



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

MINUTES OF THE MPO BOARD MEETING, OCTOBER 29, 2018
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, MPO Chair
Commissioner Joseph Tiseo, Charlotte County Commissioner
Commissioner James Herston, Charlotte County Airport Authority, MPO Vice Chair
Council Member Lynne Matthews, Punta Gorda City Council

ADVISORY

L.K. Nandam, FDOT District One Secretary

STAFF PRESENT

Gary Harrell, MPO Director
Lakshmi N. Gurram, MPO Principal Planner
Bekie Leslie, Administrative Services Coordinator
Karen Barnett, Senior Administrative Assistant (Temp)
Janette S. Knowlton, Charlotte County Attorney (MPO Legal Services)

OTHERS PRESENT

D’Juan Harris, FDOT
John Burrage, CAC Chair
Mitchell Austin, TAC Chair/City of Punta Gorda
Wayne Gaither, FDOT
Tommy Scott, Charlotte County Community Services
Tom Meisse, Rolls Landing
Cliff Washburn, DC3
K. Stephen Carter, BPAC Chair

Richard Kolar, Charlotte County Transit
Scott Schroeder, Resident
John Lackey, Deep Creek Resident
Ned Baier, Jacobs Engineering
Brian Ruscher, Jacobs Engineering
Jimmie & Wanda Sharp

1. Call to Order & Roll Call

MPO Chair Stephen R. Deutsch called the meeting to order at 2:00 p.m. The roll call was taken, and the Chair noted that all members were present.

2. Invocation

Cliff Washburn, Deep Creek Community Church, gave the invocation.

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Addition and/or Deletions to the Agenda

Gary Harrell stated as requested at the last MPO Board Meeting he had researched on the Purple Heart Trail and recommended to add to the Purple Heart under agenda item 8C to today's agenda. He then recommended that Agenda Item #11, Task #8 Amendment be put on hold and brought to next meeting.

Commissioner Joseph Tiseo made a motion to approve the addition of Agenda Item 8C and the deletion of Agenda Item #11 Task #8 Amendment. Commissioner Herston seconded the motion and the motion carried unanimously.

5. Public Comments on Agenda Items

There were no public comments on Agenda Items

6. Chairs' Reports:

A. MPO Board Chair's Report

None

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

John Burrage, CAC Chair stated per Item 9C of the agenda, Mike Hayman would make an excellent addition to the CAC membership. He stated that he was very impressed with the progress of Burnt Store Road and the County Staff and noted that the CAC recommended approval of the Bicycle-Pedestrian Master Plan.

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

Gary Harrell noted that the Chair & Vice Chair were unable to attend the meeting, and that he would be giving the Technical Advisory (TAC) report today. He reported that the Technical Advisory Committee (TAC) met on Oct. 17th and recommended the MPO Board approve all agenda items as presented. Gary Harrell also noted that the County and the MPO are continuing to work with FDOT towards the Safe Routes to School (SRTS) Grants Initiative that had been submitted in previous years.

Gary Harrell noted that during discussion regarding the Bicycle-Pedestrian Master Plan, FDOT requires a maintenance agreement with local governments for shared use paths of asphalt on state facilities.

The Technical Advisory Committee (TAC) was informed that Charlotte County is utilizing Western Michigan University Population reports for future use in their demographic planning.

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

Steven Carter, BPAC Chair reported on the October 18th meeting and stated that the main discussion was going over the Bicycle-Pedestrian Master Plan with Jacobs Engineering. He stated the Committee was very pleased, and they would look for approval at this meeting.

Steven Carter noted that the Committee was appreciative FDOT performed the repairs at the US-17 and Shell Creek Bridge area.

