

# METROPOLITAN PLANNING ORGANIZATION BOARD

9:00 a.m., Friday, September 19, 2014  
City of Cape Coral Council Chambers  
1015 Cultural Park Boulevard  
Cape Coral, Florida 33990  
239-244-2220



## AGENDA

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### Call to Order

### Pledge of Allegiance

### Roll Call

- 1 Citizen's Advisory Committee Report
- 2 Bicycle Pedestrian Coordinating Committee Report
- 3 Public Comments will be Taken at Each Item

### New Business

4. \*Review and Approval of the Public Involvement and LRTP Documentation Scope of Work (Don Scott)
5. \*Ratification of Bicycle Pedestrian Coordinating Committee Amendments (Ron Gogoi)
6. \*Appointment of Citizen At-Large Members to the Bicycle Pedestrian Coordinating Committee (Ron Gogoi)
7. \*Approval of Resolution 14-10 Authorizing Staff to Sign the Necessary TIGER Construction Agreements (Johnny Limbaugh)
8. \*Review and Approval of the Legal Services Agreement (Derek Rooney)
9. Presentation on the San Carlos Boulevard Stakeholder Coordination Task (Jacobs)
10. Presentation by Secretary Hattaway on the Statewide Bicycle Pedestrian Safety Initiative, the FDOT Complete Streets Policy and the use of Modern Roundabouts (FDOT)
11. +Provide Input on the Proposed Joint Lee and Collier Agenda Items (Don Scott)
12. \*Review and Approval of the 2015 MPO Meeting Calendar (Don Scott)

### Other Business

13. Public Comments on Items not on the Agenda
14. Update on MPO Projects
15. LeeTran Report
16. FDOT Report
17. Announcements
18. Topics for Upcoming Meeting
19. Information and Distribution Items

**Adjournment**    ^Roll Call Vote    \*Action Items    +May Require Action

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Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact Mr. Johnny Limbaugh at the Lee MPO at 239-330-2242 or by email at [jlimbaugh@leempo.com](mailto:jlimbaugh@leempo.com) at least seven (7) days prior to the meeting. If you are hearing or speech impaired call (800) 955-8770 Voice / (800) 955-8771 TDD. The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and related statutes. Any person or beneficiary who believes he has been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Lee County MPO Title VI Coordinator Johnny Limbaugh at (239) 330-2242 or by writing him at P.O. Box 150045, Cape Coral, Florida 33915-0045.

## **REVIEW AND APPROVAL OF THE PUBLIC INVOLVEMENT AND LRTP DOCUMENTATION SCOPE OF WORK**

**RECOMMENDED ACTION:** Review and approval of the proposed Long Range Transportation Plan (LRTP) public involvement scope of services.

The MPO staff is currently working on various tasks that go into the development of the 2040 Long Range Transportation Plan. In addition, staff is currently developing several scope of services for our General Planning Consultants to conduct portions of the LRTP update to help deliver the final Plan which will be adopted in mid-December 2015. **Attached**, for the Board's review and approval, is the public involvement and LRTP documentation scope of work that includes the tasks associated with conducting all of the public involvement activities, analyzing the proposed Needs and Cost Feasible Projects (environmental screening, performance measures and cost estimates) and putting together the final plan documentation. The scope reflects the comments and input that staff has received through the Committee review. The TAC and CAC unanimously approved the scope at their respective meetings held on September 4<sup>th</sup> and staff also recommends approval.

**DRAFT**  
**2040 LRTP PUBLIC INVOLVEMENT AND**  
**PLAN DOCUMENTATION SCOPE OF SERVICES**

**BACKGROUND**

The Lee MPO conducts a major update to the Long Range Transportation Plan (LRTP) every five years. Based on federal requirements, the MPO is required to adopt the 2040 LRTP by December 15, 2010. The purpose of the plan update is to identify the transportation improvements that are needed to serve the future population of Lee County through the horizon year of 2040. This scope outlines the public involvement tasks that will be conducted through the adoption of the Plan, the Needs and Cost Feasible Plan project analysis and the production of the LRTP documentation that will make up the final Plan. The development of the following Long Range Transportation Plan elements will be done under a separate task: the congestion management system element, the transit element, the goods and freight element and the bicycle/pedestrian element.

**SCOPE OF SERVICES**

The Long Range Transportation Plan Public Involvement Plan (LPIP) will be developed with the intent of encouraging early and continuing participation throughout the development of the 2040 Long Range Transportation Plan. The LPIP must provide opportunities for public participation and input on all applicable tasks in the LRTP update. The CONSULTANT shall undertake explicit outreach efforts to cover the various demographics in Lee County including the efforts needed to reach and include the traditionally underserved such as minority and low-income populations. The analysis should investigate both beneficiaries and those who may be negatively affected by the transportation decisions. The efforts shall be in accordance with Federal Environmental Justice policies as outlined in Executive Order 12898.

The CONSULTANT shall organize a public involvement team, which will develop a detailed LPIP including strategies to promote proactive public participation in accordance with the MPO adopted Public Involvement Plan. The LPIP will include but not be limited to the following activities:

- A. Public Workshops and Meetings
- B. Stakeholder Meetings
- C. Meetings with local neighborhoods, civic associations and groups
- D. Interactive Surveys
- E. Media outreach
- F. Newsletters and E-mail Notifications
- G. Project Web Pages
- H. Reports

**A. Public Workshops and Meetings**

The public workshops and meetings, at a minimum, will be conducted following the development of the draft Needs Plan and after the development of the draft Cost Feasible Plan. The Consultant shall plan for two public workshops and one public meeting as part of this task. The meetings will be held in the evening and the Consultant shall organize the meeting locations, develop the invite mailing list, develop the advertisements, prepare the meeting presentation materials, take meeting minutes and provide the necessary staff to assist the MPO staff with the presentations and with answering questions and answers. The Consultant shall document and analyze the public input for use in the LRTP development process. The Consultant shall also produce a frequently asked questions and answers document from the questions received at the meetings and through the development of the Plan.

### **B. Stakeholder Meetings**

The Consultant will work with the MPO to identify key stakeholders at the onset of the update. Meetings (up to 16) with key stakeholders will be held to discuss transportation issues to be considered during the Needs Assessment. MPO staff will be notified of each meeting. Early public outreach efforts will focus on collecting public input on transportation issues that will become a focal point of the subsequent LRTP Needs Assessment and Cost Feasible Plans. A data base including contact information will be developed and a summary memo describing the results of the interviews will be completed. This task will include the Consultant developing a handout to coincide with the start of the study, and include topics such as purpose, process, public engagement, and next steps.

### **C. Meetings with local neighborhoods, civic associations, groups and committees**

The Consultant shall plan on attending up to ten meetings under this task to assist staff in presenting and collecting public input from the various groups. The purpose of these meetings is to reach out to local groups at their regular scheduled meetings to help raise awareness of the LRTP update, gain public input and find out the public's priorities for investing in transportation improvements. As part of this task, the Consultant may be required to prepare meeting materials, take meeting minutes, make presentations and provide handouts to ensure that each event is productive, interactive and successful. The Consultant shall summarize, document, and analyze the public input for use in the LRTP development process. As part of this task, the Consultant shall develop and maintain an outreach calendar that tracks the dates, times, who is covering and any other pertinent information that is necessary.

### **D. Interactive Surveys**

The MPO's use of interactive surveys to collect input has been shown to get a good response and for the LRTP update we are assuming that we will use this outreach technique at least once during the development of the LRTP. Once the Needs Plan has been developed, we are seeking to use the interactive surveys to gain public input on the preferences that the public would like to see included in the Cost Feasible Plan. The Consultant shall help the staff through various outreach techniques to get a representative sample from each of the planning communities in Lee County. The interactive survey

should also be developed in a format(s) that can be filled out by the visually impaired and also for people to respond by paper format if they do not have a computer or prefer to respond in that manner.

### **E. Media Outreach**

Media outreach will be an on-going effort throughout the development of the LRTP. The Consultant shall arrange for news releases in newspapers, magazines, TV and radio stations. The Consultant shall inform the media of public workshops and meetings well prior to the date of the meetings/workshops and document reviews. The Consultant shall prepare a media list and make all preparations, printing, and distribution of materials as necessary to allow the media outreach to be successful. The Consultant shall take advantage of available cost efficient media outlets to reach the public. These outlets/strategies should include but will not be limited to the following:

- Schedule interviews
- Post key meetings on the project website
- Distribute media advisories
- Distribute press releases prior to key events
- Submit photos/press releases of event highlights to community papers
- Conduct interviews of transportation users or providers and post on website
- Write/distribute public service announcements

### **F. Newsletters and E-mail Notifications**

The Consultant shall update the comprehensive mailing list developed by the Lee MPO to include civic, homeowner associations, media and interested public. The Consultant shall ensure that the mailing list includes all county and municipal elected officials, transportation agencies and that the list is free of duplication. Throughout the process, attendees at meetings and people e-mailing during the project will be encouraged to provide their e-mail or mail addresses to add to the mailing list, which shall be maintained by the Consultant throughout the project. Where people identify the preference, e-mail distribution of information will be utilized in place of regular mail to save project resources. The Consultant shall use the comprehensive mailing list to mail surveys (free return postage), newsletters, project brochures and invitations to public meetings/workshops. The Consultant shall plan on developing three official newsletters for distribution during the project. The newsletter content will be developed by the Consultant for review and approval by the MPO staff.

### **G. Project Web Pages**

The Consultant shall develop content and provide it to the MPO staff for posting on the MPO website. The website will allow citizens to find out what is going on with the project and to interact with the Consultant and the MPO staff. The Consultant shall ensure that

all public informational materials are available and transferable to the MPO for inclusion on the MPO website after the completion of the LRTP update.

## **H. LPIP Reports**

The Consultant shall develop the public involvement report documents throughout the development of the Long Range Transportation Plan which will document the public involvement process as well as the results. The LPIP will provide for a minimum thirty day public comment period before the adoption of the final LRTP by the MPO in December 2010. When significant written and oral comments are received on the development of the LRTP and the final draft LRTP, the Consultant shall prepare a summary, analysis, and report on the disposition of comments which will be made a part of the final LRTP record.

The Consultant will also develop a public comment tracking tool as part of this ongoing task to collect and analyze comments received during the study. MPO Staff will be responsible for inputting comments into the tool.

## **I. Analysis of Needs and Cost Feasible Projects**

The Consultant will develop performance measures that can be used to analyze the effectiveness and prioritization of the Needs and Cost Feasible projects in support of the Committees and the Board making decisions on moving forward with those projects. The performance measures that are developed should be consistent with MAP-21 and recently developed MPO performance measures. It is envisioned that the analysis of the projects will be done using a matrix that will be easy for the public and MPO to see the benefits of the projects being proposed. This effort will also include the Consultant calculating the cost of each of the projects being proposed using FDOT's project costing tool or from better cost estimates provided by the local jurisdictions.

The Consultant will conduct the Environmental Transportation Decision making (ETDM) analysis necessary for the Needs Plan projects to determine if there are any fatal flaws with these projects. This effort will be done to help develop mitigation strategies and to help provide better cost estimates.

## **J. Documentation**

### **Interactive LRTP**

This Consultant task will include the development of a custom program to incorporate planned Program and Local project data, general design of the LRTP reporting, setup of web-mapping services (data layers, etc.), administrative tools, and setup of query templates. This is a follow on to the task that was done earlier this year with the TIP that made it interactive and accessible online. This task will include an upload of Project Information into the LRTP database. This information will result from an initial meeting with the client to define exactly what will be captured for upload. In addition, a map

representation of projects in the form of a point, line or polygon will be created as part of this task.

The project deliverables will include uploaded project information into the LRTP database one (1) time and the location mapped for the project data. The hosted map application will use ArcGIS server. This will include the development of an interactive web-map showing project locations. This task will include the incorporation of the Esri base map layers with features of projects and their locations linked to project information. The Consultant will update the overview page text, searching criteria will include XYZ, look-ups, and data entry labels and will provide search capabilities that include a project name, project number and XYZ.

The Consultant will quality control the LRTP output resulting from the download and formatting tasks by exporting the results and reviewing these results with the client. The agreed upon template for the reports will match the reporting requirements outlined by the MPOAC and FDOT (table formats and the LRTP study recommendations) and used as a target for automated generation from the software.

### **Final Plan Documentation**

The Consultant shall coordinate and assist in the preparation of the LRTP documentation with the intent of developing a readable and user friendly final plan document. The documentation shall follow the requirements outlined in the "Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPO's dated November 2012 (attached to this scope). This task will include the preparation of an Executive Summary that provides a short (about 10 pages) report that is easy to identify the majority of the items that most of the users want to know. This would include, at a minimum, some background description, overview of the process and map/list of the final cost feasible projects.

### **Schedule**

It is anticipated that this project will be completed by February 12, 2016.

## Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs

November 2012

The Federal Highway Administration (FHWA), in cooperation with the Federal Transit Administration (FTA), developed the following summary to provide clarification to the Florida Department of Transportation (FDOT) and Florida's Metropolitan Planning Organizations (MPOs) regarding our expectations for meeting some of the requirements to be addressed in the next cycle of Long Range Transportation Plan (LRTP) updates. 23 CFR 450.306, 316 and 322 describe the basic requirements of the metropolitan transportation planning process, including a documented public participation plan and development and content of the metropolitan transportation plans respectively. The following information is presented to highlight notable areas for improvement, as well as those of potential concern, and to assist the MPOs in meeting federal planning requirements. Additional areas may be addressed on an individual MPO basis as needed throughout the LRTP development process.

Because projects in a Transportation Improvement Program (TIP) are required to demonstrate planning consistency with the LRTP, the requirements for project inclusion in a TIP must also be considered when developing the LRTP. As a reminder, projects that need to be included in the TIP are: all projects using FHWA and/or FTA funds; all regionally significant projects requiring an FHWA or FTA action regardless of funding source; and regionally significant projects to be funded with Federal funds other than those administered by FHWA or FTA or regionally significant projects funded with non-federal funds (23 CFR 450.324(d)). There are exceptions for certain projects such as emergency relief and state planning and research projects. All of the exempt project categories can be found in 23 CFR 450.324(c). The reference to regionally significant projects applies to capacity and non-capacity projects. Capacity projects are projects that expand the capacity of existing transportation systems, such as adding lanes to roadways, new/expanded rail service and intermodal facilities. Non-capacity projects are activities that are designed to support, operate and maintain the state transportation system (See Appendix 1 for a list of capacity and non-capacity programs/activities).

Projects in the LRTP: Recently we have been responding to several questions regarding types of projects that need to be included in the LRTP. As stated in 23 CFR 450.322(f), the LRTP is required to include the projected transportation demand in the planning area, the existing and proposed transportation facilities that function as an integrated system, operational and management strategies, consideration of the results of the Congestion Management Plan, strategies to preserve the existing and projected future transportation infrastructure, pedestrian and bicycle facilities, and transportation and transit enhancement activities.

As noted in 23 CFR 450.104, a regionally significant project means a transportation project (other than projects that may be grouped in the TIP and/or STIP or exempt projects as defined in EPA's transportation conformity regulation (40 CFR part 93.126, 127 and 128)) that is on a facility which serves regional transportation needs (such as access to and from the area outside the region; major activity centers in the region; major planned developments such as new retail malls, sports complexes, or employment centers; or transportation terminals) and would normally be included in the modeling of the metropolitan area's transportation network. At a minimum, this includes all principal arterial highways and all fixed guideway transit facilities that offer a significant alternative to regional highway travel.

If a project meets the definition of regionally significant, then the project must be included in the Cost Feasible LRTP regardless of the project's activities (i.e. construction, facility widening, ITS installations, etc.).

Grouped Projects in the LRTP: Federal regulations allow a specifically defined type of project(s) to be grouped in the TIP. Similar groupings in the LRTP would be permissible. However, the ability to group project(s) depends on the regional significance of the project(s). Grouped projects in the TIP are typically ones that are not of an appropriate scale to be individually identified and can be combined with other projects which are similar in function, work type, and/or geographic area. Classifications of these grouped project types are listed under 23 CFR 771.117(c) and (d) and/or 40 CFR part 93. Examples are: activities which do not involve or lead directly to construction (such as planning and technical studies or grants for training and research programs); construction of non-regionally significant bicycle and

pedestrian lanes, paths, and facilities; landscaping; installation of fencing, signs, pavement markings, small passenger shelters, traffic signals, and railroad warning devices where no substantial land acquisition or traffic disruption will occur; rest areas and truck weigh stations; ridesharing activities; and highway safety or traffic operations improvement projects. Therefore, if grouping projects in the LRTP, the groups need to be specific enough to determine consistency between the LRTP and the TIP.

### Fiscal Constraint

***Operations & Maintenance:*** LRTP cost estimates need to be provided for the Operations and Maintenance (O&M) activities for the entire timeframe of the LRTP. System level estimates for O&M costs may be shown for each of the five-year cost bands or may be provided as a total estimate for the full LRTP timeframe. System level is interpreted to mean the system within the MPO planning boundaries. Local agencies, working with the MPO, need to provide cost estimates for locally-maintained facilities covered in the Plan. FDOT, working with the MPO, needs to provide cost estimates for the state-maintained facilities covered in the Plan. System level estimates at the FDOT District level are acceptable for the state-maintained facilities. The LRTP will also need to identify the general source of funding for the O&M activities. Since O&M costs and related revenues are not available to balance the fiscal constraint of capital investment projects, a clear separation of costs for operations and maintenance activities from other grouped and/or regionally significant projects will need to be shown in order to demonstrate fiscal constraint. (23 CFR 450.322(f)(10)(i)).

***Total Project Costs:*** For total project costs, all phases of a project must be described in sufficient detail to estimate and provide an estimated total project cost and explain how the project is expected to be implemented. Any project which will go beyond the horizon year of the LRTP must include an explanation of the project elements beyond the horizon year and what phases/work will be performed beyond the horizon year of the plan. The costs of work and phases beyond the horizon year of the plan must be estimated using Year of Expenditure (YOE) methodologies and the estimated completion date may be described as a band (i.e. Construction expected 2040-2050, \$40M). If there is more than one phase remaining to be funded, these may be shown as a combined line item for the project (i.e. ROW/Construction expected 2040-2050,

\$50M). FHWA does not expect that this paragraph will apply to routine system preservation or maintenance activities. Total project costs will be shown for capacity expansion projects and for regionally significant projects. (23 CFR 450.322(f)).

**Cost Feasible Plan:** Revenues to support the costs associated with the work/phase must be demonstrated. For a project to be included in the cost feasible plan, an estimate of the cost and source of funding for each phase of the project being funded (including the Project Development and Environment (PD&E) phase) must be included. The phases to be shown in LRTPs include Preliminary Engineering, ROW and Construction (FHWA and FTA support the option of combining PD&E and Design phases into “Preliminary Engineering”). Boxed funds can be utilized as appropriate to finance projects. However, the individual projects utilizing the box need to be listed, or at a minimum, described in bulk in the LRTP (i.e. PD&E for projects in Years 2016-2020). (23 CFR 450.322(f)(10)).

**New Revenue Sources:** If the LRTP assumes a new revenue source as part of the cost feasible plan, the source must be clearly explained, why it is considered to be reasonably available, when it will be available, what actions would need to be taken for the revenue to be available, and what would happen with projects if the revenue source was not available. If, for example, the most recent action of a governing body or a referendum of the public defeated a similar revenue source, then the new revenue source may not be included in the Cost Feasible LRTP unless the MPO can justify the revenue source and explain the difference between the action that failed and the action being proposed (for further details, please see FHWA Guidance Financial Planning and Fiscal Constraint for Transportation Plans and Programs issued by Gloria Shepherd, Associate Administrator for Planning, Environment and Realty on April 17, 2009). This applies to all revenue sources in the LRTP (i.e. federal, state, local, private, etc.)

**Federal Revenue Sources:** Federal and state participation on projects in the Cost Feasible LRTP can be shown as a combined source for the cost feasible projects. Projects within the first ten years of the Plan must be notated or flagged to identify which projects are planned to be implemented with federal funds. Beyond the first ten year period, the specific federal funding notation is not expected. The project funding, however, must be clearly labeled as a combined Federal/State source in the Cost Feasible LRTP. (23 CFR 450.322(10)f(iii))

For FTA funded projects, MAP-21 has repealed eight programs from SAFETEA-LU and shifted many of the eligible activities to formula programs. Repealed programs (or uses consolidated in other formula programs) include Clean Fuels (5308), Fixed Guideway Modernization (5309), Bus and Bus Facilities (5309), JARC (5316), New Freedom (5317), Paul Sarbanes Transit in the Parks (5320), Alternatives Analysis (5339) and Over the Road Bus (3038). Formula programs now include Metropolitan Planning and State Planning (5305); Urbanized Area Formula (5307); Enhanced Mobility of Seniors and Persons with Disability (5310); Rural Area Formula (5311) and RTAP (5311); Formula Grants for Public Transportation on Indian Reservations (5311); Research and Development, Demonstration and Deployment (5312), State of Good Repair (5337), Bus and Bus Facilities Formula Grants (5339). Eligible new uses which are notable include Safety Programs and Transit Asset Management, Operations in areas with 200,000 or more population with up to 100 buses; Transit Oriented Development Planning and Bus Rapid Transit demonstration projects; Core Capacity Improvements and several others.

Discretionary awards that have been repealed under MAP-21 however, may have unspent funds awarded under SAFETEA-LU in the repealed programs that still must be shown in the LRTP, TIP and STIP to obligate the funds in FTA's TEAM system. Hence, project categories such as Bus Livability, Clean Fuels, Alternatives Analysis, Transit in the Parks, etc.) may still need to be described and/or pursued by the transit grantee within the LRTP for FFY 2011 and FFY 2012 funds remaining. However, MAP-21 greatly reduced the number and type of discretionary awards through FTA. As such, the MPO and the transit grantee may no longer need to consider how to account for the possibility of placing a discretionary transit project through a competitive award (as well as formula funds) as part of the cost feasible LRTP except for New Starts, Small Starts, Core Capacity, Bus Rapid Transit Demonstration or Transit Oriented Development Demonstration Planning programs.

The purpose, need and perceived benefit of the transit project as well as geographic distribution of funds may play a role in project selection. As such, a transit needs plan with projects which may be unfunded when the LRTP is prepared may need to be considered, especially for major New Start/Small Start and other capital projects like the new Core Capacity program which must

eventually be placed within the cost feasible LRTP to have funds awarded. Regardless, discretionary awards if any must also be eventually listed within the cost feasible LRTP for FTA to obligate the awarded funds in a grant to a transit grantee.

Full Timespan of the LRTP: The LRTP is a document that has a planning horizon of at least 20 years. The LRTP is based upon the region's visioning of the future within the bounds of the financial resources that are available to the region during that timeframe. The LRTP is not a programming document, but rather a planning document that describes how the implementation of projects will help achieve the vision. Therefore, the MPOs will need to show all the projects and project funding for the entire time period covered by the LRTP, from the base year to the horizon year. (23 CFR 450.322(a))

Environmental Mitigation: For highway projects, the LRTP must include a discussion on the types of potential environmental mitigation activities and opportunities which are developed in consultation with Federal, State and Tribal wildlife, land management and regulatory agencies. This discussion should occur at more of a system-wide level to identify areas where mitigation may be undertaken (perhaps illustrated on a map) and what kinds of mitigation strategies, policies and/or programs may be used. This discussion in the LRTP would identify broader environmental mitigation needs and opportunities that individual transportation projects might later take advantage of. MPOs should be aware that the use of ETDM alone is not environmental mitigation. That effort would be considered project screening and is not a system-wide review. Documentation of the consultation with the relevant agencies should be maintained by the MPO. (23 CFR 450.322(f)(7) and (g))

For transit capital projects, the environmental class of action is usually considered by FTA regional offices in concert with transit grantees as the projects are analyzed and developed. Transit maintenance and transfer facilities and major capacity projects like light, heavy or commuter rail, BRT, etc. may require a separate National Environmental Policy Act (NEPA) document while acquisition of vehicles, provision of repairs, planning studies, engineering, etc, would not require a document. As such, environmental mitigation issues would tend to be developed as part of the NEPA document for specific projects with a NEPA decision made prior

to the award of FTA funds. Likewise, transit environmental benefits like reduction in SOV trips and VMT, reduction in greenhouse gases, pedestrian and bicycle linkages, transit oriented/compact development (which is more walkable) may need to be stated within the broad parameters in the LRTP. Most FTA planning studies are required to be listed in the Unified Planning Work Program (UPWP) and not necessarily the TIP and STIP (although many MPO's still list the studies in the TIP and STIP). Preliminary engineering, final design, right of way, utility relocation, construction, etc. for transit capital projects would need to be listed in the LRTP, TIP and STIP.

Linking Planning and NEPA: Since 2008, prior to FHWA approving an environmental document (Type-2 Categorical Exclusion, Finding of No Significant Impact, or Record of Decision) and thereby granting location design concept approval, the project must be determined to be consistent within the LRTP, the TIP and Statewide Transportation Improvement Program (STIP). The project consistency refers to the description (for example project name, termini and work activity) between the LRTP, the TIP and the STIP (23 CFR 450.216(k), 450.324(g) and 450.216(b)). The NEPA document must also describe how the project is going to be implemented and funded. The project implementation description in the NEPA document needs to be consistent with the implementation schedule in the LRTP and TIP/STIP as well.

