authority
Councilmember Tom Cavanaugh, Punta Gorda City Council

ADVISORY

Laura Lockwood, Alternate for Billy Hattaway, FDOT District One Secretary

STAFF PRESENT

Bob Herrington, MPO Director
Gary Harrell, MPO Principal Planner
Lakshmi N. Gurram, MPO Planner II
Wendy Scott, MPO Planner II
Bekie Leslie, Administrative Services Coordinator

OTHERS PRESENT

Lori Carlton, FDOT
John Burrage, CAC Chair
Stephen Carter, BPAC Chair
Mitchell Austin, TAC Chair/City of Punta Gorda
Rick Kolar, Charlotte County Transit
Pam Barr, Charlotte County Fiscal Services/Transit
Ned Baier, Jacobs Engineering
William Roll, Kimley-Horn and Associates, Inc.
Wally Blain, Tindale-Oliver, Inc.
Rob Cursey, Tindale-Oliver, Inc.
Peter Gerhardt, MSBU

1. Call to Order & Roll Call

MPO Chair Christopher Constance called the meeting to order at 2:00 p.m. A roll call was taken, and the Chair noted that all members were present.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Addition and/or Deletion to the Agenda

There were no additions or deletions to the Agenda.

Commissioner Doherty made a motion to approve the agenda/Commissioner Deutsch seconded the motion. It passed unanimously.

4. Public Comments on Agenda Items

There were no public comments on agenda items.

5. Chairs' Reports:

A. MPO Board Chair's Report

Commissioner Constance discussed a letter received from FDOT regarding a needed traffic study for the following year at the intersection of US 41 and Murdock Circle. Commissioner Constance stressed that this delay was unacceptable. Laura Lockwood stated that as soon as an FDOT cost estimate study was completed, FDOT would be able to consider the request. Commissioner Deutsch felt that it is imperative to address this problem before the next tourist season and noted that the required work was a relatively easy project. Ms. Lockwood stated that she was not ready to give a specific timeline yet. She noted that FDOT was approaching the end of the current fiscal year, and staff needed to assess which fiscal year's funding would be financing the project. Commissioner Deutsch asked FDOT staff to please get back to MPO Chair and MPO staff on a firm timeline. Commissioner Constance stated that the MPO Board could have an ad hoc meeting at a moment's notice, if need be, in order to address this issue. He stated that the MPO would like to be positioned to receive any excess State funding for this project. He asked Ms. Lockwood to advise if there is anything that the County can do to facilitate project completion. Ms. Lockwood stated that she anticipated State funding for the project may become available, and noted that all FDOT requests of the County have been met.

Commissioner Constance mentioned the Punta Gorda Airport New Terminal Grand Opening ceremony which had been held earlier in the day. He referred to the recent news regarding the possible FDOT designation of the Airport as an emerging Strategic Intermodal System (SIS) facility.

Chairman Constance asked for and received consensus to authorize Bob Herrington to draft and send a letter on behalf of the MPO Board supporting the Punta Gorda Airport receiving the emerging SIS designation from FDOT.

B. Citizens' Advisory Committee (CAC) Chair's Report

CAC Chair John Burrage described several roadway concerns discussed at the April 13, 2016 CAC meeting. He distributed a handout of photos taken by a CAC member in the area of the right turn lane off of Veterans Blvd. at the Home Depot entrance just before the Cochran intersection.

C. Technical Advisory Committee (TAC) Chair's Reports

TAC Chair Mitchell Austin noted that the TAC members had discussed all items on the MPO agenda. He stated that he had participated in the General Planning Consultant (GPC) selection process and characterized the selected consulting firms as excellent. Commissioner Constance asked if TAC members' meeting attendance had improved, and Mr. Austin indicated that it had.

D. Bicycle/Pedestrian Advisory Committee (BPAC) Chair's Report

BPAC Chair Stephen Carter discussed several issues reviewed by BPAC members, including a recommendation that the MPO Board endorse the Tampa Bay Area Regional Transportation Authority (TBARTA) initiative to implement the SUN Trail Network in Southwest Florida, especially to facilitate travel between North Port and the Parkside CRA.

