

**PINELLAS COUNTY METROPOLITAN PLANNING ORGANIZATION
MINUTES - MEETING OF MAY 10, 2006**

The Pinellas County Metropolitan Planning Organization, created by the State of Florida in accordance with Title 23 United States Code, Section 134 and Chapter 339.175 Florida Statutes, met in regular session on Wednesday, May 10, 2006 in the chambers of the Pinellas County Commission, 315 Court Street, Clearwater, Florida.

MEMBERS PRESENT

Karen Seel, *Chair*- Board of County Commissioners
Richard Kriseman, *Vice Chair*- City of St. Petersburg Council
Chris Arbutine - Mayor, City of Belleair Bluffs, representing Pinellas Suncoast Transit Authority
John Bryan - City of St. Petersburg Council
Harriet Crozier - City of Largo Commission
David Eggers - City of Dunedin Commission
Frank Hibbard - Mayor, City of Clearwater
William Mischler - Mayor, City of Pinellas Park
Robert Stewart - Board of County Commissioners
Don Skelton, *ex officio*- Secretary, Florida Department of Transportation, District 7

MEMBERS ABSENT

Ronnie Duncan - Board of County Commissioners
Jim Ronecker - City of Oldsmar Council, representing Oldsmar, Safety Harbor, Tarpon Springs

OTHERS PRESENT

Brian Smith - MPO Executive Director
Sarah Ward - MPO Transportation Planning Administrator
Al Bartolotta - MPO Planning Manager
Brian Beaty - Florida Department of Transportation, District 7
Bob Bray - City of Pinellas Park
David Bredahl - American Consulting
Neil Brickfield - Brickfield and Associates
Nick Cambas - Greater Pinellas Transportation Management Services
Bob Clifford - Florida Department of Transportation, District 7
Rick Eggers - City of Pinellas Park
David Sadowsky - Pinellas County Attorney's Office
Wilfred Sergeant - Transit consultant
Bud Williams - Greater Pinellas Transportation Management Services
Pete Yauch - Pinellas County Public Works, Director of Transportation
Carolyn Kuntz - MPO Recorder
Harriet McKay - MPO Staff Secretary

I. CALL TO ORDER

Chair Seel called the meeting to order at 1:05 p.m.

II. INVOCATION, PLEDGE AND WELCOME

Councilmember Kriseman gave the invocation and led the Pledge of Allegiance to the Flag. Chair Seel welcomed City of Largo Commissioner Harriet Crozier to the MPO Board.

III. CITIZENS TO BE HEARD

There was no citizen comment.

IV. CONSENT AGENDA

- A. Approval of Minutes - Meeting of April 12, 2006**
- B. Approval of Invoices**
 - 1. Renaissance Planning Group**
 - 2. Tindale Oliver and Associates**
 - 3. HNTB**
- C. Approval of Final 2006/07 Unified Planning Work Program (UPWP)**
- D. Approval of MPO Staff Support Services Agreement**
- E. Approval of Resolution Designating Signature Authority for Electronic Reimbursement**
- F. Approval of Title VI Revised Procedure and Complaint Forms**
- G. Approval of Contract Amendment for the MPO's General Planning Consultants (Tindale-Oliver, Renaissance Planning Group, and American Consulting)**
- H. Approval of the Pinellas County MPO Serving as the Designated Recipient for JARC and New Freedoms Program Funding**
- I. Approval of the MPO Continuity of Operations Plan**
- J. Approval of the Printing of the Transportation Focused Senior Helpline Brochure**
- K. Approval of the Printing of the 2005 MPO Average Annual Daily Traffic County Map**

Item D was pulled from the consent agenda.

<p>ACTION: Councilmember Bryan moved to approve the consent agenda, Mayor Hibbard seconded the motion, and the motion carried.</p>

V. REQUEST FOR TRAFFIC SIGNAL OPERATION - FOREST LAKES BOULEVARD AT BROOKER CREEK BOULEVARD

In June 2005, the MPO approved the installation of a traffic signal at the intersection of Forest Lakes Boulevard and Brooker Creek Boulevard in Oldsmar. At that time, it was agreed that the signal would operate only in flash mode until traffic warrants justified making the signal fully operational.

