MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

**Held on April 3, 2014**

The following members were present for the regular meeting of the Technical Advisory Committee on April 3, 2014 at the City of Cape Coral Annex/Public Works Building, 815 Nicholas Parkway East, Cape Coral, FL.

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| **Member Agency** | **Representative** | **Alternate** | **Alternate** |
| **Lee County** |  |  |  |  |  |  |
| Department of Community Development | Rick Burris | **P** |  |  |  |  |
| Department of Transportation | Andy Getch | **P** | Lili Wu |  |  |  |
| Lee County Port Authority | Josh Philpott | **A** | Ellen Lindblad |  |  |  |
| Lee Tran | Wayne Gaither | **P** | Anna Bielawska |  | Andrew Boster | **P** |
| Lee County School Board | Dawn Huff | **P** | Elisa Yanes |  |  |  |
| **City of Cape Coral** |  |  |  |  |  |  |
| Department of Community Development | Wyatt Daltry  | **A** | Rick Sosnowski |  |  |  |
| Department of Public Works | Persides Zambrano\* | **P** | Stephanie Smith |  |  |  |
| Cape Coral Mini Bus Service  | Kitty Sayers | **P** | Mildred Hammer |  |  |  |
| **City of Fort Myers** |  |  |  |  |  |  |
| Department of Planning | Nicole DeVaughn  | **A** | Lynee Rodriguez |  |  |  |
| Department of Engineering | Ben Bullert  | **A** | Saeed Kazemi |  |  |  |
| **Town of Fort Myers Beach** |  |  |  |  |  |  |
|  | Walter Fluegel | **A** | Josh Overmyer |  |  |  |
| **City of Sanibel** |  |  |  |  |  |  |
| Department of Planning | Jimmy Jordan |  | Ben Pople | **P** | Roy Gibson  |  |
| Department of Public Works | Keith Williams | **A** | Scott Krawczuk |  |  |  |
| **City of Bonita Springs** |  |  |  |  |  |  |
| Department of Public Works | Matt Feeney |  | John Gucciardo | P  |  |  |
| **Collier MPO** |  |  |  |  |  |  |
|  | Lorrain Lantz | **P** | Sue Faulkner |  |  |  |
| **Charlotte MPO** |  |  |  |  |  |  |
|  | Bob Herrington | **A** | Gary Harrell |  |  |  |
| **SWFL Regional Planning Council** |  |  |  |  |  |  |
|  | Margaret Wuerstle |  | Jennifer Pellechio | **P** | Dave Crawford |  |

Those also in attendance included: Russ Muller FDOT; Ellen Lucas Lee County School Board; Ned Baier Jacobs; Darla Letourneau with BikeWalkLee; and Don Scott, Ron Gogoi and Brian Raimondo of the Lee County MPO.

Chairperson Zambrano called the meeting to order at 9:32 a.m.

The roll was called and announced that a quorum was present.

**APPROVAL OF MINUTES**

**Agenda Item #1 – Minutes from the March 11, 2014 Joint TAC Meeting**

Mr. Don Scott handed out the revised Joint meeting minutes that he got from Collier and Ben Pople pointed out that his name needed to be added to the Lee TAC attendees.

**MOTION BY MS. LANTZ TO APPROVE THE MINUTES FROM THE MARCH 11, 2014 JOINT TAC MEETING. SECONDED BY MS. ZAMBRANO MOTION CARRIED UNANIMOUSLY.**

**Agenda Item #2 – Public Comments on Items on the Agenda**

There were no public comments, comments will be taken at each of the agenda items.

**NEW BUSINESS**

**Agenda Item #3 – Review of the Proposed Amendments to the 2035 Long Range Transportation Plan**

Mr. Don Scott gave an overview of the proposed changes to the E+C, SIS, Federal and State and Lee County Cost Feasible tables that will come back for final determination at next month’s meeting. He also spoke about combining the Federal and State (other arterial) project lists so that it is consistent with the priority list that we give FDOT and more consistent with how the funding may be programmed. Mr. Don Scott spoke about how the MPO was addressing the Lee County suggested changes that included updating capital improvement project schedules and the longer range project schedules. He also clarified about the projects that are shown in the 2016-2020 time frame that also may be included in the Existing plus Committed table if they were funded after 2016. Mr. Don Scott also addressed the comments made by David Urich on the Littleton Extension and that this would be further addressed during the development of the 2040 LRTP. He also discussed the modeling of the traffic analysis of the alignment of Plantation Gardens in the City of Fort Myers and the results of the proposed facility as a two lane, four lane and no build alternatives. He also touched on the impact to the surrounding roadways in the area which included Treeline, Daniels, Gateway and SR 82.

**Agenda Item #4 – Recommendation of Joint Lee/Charlotte TRIP Priorities**

Mr. Don Scott outlined the MPO’s process for determining the priority list with the Charlotte MPO and he noted that this list is done somewhat different than what we do with Collier MPO.