7. Local Government Reports:

A. Charlotte County Airport Authority

Commissioner James Herston, Chair of the Airport Authority (CCAA), thanked Pastor Washburn for his invocation. He then provided a packet of materials regarding the following Airport Authority activities:

- CCAA Agenda for September and October
- Statement of Revenue, Expenses and Changed in Net Position for Seven Months Ending July 31, 2018
- Statement of Net Position (Balance Sheet) as of July 31, 2018
- (Passenger Flight Charges) PFC Report
- CCAA Total Passengers 2012 - 2018
- Fuel Sales Report 2017 Vs. 2018
- Operations Report by Tower FAA/Allegiant Airline Cities Served
- Capital Improvement Program Report - September 2018
- Upcoming Projects Report
- Marketing and Communications Report - August 2018

Commissioner Herston stated that the Charlotte County Airport Master Plan was delayed by the report of the Florida Bonneted Bat Study and noted the study has been completed. He then went through the upcoming projects and commented on the continued growth at the airport.

Commissioner Herston also stated the recent Air Show was a success, and he is currently awaiting the details on attendance.

A discussion took place on the impact technology will have on airport parking. Commissioner Herston noted that the increased revenue from the Passenger Flight Charges (PFC's) will be used to improve the airport infrastructure.

B. City of Punta Gorda

Council Member Lynne Matthews reported on the following:

- The West Olympia and Sullivan Street Construction repair is almost completed. Council Member Matthews thanked FDOT for their help.
- A list of traffic signal locations on US 41 and the amount of wait time at each intersection was obtained by Council Member Prafke. She provided this information to FDOT to review for possible modifications to lessen wait times.
- Forty-one new parking spaces at Laishley Park are completed and open for business.
- Huge amount of building construction ongoing at the Carmalita intersection.
- The Punta Gorda Citizens Master Plan will be done over the next 7-8 months.
- Gilchrist Park restrooms are almost finished, and the Gazebo area restrooms are in the works.
- Bird Pass Cut Through is now named "Buckley Pass" in honor of the late J. Buckley. Permits have been acquired and dirt should be turned in the next 7 or 8 months.

Commissioner Constance stated he was concerned about coordinating utilities repair and construction with the rebuilding of the brick roads and resurfacing US 17 in the City of Punta Gorda.

L.K. Nandam stated FDOT is working on the scope of the repaving project for US 17 and will determine the impact of the aging underground utilities that are affecting the roadway.

He noted FDOT would work with Nancy Prafke's data on the timing of traffic lights.

C. Charlotte County

Commissioner Tiseo provided a Roadway Update handout covering:

- Burnt Store Road Phase 2 (Notre Dame to North of Zemel Road), design plans are 100% complete. Currently waiting for the final approvals from South West Florida Water Management District (SWFWMD).

- Midway Blvd (Sharpe Street to Kings Highway), it is now complete and open for regular traffic.
- Olean Blvd (US 41 to Easy Street), currently consultant is working on 90% plans and due for submittal for County review in December 2018. Anticipated final design completion is scheduled for early 2019 with anticipated construction starting in the summer of 2019.
- Piper Road (Henry Street to US 17), the contract completion date is March 12th, 2019, however, the anticipated completion date is December 26th, 2018, which is ahead of schedule.
- Placida Road Multi-Use Path and Utilities Improvement (Rotonda Blvd. W. to Boca Grande Causeway), it is now complete, and the multi-use path is now open for public use.
- Commissioner Constance stated that the permit approval process can be lengthy, and it is very important that FDOT provide a 30-day letter to the utilities to allow enough time for them to facilitate the timing of the construction commencement. He stated he recently watched Brian Blanchard, FDOT Assistant Secretary for Engineering and Operations on Public TV discussing the Phase 2 Permitting, and he stressed the importance of the 30-day letter to avoid any unnecessary construction delays.

8. Florida Department of Transportation (FDOT) Report

D’Juan Harris stated that the FY2020-FY2024 FDOT Draft Tentative Work Program E-Public Hearing will be December 3rd–7th, 2018, and that they are also going to have an in-person E-Public Hearing on December 5th from 1:30-3:00 PM at the Mid-County Library on Forrest Nelson Blvd. in Port Charlotte.