Pete Yauch, Director of Transportation for Pinellas County and Vice Chair of the Traffic Signal and Median Control Committee (TS&MCC) addressed the board. He said that the signal is now ready for construction. However, since last June, traffic has grown in that area. The City of Oldsmar studied the intersection again and found that it now meets the necessary warrants to make the signal fully operational.

On April 26, the TS&MCC met. There was no quorum, but the members present recommended that the MPO approve the full-time operation of the signal.

ACTION: Councilmember Bryan moved to approve the full-time operation of the traffic signal at the intersection of Forest Lake Boulevard and Brooker Creek Boulevard. Mayor Hibbard seconded the motion, and the motion carried.

VI. APPROVAL OF THE MPO'S BICYCLE AND PEDESTRIAN MASTER PLAN

In April, the MPO received a presentation on the Countywide Bicycle and Pedestrian Master Plan. A public hearing was held at that time. Mr. Smith reported that since then, the advisory committees had made their final review of the document and that the Plan was ready for MPO action.

In order to implement the Plan, the MPO will work with the partner agencies, circulating it to the municipalities and throughout the County. Federal and local monies will fund it. The projects listed in the Plan are those that local governments have wanted to do for a long time. The Plan provides a vehicle for doing those projects.

ACTION: Councilmember Kriseman moved to approve the Countywide Bicycle and Pedestrian Master Plan. Commissioner Stewart seconded the motion, and the motion carried.

VII. TRANSPORTATION ENHANCEMENT FUNDING PROGRAM

Mr. Smith reported that projects that had been funded previously through the CMAQ program—the program that was discontinued in the County—could be transferred into the Transportation Enhancement (TE) program. A list of the CMAQ projects was included with meeting materials. Both the Technical Coordinating Committee and the Citizens Advisory Committee had recommended that there be one list comprised of the TE projects and the former CMAQ projects. The advisory committees would review and prioritize the projects over the next month, and their recommendations would be presented at the next MPO meeting.

Bob Clifford of the Florida Department of Transportation (FDOT) presented a list of TE projects that are in the Adopted Work Program. He noted the Pinellas County Reserves. For the fiscal years 2005/06 through 2010/11, a total of \$5.9 million has not been allocated. For the current fiscal year, 2005/06, a total of \$1.6 million has not been allocated.

Mr. Clifford presented a list of projects that had been prioritized previously by the MPO and are in candidate status. They are waiting to finish the process before they are added to the Work Program. Only two of the projects on the list are determined eligible and feasible and ready to go into the Work Program: 1) a bike rack and locker project for St. Petersburg; and 2) the Tarpon Avenue/Pinellas Avenue Streetscape in Tarpon Springs. The Tarpon Avenue project will be done after a resurfacing project. It will appear as a funded project in the Work Program for FY 2007/08. The localities where the other listed projects would occur need to get their projects through the process so they can be programmed.

Mr. Clifford then presented a list of former CMAQ projects that are proposed for transfer into the TE program and eventual inclusion in the Work Program. A second list of unfunded former CMAQ projects was presented, but these were not proposed for transfer into the TE program.

Mr. Clifford said that the cost estimates for both the CMAQ projects and the TE projects are old and new estimates are needed. The MPO and its advisory committees need fresh information in order to prioritize them. There are a few months in which to do this. The gaming cycle for the next Work Program begins in August. Chair Seel said that the new estimates should be

prepared before the lists are sent to the advisory committees for their recommendations. It was clarified that these updated cost estimates would come from the jurisdictions. Also, any issues like right-of-way must be resolved or the project will drop off the list. Also, before anything enters the work program, there must be agreement about where the financing comes from.

Secretary Skelton said that the feasibility/producibility of the projects should be reviewed also. The FDOT does not like to hold balances, and it wants to spend the money on good projects. If the money is not used, it could go to other projects in District 7.

The FDOT will begin its Work Program "gaming cycle" in August. By then, the MPO should have its list of good projects. Secretary Skelton noted that the MPO has \$1.6 million of FY 05/06 monies that are going to roll into FY 06/07 soon, so it doesn't have to wait until August. Good projects could be added to the Program via amendments. If the MPO waits for the Work Program cycle, projects would really be added to FY 07/08. June 30 is the end of FDOT's fiscal year.

Secretary Skelton also said that the FDOT understands that these funds, particularly FY 05/06 funds, are not going to be committed before June 30. However, there must be a plan by the gaming cycle.

