

**Florida MPO Advisory Council
Meeting of the Governing Board
November 7, 2017
Panama City Beach, Florida
Draft Meeting Minutes**

GOVERNING BOARD MEMBERS IN ATTENDANCE:

Mayor Susan Haynie, Chair, Palm Beach TPA
Commissioner Rodney Friend, Bay County TPO
Councilmember Bryan Caletka, Broward MPO
Commissioner Rob Williamson, Florida-Alabama TPO
Commissioner Doreen Caudell, Forward Pinellas
Charles Klug, Hillsborough MPO
Councilmember Dick Ryneerson, Okaloosa-Walton TPO
Mayor Kathy Meehan, Space Coast TPO

OTHERS IN ATTENDANCE:

Commissioner Mike Nichols, Bay County TPO
Carl Mikyska, MPOAC
Paul Gogleman, MPOAC General Council
Brigitte Messina, MPOAC
Karen Brunelle, Federal Highway Administration
Lee Ann Jacobs, Federal Highway Administration
Jim Wood, Florida Department of Transportation, Office of Policy Planning
Mark Reichert, Florida Department of Transportation, Office of Policy Planning
Alex Gramovot, Florida Department of Transportation, Office of Policy Planning
Rusty Ennemoser, Florida Department of Transportation, Office of Policy Planning
Jessica VanDenBogaert, Florida Department of Transportation, Office of Policy Planning
Jeff Kramer, Center for Urban Transportation Research, USF
Austin Mount, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
Dawn Schwartz, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
Mary Beth Washnock, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
Jill Lavender, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
Macee Miller, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
Greg Slay, Capital Region TPA
Gary Harrell, Charlotte County-Punta Gorda MPO
Whit Blanton, Forward Pinellas
Michael Escalante, Gainesville MTPO
Pat Steed, Heartland Regional TPO
Gary Huttman, MetroPlan Orlando

Renee Cross, Palm Beach TPA
Nick Uhren, Palm Beach TPA
Matthew Cox, Okaloosa-Walton CAC
Dennis Smith, Planer-in-Residence, FSU Urban Planning
Ronnie Lee Shelly, Jr., Graduate Student, FSU Urban Planning
Mike Neidhart, Gannett Fleming
Wiley Page, Atkins
John Kaliski, Cambridge Systematics

• CALL TO ORDER

Mayor Susan Haynie, Chair, Palm Beach TPA, called the meeting to order at 1:07 p.m. The Chair welcomed those in attendance. All stood for the Pledge of Allegiance and self-introductions were made. Mayor Haynie noted that a quorum was not present and that no action could be taken on agenda items requiring approval.

• APPROVAL OF MINUTES

The minutes were not approved due to lack of quorum and will be considered at the next meeting of the MPOAC Governing Board.

• PUBLIC COMMENTS

No public comments were made.

• EXECUTIVE DIRECTOR'S REPORT

A. UPWP REPORT

Mr. Carl Mikyska, MPOAC Executive Director, presented the UPWP Report for the July through September timeframe, including a list of activities undertaken by the MPOAC Executive Director. Mr. Mikyska noted that expenditures for the current fiscal year were on track.

A call for projects was announced for the development of the upcoming Unified Planning Work Program for the MPOAC. The call for projects will remain open until January 5, 2018.

B. FLORIDA LEGISLATIVE UPDATE

Mr. Carl Mikyska, MPOAC Executive Director, gave an update on legislation that has been introduced for consideration during the 2018 Florida legislative session. Mr. Mikyska advised that costs related to Hurricane Irma recovery will play a large role in the budget priorities for the session. There was a small overage that was projected for the state budget of about 75 million dollars. The following bills were briefly discussed:

- Senate Bill 90 (Use of Wireless Communications Devices While Driving)
- House Bill 121 (Texting While Driving)
- Senate Bill 116 and 117 (Operation of Vehicles)
- Senate Bill 176 (Traffic Infraction Detectors)
- Senate Bill 188 (Public School Transportation)
- House Bill 215 (Auto-cycles)
- Senate Bill 535 (Statewide Alternative Transportation Authority)
- Senate Bill 346 (Motorcycles and Moped Riders)
- Senate Bill 384 (Electric Vehicles)

On a related subject, Mr. Mikyska advised the membership that the federal transportation policy positions that had adopted at the July MPOAC meeting was now completed as an attractive brochure in anticipation that the US Congress will consider an infrastructure package in the future. Having the brochure available will make it easier for MPOAC staff and members to engage in that national discussion. Mr. Mikyska thanked Jeff Kramer and his team at CUTR for their work in producing the final brochure.