Mr. Harris also noted this week is FDOT Mobility Week and he is encouraging multi-modal commuting choices. He stated FDOT is encouraging all modes of transportation.

A. I-75 Possible New Interchange North of Kings Highway.

L.K. Nandam noted that the last segment of I-75 is now completed. FDOT will let a Master Plan for the I-75 Corridor for District One in April 2019, and there also will be a two to three-year study looking at the potential next phases including three new interchanges. The study would be a regional master plan stretching from Collier County Line to Sarasota County including three interchanges (one near the Charlotte/Sarasota line between Kings Highway and Toledo Blade Blvd., one in Lee County and one in Collier County (at Vanderbilt Drive).

B. U.S. 17 at Nesbit Street Intersection Re-design

Commissioner Constance stated he spoke with a representative from the bank on the Northwest corner of the intersection. They said they were willing to give up right of way on Nesbit Street to add a dedicated right turn lane to allow for a right turn on red.

Council Member Lynne Matthews stated that the City Councils position is that they are not in favor of this because there is still not sufficient line of sight and it is a safety issue. She noted the bank has nothing to do with the line of sight issue and the buildings cannot be changed. The issue is that Southbound traffic turning right from Nesbit Street is unable to see US 17 Westbound traffic approaching.

L.K. Nandam stated that adding a turn lane would not significantly increase sight distance from FDOT's perspective.

C. I-75 Purple Heart County Signage

Gary Harrell stated that MPO Staff was asked to investigate possible designation of I-75 as a Purple Heart Trail in Charlotte County. MPO Staff found that in 1992 the Military Order of the Purple Heart, a national organization, established a program to identify a symbolic "Purple Heart Trail" throughout all 50 States, Puerto Rico and Guam. That has been accomplished. Florida has designated the "Purple Heart Memorial Highway" on I-75 from Ocala City limits to the Georgia State line. US 27 is designated a "Purple Heart Highway" essentially the length of the State.

The designations of a transportation facility on State roads are an act of the Legislature. Erection of appropriate markers are contingent on appropriate city or county commissions passing a resolution in support of the honorary designation before FDOT installs signage.

Commissioner Stephen R. Deutsch stated he would take the initiative to the Charlotte County Board of County Commissioners. Based on that discussion, MPO would put this item on the agenda of the Joint MPO Meetings with Sarasota/Manatee MPO (meeting January 28, 2019) and Lee County MPO (meeting February 22, 2019) for discussion of possible designation of I-75 as a continuous Purple Heart Trail in respective Counties. It could then be brought before the Legislature.

Commissioner Steven R. Deutsch also suggested to have a map prepared for the next meeting describing the designated Purple Heart Highways.

D. US 41/Carmalita Street

D. Juan Harris stated that FDOT is going straight into the design phase. A roundabout is not feasible for this intersection because of right of way issues. A traffic signal at this intersection will be researched in 2020.

E. Harbor View Road Combined Study Alternative

L.K. Nandam stated that the Harbor View Road is funded through the Right of Way Phase, and construction costs will be approximately \$30 Million. He explained that it is an Off-System Roadway, and federal transportation funding cannot be used on an Off-System Roadway. He stated FDOT District 1 does not receive enough funding to cover the \$30 Million construction costs, therefore FDOT District 1 will have to partner with other agencies for the Construction Phase. He said FDOT will contact the Charlotte County Administrator to discuss possible solutions.

Commissioner Tiseo inquired about making Harbor View Road a State Roadway. L.K. Nandam said Harbor View Road does not qualify to be considered a State Roadway, and in any case as occurred in Sarasota County, there would need to be an exchange of a State Road for a County Road as FDOT has a policy of not increasing State lane mileage.

Commissioner Constance stated he wanted SR 31 and CR 74 added to the agenda for the next MPO Meeting for discussion.