Mr. Clifford noted that the biggest issue is making sure that the local jurisdictions are following through on their projects to make sure that they are eligible and feasible so they can enter the Work Program. The MPO has done their work.

ACTION: Mayor Hibbard moved to send a letter to the local jurisdictions asking them to update their projects and costs and to indicate their commitment to the projects, with the understanding that the advisory committees would then review and prioritize the projects and that the MPO would take action in June or July. Councilmember Kriseman seconded the motion, and the motion carried.

It was agreed that a Clearwater landscaping project will be included in the list of projects for consideration.

VIII. CONTRACT FOR TRANSPORTATION DISADVANTAGED MANAGEMENT ENTITY

In April, the MPO selected Greater Pinellas Transportation Management Services (GPTMS) as the first choice to be the management entity for the Transportation Disadvantaged (TD) Program. Staff and GPTMS negotiated a contract, and an annual lump sum fee of slightly over \$411,000 was agreed upon. The new five-year contract would become effective on June 1. The first three years would be fixed, and the final two years would be renewable annually at the MPO's option. A copy of the contract was included with meeting materials. Mr. Smith reviewed some last minute details that had been finalized.

ACTION: Mayor Mischler moved approval of the TD contract with GPTMS. Councilmember Kriseman seconded the motion, and it carried.

Neil Brickfield of Brickfield and Associates addressed the board to express his apologies for a letter that had been written during the selection process. He also said that he had spoken personally to Chairman Jonson of the Local Coordinating Board (LCB) about the matter and had expressed his apologies to him.

IX. COUNTYWIDE CONCURRENCY MANAGEMENT PROGRAM

Al Bartolotta of MPO staff updated the MPO on the initiative to create a Countywide Concurrency Management Program.

Last January, the Technical Coordinating Committee formed a concurrency work group. That work group developed recommendations for standards and methodologies pertaining to: 1) data sources; 2) roadway level of service (LOS) standards; 3) development requirements; 4) traffic studies; and 5) designation of constrained roads. The Technical Coordinating Committee met on April 26 and approved these recommendations for submission to the MPO. Mr. Bartolotta reviewed the recommendations as enumerated in "Recommendations for Countywide Concurrency Management Program", which was included with meeting materials.

The recommendations address the proportionate fair share ordinance provisions that local governments in Florida must adopt and include in their concurrency management systems by December 2006. Included with meeting materials was the "Model Ordinance for Proportionate Fair-Share Mitigation of Development Impacts on Transportation Corridors". This was prepared by the Center for Urban Transportation Research (CUTR) at the University of South Florida.

Chair Seel asked for several clarifications under "Development Requirements", and Mr. Bartolotta responded. Under section 3-b-1, the developer would come forward with the transportation management plan, which would be subject to the approval of the local government. This will be clarified in the written document. Also under "Development Requirements", Sections, 3-b-1 and 3-b-2, a date certain would be stipulated for the completion of the improvements, and this would be covered by code amendments. This, too, will be clarified in the written document.

<p>ACTION: Councilmember Bryan moved to approve the recommendations and actions as requested. Mayor Hibbard seconded the motion, and the motion carried.</p>

The MPO will request that each local government take action on the Program. This will be done on an advisory and collaborative basis, but staff will track activity to ensure that the Program is being followed.

X. PINELLAS MOBILITY INITIATIVE REPORT

This item was deferred until the June MPO meeting.

XI. MPO'S PUBLIC INVOLVEMENT PLAN UPDATE

Ms. Ward gave an update on the Public Involvement Plan. Referring to Section II "Compliance with Federal Requirements", she noted that staff is now working on Step ix.

The Plan draws on public activities familiar to the MPO. It includes strategies such as using the MPO web site to disseminate information and to get input through surveys. The web site will be displayed during televised meetings. Annual reports, portable displays at community gathering places, formal public hearings, and workshops will continue as means of outreach. The MPO will continue to rely on a wide range of advisory committees.

The speakers bureau has experienced increased activity as groups seek information on Countywide transportation matters. The Plan contains a strategy to engage groups that are traditionally underserved. Focus groups have been held with representatives of social service agencies that support these populations. Minority media can be used to contact these groups. There will be a database to track whom the MPO is reaching during the year.

After assessing its activities, staff is making some changes to the Plan. Regarding SAFETEA-LU, there are two additional requirements for public involvement, and staff is waiting for guidance on them.