• AGENCY REPORTS

A. FEDERAL HIGHWAY ADMINISTRATION

Ms. Lee Ann Jacobs, Planning Team Leader, Federal Highway Administration (FHWA), Florida Division, Office of Project Development, made announcements of interest to the members:

- The USDOT announced in August 2017 the selection of ten small projects for funding as part the Fostering Advancements in Shipping and Transportation for the Long-Term Achievement of National Efficiencies (FASTLANE) grant program. The awards will enhance safety at over 100 rail crossings, repair nearly 250 miles of track and improve over 70 rail bridges, allowing communities in Maine, Mississippi, Florida, Georgia, and Texas access to the national freight rail network. The funded project in Florida is in Taylor County for the Competitiveness and Employment by Rail (CEBYR) project which will receive almost 8.7 million dollars to rehabilitate Florida and Georgia railway upgrades.

- In early October, FHWA announced almost 12 million dollar in grant funding for advanced congestion management technologies in the Orlando area as part of the Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) program. This money will be used by FDOT, MetroPlan Orlando, and the University of Central Florida to advance numerous ITS technology projects as part of the PedSafe, GreenWay, SmartCommunity and SunStore programs.
- The FHWA launched the Proven Safety Countermeasures Initiative in 2008 to promote certain infrastructure-oriented safety treatments and strategies to reduce serious injuries and fatalities on American highways. Chosen based on proven effectiveness and benefits, the FHWA uses the initiative to encourage the widespread implementation of these treatments and strategies by State, tribal, and local transportation agencies. The third generation of proven safety counter measures was released in 2017 and includes a total of 20 treatments and strategies that practitioners can implement to successfully address roadway departure, intersection, and pedestrian and bicycle crashes. Among the 20 countermeasures are several crosscutting strategies that address multiple safety focus areas. More information can be found at on the FHWA website at <https://safety.fhwa.dot.gov/provencountermeasures/>
- The FHWA has released a revised guide on how to develop pedestrian and bicycle safety action plans to improve conditions for bicycling and walking. The guide describes how to develop a vision for improving safety by examining existing conditions and using a data-driven approach to match safety programs and improvements with demonstrated safety concerns. The document will also serve as a reference for improving pedestrian and bicycle safety through a multidisciplinary and collaborative approach to safety, including street designs and countermeasures, policies, and behavioral programs.
- At the beginning of every federal fiscal year (October 1st), FHWA is required to issue a Federal Planning Finding Report to accompany the approval of the Statewide Transportation Improvement Program (STIP). The Federal Planning Finding Report and STIP approval document for Florida was released on September 29, 2017.

Ms. Karen Brunelle, Director, Office of Project Development, Federal Highway Administration (FHWA), Florida Division, Office of Project Development, discussed the Planning Regulations Summary Handout chart legend and how to use the handout. Underlying processes need to be made by May 27, 2018 or the first TIP/LRTP Amendment after that date. She then referred to an additional four handouts that will assist MPOs as a tool to help them understand the necessary requirements for the National Performance Management Measures. Ms. Brunelle concluded by providing an overview of the Bridge, Pavement, and System Performance Measures and Asset Management Final Rules.

B. FLORIDA DEPARTMENT OF TRANSPORTATION

Mr. Mark Reichert, Transportation Planning Manager, FDOT office of Policy Planning, updated the members on the activities of FDOT and brought forward information on the following topics:

- Research Projects: FDOT has funded several research projects that will benefit MPOs, including:
 - MPO Autonomous Vehicle Guidance Study
 - Autonomous Vehicle and Alternative Fuels Vehicle Florida Market Penetration Rate and VMT Assessment Study
 - MPO Policy and Planning Guidance for Transit Applications of Autonomous Vehicles
 - MPO and Transit Agency Planning Coordination Study
- MAP-21/FAST Act Performance Measures and Targets: FDOT is encouraging MPOs to adopt a vision zero target, as has FDOT. MPO safety targets must be set by February 27, 2018. Additionally, Mr. Reichert noted that FDOT was hiring a consultant to assist them with performance measure guidelines.
- Federal Rescission: A rescission related to the 2015-2016 federal fiscal year will be applied to the distribution of federal transportation planning funds program (PL) next fiscal year, as discussed at a previous MPOAC meeting. Funds from the dissolution of the statewide PL reserve will be distributed to MPOs at the same time and will offset the federal rescission. FDOT is facing a total rescission of \$27 million, of which the PL funding program will absorb \$381, 000. The FDOT Work Program Office has stated that if in 2019 any of the MPOs have financial difficulties due to the rescission, they will find a way to make the MPOs whole.
- Florida Metropolitan Planning Partnership (FMPP) Meeting: The next FMPP meeting will be held in Orlando Nov 30 – Dec. 1, 2017 and will focus on performance measurement and the upcoming development of MPO Unified Planning Work Programs (UPWPs). Mr. Reichert reiterated FDOT's continuing support for this meeting and interest in continuing to hold an FMPP meeting once a year.
- MPOAC Leadership Meeting: FDOT officials met with the leadership of the MPOAC in Tallahassee to discuss a variety of issues. Notes from the meeting will be distributed to the MPOAC membership.

