

TECHNICAL ADVISORY COMMITTEE

9:30 a.m. Thursday, January 8, 2015
Lee County Metropolitan Planning Organization
City of Cape Coral Public Works Building
815 Nicholas Parkway East, Cape Coral, FL 33990



9:30 a.m.

AGENDA

Call to Order

Roll Call

1. Public Comments on Items on the Agenda
2. Approval of the December 4, 2014 TAC Meeting Minutes

New Business

3. *Election of Officers (Don Scott)
4. *Review and Approval of the Transit Element Scope of Services (Don Scott)
5. Discussion on the FDOT Work Program Fair Share Analysis (Don Scott)
6. Review and Discussion of Ongoing LRTP Activities (Don Scott)
7. Provide Input on the Development of the Status of Bicycle Pedestrian Safety Action Plan and Master Plan Activities (Don Scott)

Other Business

8. Public Comments on Items not on the Agenda
9. LeeTran Report
10. FDOT Report
11. Announcements
12. Topics for next meeting
13. Information and Distribution Items

Adjournment *Action Items +May Require Action

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MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

Held on December 4, 2014

The following members were present for the regular meeting of the Technical Advisory Committee on Dec. 4, 2014 at the City of Cape Coral Public Works Building 815 Nicholas Parkway East, Cape Coral, FL 33990

Member Agency	Representative	Alternate	Alternate	Alternate	Alternate
Lee County					
Department of Community Development	Rick Burris	P			
Department of Transportation	Andy Getch	P	Lili Wu		
Lee County Port Authority	Ellen Lindblad	P			
Lee Tran	Wayne Gaither	p			
Lee County School Board	Ellen Lucas	P	Paul Skau		
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	Lynnee Rodriguez		
Department of Engineering	Saeed Kazemi	P	Nick Danu	P	
Town of Fort Myers Beach					
City of Sanibel					
Department of Planning	Jimmy Jordan	A	Craig Chandler	P	Roy Gibson
Department of Public Works	Keith Williams	A	Scott Krawczuk		
City of Bonita Springs					
Department of Public Works	Matt Feeney	P	John Gucciardo		
Collier MPO					
	Lorrain Lantz		Ward Kennedy	P	
Charlotte MPO					
	Bob Herrington	P	Gary Harrell	P	
SWFL Regional Planning Council					
	Nichole Gwinnett	P	Jennifer Pellechio		Dave Crawford

Chairperson Wayne Gather called the meeting to order

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

Agenda Item #1 – Public Comments on Items on the Agenda

Darla Letourneau questioned why so many of the sidewalk projects that were submitted were left unfunded. Specifically the Old 41 pathway. She also requested the Bike/Ped projects that were not funded be considered for safety funds.

Agenda Item #2 – * Approval of the November 6, 2014 Joint TAC Meeting Minutes

MOTION BY MS. ZAMBRANO TO APPROVE THE NOV. 6 MEETING MINUTES FOR SECONDED BY MS. GWINNETT MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

Agenda Item #3 – Review and Endorsement of FDOT’s FY 2015/2016 through FY 2019/2020 Tentative Work Program

Mr. D’Juan Harris presented the FDOT Draft Tentative work program. The committee discussed the pathway projects priorities that were not funded in the FDOT Work Program and the need to identify funds for the projects specifically safety funds.

- Ms. Zambrano recommended adding the City of Cape Coral SW 20th Street Safe Routes to School project that was asked to be deferred back in 2012 due to a utility project but was removed and has not been added back
- The committee recommended changing the SR 82 from Lee Boulevard to Shawnee project from concrete to asphalt to use those funds on the next segment of SR 82.
- The committee recommended adding \$200,000 in transit operating funding for the US 41 corridor funding to match what LeeTran would be short for next year’s allocation.

MOTION BY MR. KAZEMI TO RECOMMEND ENDORSMENT OF THE FDOTS DRAFT TENTATIVE WORK PROGRAM INCLUDING ALL COMMENT DISCUSSED. SECONDED BY MS. LINDBLAD. MOTION CARRIED UNANIMOUSLY.

Agenda Item #4 – Review and Approval off the Revised 2014 Congestion Monitoring Report

Ron Gogoi presented the item

The first draft of the 2014 Congestion Monitoring Report was reviewed by the TMOC and BPCC at their respective August meetings, and by the TAC and CAC at their September meetings. The report has now been finalized, after addressing comments received as part of the review process from these meetings, and through written comments submitted separately.

Dave Urich handed out information and discussed his desire to have the report identify improvements along Kismet Pkwy instead of Diplomat Pkwy.

MOTION BY MR. GETCH TO RECOMMEND APPROVAL OF THE 2014 CONGESTION MONITORING REPORT SECONDED BY MS. ZAMBRANO. MOTION CARRIED UNANIMOUSLY.

Agenda Item #5 – Presentation on the 2040 Socio-Economic Data

At the June 2014 committee meetings, the TAC and CAC voted to endorse "Scenario C" as the land-use pattern on which the 2040 long-range transportation plan would be based. Later in June, the MPO Board voted unanimously to select "Scenario C."

Since that time, the Scenario C pattern has been converted into the format needed by the new regional travel model, which has been created for Florida DOT's District 1.