Stephen Carter also noted that given the new cleaning schedule, bicyclists are finding that the US 41 bridges' bicycle lane cleanliness is much improved. He also stated that FDOT is now reimbursing bicyclists if they get a flat tire on the bridges. He emphasized the importance of having bike racks on all County transit buses, given the ability to travel from North Port to the Parkside CRA area via bus.

Stephen Carter reported that at the BPAC meeting, County staff member Gary Grossman had been advised of an issue on Westchester Blvd regarding grass overgrowth in a bicycle lane. He also discussed an issue on the Cape Haze Pioneer Trail where it is difficult to see intersections ahead when riders are in line on bicycles. Six to eight foot orange markers are recommended there, plus an electronic speed warning flashing sign similar to the ones that are currently installed at Englewood Beach and Gulfstream Blvd.

Commissioner Constance agreed with the BPAC members' assessment, stating that he had noticed how clean and free of debris the US 41 bridge is on his commute home the day prior.

Councilmember Cavanaugh suggested that it might be worthwhile to hold a joint BPAC and CAC meeting in the future to discuss items of mutual interest.

6. Florida Department of Transportation (FDOT) Report

Lori Carlton provided MPO Board Members with a handout on a recent preconstruction public information meeting held at the Cultural Center in Port Charlotte on April 28, 2016 regarding the US 41/Tamiami Trail Improvements Project from Cross Street to Cochran Boulevard. Lori Carlton responded to Commissioner Herston's question from a previous MPO Board Meeting regarding possible ADA requirements at the intersection of Harbor

View and US 41. She provided the project engineer's response that because there is no sidewalk on the Harbor View Road side, there is no ADA sidewalk compliance issue, and there is only a right turn lane that needs to be addressed. However, she indicated that there is a sidewalk on the Edgewater side. Commissioner Herston stated that his interest was in having an ADA compliant pathway southbound across Harbor View Road. Ms. Carlton described the large project which had been combined and recently placed under contract.

Commissioner Deutsch raised the issue of traffic flow heading from Kings Highway across US 41 toward Parmely Street in light of increasing usage of the Bayshore Live Oak Park and the future possibility of a relocated Peace River Wildlife Center in the area. He questioned whether or not the widening of Parmely Street might need to be addressed at some point. Commissioner Herston stated that Johnson Engineering was just hired by the Charlotte Harbor CRA Committee to address a number of needed improvements on Parmely Street from US 41 to Bayshore Road. He stated that funding was limited for widening, and traffic volume was not too extensive at this time. Commissioner Deutsch pointed out that the volume may increase in the future given current and future attractors. He also observed that as traffic exits Bayshore Road onto US 41 South, there are no easy solutions for turning to head in the northbound direction. Commissioner Doherty asked if the issue could be considered by the CRA advisory committee, so that an overall traffic master plan could be developed regarding entry to and egress from the area. Commissioner Constance stated that the access idea has merit, but attention also must be given to parking in the area simultaneously. Commissioner Herston thanked Commissioner Doherty for his recommendation, saying that the CRA Committee had just finished evaluating land development/rezoning in the area, and now would be a perfect time to consider this CRA traffic analysis.

7. PUBLIC HEARING: 2040 Long Range Transportation Plan (LRTP) Amendments

Commissioner Constance opened the Public Hearing. Bob Herrington described the three city projects that were not included in the 2040 LRTP. The TAC and CAC had recommended MPO Board approval of the LRTP Amendment. No member of the public wished to comment.

Commissioner Doherty made a motion to close the Public Hearing. Commissioner Deutsch seconded the motion, which passed unanimously.

Commissioner Constance asked Bob Herrington if the Amendment only included these projects in the LRTP without identifying a funding source. Mr. Herrington responded that he was correct, stating that the projects needed to be included so any future funding opportunity would not be missed.

Commissioner Doherty made a motion to approve the Charlotte County-Punta Gorda MPO 2040 Long Range Transportation Plan (LRTP) amendments by adding the Complete

Street projects to the 2040 LRTP Cost Feasible Plan and moving the SR 776 (from Crest View Dr. to CR 775) to the 2040 LRTP Needs Plan. Commissioner Deutsch seconded the motion. A roll call vote was taken, and the motion passed unanimously.