LRTP Documentation/Final Board Approval: FHWA and FTA expect that at the time the MPO board adopts the LRTP, a substantial amount of LRTP analysis and documentation will have been completed, and all final documentation will be available for distribution no later than 90 days after the plan's adoption. The Board and its advisory committees, as well as the public should have periodically reviewed and commented on products from interim tasks and reports that culminate into the final Plan. Finalizing the LRTP and its supporting documentation should be the last activity in a lengthy process. All final documents should be posted online and available through the MPO office no later than 90 days after adoption. The MPOs' schedules for this round of LRTP development are expected to allow for the Board to adopt the final LRTP no later than 5 years from the MPOs' adoption of the previous LRTP.

**Documented LRTP Modification Procedures:** If not already in place, MPOs need established written and Board approved procedures that document how modifications to the LRTP are addressed after Board adoption. The procedures should specifically explain what qualifies as a modification as opposed to an amendment as defined in 23 CFR 450.104. These procedures can be included as part of the LRTP, the PPP, or provided elsewhere as appropriate. FHWA is currently beginning work with FDOT and the MPOs on an LRTP amendment process which will include statewide procedures and thresholds, similar to the STIP amendment process. This effort will assist the MPOs in determining when LRTP amendments are required.

**LRTP & STIP/TIP Amendment Consistency:** The STIP and TIPs must be consistent with the relevant LRTPs. When amendments to the STIP/TIP are made, the projects must also be consistent with the LRTP from which they are derived. FHWA and FTA staff will be checking for this consistency. Projects with inconsistencies between the STIP/TIP and the respective LRTP will not be approved for use of federal funds or federal action until the issue is addressed. (23 CFR 450.328 and 23 CFR 450.216(b))

FHWA and FTA understand that when developing project cost estimates in an LRTP, the cost is an estimate which becomes more refined as a project advances. Projects being refined between plans will not be required to update their costs in the existing LRTP if new, more accurate information regarding project cost becomes available. However, it is expected that upon the next scheduled adoption of the LRTP, the latest project cost estimates shall be used.

### **Transit Projects and Studies**

**Major Transit Capital Projects:** For LRTP development purposes, federal funding sources for major transit capital projects must be proposed and may not currently be identifiable (or currently allocated) for use in the urbanized area. The Federal Transit Administration funds projects such as New Start rail and BRT, as well as major capital facilities such as administrative buildings or maintenance facilities with formula and/or discretionary program dollars allocated on an annual basis. As mentioned, MAP-21 made changes to and reductions in transit discretionary programs. Therefore in order to plan for a transit “New Start” in the LRTP, the MPO must assume they will be successful in competing for discretionary FTA New Starts

program dollars. A reasonable funding mix might be to assume 50% FTA/25% Local/25% State funding, as is currently the norm in Florida. Also, MAP-21 greatly expands the use of TIFIA loans. Grantees may be proposing use of a TIFIA loan or other loan to help bridge the gap in capital financing for a New Start which in some cases for large projects in multiple phases may take up to five years to design and build (per phase).

With regard to the planning of a major capital transit facility other than a New Start, the assumption must be made that FTA program funds such as “State of Good Repair” or “Bus and Bus Facilities” will be awarded to the transit system based on formula. As mentioned, large discretionary awards will be fewer under MAP-21. In most cases, a likely funding mix for State of Good Repair or Bus and Bus Facilities might be 80% FTA/20% local, or up to 100% FTA matched with toll revenue credits.

*Transit Facility:* The transit grantee may propose a specific transit maintenance facility, transfer facility, multi-modal station, park n ride lot with transit service or other transit facility for rehabilitation, renovation or new construction. Generally, such facility improvements remain eligible for FTA 5307, 5309, 5337 (new State of Good Repair formula program), 5339 (new bus and bus facility formula program) funds from FTA, or for FLEX funds from FHWA flexed to FTA for the transit use by the transit grantee. At a minimum, such facilities should be contained within the TIP, STIP and be “consistent with” the LRTP. For example, consistent with the LRTP might mean a general statement, paragraph, line item or section on the specific facilities and their general location if known. Inclusion might also mention feasibility studies, preliminary engineering, appraisals, final design, property acquisition and relocation (if any) and NEPA documents and perhaps the intent to seek local, state or federal funding for same. The award of such funds may require an LRTP amendment to show such funds in the constrained LRTP.

*Transit Service including Fixed Route Bus, Deviated Route, Para-transit, Enhanced or Express Bus:* The transit grantee may propose a specific new transit service for a new area or corridor. Generally, such new service is eligible for 5307 or 5310 funds from FTA, or for L230 FLEX funds from FHWA to the transit grantee. At a minimum, such new service should be “consistent with” the LRTP. For example, consistent with the LRTP might mean a general statement, paragraph, line item or section on the specific service improvements to be undertaken (and the general location if known). Inclusion might also mention feasibility studies, operational

plans, strategic plans and perhaps the intent to seek local, state or federal funding for same. The award of such funds may require an LRTP amendment to show such funds.

**Transit Service Including Bus Rapid Transit (BRT), Light Rail Transit (LRT) Heavy Rail Transit (HRT), Commuter Rail Transit (CRT), Streetcar through the New Starts/Small Starts Program:**

The transit grantee may propose a specific new fixed guideway transit service (like BRT, LRT, HRT, CRT or Streetcar) to serve a new area or corridor as part of FTA's New Starts/Small Starts or Core Capacity Program. Generally, such new service is eligible for 5307 or 5309 funds from FTA, or for FLEX funds from FHWA to the transit grantee. At a minimum, such new service should be "consistent with" the LRTP. As such service may be a large capital expenditure, the project, termini and cost would need to be specified in the constrained LRTP. Inclusion might also mention feasibility studies, NEPA studies, preliminary engineering and final design, right of way acquisition, operational plans, modeling improvements, strategic plans and perhaps the intent to seek local, state or federal funding for same. The award of such funds would require an LRTP amendment to show such funds in the constrained LRTP.

**Emerging Issues**

This section describes topics that may not currently be required by federal laws and rules to be addressed in LRTPs. As such, MPOs are not required to include these considerations in their current planning processes and plans. However, these issues are receiving considerable attention in discussions related to the passage of Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21). Each MPO has the discretion to determine whether or not to address these topics in their LRTP at this time, and the appropriate level of detail. Depending upon when MAP-21 implementing guidance is released, the new requirements may have to be addressed within a short timeframe. So beginning to address these issues early on may potentially minimize the level of effort needed to achieve future compliance.

**Safety and Transit Asset Management:** MAP-21 also includes significant additions to safety planning and transit asset management on the part of transit grantees and the states. Federal Register guidance is expected on transit safety and transit asset management within the near future.

**Performance Measurement:** FHWA and FTA encourage the MPOs to consider ways to incorporate performance measures/metrics for system-wide operation, as well as more localized measures/metrics into their LRTPs. As funding for transportation capacity projects becomes more limited, increasing emphasis will be placed on maximizing the efficiency and effectiveness of our current transportation system. Consequently, measures to assess the LRTP's effectiveness in increasing system performance will be needed. Per the recent passage of MAP-21, USDOT will establish performance measures in consultation with State DOTs, MPOs and other stakeholders within 18 months of MAP-21's enactment. Once performance measures are identified, the States will have up to one year to set state level targets. Once state level targets have been set, MPOs will have up to six-month to set local level targets that support the state targets. The process and schedule for performance measure implementation and LRTP documentation is expected to evolve over the next two years.

**Freight:** The planning process is required to address the eight planning factors as described in 23 CFR 450.306(a). The degree to which each factor is addressed will vary depending upon the unique conditions of the MPO areas, but efforts should be made to think through and carefully consider how to address each factor. The importance of freight to the nation's economic well-being and global competitiveness, as well as its support and promotion of job creation and retention has heightened its status at the national and regional level. MPOs should be aware that discussions in MAP-21 have largely included a reference to the increasing importance of freight, including the development of Statewide Freight Plans. While this is part of one of the eight planning factors, special emphasis should be given to the freight factor, as it is anticipated to play a more prominent role in future planning requirements.

**Sustainable Transportation and Context Sensitive Solutions:** The MPOs are encouraged to identify and suggest contextual solutions for appropriate transportation corridors. For example, Context Sensitive Solutions (CSS) may be appropriate for historic parkways, historic districts, town centers, dense "walkable" neighborhood areas, arterial "gateways", greenway trails and pedestrian ways, environmentally sensitive areas or simply where right of way is not readily available. Under MAP-21, Transportation Alternatives like bicycle and pedestrian

improvements and trails remain eligible under the formula programs while transportation enhancement set-asides have been removed and some uses like historic building renovation and scenic easements may be more restrictive. The value of the resources present may suggest the need for alternative or special treatments (or even accepting a level of congestion and lower speeds that respects the resources). In these instances, specific livability principles adopted by the MPO might be employed for improved pedestrian and transit access – especially to schools and even traffic calming.

Also, spatial relationships that support public transit like transit oriented development and the “trip not taken” while reducing greenhouse gases might be recognized as characteristics of a town center or mixed use area with public transit access. Other livability planning goals might also need to be recognized like preserving affordable housing, improving/preserving special resources like parks, monuments and tourism areas, increasing floor area ratios and reducing parking minimums in select corridors to encourage walking trips and public transit, transportation demand management, etc.

### Proactive Improvements

This section describes topics that are not currently required by federal laws and rules to be addressed in LRTPs. As such, MPOs are not required to include these considerations in their current planning processes and plans. These areas are intended to be a proactive change in the LRTPs to help Florida continue to make positive strides in long range planning.

Linking Planning and NEPA: For highway projects, we are continually looking for strategies that improve the linkage between planning and environmental processes. For the inclusion of regionally significant projects in the Cost Feasible Plan of the LRTP, MPOs should strongly consider including a purpose and need statement for the project in the LRTP. This purpose and need statement will be carried into the National Environmental Policy Act (NEPA) process and will be one way to enhance the linkage between planning and NEPA. For example, this purpose and need statement could briefly provide the rationale as to why the project warranted inclusion in the LRTP. (450.324 (d); 450 Appendix A to Part 450, Section II Substantive Issues, 8)

*Climate Change:* MPOs may also wish to give consideration to climate change and strategies which minimize impacts from the transportation system. FHWA supports and recognizes the importance of exploring the effects of climate change on transportation, as well as the limited environmental resources and fuel alternatives. State legislation now encourages each MPO to consider strategies that integrate transportation and land use planning in their LRTP to provide for sustainable development and reduce greenhouse gas emissions, as well as include energy considerations in all state, regional and local planning. As a result, MPO LRTP Updates are encouraged to include discussions and strategies aimed at addressing this issue.

*Scenario Planning:* Pursuant to MAP-21, MPOs may elect to develop multiple scenarios for consideration in the development of the LRTP. If the MPO chooses to develop these scenarios, it is encouraged to consider a number of factors including potential regional investment strategies, assumed distribution of population and employment, a scenario that maintains baseline conditions for identified performance measures, revenue constrained scenarios, and estimated costs and potential revenue available to support each scenario.

Description of the Major Programs Included in the 2035 Revenue Forecast

Capacity Programs	Non-Capacity Programs
<p><u>SIS Highways/ FHHS Construction &amp; ROW</u> - Construction, Improvements, and associated right of way on SIS highways and the FHHS (i.e., Interstate, the Turnpike, other toll roads, and other facilities designed to serve interstate and regional commerce including SIS Connectors).</p>	<p><u>Safety</u> - Includes the Highway Safety Improvement Program, the Traffic Safety Grant Program, Bicycle/Pedestrian Safety activities, the Industrial Safety Program, and general safety issues on a Department-wide basis.</p>
<p><u>Aviation</u> - Financial and technical assistance to Florida's airports in the areas of safety, capacity improvements, land acquisition, planning, economic development, and preservation.</p>	<p><u>Resurfacing</u> - Resurfacing of pavements on the State Highway System and local roads as provided by state law.</p>
<p><u>Rail</u> - Rail safety inspections, rail-highway grade crossing safety, acquisition of rail corridors, assistance in developing intercity and commuter rail service, and rehabilitation of rail facilities.</p>	<p><u>Bridge</u> - Repair and replace deficient bridges on the state highway system. In addition, 15% of federal bridge funds must be expended off the federal highway system (e.g., on local bridges not on the State Highway System).</p>
<p><u>Intermodal Access</u> - Improving access to intermodal facilities and acquisition of associated rights of way.</p>	<p><u>Product Support</u> - Planning and engineering required to "produce" FDOT products and services (i.e., each capacity program; Safety, Resurfacing, and Bridge Programs).</p>
<p><u>Seaport Development</u> - Funding for the development of eligible ports, including projects such as land acquisition, dredging, construction of storage facilities and terminals, and acquisition of container cranes and other equipment used in moving cargo and passengers.</p>	<p><u>Operations &amp; Maintenance</u> - Activities to support and maintain transportation infrastructure once it is constructed and in place.</p>
<p><u>Other Arterial Construction/ROW</u> - Construction, improvements, and associated right of way on State Highway System roadways not designated as part of the SIS or FHHS. Also includes funding for the Economic Development Program, the County Incentive Grant Program., and the Small County Outreach Program.</p>	<p><u>Administration</u> - Resources required to perform the fiscal, budget, personnel, executive direction, document reproduction, and contract functions. Also includes the Fixed Capital Outlay Program, which provides for the purchase, construction, and improvement of non-highway fixed assets (e.g., offices, maintenance yards).</p>
<p><u>Transit</u> - Technical and operating/capital assistance to transit, paratransit, and ridesharing systems.</p>	<p><u>Other</u> - Technically, this category is not a "program." It primarily represents FDOT financial commitments such as debt service and reimbursements to local governments.</p>

## **RATIFICATION OF BICYCLE PEDESTRIAN COORDINATING COMMITTEE BYLAW AMENDMENTS**

**RECOMMENDED ACTION:** Ratify the BPCC Bylaws Amendments.

The MPO's Bicycle Pedestrian Coordination Committee (BPCC) amended its bylaws at the June 24<sup>th</sup> meeting by removing the Southwest Florida Police Chief's Association (SFPCA) from its voting membership while adding participating local law enforcement agencies in Lee County to the non-voting membership category. The changes will allow attendance and participation at the meetings by officers from a law enforcement agency who are not members of the SFPCA. It also addresses difficulties in getting a SFPCA member from Lee County to attend the meetings. The changes will also help the Committee in attaining quorum requirements and allow more active participation by law enforcement officers. Additions are shown in underline format and deletions in strikethrough format.