Commissioner Stewart commended the MPO for its efforts in communicating with its constituents. He asked how advertising is paid for. Ms. Ward responded that there is a line item for public participation in the Unified Planning Work Program.

ACTION: Councilmember Bryan moved to approve the Public Involvement Plan. Mayor Hibbard seconded the motion, and the motion carried.

XII. LEGISLATIVE UPDATE

Ms. Ward reported that the MPOAC's bill did not pass. The Senate passed the bill, but the House did not take it up. Therefore, language to create regional transportation planning organizations, proposed by Senator Sebesta, did not pass. The language to expand eligibility for the Charter County Transit Surtax did not pass. However, a surcharge on rental vehicles did pass.

Three transportation bills passed:

- The PSTA Board will increase its membership by adding three County Commissioners and another representative from the City of St. Petersburg.
- In the Growth Management Bill, there is language providing for statewide impact fee legislation.
- A bill changed the composition of the Florida Commission for the Transportation Disadvantaged. Membership has been reduced from 27 to 7.

Councilmember Bryan noted that the adjustment to the PSTA Board now makes the Board mirror the population of the County. A majority of the County Commissioners will be serving on it. This opens the door for the PSTA to become the transit authority for the County.

Legislation pertaining to a regional transportation authority did not pass. Chair Seel suggested that further discussions take place because the subject is likely to come up again next year. The Chairs Coordinating Committee (CCC) could be asked to approve or reject a plan by simple majority.

Mayor Hibbard said that while he was at the MPOAC meeting, he had talked to the Tampa Bay Partnership about a regional transportation authority. There is some disagreement about how many business representatives and elected officials should be on a board.

Ms. Ward said that the CCC will be meeting with the Florida Alliance on June 9. That group will probably debate the issue and offer a proposal. The Tampa Bay Partnership attends the

meetings and can participate in the dialogue. Chair Seel said that she will be speaking to that meeting.

There was consensus that both elected officials and business representatives should serve on a regional transportation authority but that elected offices should have the controlling interest because they are accountable to the public.

ACTION: Mayor Mischler moved that Chair Seel propose at the June 9 meeting of the CCC: 1) that any regional transportation authority proposed would be comprised of at least a simple majority of elected officials; and 2) that before any implementation of a regional plan, the plan would be presented to the CCC for approval by simple majority. Mayor Hibbard seconded the motion, and the motion carried.

XIII. COMMITTEE APPOINTMENTS

ACTION: Commissioner Stewart moved the following appointments to the Citizens Advisory Committee: 1) Tom Kennedy as an At Large representative; and 2) Norma Carlough as a Clearwater representative. Mayor Mischler seconded the motion, and the motion carried.

XIV. PSTA ACTIVITIES

The PSTA's Board of Directors met on April 26, 2006. Minutes were included with meeting materials.

Mayor Arbutine said that the upcoming additions to the PSTA's Board are an affirmation that the County Commission should be involved on the Board. As a future transit authority, the PSTA would be making plans 15-20 years ahead, particularly with regard to a possible Bus Rapid Transit system. These activities may require taxing authority. Therefore, more elected officials should be sitting on the Board. The PSTA fully supports the additions.

XV. OTHER BUSINESS

A. Medicaid Non-Emergency Transportation

A chart showing expenditures for Medicaid NET through March 2006 was included with meeting materials.

B. Metropolitan Planning Organization Advisory Council

The Florida MPOAC met on April 27 in Tallahassee. Mayor Hibbard represented Pinellas County. They discussed the funding outlook, competition for funding, multi-modal systems, and maintaining transportation structures. There was also an education program, which will be rolled out to all the MPOs.

Ms. Ward reported that there were discussions about the State's New Starts Program and transit modeling. The DOT is committed to working with local areas to better compete for federal dollars. Also, the new financial forecast will be finished soon.

C. 1906/ School Transportation Safety Committee

The 1906 Subcommittee and the STSC met on May 3. The agenda was included with meeting materials.

D. US 19 Pedestrian Safety Task Force

The membership roster of the US 19 Pedestrian Safety Task Force was included with meeting materials.

E. Joint Chairs Coordinating Committee

The Joint CCC will meet on June 9. Polk County is the host.

F. Correspondence

There was no correspondence for review.

G. Other

There was no other business.

XVI. ADJOURNMENT

The meeting adjourned at 2:13 p.m.

Karen Williams Seel, Chair