Following up on Mr. Reichert's comments about the federal rescission, Mr. Mikyska spoke briefly regarding the Woodall Amendment which strikes the rescission exemption for sub-allocated funds as part of the 2018 budget. He noted that the FDOT had shielded Florida MPOs from the impact of federal rescissions in the past, but that the Woodall Amendment removed their ability to do so in this instance. He then thanked Mr. Reichert and the FDOT for their willingness to work with MPOs that do find themselves having financial difficulties during the next fiscal year as a result of the rescission. Mr. Mikyska advised the membership

that the National Association of Regional Councils (NARC) and the Association of MPOs (AMPO) opposed the Woodall Amendment because it provides, in their opinion, state DOTs with too much discretion over where to apply a rescission and that, in some states, federal planning funds (PL) will be severely affected.

Alex Gramovot, Florida Department of Transportation advised that the FDOT Office of the Inspector general is required to do a risk assessment and certification of the planning program. They are in the early stages of the audit and are currently trying to identify potential risk areas. FDOT will be selecting two MPOs to conduct interviews with as part of the process which, thus far, is moving forward without any major issues.

• BUSINESS ITEMS & PRESENTATIONS

A. MPO POLICY AND PLANNING GUIDANCE FOR TRANSIT APPLICATIONS OF AUTONOMOUS VEHICLES

Note: Upon request of the presenter Item 6F was advanced in the agenda to 6A.

Mr. Dennis Smith, Planner-In-Residence at Florida State University's Department of Urban & Regional Planning, presented details on the MPO Policy and Planning Guidance for Transit Applications of Autonomous Vehicles.

Within the next decade, electric and autonomous and connected vehicles (EV/AV/CV) will begin to emerge as commonplace mode of transportation. In 2016, the State of Florida passed a bill mandating that MPO's address AV technology in their Long Range Transportation Plans (LRTP). However, no uniform policy or conceptual urban design guidance currently exists to help MPOs anticipate, plan for, finance, or implement the programs and/or projects necessary to facilitate the gradual transition to these new technologies.

To help MPOs better understand the ramifications of these transformative technologies and develop pro-active approaches to integration, the Florida Department of Transportation, utilizing staff from the Florida Planning and Development Lab and its Fall 2017 graduate studio class (the FSU Research Team), proposes developing a guidance document to support a uniform and consistent application of EV-AV-CV policy statewide. In particular, the FSU Research Team will provide guidance concerning how MPOs, transit agencies, and local governments can begin to prepare for, pilot, and implement transit applications of EV-AV-CV technologies.

The effort will place a special focus on the following:

- Developing model policy language for LRTP updates

- Outlining costs and considerations for infrastructure and equipment investment
- Developing conceptual urban design guidance to showcase potential solutions for technology integration

B. SIS COST FEASIBLE PLAN UPDATE & SCHEDULE

Note: At the discretion of the chair, items 6C, 6D and 6E were advanced in the agenda and moved to 6B, 6C, and 6D.

Mr. Jim Wood, Chief Planner, Florida Department of Transportation, presented to the MPOAC Governing Board changes being considered in the next SIS cost feasible plan update and the schedule for the update.

Mr. Wood described new emphasis areas would be added including:

- Statewide and Regional Economic Development Opportunities
- Freight Mobility and Trade Development
- Modal and System Connectivity
- Innovation and Technology
- Coordination with Regional and Local Transportation and Land Use Decisions

In order to implement the SIS policy plan there will be a continuation to focus on the state's largest and most strategic facilities by combining the SIS and Emerging SIS components and to recognize the importance of smaller and high growth facilities by adding a strategic Growth component.

Criteria to be considered for the new Strategic Growth component include:

- Projects likely to meet SIS minimum size criteria and thresholds within three years of designation
- Projects that are determined, with partners, to support an economic development opportunity of statewide significance
- Projects that are determined by FDOT to be of compelling state interest
- Partner consensus on viability of the new facility

Mr. Wood continued by presenting various details about the Long Range Cost Feasible Plan. The purpose of the Cost Feasible Plan (CFP) is to identify cost feasible projects for the Strategic Intermodal System (SIS) through 2045. The Cost Feasible Plan includes only highway projects and funds for other modes are set aside. Projects customarily originate from the 2045 Multi-Modal Unfunded Needs Plan.