8A. PUBLIC HEARING: FY 2015/2016 – FY 2019/2020 Transportation Improvement Program (TIP) Amendment

Bob Herrington noted that FDOT recently sent a letter to MPO staff regarding FTA Section 5310 transit grant funding for operating assistance. This award needs to be listed in the TIP in order to receive this allocation. Commissioner Constance opened the Public Hearing. No member of the public wished to comment.

Commissioner Doherty made a motion to close the Public Hearing. Commissioner Deutsch seconded the motion, which passed unanimously.

Commissioner Doherty made a motion to approve amending the Charlotte County-Punta Gorda MPO's TIP for FY 2015/2016 – FY 2019/2020 adding: Federal Transit Authority (FTA) Section 5310 Operating Assistance for Charlotte County. Commissioner Deutsch seconded the motion. A roll call vote was taken, and the motion passed unanimously.

8B. PUBLIC HEARING: FY 2016/2017 – FY 2020/2021 Transportation Improvement Program (TIP)

Bob Herrington described the contents of the TIP document.

Commissioner Constance opened the Public Hearing. No member of the public wished to comment.

Commissioner Deutsch asked what constitutes a minor change. Bob Herrington gave examples such as a scrivener's error and stated that any major budget issue or content alteration would be returned to the MPO Board for approval. He also noted that the document takes effect on July 1, 2016.

Commissioner Doherty made a motion to close the Public Hearing. Commissioner Deutsch seconded the motion, which passed unanimously.

Commissioner Doherty made a motion to adopt the Transportation Improvement Program (TIP) for Fiscal Year 2016/2017 through Fiscal Year 2020/2021 and authorize the MPO Chair to sign the Authorizing Resolution and transmit the document to FDOT. The Motion should allow for staff to make minor changes and adjustments based on comments and input received. Councilmember Cavanaugh seconded the motion. A roll call vote was taken, and the motion passed unanimously.

9. General Planning Consultant (GPC) Selection

Bob Herrington described the MPO's recent GPC selection process, including the composition on the review committee, the receipt of seven letters of interest, the shortlisting of the top five firms for verbal presentations, and the selection of the top three firms for signing three year contracts. The TAC and CAC Members recommended approval of the three consultants. He noted that the Review Committee Members' scoring sheets were provided to the MPO Board Members. The three firms chosen are Kimley Horn and

Associates, Jacobs Engineering Group, Inc. and Tindale-Oliver and Associates, Inc. All three firms had representatives present in the event there were any questions.

Commissioner Deutsch asked how the MPO would work with the three firms. Bob Herrington described how when a task is issued, typically all three firms are asked to provide an approach which would lead to a scope of work for the chosen firm. Commissioner Deutsch described the situation as having a mini library of qualified firms. Commissioner Doherty commended all three firms and inquired whether or not hourly rates are included in any contracts. Bob Herrington indicated that they would be included, and FDOT would also deem the consulting firms as qualified to complete a given task.

Commissioner Constance related how he would review the GPC contracts following legal analysis and before signing them. Commissioner Constance stated that it is helpful to list consultant scoring in the same manner as is done under Charlotte County's procurement process. Cody Vaughn-Birch agreed that the County's method would be appropriate. Councilmember Cavanaugh indicated that the City of Punta Gorda follows the same procedure. Commissioner Constance received MPO Board consensus to add the names of the GPC committee members to the GPC scoring tab sheet for the public record in the future. for purposes of transparency in accordance with the County's and City's procurement practices.

Commissioner Doherty made a motion to approve the three professional consulting firms for general planning consultant services, as presented and authorize the MPO Chair to sign said contracts. Commissioner Herston seconded the motion, passed unanimously.

10. Consent Agenda

- A. Approval of Minutes: March 7, 2016 Meeting**
- B. FY 2016/2017 Federal Transit Administration (FTA) Section 5305 9D) Transit Planning Grant Application**
- C. Transportation Disadvantaged (TD) Planning Grant Agreement**
- D. Public Participation Plan (PPP) Revisions**

Commissioner Deutsch made a motion to approve the Consent Agenda. Commissioner Doherty seconded the motion, and the motion carried unanimously.