9. Consent Agenda:

A. Approval of Minutes: July 30, 2018 MPO Board Meeting

B. MPO and Advisory Committees Meeting Schedule for Calendar Year 2019

C. Citizens' Advisory Committee Appointments

Commissioner Constance pulled Agenda Item 9B from the Consent Agenda. He requested moving the MPO Meeting from March 4th to March 25th because of a conflict with a meeting for the BCC Members. Gary Harrell noted the main subject of the March meeting is Project Priorities and he will adjust accordingly.

Commissioner Constance made a motion to approve agenda item 9B as changed from the Consent Agenda and approve the remaining items on the Consent Agenda 10A & 10C.

Council Member Lynne Matthews seconded the motion, and the motion carried unanimously.

10. Charlotte County Regional Bicycle-Pedestrian Master Plan Final Draft

A Presentation of the Charlotte County Regional Bicycle-Pedestrian Master Plan Draft was given by Ned Baier, Jacobs Engineering.

He thanked the Board and stated this is the first time the MPO Board adopted such a plan. His presentation included conversations about costs, community needs and priorities. He stated his team has been working through engagement with the staff on this Master Plan for 14 months, and it has been a very transparent process. He explained the plan consisted of vision, goals, project summary, public engagement, recommendations for projects, programs and policies and funding, costs and plan implementation. He also noted that "Wiki-Maps" had an excellent response with 425 citizens commenting on this plan. The SunTrail Shared

Use Path Network was also discussed, along with intersections where problems were occurring.

Commissioner Constance inquired about a cost benefit analysis of implementing projects in less dense urban areas.

Brian Ruscher, Designer with Jacobs Engineering explained that the gaps and needs evaluation identified gaps against 15 criteria organized into four categories; mobility, safety, land use and public input. He stated actual counting of pedestrian data is not readily available and that project selection is prioritized by this type of criteria. He explained that there are 15 criteria in the gaps and needs criteria and noted that the goal is to determine which gaps would give the best return on investment. The historical perspective is that once a project is constructed, there is increased use by bike and pedestrians and the data is not able to be measured prior to construction.

Commissioner Constance asked for justification for the elevation of Bike/Pedestrian Bridge over Alligator Creek on U.S. 41. Michael Austin, TAC Chair, stated that this project was funded by the SunTrail System and construction meets future criteria for the roadway and clearance over a waterway.

Commissioner Constance questioned whether technologies were looked at with the plan, and Brian Ruscher stated all future technology was considered in the development of this plan.

Commissioner Constance also asked if we have identified the number of people who will use certain facilities. He stated we need to make sure we are looking at how many people will use shared use paths vs. smaller densities, and he noted the cost benefit does not conflict in urban areas.

Commissioner Tiseo suggested that a test pilot project be performed before the full investment is made.

Commissioner Constance made a motion to approve the Bicycle-Pedestrian Master Plan. Council Member Commissioner Herston seconded the motion, and the motion carried unanimously.

11. FY 2018/2019 – FY 2019/2020 Unified Planning Work Program (UPWP)

Gary Harrell explained that the Charlotte County-Punta Gorda MPO received notification from FDOT on August 23, 2018 that the FY 2018/2019 FTA Section 5305(d) Grant Application approved at the May 7, 2018 MPO Board was increased. The total additional funds received was \$2,323. The breakdown for the funds are \$1,859 (Fed), \$232 (State) and \$232 (Local).

Gary Harrell then made a recommendation for a motion to amend the Transit and Transportation Disadvantage (TD) Planning to include additional funding allocation in Task 8 – Transit & Transportation Disadvantaged (TD) Planning. He stated that the motion allows for transmittal of the amendment to FTA and FDOT allowing for staff to make minor changes and adjustments based upon input received.

Commissioner Constance made a motion to amend the FY 2018/2019 Unified Planning Work Program (UPWP)/FDOT Amendment to the Metropolitan Planning Organization Agreement and Transit & Transportation Disadvantaged (TD) Planning to include additional funding allocation in Task 8 – Transit & Transportation Disadvantaged (TD) Planning and allow for staff to make minor changes and adjustments based upon input received. Commissioner Herston seconded the motion, and the motion carried unanimously.