## BICYCLE PEDESTRIAN COORDINATING COMMITTEE BYLAWS

Adopted October 22, 1999  
Amended June 26, 2012

[Amended June 24, 2014](#)

[Ratified by Lee County MPO on September 19, 2014](#)

815 Nicholas Parkway East  
P.O Box 150045  
Cape Coral 33915-0045  
239 244 2220  
Fax: 239 790 2695  
[www.leempo.com](http://www.leempo.com)

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# BYLAWS

## of the Lee County Metropolitan Planning Organization BICYCLE PEDESTRIAN COORDINATING COMMITTEE

### Section 1. NAME

The name of this committee shall be the Bicycle Pedestrian Coordinating Committee (BPCC).

### Section 2. RESPONSIBILITIES

It shall be the responsibility of this committee to:

- A. Coordinate the bicycle/pedestrian planning and programming activities of all agencies participating in the Lee County MPO;
- B. Review local land development regulations to identify funding opportunities and incentives for developers to provide bicycle/pedestrian facilities;
- C. Assist local governments in locating additional funding sources for bicycle and pedestrian improvements, developing inventories of their bicycle and pedestrian facilities, and other tasks on which assistance may be requested;
- D. Review and recommend bicycle and pedestrian projects for federal and state funds including but not limited to Local and Regional Transportation Enhancement, Multimodal Transportation Enhancement Box, and Safe Route to School Program funds;
- E. Update and maintain the county-wide inventory of existing, programmed, and planned bicycle and pedestrian facilities developed as part of the Lee County Bicycle Pedestrian Master Plan.
- F. Oversee the implementation of the Lee County Bicycle Pedestrian Master Plan and update the Plan periodically. Also participate and provide input during the comprehensive updates and amendments of the MPO Long Range Transportation Plan;
- G. Continue to support and encourage sustainability initiatives in Lee County;
- H. Review state Project Development and Environment (PD&E) studies and design plans to ensure that adequate provisions for cyclists and pedestrians are included in the planning and designs of new and reconstructed highways, and that they are consistent with the MPO's Countywide Bicycle Pedestrian Master Plan and the MPO Long Range Transportation Plan, or any specific committee recommendations that may have come out of any MPO meeting;
- I. Capitalize on opportunities for developer implementation of bicycle pedestrian improvements;
- J. Capitalize on opportunities for Public Private Partnerships to implement bicycle pedestrian improvements;
- K. Partner with community groups to host public events to educate the community about the Bicycle Pedestrian Master Plan and seek their involvement and support in implementing the bike/ped improvements identified in the Plan; and
- L. Review and assess Demonstration and Special Projects, and Spot improvements identified in the Master Plan and develop strategies for addressing these needs.
- M. Review and assess bicycle and pedestrian signage countywide for consistency and uniformity, and identify opportunities for providing signage and way finding

### Section 3. **RELATIONSHIP TO THE TMOC AND OTHER AGENCIES**

- A. Proposals affecting motorized traffic operations shall be coordinated with the Traffic Management Operations Committee (TMOC) by participation of a BPCC member on the (TMOC). This member shall be appointed by the committee at a regular BPCC meeting.
- B. The committee should work directly with local and state government agencies, and other governmental and non-governmental institutions as necessary to coordinate their bicycle and pedestrian planning and programming activities.

### Section 4. **MEMBERSHIP**

- A. VOTING MEMBER: The voting membership of this committee shall consist of one primary representative and an alternate from each of the following agencies:
  - ❖ City of Bonita Springs
  - ❖ City of Cape Coral
  - ❖ City of Fort Myers
  - ❖ Town of Fort Myers Beach
  - ❖ City of Sanibel
  - ❖ Lee County Department of Transportation
  - ❖ Lee County Community Traffic Safety Team
  - ❖ MPO Citizen Advisory Committee
  - ❖ LeeTran
  - ❖ Lee County School District
  - ❖ Lee County Injury Prevention Coalition
  - ❖ Lee County Parks & Recreation
  - ❖ Lee County Visitor and Convention Bureau
  - ❖ Lee Memorial Health System
  - ❖ ~~South West Florida Police Chiefs Association~~
  - ❖ Four At Large Citizens
  - ❖ Lee County Port Authority
- B. NON VOTING ADVISORY MEMBER: This committee shall also include a non-voting advisory member from Collier County, ~~and non-voting members from participating law enforcement agencies.~~
- C. Each member entity in the BPCC shall appoint one person to represent it on the committee, and may also appoint one or more alternate members to represent it in the absence of its appointed representative.
- D. In the case of At Large Citizen Members, appointments shall be made by the MPO Policy Board. All such appointments are subject to ratification by a majority of members of the MPO at a regular MPO meeting at which a quorum is present.
- E. The At Large Citizen Members of the BPCC shall be citizens and year-round residents of the Metropolitan Planning Organization's transportation study area. Members or their immediate family members (spouse, child, parent or sibling) shall not be declared candidates or elected officials of the Lee County Commission, municipalities in Lee County or Lee County Constitutional Officers. The At Large members shall not be employees of any of the local governments represented on the MPO or of the state or federal departments of transportation. Should the status of any of these BPCC members change in such a way as to disqualify him/her

from membership under the terms of this paragraph, his/her membership shall automatically terminate. Those who thus become ineligible for BPCC membership shall provide written notice to the MPO staff the BPCC Chairman.

- F. At Large Members shall be granted an excused absence if they contact MPO staff prior to the meeting via email or by phone with a follow up email as to why they were unable to attend the meeting. Excused absences are counted as a regular absence. However, MPO staff will keep a record of excused and unexcused absences and present this record to the MPO Board if the member is in violation of the participation requirements. Should any member be absent from three (3) consecutive regular BPCC meetings, or from four (4) out of six (6) consecutive regular BPCC meetings within a twelve (12) month period, staff recommendation will be made to the MPO Board to remove this member for lack of participation, regardless if the absence was excused or unexcused.
- G. Should a temporary circumstance prevent an At Large Citizen Member from participation, a leave of absence may be granted by the BPCC for a period of no more than three (3) months. The member should submit the request to MPO Staff in writing and address it to the BPCC Chairman.
- H. All At Large Members will be required to complete the BPCC Application in Appendix C before they are appointed by the MPO Policy Board to ensure that they meet all the requirements.
- I. Agency appointees shall try to attend the meetings regularly. If they are unable to attend these meetings on a regular basis they should inform MPO staff, and have another staff person appointed immediately by the Department Head or the Appropriate Official.

#### Section 5. OFFICERS

- A. The officers of this committee shall consist of a Chairperson and a Vice Chairperson, both of whom shall be regular (*i.e.* not alternate) voting members of the committee.
- B. An election for both officers shall be held at the first regularly scheduled meeting of each calendar year.
- C. The term for each office shall be one calendar year, unless at the end of the year the Chairperson has served for less than six months, in which case his or her term shall continue until the end of the following calendar year.
- D. An officer shall not serve consecutive terms in the same office.
- E. The Vice Chairperson shall automatically become Chairperson the year following his or her election (or sooner if a vacancy occurs in the Chairpersonship), with subsequent elections being held only to fill the office of Vice Chairperson, unless both offices should simultaneously become vacant.
- F. A Vice Chairperson shall be elected at the first meeting of each calendar year, unless the Chairperson has served for less than six months, and at the first meeting following the occurrence of a vacancy in the office.
- G. The Chairperson shall preside at meetings of the committee and shall be responsible for the conduct of the meetings. The Chairperson shall be authorized to speak for and to sign correspondence and documents on behalf of the committee. The Chairperson shall appoint subcommittees and members to chair them, and appoint members to represent the committee on joint task forces or other committees. The Chairperson shall consult with the MPO staff agency on the scheduling of meetings and their agendas.
- H. The Vice Chairperson shall, during the absence of the Chairperson or his inability to serve, have and exercise all of the duties and powers of the Chairperson. The Vice Chairperson shall also perform such other duties as may be assigned him by the Chairperson.
- I. In the absence of both the Chairperson and the Vice Chairperson from a meeting, a temporary Chairperson shall be elected.
- J. The Chairperson, or his/her designee, shall present a monthly report of the BPCC meetings to the MPO Policy Board.

**Section 6. MEETINGS**

- A. Meetings shall be held monthly at 10 a.m. on the Tuesday the week before the Technical Advisory Committee meeting, or as deemed necessary by the Chairperson and MPO staff agency.
- B. The members shall be sent agendas, and whenever possible, minutes of the previous meeting, no less than eight days before the date of each meeting. Agendas shall be sent to members either by regular mail or e-mail. Meetings may be cancelled, rescheduled, or relocated at the discretion of the Chairperson or MPO staff. However, on such occasions an eight (8) day advance notice shall be given to members by email. Members shall inform the staff agency at least twenty-four hours before the meeting whether they will attend.
- D. A quorum shall consist of 6 primary members, or their alternates.
- E. A joint meeting between the Lee County MPO Bicycle Pedestrian Coordination Committee and the Collier County Pathway Advisory Committee shall be held at least once a year for the purpose of regional coordination. Quorum requirements for the BPCC in such meetings shall be 6 members.
- H. When a BPCC member abstains from a vote due to a conflict they must complete Form 8B which is included in Appendix B. BPCC member's conflicts of interest and compliance issues are guided by Section 112.3143 of the Florida Statutes.
- I. Meetings will be open to the public. The public may be allowed the right to speak or participate in the discussion at the discretion of the Chairman.

**Section 7. SUBCOMMITTEES**

Subcommittees may be appointed by the Chairperson to address specific projects or issues.

**Section 8. AMENDMENTS**

- A. These Bylaws may be amended at any meeting by the affirmative vote of two-thirds of the voting members or their alternates present, provided a copy of the proposed amendment(s) shall have been mailed or e-mailed to each member at least four calendar days before the meeting.
- B. Amendments shall be effective upon ratification by the MPO Policy Board.

## **APPOINTMENT OF CITIZEN AT-LARGE MEMBERS TO THE BICYCLE PEDESTRIAN COORDINATING COMMITTEE**

**RECOMMENDED ACTION:** Approve the appointments of Alexander Harrill, Ryan Shute and Stephen Chupak as At-Large Citizen Members to the BPCC (***Applications attached***).

The MPO's Bicycle Pedestrian Coordination Committee (BPCC) membership includes four (4) seats for At-large Citizen Members of which three (3) seats are currently vacant. Staff has now received completed BPCC applications from three (3) interested Lee County residents to fill the vacant seats. The applicants meet all membership requirements based on the information they have provided.

### **BPCC Bylaw At-Large Membership Requirements**

Section 4: paragraphs (d) and (e) of the BPCC Bylaws also spell out membership requirements that must be considered when making At-Large appointments to the BPCC:

- D. In the case of At Large Citizen Members, appointments shall be made by the MPO Policy Board. All such appointments are subject to ratification by a majority of members of the MPO at a regular MPO meeting at which a quorum is present.
  