11. Final FY 2016/2017 – FY 2017/2018 Unified Planning Work Program (UPWP)/Metropolitan Planning Agreement

Bob Herrington described the FY 2016/2017 and FY 2017/2018 Unified Planning Work Program (UPWP) which lists the MPO transportation planning activities and establishes the

MPO bi-yearly budget. The UPWP includes a narrative of the work to be accomplished and the cost estimates for each task activity. There have been some recent formatting changes to the UPWP. Bob Herrington noted that the review/comment period was ongoing with remarks being obtained from the various state and federal agencies.

Commissioner Doherty made a motion to direct the MPO Staff to forward the Final FY 2016/2017 and FY 2017/2018 UPWP/Metropolitan Planning Organization agreement to appropriate reviewing agencies, allowing staff to make appropriate revisions as needed. Councilmember Cavanaugh seconded the motion. The motion passed unanimously.

12. FY 2017/2018 – FY 2021/2022 Project Priorities

Bob Herrington noted that the Project Priority list is developed annually as part of the Transportation Improvement Program (TIP) process. Attachment 1 contained the 2015 list that had been adopted last year, and Attachment 2 is the new draft 2016 list. He described the various projects on the list as broken down by funding source. He also noted that at the last MPO Board meeting a recommendation had been made to move the Burnt Store Road Phase 2 project to the Number One priority position on the list and reorder the remaining County projects (as reflected in Attachment 2). The CAC and TAC recommended that the MPO adopt the proposed 2016 Project Priority List for the upcoming cycle. The TAC made a second recommendation to move the funding from the Harbor View Road project to the Burnt Store Road project. The BPAC recommended that the MPO Board adopt the TAP project priority list as stated.

Bob Herrington reviewed the projects on the 2016 Transportation Alternatives Program list. He also noted the request received from the Office of Greenways and Trails for a letter of local support for endorsement of the TBARTA Sun Trail initiative (Attachment 4) . He noted that the BPAC, TAC and CAC recommended the Sun Trail letter endorsement.

Bob Herrington also described the Congestion Management/Transportation System Management Projects.

Commissioner Constance stated that the map of the Southwest Coastal Regional Trail needed updating. Bob Herrington stated that the staff will make the necessary adjustments and provide it to the members.

Commissioner Deutsch noted that in the area of US 41 between Cochran Blvd and the US 41 Bridge, there are several intersections with many problems. He gave the example of a stacking problem on the access road in the area adjacent to US 41 in the area of the Subway store at Harbor Blvd particularly with the closure of Edgewater. He described how the traffic line stacks with drivers wishing to cross US 41 on Harbor Blvd. He described how often the

intersection is blocked, and there is no visibility. He had witnessed several accidents there, characterizing the situation as difficult to solve. Commissioner Deutsch inquired about where the state's responsibility and the County's responsibility begin and end on US 41 and its access roads. He wondered how the State and the County could work together on to increase safety. Commissioner Doherty stated that years ago on the other side of US 41 at the site of the Ramada Inn (now a medical complex), the County had to close off the access road movement to improve traffic flow and safety. Commissioner Deutsch presumed that the State addresses the lanes on US 41, while the County must deal with the local roads. Laura Lockwood noted that the US 41 mainline is the State's responsibility, while local roads are the responsibility of local jurisdictions. Regarding traffic flow through the US 41 intersections, the State works closely with local governments, although access roads and commercial developments are subject to local comprehensive planning and land development codes. She stated that local land use policy is very important when it comes to transportation.

Commissioner Herston asked if the County had the capability to prepare an Intelligent Transportation System (ITS) Master Plan and Design-Build Criteria package to update the ITS County-wide and ensure that it can be integrated to State ITS systems utilizing state of the art ITS software and hardware. Bob Herrington related that at a meeting at FDOT District One in Bartow, County and FDOT staff members had suggested improvements needed to bring the County system up-to-date. Laura Lockwood stated that FDOT works closely with local agencies for a seamless flow where traffic systems can communicate. She believed that FDOT helps with equipment purchase, but installation may be the responsibility of the local agencies. She promised to verify this and respond back to the MPO Board.