12. MPO Director Annual Evaluation

Commissioner Stephen R. Deutsch stated that he contacted Human Resources to ask for a salary comparison with other MPO's in Florida. He then asked for Board input.

Commissioner Constance recommended using the County's five scale evaluation form and to amend the current form by moving Category #7 to read Accomplishments & Goals and to add verbage to reflect the same.

The consensus of the Board was to bring the draft of the revised evaluation form in for discussion at the December MPO Meeting.

Commissioner Constance made a motion to move the matrix and grant a 4% salary increase for Mr. Harrell which is in line with other annual increases. Commissioner Tiseo seconded the motion, and the motion carried unanimously.

13. Transit Asset Management/State of Good Repair (TAM/SGR) Performance Measures

Gary Harrell explained that Charlotte County Transit has submitted a Transit Asset Management Plan to the MPO and that the MPO Board is required to adopt regional transit asset management targets or risk the ability of amending the Transportation Improvement Program (TIP). The Transit Asset Management Plan includes an inventory that details the mileage, useful life and condition of vehicles in addition to the condition and life expectancy of Charlotte County's transit facilities. These targets are set to keep the system in a state of good repair. Both the TAC and CAC have reviewed these performance measures and recommended MPO Board approval of them.

Gary Harrell requested a motion to approve the Charlotte County Transit Asset Management Plan's Performance Measure Targets.

Council Member Matthews made a Motion to adopt the Transit Asset Management/State of Good Repair (TAM/SGR) Performance Measures. Commissioner Tiseo seconded the motion, and the motion carried unanimously.

14. Public Comments

John Lackey, Resident of Deep Creek spoke regarding the Bicycle-Pedestrian Master Plan Project #49, which is Kings Highway from Veterans Blvd. to Sandhill Blvd. He stated that the people of Deep Creek have no pedestrian crossing from Sand Hill Blvd. to Veterans Blvd. using Kings Highway and recommended moving #49 to a higher tier level.

Scott Schroeder stated he lives close to I-75 near the Peace River Bridge that was recently under construction. He stated there are no sound barriers for the highway, the lights in his neighborhood are very bright, and the noise from the trucks is very high. He noted he has been in long term contact with FDOT regarding the sound barriers and highway lights and commented that the FDOT has not fully responded to his numerous inquiries. He also noted there are standing dirt issues appearing in the canals.

Commissioner Stephen R. Deutsch then suggested he meet with Gary Harrell after the meeting to further review his concerns.

15. Staff Comments

Gary Harrell stated that a written staff report has been provided. The MPOAC will be on Thursday, November 1st, and he will not be able to attend the complete conference because of a conflict with a court date. He noted that an MPO Staff member will attend in the morning and that he will participate in the afternoon session.

Gary Harrell informed the Board that the Long-Range Transportation Plan (L RTP) Update for 2045 is scheduled to be adopted in October of 2020, and the MPO Staff is currently coordinating strategy meetings with technical staff to craft a scope of work.

16. Member Comments

Commissioner Constance stated some the US 41 Bridge lights need replacement. He also mentioned the US 41 Bridge cleaning schedule has improved, but there is often debris on the roadway.

Commissioner Tiseo stated that the Harbor Walk Project Phase 1B looks good, and people can now bike or walk along the US 41 Bridge and on the North end of the bridge turn around to cross under the bridges.

L. K. Nandam stated that this will be the last MPO Meeting for D’Juan Harris as the MPO Liaison. He will be taking on a Project Management Role with FDOT. He noted a selection has been made for his replacement and that person should be attending the next MPO Meeting with D’Juan as his last action as the MPO Liaison.

17. Adjournment

There being no further business, the meeting was adjourned at 4:45 P.M. The next scheduled meeting of the MPO Board will be held on Monday, December 17, 2018.

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