- E. The At Large Citizen Members of the BPCC shall be citizens and year-round residents of the Metropolitan Planning Organization's transportation study area. Members or their immediate family members (spouse, child, parent or sibling) shall not be declared candidates or elected officials of the Lee County Commission, municipalities in Lee County or Lee County Constitutional Officers. The At Large members shall not be employees of any of the local governments represented on the MPO or of the state or federal departments of transportation. Should the status of any of these BPCC members change in such a way as to disqualify him/her from membership under the terms of this paragraph, his/her membership shall automatically terminate. Those who thus become ineligible for BPCC membership shall provide written notice to the MPO staff the BPCC Chairman.



Bicycle Pedestrian Coordinating Committee Application  
(For At-Large Citizen Members Only)

Return Application to: Lee County Metropolitan Planning Organization  
Johnny Limbaugh  
P.O. Box 150045  
Cape Coral, FL 33915-0045  
Phone: (239) 330-2242 Fax: (239) 790-2695  
Email: [jlimbaugh@leempo.com](mailto:jlimbaugh@leempo.com)

Please note: Your application will remain active in the MPO's Office for one (1) year. Resumes may be included; however, the application MUST still be completed. Read "Important Information" section on the second page of the application, then sign and date the application. (Use additional pages as needed.)

**PLEASE TYPE OR PRINT IN INK**

Date: 07/01/2014 City Fort Myers

Name: Harrill Alexander Randolph  
Last First Middle

Address: 6650 Crestridge Loop

City: Fort Myers Florida Zip: 33912

Home Telephone: (703) 853-2320 Contact Time: ANY

Email Address: alexander@laneinsurnacegroup.com

Referred By: John Limbaugh Date Available: Immediately

Please list any Advisory Boards/Committees to which you are currently appointed:

1. \_\_\_\_\_ 3. \_\_\_\_\_

2. \_\_\_\_\_ 4. \_\_\_\_\_

Occupation (Or if retired, please indicate): \_\_\_\_\_ Insurance \_\_\_\_\_

Employer: \_\_\_\_\_ Lane Insurance Group \_\_\_\_\_

Address: 21105 Design Parc Lane, STE 103 Estero, FL 33928

Phone: (239) 947-7474 Contact Time: ANY

Application for Bicycle Pedestrian Coordinating Committee (Attach additional sheets or a resume if necessary)

Complete the following: (Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee. Please list all public involvement activities you been involved in (include efforts outside the local area). Should you feel it appropriate, you may include academic, vocational, and skill training; diplomas, degrees and certification; licenses and other background information).

\_\_\_\_\_I have been a member of a few community organizations, most recently I have been a part of the Estero Chamber of Commerce, the Fort Myers Young Professionals, the Mortgage Brokers Association of Southwest Florida, and now I am looking to get involved with Lee County in some way. I have leadership experience dating back to my Fraternity at FGCU. Because of my young age I feel like I could bring a unique perspective to the organization and because I am involved in many areas of the community I feel I will be able to get a better idea of how community members feel about issues.\_\_\_\_\_

Please describe any public involvement or community service you've been involved in either locally or otherwise.

\_\_\_I am currently a youth baseball coach with the San Carlos Little League and I have been involved in coordinating charity golf tournaments through work. The most recent golf tournament was the 5<sup>th</sup> Annual Wildcat Classic. A tournament to support the Estero High School Football team.\_\_\_\_

Would you be willing to serve on other advisory boards? \_\_\_\_\_Yes I would be \_\_\_\_\_

**IMPORTANT INFORMATION:**

• Florida State Statute 119.07 designates that this application as a public document be made available for anyone requesting to view it.

Applicant's Signature: \_\_\_\_\_ Alexander Harrill \_\_\_\_\_

Date Signed: \_\_\_\_\_ 07/01/2014 \_\_\_\_\_

Are you related to any member of the Lee County MPO?

\_\_\_\_\_ YES \_\_\_\_\_ **NO**

**A LIST OF SAMPLE ELIGIBILITY REQUIREMENTS OR DESIRED QUALIFICATIONS FOR MEMBERSHIP ON THE BICYCLE PEDESTRIAN COORDINATING COMMITTEE**

To assist the Lee County MPO in its selection process, please check as many of the following categories that apply to you:

1. Are you a US Citizen   X  

2. Year-round resident of:

- a. Lee County (Unincorporated area) \_\_\_\_\_
- b. City of Cape Coral \_\_\_\_\_
- c. City of Fort Myers   X
- d. City of Bonita Springs \_\_\_\_\_
- e. City of Sanibel \_\_\_\_\_
- f. Town of Fort Myers Beach \_\_\_\_\_

3. Member of one of the following organizations or group:

- a. Florida Engineering Society \_\_\_\_\_
- b. Chamber of Commerce   X
- c. NAACP \_\_\_\_\_
- d. Historical Preservation Society \_\_\_\_\_
- e. A Homeowners' Association \_\_\_\_\_
- f. A Local Environmental Group \_\_\_\_\_
- g. Home Builders Association \_\_\_\_\_
- h. Lee County School Board \_\_\_\_\_
- i. Agricultural Community \_\_\_\_\_
- j. Other \_\_\_\_\_

4. Representative of one of the following:

- a. Persons with Disabilities \_\_\_\_\_
- b. Public Libraries \_\_\_\_\_
- c. Education \_\_\_\_\_
- d. Florida Department of HRS \_\_\_\_\_
- e. United Way \_\_\_\_\_
- f. Elderly Health Care Consumers \_\_\_\_\_
- g. Nongovernmental Health Care Consumers \_\_\_\_\_
- h. Consumers of Regular Bus Service \_\_\_\_\_
- i. Developmental Disability Services \_\_\_\_\_
- j. The Elderly \_\_\_\_\_
- k. Veterans \_\_\_\_\_

- I.. Criminal Justice \_\_\_\_\_
- m. Health and Rehabilitative Services \_\_\_\_\_
- n. Other \_\_\_\_\_

5. Professional/Career Credentials:

- a. Registered Architect \_\_\_\_\_
- b. Licensed Attorney \_\_\_\_\_
- c. Licensed Engineer \_\_\_\_\_
- d. Licensed Building Contractor \_\_\_\_\_
- e. Licensed Electrical Contractor \_\_\_\_\_
- f. Licensed General Contractor \_\_\_\_\_
- g. Licensed Heating/Air Conditioning Contractor \_\_\_\_\_
- h. Licensed Plumbing Contractor \_\_\_\_\_
- i. Fire Official \_\_\_\_\_
- j. Geologist \_\_\_\_\_
- k. Licensed Health Professional \_\_\_\_\_
- l. Realtor \_\_\_\_\_
- m. Subcontractor (especially in building trades) \_\_\_\_\_
- n. Owner or Operator of Motel/Hotel, etc. \_\_\_\_\_
- o. Licensed Veterinarian \_\_\_\_\_
- p. Judge of the Family Law Division \_\_\_\_\_
- q. Land Surveyor \_\_\_\_\_
- r. Other - Licensed Property and Casualty/Life and Health Insurance Agent   X

6. Knowledge, training, background, interest or experience in:

- a. Natural Sciences: Ecology, Biology, Botany, etc. \_\_\_\_\_
- b. Education \_\_\_\_\_
- c. Banking or Finance   X
- d. Real Estate   X
- e. Planning, Engineering, Environment \_\_\_\_\_
- f. The Development Industry \_\_\_\_\_
- g. Technical Codes (Building Codes) \_\_\_\_\_
- h. Archaeological, Historical Matters \_\_\_\_\_
- i. Architectural Development and Planning \_\_\_\_\_
- j. Historical Preservation \_\_\_\_\_
- k. Rehabilitation (related to health matters) \_\_\_\_\_
- l. Tourist Industry \_\_\_\_\_
- m. Child Advocate \_\_\_\_\_
- n. Agriculture \_\_\_\_\_
- o. Other \_\_\_\_\_

The Lee County MPO strives to ensure equal access for minorities, women, low income and those with disabilities to serve on advisory boards/committees.

The information below is voluntary only:

7. Ethnic Background:

- a. African American \_\_\_\_\_
- b. Asian American \_\_\_\_\_
- c. American Woman \_\_\_\_\_
- d. Hispanic American \_\_\_\_\_
- e. Native American \_\_\_\_\_
- f. Multi-lingual \_\_\_\_\_
- g. Other   X

8. Family Income Level:

- a. Less than \$20,000 per year \_\_\_\_\_
- b. Between \$20,001 and \$40,000 \_\_\_\_\_
- c. Between \$40,001 and \$60,000   X
- d. Greater than \$60,000 per year \_\_\_\_\_

9. Family Size

- a. One or two people   X
- b. Three or four people \_\_\_\_\_
- c. Five or six people \_\_\_\_\_
- d. Greater than six people \_\_\_\_\_



Bicycle Pedestrian Coordinating Committee Application  
(For At-Large Citizen Members Only)

Return Application to: Lee County Metropolitan Planning Organization  
Meghan Marion  
1926 Victoria Avenue  
Fort Myers, FL 33901  
Phone: (239) 338-2550 ext. 219 Fax: (239) 338-2560  
Email: mmarion@swfrpc.org

Please note: Your application will remain active in the MPO's Office for one (1) year. Resumes may be included; however, the application MUST still be completed. Read "Important Information" section on the second page of the application, then sign and date the application. (Use additional pages as needed.)

PLEASE TYPE OR PRINT IN INK

Date: 8/20/14 City Fort Myers

Name: Shute Ryan M  
Last First Middle

Address: 12712 Aston Oaks Drive

City: Fort Myers Florida Zip: 33912

Home Telephone: 239-849-0438 Contact Time: Any time

Email Address: RShute@M-DA.com

Referred By: None Date Available: \_\_\_\_\_

Please list any Advisory Boards/Committees to which you are currently appointed:

1. None 3. \_\_\_\_\_

2. \_\_\_\_\_ 4. \_\_\_\_\_

Occupation (Or if retired, please indicate): Professional Engineer

Employer: Morris-Depew Associates, Inc.

Address: 2891 Center Pointe Drive, Unit 100

Phone: 239-337-3993 Contact Time: \_\_\_\_\_

Application for Bicycle Pedestrian Coordinating Committee (Attach additional sheets or a resume if necessary)

Complete the following: (Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee. Please list all public involvement activities you been involved in (include efforts outside the local area). Should you feel it appropriate, you may include academic, vocational, and skill training; diplomas, degrees and certification; licenses and other background information).

A resident of Lee County since 1996. A 1995 graduate of the University of Florida with a Bachelor's of Science in Civil Engineering. Licensed by the State of Florida as a Professional Engineer since 1999. Over 18 years of experience with land development and roadway design, permitting and construction projects within the Southwest Florida region. Experienced road cyclist within the area bike routes. Active runner logging 20-30 miles a week on local pedestrian paths.

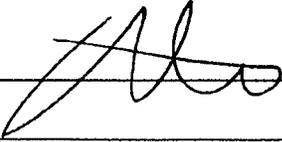
Please describe any public involvement or community service you've been involved in either locally or otherwise.

Active Member of the Rotary Club of Fort Myers South since 1999. Served has a Club Board of Director member for 4 years. Served as Club President in 2005-2006

Would you be willing to serve on other advisory boards? Yes

**IMPORTANT INFORMATION:**

• Florida State Statute 119.07 designates that this application as a public document be made available for anyone requesting to view it.