**MOTION TO APPROVE THE JOINT TRIP PRIORITIES WAS MADE BY MS. ZAMBRANO, SECONDED BY MS. HUFF. MOTION CARRIED UNANIMOUSLY.**

**Agenda Item #5 – Review of the Federal Functional Classification Updates of Lee County Roadways**

Mr. Gogoi presented this item and he started with giving an overview of the functional classification changes that were made and then went into the form that will need to be filled out to address adding future roadways. He stated that this will need to be done to cover the roads that change in the future as well as for the roadways that were not addressed this time around. Mr. Gogoi went into some of the changes that were made but also described some of the changes that were not made that we will need to address as part of filling out the form process.

**Agenda Item #6 – Update of the Continuity of Operations Plan**

Mr. Scott presented this item. He explained that the Continuity of Operations Plan is put into operation if the MPO offices are closed for some type of emergency event but we still need to conduct our work. The Plan outlines how we will still keep the MPO operations going if the MPO offices are closed and how we will communicate with each other. The Plan is now being updated to address the recent changes in our operations since the last time this document was brought through the Committees and the Board. Mr. Scott noted that this included recent changes in our equipment and how we access this equipment from offsite locations.

**MOTION TO APPROVE THE COOP WAS MADE BY MR. GETCH, SECONDED BY MR. POPLE. MOTION CARRIED UNANIMOUSLY.**

**Agenda Item #7 – Review of Preliminary Bicycle Pedestrian and Congestion Management Priorities**

Mr. Gogoi went through the prioritization process and touched on the drainage cost issues with the Bicycle Pedestrian projects and the discussion about providing additional local funding to offset the over 50% drainage cost issue. He also discussed the projects that had design funded last year that are now seeking construction funding to become fully funded.

**Agenda Item #8 – Review of the Public Involvement Plan and Open the Public Comment Period**

 Mr. Scott discussed that we were bringing the Public Involvement Plan (PIP) through the Committee’s and the Board for their input and that we will also put it out for 45 day public comment period as part of that review. The PIP is put out for review on a periodic basis and staff will, at a minimum will be updating the references in the document but also has received some comments such as updating the pictures throughout the document. Mr. Scott noted that this will come back for final approval at a future meeting.

**Agenda Item #9 – Update on Ongoing MPO Projects**

Mr. Don Scott gave a Power Point presentation to the Committee to provide an update on the various projects that the MPO staff is working on. He talked about the TIGER project and the Construction Engineering Inspection schedule that was advertised on March 28th and are due back on Aprils 28th. He also talked about the development of the conceptual plans, the updating of the cost estimates and the resubmittal of the environmental documentation.

Mr. Scott then gave an overview of the land use scenario project that is nearing the end of the online public engagement activities. He noted that to date they had received 2,225 visits, 1,072 responses and 750 comments. He noted that at the May Committee and Board meetings the Consultant will give and presentation on the status of the project as well as reporting on the results of the public involvement process. The final scenario selection will be at the June MPO board meeting following the recommendations made by the Committees.

Mr. Scott then talked about the San Carlos Project that is a short planning phase in preparation of the Project Development and Environment study. He provided the schedule of the San Carlos project that included the kick-off meeting that has been held, the stakeholder interview meetings that are currently being set up, data collection activities that include previous studies that have been conducted as well as traffic impact studies, and finally the stakeholder workshop that we are planning to hold the end of May.

Mr. Scott then described the status of the TIP reporter tool project that will include an online searchable version as well as better mapping and reporting capabilities. A draft of the TIP will be brought to the May Committee meetings. He also touched on the Transit Bus Pullout study and the Queue Jump study that were put out for RFP and six firms submitted letters of interest, with Kittelson being scored the number one ranked firm for both projects. The next step is MPO Board approval of the rankings and negotiations with the top ranked firm.

Mr. Scott then went into the status of the Bicycle Pedestrian Safety Action Plan activities that included FDOT hosting the law enforcement meeting in March, the law enforcement agencies pursuing spot enforcement grant funding, the Bicycle Pedestrian Coordinating Committee forming a subcommittee to review fatalities and injuries crash causes on Del Prado Boulevard and US 41 and the upcoming Road Safety audits.

**Other Business**

**Agenda Item #11 – LeeTran Report**

Mr. Gaither provided the LeeTran report. Wayne talked about the ridership experiencing a 2.19% drop based on a comparison of February 2014 to February 2013.

**Agenda Item #12 – FDOT Report**

Mr. Russ Muller talked about FDOT’s bicycle pedestrian position and that Providance will be going on military tour for just over a year starting shortly.

**Agenda Item #13 – Announcements**

Mr. Don Scott mentioned the Safe Kids event that will be held on April 12th at the Gulf Coast Town Center.

**Agenda Item #14 – Topics for next meeting**

Mr. Don Scott talked about the upcoming agenda items that include approval of the UPWP, the LRTP amendments and the land use project presentation.

**Agenda Item #15 – Information and Distribution Items**

None.

**ADJOURNMENT**

Meeting adjourned at 11:45 a.m.