Commissioner Herston stated that if new hardware and software will be implemented, then a great deal of time and money should not be spent on northbound left turn lanes. Commissioner Deutsch agreed with his assessment.

Commissioner Herston made a motion to adopt the 2016 Charlotte County-Punta Gorda MPO FY 2017/2018-FY 2021/2022 Project Priorities for the upcoming FDOT Draft Tentative Work Program Cycle; Commissioner Deutsch seconded the motion. It passed unanimously.

Commissioner Doherty made a motion to support the Tampa Bay Area Regional Transportation Authority (TBARTA) initiative to implement the SUN Trail Network in Southwest Florida and authorize MPO Chair signature on the Letter of Support for the Florida Greenways and Trails Council, SUN Trail Network program. Commissioner Herston seconded the motion. The motion passed unanimously.

13. Regional Project Priorities

Bob Herrington described the lists that had been developed with the regional MPO partners. The joint TRIP and RTAP lists with the Sarasota/Manatee MPO were contained in Attachment 1. The joint TRIP list with Lee County MPO was located in Attachment 2.

Commissioner Constance had a question on the Lee County MPO's prioritization of Burnt Store Road projects from Van Buren Parkway to the Charlotte County Line. Gary Harrell clarified that the Lee County MPO has funded this portion with federal funds. The other segments of Burnt Store Road in Lee County are state and locally funded.

Commissioner Deutsch a motion to approve the 2016 Joint Charlotte County-Punta Gorda - Sarasota/Manatee MPOs and the Joint Charlotte County-Punta Gorda - Lee County MPOs Transportation Regional Incentive Program (TRIP) Project Priority Lists; and the 2016 Joint Charlotte County-Punta Gorda – Sarasota/Manatee MPOs Regional Transportation Alternatives Program (RTAP) Project Priority List. **Commissioner Doherty** seconded the motion. The motion passed unanimously.

14. Public Comments

There were no public comments.

15. Staff Comments

Bob Herrington reviewed a list of recent activities of the MPO staff. He noted that members had received a list containing new transportation legislation. He told members that scheduling conflicts had prevented setting a meeting date with the Lee MPO Board, and the effort to find a convenient date was ongoing.

Bob Herrington received only two responses from the six MPOs that had been contacted through recent correspondence. As recommended at the last MPO Board meeting, the letter had requested that a regional meeting of all Southwest Florida MPO Chairs and MPO Directors be held. Commissioner Doherty suggested that given the response, FDOT District One Secretary Hattaway might wish to arrange such a regional meeting. Laura Lockwood stated that District One supports regional efforts to identify major transportation initiatives such as had occurred regarding Burnt Store Road improvements. She promised to relay the interest in a Southwest Florida regional transportation summit to Secretary Hattaway. Chair Constance noted that these efforts can help elevate an entire region's needs, and he would appreciate Secretary Hattaway's assistance in promoting this initiative.

16. Members Comments

Commissioner Deutsch commented that it had been a good meeting with good comments.

Commissioner Herston recommended that everyone pay attention to SB 416 regarding who is responsible for utility work costs on road widening projects. Commissioner Doherty stated that it was his general understanding that the relocation of privately owned public utilities in any public road right-of-way must have all associated costs paid for by the private entity (including design, permitting and relocation), but any improvements, for example, in a parallel public utility easement are the responsibility of the governmental entity.

Commissioner Herston also stated that the Airport Terminal Grand Opening held that morning had been very successful. He reported on other recent improvements made at the facility. He quoted favorable statistics contained in an April 7, 2016 Airport press release that reflected the 29th month in a row of increasing passenger traffic.

Councilmember Cavanaugh thanked FDOT for their assistance with the recent funding of two Harbor Walk construction projects in the City of Punta Gorda.

Commissioner Constance stated that it had been a great meeting. He noted that he appreciated FDOT's cooperation. He observed that Councilmember Cavanaugh had announced his upcoming retirement and would not be attending too many more MPO Board meetings before enjoying sailing. He thanked Councilmember Cavanaugh for his service to the community.

17. Adjournment

There being no further business, the meeting was adjourned at 3:34 P.M. The next scheduled meeting of the MPO Board will be held on Monday, August 29, 2016.