Applicant's Signature: \_\_\_\_\_ 

Date Signed: 8/20/14 \_\_\_\_\_

Are you related to any member of the Lee County MPO?  
\_\_\_\_\_ YES x NO

**A LIST OF SAMPLE ELIGIBILITY REQUIREMENTS OR DESIRED QUALIFICATIONS FOR MEMBERSHIP ON THE BICYCLE PEDESTRIAN COORDINATING COMMITTEE**

To assist the Lee County MPO in its selection process, please check as many of the following categories that apply to you:

1. Are you a US Citizen x

2. Year-round resident of:

- a. Lee County (Unincorporated area) x
- b. City of Cape Coral \_\_\_\_\_
- c. City of Fort Myers \_\_\_\_\_
- d. City of Bonita Springs \_\_\_\_\_
- e. City of Sanibel \_\_\_\_\_
- f. Town of Fort Myers Beach \_\_\_\_\_

3. Member of one of the following organizations or group:

- a. Florida Engineering Society x
- b. Chamber of Commerce \_\_\_\_\_
- c. NAACP \_\_\_\_\_
- d. Historical Preservation Society \_\_\_\_\_
- e. A Homeowners' Association \_\_\_\_\_
- f. A Local Environmental Group \_\_\_\_\_
- g. Home Builders Association \_\_\_\_\_
- h. Lee County School Board \_\_\_\_\_
- i. Agricultural Community \_\_\_\_\_
- j. Other \_\_\_\_\_

4. Representative of one of the following:

- a. Persons with Disabilities \_\_\_\_\_
- b. Public Libraries \_\_\_\_\_
- c. Education \_\_\_\_\_
- d. Florida Department of HRS \_\_\_\_\_
- e. United Way \_\_\_\_\_
- f. Elderly Health Care Consumers \_\_\_\_\_
- g. Nongovernmental Health Care Consumers \_\_\_\_\_
- h. Consumers of Regular Bus Service \_\_\_\_\_
- i. Developmental Disability Services \_\_\_\_\_
- j. The Elderly \_\_\_\_\_
- k. Veterans \_\_\_\_\_

- I.. Criminal Justice \_\_\_\_\_
- m. Health and Rehabilitative Services \_\_\_\_\_
- n. Other \_\_\_\_\_

5. Professional/Career Credentials:

- a. Registered Architect \_\_\_\_\_
- b. Licensed Attorney \_\_\_\_\_ **x**
- c. Licensed Engineer \_\_\_\_\_
- d. Licensed Building Contractor \_\_\_\_\_
- e. Licensed Electrical Contractor \_\_\_\_\_
- f. Licensed General Contractor \_\_\_\_\_
- g. Licensed Heating/Air Conditioning Contractor \_\_\_\_\_
- h. Licensed Plumbing Contractor \_\_\_\_\_
- i. Fire Official \_\_\_\_\_
- j. Geologist \_\_\_\_\_
- k. Licensed Health Professional \_\_\_\_\_
- l. Realtor \_\_\_\_\_
- m. Subcontractor (especially in building trades) \_\_\_\_\_
- n. Owner or Operator of Motel/Hotel, etc. \_\_\_\_\_
- o. Licensed Veterinarian \_\_\_\_\_
- p. Judge of the Family Law Division \_\_\_\_\_
- q. Land Surveyor \_\_\_\_\_
- r. Other \_\_\_\_\_

6. Knowledge, training, background, interest or experience in:

- a. Natural Sciences: Ecology, Biology, Botany, etc. \_\_\_\_\_
- b. Education \_\_\_\_\_
- c. Banking or Finance \_\_\_\_\_
- d. Real Estate \_\_\_\_\_ **x**
- e. Planning, Engineering, Environment \_\_\_\_\_
- f. The Development Industry \_\_\_\_\_
- g. Technical Codes (Building Codes) \_\_\_\_\_
- h. Archaeological, Historical Matters \_\_\_\_\_
- i. Architectural Development and Planning \_\_\_\_\_
- j. Historical Preservation \_\_\_\_\_
- k. Rehabilitation (related to health matters) \_\_\_\_\_
- l. Tourist Industry \_\_\_\_\_
- m. Child Advocate \_\_\_\_\_
- n. Agriculture \_\_\_\_\_
- o. Other \_\_\_\_\_

The Lee County MPO strives to ensure equal access for minorities, women, low income and those with disabilities to serve on advisory boards/committees.

The information below is voluntary only:

7. Ethnic Background:

- a. African American \_\_\_\_\_
- b. Asian American \_\_\_\_\_
- c. American Woman \_\_\_\_\_
- d. Hispanic American \_\_\_\_\_
- e. Native American \_\_\_\_\_
- f. Multi-lingual \_\_\_\_\_
- g. Other \_\_\_\_\_ **x**

8. Family Income Level:

- a. Less than \$20,000 per year \_\_\_\_\_
- b. Between \$20,001 and \$40,000 \_\_\_\_\_
- c. Between \$40,001 and \$60,000 \_\_\_\_\_
- d. Greater than \$60,000 per year   x

9. Family Size

- a. One or two people \_\_\_\_\_
- b. Three or four people   x
- c. Five or six people \_\_\_\_\_
- d. Greater than six people \_\_\_\_\_



Bicycle Pedestrian Coordinating Committee Application  
(For At-Large Citizen Members Only)

Return Application to: Lee County Metropolitan Planning Organization  
1926 Victoria Avenue  
Fort Myers, FL 33901  
Phone: (239) 338-2550 ext. 219 Fax: (239) 338-2560  
Email: mmarion@swfrpc.org

Please note: Your application will remain active in the MPO's Office for one (1) year. Resumes may be included; however, the application MUST still be completed. Read "Important Information" section on the second page of the application, then sign and date the application. (Use additional pages as needed.)

PLEASE TYPE OR PRINT IN INK

Date: Sep. 9, 2014 City Cape Coral  
Name: Chupack Stephen (Steve) F  
Last First Middle

Address: 2720 SW 37th Ter.

City: Cape Coral Florida Zip: 33914

Home Telephone: (239) 218-8496 Contact Time: 8 AM - 5 PM

Email Address: sChupack@comcast.net

Referred By: Darla Le Tourneau Date Available: immediately

Please list any Advisory Boards/Committees to which you are currently appointed:

1. BikeWalk Lee 3. \_\_\_\_\_

2. Cape Coral Bike - Ped 4. \_\_\_\_\_

Occupation (Or if retired, please indicate): retired

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Contact Time: \_\_\_\_\_

Application for Bicycle Pedestrian Coordinating Committee (Attach additional sheets or a resume if necessary)

Complete the following: (Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee. Please list all public involvement activities you been involved in (include efforts outside the local area). Should you feel it appropriate, you may include academic, vocational, and skill training; diplomas, degrees and certification; licenses and other background information).

BWL, CCBP, SWCC Neighborhood Assn.  
Helped initiate Bike Safety Rodeo: Oasis Charter Elem. (2011)  
Successful advocacy for bike lanes on Soxside Blvd, Oasis Blvd, etc.  
MPA Univ. of Vermont

Please describe any public involvement or community service you've been involved in either locally or otherwise,

The Above, plus Cape Coral Friends of Wildlife / Board  
CADAL WATCH, Div Environ Resources

Would you be willing to serve on other advisory boards? willing to consider

**IMPORTANT INFORMATION:**

• Florida State Statute 119.07 designates that this application as a public document be made available for anyone requesting to view it.

Applicant's Signature: Stephen F. Chupack

Date Signed: Sep. 9, 2014

Are you related to any member of the Lee County MPO?  
       YES   X   NO

**A LIST OF SAMPLE ELIGIBILITY REQUIREMENTS OR DESIRED QUALIFICATIONS FOR MEMBERSHIP ON THE BICYCLE PEDESTRIAN COORDINATING COMMITTEE**

To assist the Lee County MPO in its selection process, please check as many of the following categories that apply to you:

1. Are you a US Citizen   yes  

2. Year-round resident of:

- a. Lee County (Unincorporated area)
- b. City of Cape Coral   X
- c. City of Fort Myers
- d. City of Bonita Springs
- e. City of Sanibel
- f. Town of Fort Myers Beach

3. Member of one of the following organizations or group:

- a. Florida Engineering Society
- b. Chamber of Commerce
- c. NAACP
- d. Historical Preservation Society
- e. A Homeowners' Association   X
- f. A Local Environmental Group   X
- g. Home Builders Association
- h. Lee County School Board
- i. Agricultural Community
- j. Other   Bicycle/Road Safety     X

4. Representative of one of the following:

- a. Persons with Disabilities
- b. Public Libraries
- c. Education
- d. Florida Department of HRS
- e. United Way
- f. Elderly Health Care Consumers
- g. Nongovernmental Health Care Consumers
- h. Consumers of Regular Bus Service
- i. Developmental Disability Services
- j. The Elderly
- k. Veterans

- l. Criminal Justice \_\_\_\_\_
- m. Health and Rehabilitative Services \_\_\_\_\_
- n. Other \_\_\_\_\_

\_\_\_\_\_  
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5. Professional/Career Credentials: *NA*

- a. Registered Architect
- b. Licensed Attorney
- c. Licensed Engineer
- d. Licensed Building Contractor
- e. Licensed Electrical Contractor
- f. Licensed General Contractor
- g. Licensed Heating/Air Conditioning Contractor
- h. Licensed Plumbing Contractor
- i. Fire Official
- j. Geologist
- k. Licensed Health Professional
- l. Realtor
- m. Subcontractor (especially in building trades)
- n. Owner or Operator of Motel/Hotel, etc.
- o. Licensed Veterinarian
- p. Judge of the Family Law Division
- q. Land Surveyor
- r. Other \_\_\_\_\_

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6. Knowledge, training, background, interest or experience in:

- a. Natural Sciences: Ecology, Biology, Botany, etc.
- b. Education
- c. Banking or Finance
- d. Real Estate
- e. Planning, Engineering, Environment
- f. The Development Industry
- g. Technical Codes (Building Codes)
- h. Archaeological, Historical Matters
- i. Architectural Development and Planning
- j. Historical Preservation
- k. Rehabilitation (related to health matters)
- l. Tourist Industry
- m. Child Advocate
- n. Agriculture
- o. Other *MPO/Public Policy Issues*

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The Lee County MPO strives to ensure equal access for minorities, women, low income and those with disabilities to serve on advisory boards/committees.

The information below is voluntary only:

7. Ethnic Background: *NA*

- a. African American \_\_\_\_\_
- b. Asian American \_\_\_\_\_
- c. American Woman \_\_\_\_\_
- d. Hispanic American \_\_\_\_\_
- e. Native American \_\_\_\_\_
- f. Multi-lingual \_\_\_\_\_
- g. Other \_\_\_\_\_

8. Family Income Level:

- a. Less than \$20,000 per year \_\_\_\_\_
- b. Between \$20,001 and \$40,000 \_\_\_\_\_
- c. Between \$40,001 and \$60,000  \_\_\_\_\_
- d. Greater than \$60,000 per year \_\_\_\_\_

9. Family Size

- a. One or two people  \_\_\_\_\_
- b. Three or four people \_\_\_\_\_
- c. Five or six people \_\_\_\_\_
- d. Greater than six people \_\_\_\_\_

## **APPROVAL OF RESOLUTION 14-10 AUTHORIZING STAFF TO SIGN THE NECESSARY TIGER CONSTRUCTION AGREEMENTS**

**RECOMMENDED ACTION:** Approve resolution 14-10 authorizing MPO staff to sign Lee County Complete Streets Initiative construction agreements.

The Lee County MPO was awarded \$10.473 million in TIGER funds from the USDOT for the Lee County Complete Streets Initiative project. The Project is moving forward to the design and construction phases. The project has been advertised as a Design Build project with submittals due back on October 27<sup>th</sup>. The MPO does not have jurisdiction over the right-of way in which the project will be constructed and therefore must apply for Construction Agreements and Right-of Way permits from FDOT and Lee County. The resolution allows the MPO staff to sign and submit necessary documentation to facilitate the construction of the project.

# RESOLUTION 14-10

## A RESOLUTION OF THE LEE COUNTY METROPOLITAN PLANNING ORGANIZATION AUTHORIZING THE MPO STAFF TO SIGN THE FDOT CONSTRUCTION AGREEMENT AND OTHER REQUIRED CONSTRUCTION FORMS FOR THE LEE COUNTY COMPLETE STREETS INITIATIVE TIGER GRANT PROJECT

*Whereas*, the Lee County MPO was awarded \$10.473 million in TIGER funds from the USDOT for the Lee County Complete Streets Initiative project; and

*Whereas*, as the Design and Construction of the project requires Right-of-Way permits and other agency forms to be completed to construct the project; and

*Whereas*, the Lee County MPO is required to sign applications and permit forms over the duration of the project:

*NOW THEREFORE, BE IT RESOLVED by the Lee County Metropolitan Planning Organization:*

1. That the Executive Director Don Scott and/or Project Manager Johnny Limbaugh are hereby authorized to sign and execute the FDOT Construction Agreements on behalf of the Lee County Metropolitan Planning Organization.
2. That the Lee County MPO Executive Director and/or Project Manager Johnny Limbaugh are authorized to furnish additional information and process signature forms required to construct the Lee County Complete Streets Initiative project.

PASSED AND DULY ADOPTED this 19<sup>th</sup> day of September 2014.

LEE COUNTY METROPOLITAN PLANNING ORGANIZATION

---

Vice-Mayor Stephen McIntosh, MPO Chairman

---

Donald Scott, Lee County Executive Director

## **REVIEW AND APPROVAL OF THE LEGAL SERVICES AGREEMENT**

**RECOMMENDED ACTION:** Review and approval of the of the legal services agreement with Gray Robinson (**attached**).

The current MPO attorney, Derek Rooney, has transferred his practice from Fowler White to Gray Robinson and the **attached** agreement is being brought to the MPO Board for review and approval. The agreement with Gray Robinson will provide the same services under the same terms as previously negotiated and allows the continuation of Derek Rooney as the lead attorney and the transfer of the MPO files.

## **PROFESSIONAL SERVICES AGREEMENT**

THIS AGREEMENT, made and entered into this of \_\_\_ of September 2014, by and between the Lee County Metropolitan Planning Organization (hereinafter called the "MPO"), and the law firm of Gray Robinson, P.A. (hereinafter called the "Gray Robinson").