C. SUNTRAIL UPDATE

Mr. Jim Wood, Chief Planner, Florida Department of Transportation, presented information on the Shared-Use Non-Motorized (SUN) Trail Program and the eligible activities for funding during the project solicitation period (October 15, 2017 through December 15, 2017). FDOT is soliciting new requests for funding for the Regional Trail System and Individual Trail projects through the SUN Trail program for inclusion in the Tentative Five Year Work Program development cycle. Projects programmed for this cycle will be funded as early as Fiscal Years 2023/2024.

To receive consideration for SUN Trail funding, the District Trail Coordinator must receive a separate, complete request for funding for each eligible Regional or Individual Trail project with applicable information, including the prioritization and required signatures beginning October 5, 2017 and no later than 5:00 p.m., Eastern Standard Time, December 15, 2017. Request for funding tools can be found online at www.FloridaSunTrail.com and select "Program Guidance."

D. PERFORMANCE MEASURE PLANNING/MOBILITY MEASURES

Ms. Jessica VanDenBogaert, Emerging Transportation Coordinator, presented the Florida DOT's efforts related to federally required transportation performance measures and the additional FDOT generated MPO specific performance measures.

FDOT and the MPOs can use their own measures in performance-based planning:

- Travel time reliability
- Congestion
- Multimodal
- Other

Ms. VanDenBogaert indicated that FDOT will supply metrics to FHWA through the Highway Performance Monitoring System (HPMS) on June 15, 2018, but that not all data related to target setting were currently available, making any current efforts to establish target premature. She noted that targets for MPOs are not due until mid-November 2018 and that FDOT coordination with MPOs on this subject will be continuous.

Ms. VanDenBogaert concluded her remarks by discussing additional optional performance measures for MPOs and by referring to a sample handout that FDOT produced for the Broward MPO. She reviewed the variety of information included in the handout and that the FDOT could provide other MPOs with the same information for use at their own discretion.

E. 2018 MPOAC MEETING SCHEDULE

Note: this item was moved back in the agenda from 6A to 6E to accommodate a presenter request.

The MPOAC Staff Directors met on October 12, 2017 where they developed a recommended set of meeting dates for the coming calendar year. The recommended meeting dates for 2018 and considerations used to select these dates were included in the agenda package. However the proposed MPOAC meeting calendar could not be acted upon for lack of a quorum.

Mr. Mikyska led a discussion regarding meeting dates and times. He stated that the MPOAC Staff Directors recommended that the moving to a first Thursday and first Friday meeting schedule to occur during the second month of each quarter of the calendar year. Several members expressed concern about spreading the meetings across two days and instead advocated to hold all meetings on a single day, perhaps modifying the traditional meeting approach by combining the presentation section of the Staff Directors' Advisory Committee and the Governing Board. The members also discussed meeting location options, agreeing to meeting in Orlando three times a year with one meeting to be held at another location in the state (to be selected later).

The members present directed to bring a proposal that reflected their discussion to the next meeting of the MPOAC Governing Board.

F. ESTABLISHMENT OF THE MPOAC TRAINING WORKING GROUP

Note: this item was moved back in the agenda from 6B to 6F to accommodate a presenter request.

The MPOAC developed a Strategic Directions Plan which was adopted by the MPOAC Governing Board on April 28, 2016. The MPOAC Strategic Directions Plan recommended the creation of several working groups to focus the efforts of the MPOAC on particular topic areas. One of these topic areas was a working group that would focus on training efforts by MPOs and training efforts that could be undertaken by MPOAC for the benefit of the MPOs and transportation community. At their meeting in October 2017, the Staff Director's Advisory Committee recommended approval of the formation of the MPOAC Training Working Group.

The approval of the creation of the MPOAC Training Working Group was not acted upon for lack of a quorum and would be considered at the next meeting of the MPOAC Governing Board.

- **COMMUNICATIONS**

Mayor Haynie, Chair, Palm Beach TPA, noted that a letter to USDOT Secretary Elaine Chao providing MPOAC comments to the Federal Register Docket can be found in the agenda packet.

- **MEMBER COMMENTS**

Councilmember Bryan Caletka, Broward MPO, advised the membership that the free Sunpass for Disabled Veterans will not work with the E-ZPass technology and requested that this issue be looked into further.

Mayor Susan Haynie, Chair, Palm Beach TPA, advised the membership that the Safe Streets Summit will be held in West Palm Beach on February 2, 2018. The Mobile Workshop will be held on February 1, 2018.

Mary Beth Washnock, Bay County TPO, presented additional information regarding the Emerald Coast Transportation Symposium.

- **ADJOURNMENT**

The meeting was adjourned at 2:57 p.m.