### WITNESSETH

WHEREAS, the MPO is a metropolitan planning organization designated pursuant to Section 339.175, Florida Statutes; and

WHEREAS, the MPO is a legally independent governmental entity distinct from the state, the constituent local government bodies represented on the governing board of the MPO, or any entity that is a signatory to an establishing Interlocal Agreement, and has such powers and privileges as are provided by Sections 163.01 and 339.175, Florida Statutes, including the authority to contract for the provision of legal services; and

WHEREAS, the MPO recognizes that from time to time the need arises for legal advice and representation; and

WHEREAS, Fowler White was selected pursuant to Request for Proposal No. MPO 2013-0L1 ("RFP"), attached hereto and incorporated herein as Attachment 1; and

WHEREAS, Derek Rooney, lead attorney for the MPO at Fowler White has transferred his practice to Gray Robinson; and

WHEREAS, Gray Robinson wishes to render services to the MPO as set forth below in the Scope of Services along the same terms as Fowler White; and

WHEREAS, the MPO desires to transfer its representation and files to Gray Robinson.

NOW, THEREFORE, it is declared to be the purpose of this Agreement is to define the services to be provided to the MPO by Gray Robinson and to provide compensation to the Gray Robinson for such services. The parties hereby agree as follows:

1. Recitals. The recitals above are true and are hereby incorporated into this Agreement.

2. Scope of Services. Gray Robinson agrees to provide legal services to the MPO consistent with Exhibit A of the RFP further subject to the terms of the Agreement. Such services do not include advice or representation of MPO staff, governing or

advisory board members in their individual capacities unless otherwise requested to do so by the MPO Governing Board.

3. Direction of Services. Gray Robinson shall report to and take direction from the MPO Governing Board, its Chair, and MPO Executive Director.

4. Compensation. In consideration for provided legal services the MPO agrees to pay a monthly retainer of \$850 per month for the first year and \$1000 for the following two years. Such retainer shall cover all items listed in Scope of Services except those listed exceptions below which shall be billed at the hourly rate of \$225 per hour measured in six minute increments. Invoices will be submitted monthly detailing both retainer and hourly services of the previous month. Limitations:

- a) Items (e), (i), (j), (m), (n), (o), (p), and (r) contained in Section A.2. Scope of Work of the RFP shall be billed as hourly items outside the retainer.
- b) It is understood by Gray Robinson that because the term of this Agreement extends beyond the fiscal year, the MPO's obligations contained herein are contingent upon sufficient budget allocations approved by the Governing Board, as well as relevant federal and state agencies.

5. Additional Costs. All expenses relating to the representation shall be covered as follows:

- a) Routine expenses such as office overhead, photocopying, legal research, postage, and phone/fax charges shall be borne by Gray Robinson.
- b) b) Litigation or real estate related costs such as filing and recording fees, court reporting, couriers, and related expenses will be invoiced to the MPO for payment.
- c) c) Routine travel shall be covered under the retainer, however significant out-of-area travel undertaken on behalf of the MPO will be reimbursed in accordance with MPO travel policies.

6. Insurance. Gray Robinson shall maintain adequate insurance coverage as detailed in Section B.5 of the RFP.

7. Duration and Termination. The effective date, duration, and termination of this Agreement shall be governed as follows:

- a) This Agreement shall be effective on the date upon which the last party hereto signs and shall remain in effect for three years thereafter.
- b) The Agreement shall terminate upon its third anniversary, however the MPO may renew for successive one year terms by providing written notice to Gray

Robinson at any time prior to initial or subsequent expiration and subject to the consent of Gray Robinson.

- c) The MPO may terminate immediately for cause and may terminate for convenience upon seven (7) days written notice. Gray Robinson may terminate this Agreement for any reason upon forty-five (45) days written notice to the MPO.

8. Records. Gray Robinson shall maintain a file, available for inspection by the MPO, containing all documentation created, received, or maintained as part of its representation of the MPO in accordance with Florida public records law. Upon termination of this Agreement all records held by Gray Robinson shall be remitted to the MPO.

9. Conflict. Gray Robinson does and has represented a number of constituent local governments of the MPO as well as the State of Florida; the MPO agrees that Gray Robinson may continue to represent or may undertake in the future to represent existing or new clients in any matter that is not substantially related or adverse to our work for the MPO. However, in the event that the potential for a conflict arises, Gray Robinson will immediately inform and consult with the MPO on the proper course of action.

10. Complete Agreement. This instrument, including all attachments, embodies the entire Agreement of the parties. This Agreement supersedes all verbal or other written communications of the parties. The RFP and Fowler White's original response (Attachment 2) are both incorporated into this Agreement, the terms of which shall be binding on the parties unless superseded by the language of this Agreement.

11. Amendment. This Agreement may, upon initiation of either party, be amended to cure any ambiguity, defect, or omission, adjust rates or to grant any additional duties which are consistent with the intent and purpose of this Agreement through enactment of an instrument of equal formality. Any changes must be mutually agreed upon and shall be incorporated as written amendments to this Agreement.

12. Governing Law and Severability. This Agreement is governed by the Laws of the State of Florida. Should any section, paragraph, sentence or clause of this Agreement be deemed unlawful by a court of competent jurisdiction, no other provision hereof shall be affected and all other provisions of this Agreement shall continue in full force and effect to the fullest extent permitted by law.

IN WITNESS WHEREOF, the parties have affixed their signatures, agreed to on the date state above.

(SIGNATURE PAGE FOLLOWS)

LEE COUNTY METROPOLITAN PLANNING ORGANIZATION

BY:

ATTEST: BY:

---

Stephen McIntosh  
MPO Chariman

---

Donald Scott  
MPO Director

GRAY ROBINSON, P.A.

---

Derek Rooney  
# 213535 v1

## **PRESENTATION ON THE SAN CARLOS BOULEVARD STAKEHOLDER COORDINATION PLANNING TASK**

### **Discussion Item:**

The Lee MPO, through a contract with Jacobs Engineering, did some up front planning work in preparation of the San Carlos Boulevard Project Development and Environment study that will start later this year. **Attached** is a PowerPoint presentation and brochure outlining the process and results of the study that will be presented at the MPO Board meeting.

An aerial photograph of a coastal area, likely San Carlos Boulevard, showing a grid of streets, buildings, and a large body of water. The image is overlaid with a blue gradient.

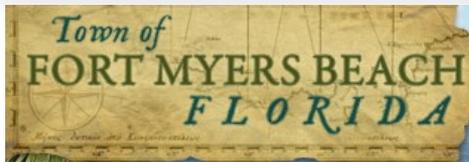
# San Carlos Boulevard Stakeholder Coordination Update

Date

September 19<sup>th</sup>, 2014  
Lee County MPO Board



# Why are we here?



# What are the steps?



# Talking to Local Authorities

Name	Association	Position
Larry Kiker	Lee County	Commissioner
Roger Desjarlais	Lee County	County Manager
David (Dave) Loveland	Lee County	Director
Rob Phelan	Lee County	Project Manager
Steve Myers	Lee County	Director
John Pohland	Lee County	CAC Member – Town of Ft. Myers Beach
Matthew (Matt) Powell	Lee County	Captain, West District
Mike Ciolino	Lee County	Lieutenant, West District
Tamara Pigott	Lee County	Executive Director
Anita T. Cereceda	Town of Ft. Myers Beach	Mayor
Dan Andre	Town of Ft. Myers Beach	Vice Mayor
Alan Mandel	Town of Ft. Myers Beach	Council Member
Donald (Don) Stillwell	Town of Ft. Myers Beach	Interim Town Manager
Scott Baker	Town of Ft. Myers Beach	Director
Josh Overmeyer	Town of Ft. Myers Beach	Planning Coordinator
Bruce Butcher	Town of Ft. Myers Beach	Chairman
Linda Beasley	Business	President

- ❑ April – May 2014
- ❑ Stakeholder Conversations
- ❑ 24 suggested improvements



# What We Heard

## Study Area-wide Improvements

- Improve landscaping
- Add bike lanes
- Bridge sidewalk gaps
- Add and improve pedestrian crossings
- Landscape medians
- Retain center turn lane
- Install parking lot information system
- Increase trolley service
- Design road with two lanes in each direction



# What We Heard

## Corridor Segment Improvements

- ❑ Trolley (complete dedicated lane)
- ❑ Trolley (mixed-use right-turn lane)
- ❑ Trolley (remove dedicated lane)
- ❑ Build alternating peak direction lane (Estero Boulevard to Main Street)
- ❑ Install southbound toll booth (Matanzas Pass Bridge)
- ❑ Add street lighting for pedestrians
- ❑ Replace Matanzas Pass Bridge
- ❑ Replace Hurricane Pass Bridge



# What We Heard

## Intersection Improvements

- ❑ Buttonwood Drive
- ❑ Siesta Drive
- ❑ Pine Ridge Road
- ❑ Times Square
- ❑ Estero Boulevard roundabout
- ❑ Main Street
- ❑ Main Street roundabout



# Aligning Conversations



Potential Impacts	No Change		Improvement		Worsening		Overall
	Yes	No	Yes	No	Yes	No	
1. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							No
2. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Requires Further Study
3. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Neutral
4. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
5. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							No
6. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
7. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
8. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
9. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
10. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
11. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
12. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
13. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
14. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
15. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
16. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
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23. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
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26. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
27. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
28. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
29. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes
30. Does the project introduce other vehicles using right-of-way? (See Section 6.1.1.1)							Yes



- ❑ Workshop Held May 30, 2014
- ❑ More than 30 people participated
- ❑ Attendees suggested improvements

# What We Heard

## Times Square (Estero Boulevard) Intersection

- ❑ Improve vehicle movement & pedestrian access
- ❑ Install roundabout

“The Times Square intersection is unattractive, inefficient, dangerous, and congested”

“Do roundabouts really work?”  
“Are they safe?”



# What We Heard

## Bicycle and Pedestrian Safety

- ❑ Make sure sidewalks are continuous on both sides of the road and across Matanzas Bridge
- ❑ Add bike lanes and a pedestrian crossing

“There are areas along San Carlos where sidewalks don’t connect”



“We need to make sure walkers and bikers can use San Carlos safely”



# What We Heard

## Trolley Service

- ❑ The trolley needs to be fast and bypass traffic
- ❑ The trolley should not take away an existing lane
- ❑ New right of way should not be used for a trolley lane

“Can we make the service faster without taking a lane from cars?”



“Riders shouldn’t have to wait more than 20 minutes for a trolley”



# What We Heard

## Pine Ridge Road Intersection

- ❑ Add a right turn lane on San Carlos Boulevard onto Pine Ridge Road
- ❑ Add a left turn lane on Pine Ridge Road onto San Carlos Boulevard

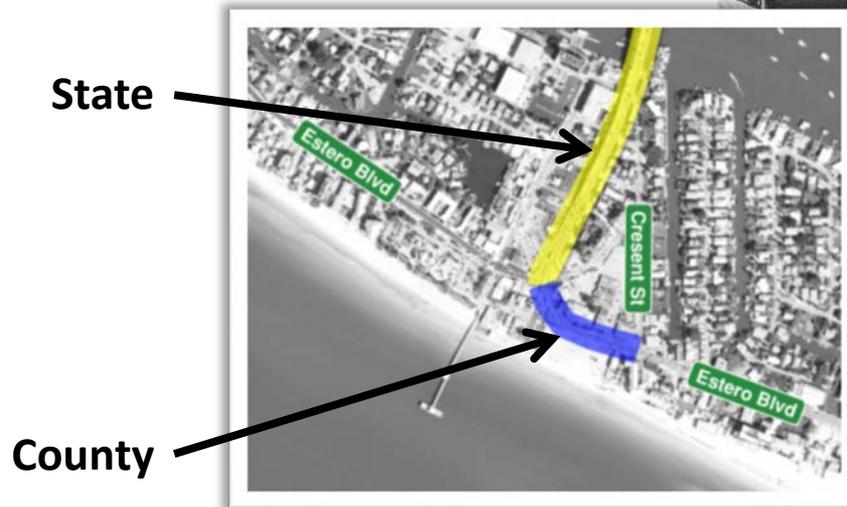
“This is a dangerous and sometimes congested intersection that would benefit from dedicated turn lanes”



# What We Heard

## PD&E Study Area

The stakeholders at the workshop unanimously endorsed including Estero Boulevard ending at Crescent Street in the study area



# Top Takeaways

1. The PD&E Study is needed, and the study area should extend south to Crescent Street
2. The Times Square intersection needs significant improvement
3. A partnership of the Lee County MPO, FDOT, Le County, the Town of Fort Myers Beach and private entities is encouraged to improve San Carlos Boulevard
4. Trolley service needs to be improved
5. Bicycle and pedestrian safety and access are a significant concern
6. The intersection of Pine Ridge Road and San Carlos Boulevard needs to be improved



# Next Steps

- ❑ Complete final documentation
- ❑ Present to elected boards
- ❑ Continue building consensus
- ❑ Conduct PD&E Study







# San Carlos Boulevard

## Stakeholder Coordination & Priorities

## Improving San Carlos Boulevard

San Carlos Boulevard provides the primary northern connection between the Town of Fort Myers Beach on Estero Island and other communities in Lee County. Visitors use the route to access the beaches, residents use San Carlos Boulevard to get from their homes, and it also serves as an important evacuation route. Today, access to the Town along San Carlos Boulevard is limited by severe traffic congestion especially during the winter season peak. Congestion continues to increase as more visitors travel to Fort Myers Beach. As a result, the Lee County Metropolitan Planning Organization (MPO) is working with the Florida Department of Transportation (FDOT) to identify improvements along San Carlos Boulevard to help alleviate congestion and increase mobility.

## Working Toward a Shared Vision

San Carlos Boulevard serves as a gateway to the Town of Fort Myers Beach. Over the past 20 years several studies have recommended a variety of ways to improve it. Lee County MPO led an intense coordination effort among community leaders to build consensus around the most effective improvements for San Carlos Boulevard. The following brochure highlights key takeaways from that dialogue. The results of the Lee County MPO's effort will inform FDOT's Project Development and Environment (PD&E) Study, scheduled to begin in Fall 2014.

## About San Carlos Boulevard

The area of San Carlos Boulevard being considered for improvements includes the 4.6-mile portion from McGregor Boulevard/Gladiolus Drive to Estero Boulevard. Here, San Carlos Boulevard varies in lane width, from two to four lanes and a center turn lane exists in some portions of the roadway. Sidewalks are present along most of the corridor but are not consistently located on both sides of the road. Crosswalks are located at major intersection, but are not always provided in all directions. With the exception of a lane shared with the trolley on Matanzas Pass Bridge, there are currently no bike lanes on San Carlos Boulevard. Trolley service between Summerlin Square and the Town of Fort Myers Beach is provided by Lee County Transit (LeeTran). Service extends from Summerlin Road to the southern end of Estero Boulevard.





San Carlos walkway



Buttonwood intersection



Walkway on Matanzas Pass Bridge



Matanzas Pass Bridge traffic



Times Square: San Carlos and Estero Boulevards



## What are the challenges?

The MPO assembled a small team of transportation professionals who met individually with a few stakeholders, including agency staff, elected officials, and public safety committee members in April and May 2014. The MPO is aware that the participating stakeholders represent a very small subset of the community and future outreach will be designed to include all interested parties. Those stakeholders who participated were asked, “What are the challenges?”

### Traffic Congestion

- Poor access to beaches and local businesses
- Long wait to get on and off Estero Island during peak season
- Inefficient turn lanes

### Bicycle and Pedestrian Safety

- Significant gaps in sidewalk network
- Bicycle facilities are absent or shared with the trolley (Matanzas Pass Bridge)
- Most existing pedestrian crossings are in poor condition
- Inadequate lighting along the roadway

### Transit and Freight

- Congestion significantly impacts the performance of the trolley
- Limited travel options
- Congestion and intersection designs impact freight vehicles

### Aesthetics

- Minimal landscaping along corridor
- Minimal gateway signage when entering or leaving San Carlos Island



## What improvements are needed?

To build consensus for improvements to San Carlos Boulevard, the next step was to hold a community workshop with a few stakeholders interviewed individually earlier in the process. At this workshop, stakeholders, community residents, business owners, and community leaders were brought together with the public in a group setting.

The workshop was held on May 30, 2014 at the Town of Fort Myers Beach Town Hall. Participants discussed the challenges identified during the interviews and any additional concerns not previously mentioned, then identified possible improvements to the corridor to address each.

Background information was provided in regards to safety, preliminary costs, and potential environmental impacts. The group was then asked to consider which improvements were most important to them. All of the comments were compiled and organized into a list of suggestions for San Carlos Boulevard.

Participants then narrowed the list to five suggestions which represents the greatest consensus of the group.

The following pages present the five suggestions which received the greatest group consensus.



## Suggestions for “Times Square” — San Carlos Boulevard at Estero Boulevard



“The Times Square intersection is unattractive, inefficient, dangerous, and congested.\*”

- Consider realigning and redesigning the intersection to improve traffic flow, improve signal design, and improve pedestrian crossings.
- Consider constructing a roundabout at the intersection.

\*Participant Comment

## Suggestions for Bicycle and Pedestrian Safety

**“Sidewalks are not connected. Ensure walkers and bicyclists can use San Carlos Boulevard safely.\*”**

- Consider adding bike lanes and pedestrian crosswalks using innovative safety ideas.
- Consider adding improvements that direct pedestrians toward marked crosswalks.
- Ensure that sidewalks are continuous on both sides of the road and across the Matanzas Pass Bridge.



\*Participant Comment

## Suggestions for Trolley Service



**“Riders shouldn’t have to wait more than 20 minutes for a trolley. Can we make the service faster without taking away a lane from cars?\***”

- Consider adding a dedicated southbound trolley lane from the park and ride lot to Matanzas Pass Bridge within the existing right of way.
- Consider increasing trolley service during the winter season and adding amenities like bike racks at trolley stops.

\*Participant Comment

## Suggestions for Pine Ridge Road Intersection

“Pine Ridge Road is a dangerous and congested intersection that would benefit from a dedicated turn lane.\*”

- Consider adding a right turn lane on San Carlos Boulevard to Pine Ridge Road.
- Consider adding a left turn lane from Pine Ridge Road to San Carlos Boulevard.



\*Participant Comment

## Suggestions for Study Area

Workshop participants recommended FDOT consider inclusion of Estero Boulevard ending at Crescent Street and emphasized the importance of agency partnerships.



## Next Steps





Lee County MPO

815 Nicholas Parkway E, PO Box 150045, Cape Coral, FL 33915 (239) 244-2220

September 2014

**PRESENTATION ON THE BICYCLE PEDESTRIAN SAFETY  
INITIATIVE, THE FDOT COMPLETE STREETS POLICY  
AND THE USE OF MEDERN ROUND-A-BOUTS**

**Discussion Item:**

Billy Hattaway, FDOT District 1 Secretary, will be making a presentation at the meeting to update the MPO Board on the statewide bicycle pedestrian safety initiative, the new FDOT complete streets policy and the use of modern roundabouts. .

## **DISCUSS POSSIBLE AGENDA ITEMS FOR THE UPCOMING JOINT LEE COLLIER MEETINGS**

This item is for the MPO Board to discuss possible agenda items for the October Joint Lee-Collier MPO meetings that will be held on October 17, 2014 at the Collier County School Administration Building located at 5775 Osceola Trail in Naples. Listed below are the items that were brought up as potential items:

- Update on the Strategic Intermodal System (SIS) and the Transportation Regional Incentive Program (TRIP)
- LRTP status reports for both MPO's
- Update on the validation of the District-wide model
- Legislative appropriation of funds relating to Bicycle and Pedestrian facilities – Coast to Coast Connector Trail and others
- Discuss Statewide Transportation Issues from MPOAC

## **REVIEW AND APPROVAL OF THE 2015 MEETING SCHEDULE**

**RECOMMENDED ACTION:** Review and MPO Board approval of the meeting schedule for FY 2015 (**attached**).

The MPO Staff has compiled dates in FY 2015 based on the bylaws of the different Boards and Committees. Staff is asking for approval so that reservations can be made for the meeting rooms.

### Metropolitan Planning Organization (MPO) – 9:00 a.m.

(ALL MPO MEETINGS WILL BE HELD AT THE CITY OF CAPE CORAL COUNCIL CHAMBERS, 1015 CULTURAL PARKWAY BLVD., CAPE CORAL, UNLESS OTHERWISE NOTED.)

January 16, 2015	February 20, 2015	*March 20, 2015	April 17, 2015
May 15, 2015	June 19, 2015	July 17, 2015	August 21, 2015
September 18, 2015	**October 16, 2015	November 20, 2015	December 18, 2015

\*THIS IS A JOINT MEETING WITH COLLIER COUNTY MPO – CITY OF BONITA SPRINGS CITY HALL, COUNCIL CHAMBERS, 9101 BONITA BEACH BLVD., BONITA SPRINGS, FL.

\*\*THIS IS A JOINT MEETING WITH COLLIER COUNTY MPO – COLLIER COUNTY SCHOOL ADMINISTRATION BUILDING, SCHOOL BOARD ROOM, 5775 OSCEOLA TRAIL, NAPLES, FL.

### MPO Executive Committee Meeting (MEC) – 1:30 p.m.

(ALL MEC MEETINGS WILL BE HELD AT THE CITY OF CAPE CORAL PUBLIC WORKS BUILDING CONFERENCE ROOM 200, 815 NICHOLAS PARKWAY E., CAPE CORAL, FL.)

January 7, 2015	February 11, 2015	March 11, 2015	April 8, 2015
May 13, 2015	June 10, 2015	July 8, 2015	August 12, 2015
September 9, 2015	October 14, 2015	November 11, 2015	December 9, 2015

### Citizen Advisory Committee (CAC) – 3:00 p.m.

(ALL CAC MEETINGS WILL BE HELD AT THE CITY OF CAPE CORAL PUBLIC WORKS BUILDING CONFERENCE ROOM 200, 815 NICHOLAS PARKWAY E., CAPE CORAL, UNLESS OTHERWISE NOTED)

January 8, 2015	February 5, 2015	*March 10, 2015 (2:00 pm)	April 2, 2015
May 7, 2015	June 4, 2015,	July 9, 2015	August 6, 2015
September 3, 2015	** October 6, 2015 (2:00 pm)	November 5, 2015	December 3, 2015

\* THIS IS A JOINT MEETING WITH COLLIER COUNTY CAC North Collier Regional Park Exhibit Hall is located at 15000 Livingston Road, Naples, Florida 34109.,

\*\* THIS IS A JOINT MEETING WITH COLLIER COUNTY CAC – ESTERO COMMUNITY PARK & RECREATION CENTER, ROOM 103A, 9200 CORKSCREW PALMS BLVD., ESTERO, FL.

### Technical Advisory Committee (TAC) – 9:30 a.m.

(ALL TAC MEETINGS WILL BE HELD AT THE CITY OF CAPE CORAL PUBLIC WORKS BUILDING CONFERENCE ROOM 200, 815 NICHOLAS PARKWAY E., CAPE CORAL, UNLESS OTHERWISE NOTED)

January 8, 2015	February 5, 2015	* March 10, 2015 (10:00am)	April 2, 2015
May 7, 2015	June 4, 2015,	July 9, 2015	August 6, 2015
September 3, 2015	** October 6, 2015 (10:00 am)	November 5, 2015	December 3, 2015

\* THIS IS A JOINT MEETING WITH COLLIER COUNTY TAC – North Collier Regional Park Exhibit Hall is located at 15000 Livingston Road, Naples, Florida 34109

\*\* THIS IS A JOINT MEETING WITH COLLIER COUNTY TAC – ESTERO COMMUNITY PARK & RECREATION CENTER, ROOM 103A, 9200 CORKSCREW PALMS BLVD., ESTERO, FL.

### Bicycle Pedestrian Coordinating Committee (BPCC) – 10:00 a.m.

(ALL BPCC MEETINGS WILL BE HELD AT THE CITY OF CAPE CORAL PUBLIC WORKS BUILDING CONFERENCE ROOM 200, 815 NICHOLAS PARKWAY E., CAPE CORAL, UNLESS OTHERWISE NOTED)

January 27, 2015	* February 24, 2015 (10:00 a.m.)	March 24, 2015	April 21, 2015
May 26, 2015	June 23, 2015	July 28, 2015	August 25, 2015
* September 29, 2015 (10:00am)	October 27, 2015	November 24, 2015	December 29, 2015

\* THIS IS A JOINT MEETING WITH COLLIER COUNTY BPCC–ESTERO COMMUNITY PARK & RECREATION CENTER, ROOM 103A, 9200 CORKSCREW PALMS BLVD., ESTERO, FL.

### Traffic Management and Operations Committee (TMOC) – 1:30 p.m.

(ALL TMOC MEETINGS WILL BE HELD AT THE CITY OF CAPE CORAL PUBLIC WORKS BUILDING CONFERENCE ROOM 200, 815 NICHOLAS PARKWAY E., CAPE CORAL, UNLESS OTHERWISE NOTED)

February 11, 2015	April 8, 2015	June 10, 2015	August 12, 2015
October 7, 2014	December 9, 2015		

### Transportation Disadvantaged Local Coordinating Board (LCB) – 10:00 a.m.

(ALL LCB MEETINGS WILL BE HELD AT THE CITY OF CAPE CORAL PUBLIC WORKS BUILDING CONFERENCE ROOM 200, 815 NICHOLAS PARKWAY E., CAPE CORAL, FL.)

March 6, 2015	May 1, 2015	June 5, 2015	September 4, 2015
December 4, 2015			