Two significant adjustments to Scenario C were required:

- Identify how many dwelling units would not have permanent residents; and
- Scale the level of development (population and employment) back from build-out levels to anticipated 2040 levels.

Bill Spikowski presented a summary of the adjustment process, along with summary data for thirteen communities within Lee County and TAZ maps that show existing conditions in 2010 and forecasted conditions in 2040.

Agenda Item #6 – Discussion on the Regional ITS Architecture Update

Ron Gogoi gave an update of the District One Regional ITS Architecture update that is under way to address changes in the region relating to ITS systems, interconnections, project inventory, and market packages. As part of this update, the consultant conducted a teleconference with staff from the Lee MPO, LCDOT, LeeTran, City of Cape Coral and the City of Fort Myers to discuss and understand the systems deployed by each of these stakeholders in Lee County, the services provided (fixed route transit, incident management, network surveillance, etc.) and ITS projects recently completed, underway or planned.

The Consultant will develop a website that includes the updated architecture that should be up before Thanksgiving and a webinar on the updated architecture is planned for early December. Following the last update in 2005, the Lee MPO had adopted a resolution recognizing the District 1 Architecture as the regional architecture that governed all ITS improvements within the metropolitan planning area which encompasses all of Lee County. Such a resolution was adopted to be consistent with federal requirements, and to be able to use federal funds for implementation of ITS projects. Staff has now developed the draft resolution to recognize the updated architecture, and also take the opportunity to clean some of the existing language including the deletion of the SWFRPC as the MPO staffing agency.

Agenda Item #7 – Discussion on the Distribution and Submittal of LRTP Project Request Forms

Don Scott presented the LRTP project request forms. The forms have been revised slightly based on the comments received to date and approved by the Executive

committee. The forms will be used by the local jurisdictions and the public to submit possible projects for consideration to be included in the 2040 LRTP.

Agenda Item #8 – Review and Approval of the Lee MPO Congestion Management Process Scope of Services

Ron Gogoi provided an overview of the Congestion Management process Scope of Services. The purpose of the scope of services is to build up, improve, and enhance the existing CMP by evaluating and updating it for consistency with MAP 21 requirements, the 2040 LRTP Goals and Objectives and the eight step process identified in FHWA's Congestion Management Process: A Guidebook. These steps are (1) Develop Regional Objectives (2) Define Regional CMP Network (3) Develop Multimodal Performance Measures (4) Collect Data/Monitor System Performance (5) Analyze Congestion Problems & Needs (6) Identify & Assess Strategies (7) Program & Implement Strategies (8) Evaluate Strategy Effectiveness.

MOTION BY MR. FEENEY TO RECOMMEND APPROVAL OF THE 2014 CONGESTION MONITORING REPORT SECONDED BY MR. KENNEDEY. MOTION CARRIED UNANIMOUSLY.

Agenda Item #9 – Public Comments on Items not on the Agenda

Darla Letourneau mentioned that Bonita Springs received BikeWalk Lee's Complete Streets Champion award for the continuing bike/ped efforts.

Agenda Item #10 – LeeTran Report

Mr. Gaither gave the LeeTran report. He reported the ridership continues to decline from last year's numbers approximately .89%. Starting January 22nd LeeTran staff will start moving into their new building. The ribbon cutting is scheduled for March 11th

Agenda Item #11 – FDOT Report

No report

Agenda Item #12 – Announcements

Agenda Item #13 – Topics for next meeting

Agenda Item #14 – Information and Distribution Items

ELECTION OF 2015 OFFICERS

RECOMMENDED ACTION: Elect a Chairperson and a Vice-Chairperson for 2015.

Consistent with the TAC bylaws, a Chairman and Vice-Chairman are to be elected at the first regularly scheduled meeting of each calendar year. Any voting member or his or her alternate may nominate another voting member to be an officer. The current voting members of the TAC who are eligible to serve as officers are listed on the **attached** roster.

Nominees should be primary members who attend meetings on a regular basis. Any member who would be unable to fulfill the duties of an officer should so state before nominations are taken, or notify the Chair before the meeting if unable to attend. Any alternate member who attends meetings regularly who would be willing to serve as an officer may bring a letter to the meeting from his or her agency's director, appointing him or her as the agency's primary TAC representative (in which case a new alternate should also be appointed at the same time).

**LEE COUNTY
METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE**

CURRENT / VOTING MEMBERS: 17 MEETING: 1st Thursday of each month - 9:30 a.m. QUORUM: 9

<u>MEMBER AGENCIES (Voting)</u>	<u>REPRESENTATIVES</u>	<u>ALTERNATES</u>
LEE COUNTY		
Department of Community Development	Rick Burris	Brandon Dunn
Department of Transportation	Andy Getch	Lili Wu
Lee County Port Authority	Ellen Lindblad	
Lee Tran	Wayne Gaither *	Anna Bielawska
Lee County School Board	Ellen Lucas	Paul Skau
CITY OF CAPE CORAL		
Department of Community Development	Wyatt Daltry	Rick Sosnowski
Department of Public Works	Persides Zambrano	Stephanie Smith
Cape Coral Mini Bus Service	Kitty Sayers	Mildred Hammer
CITY OF FORT MYERS		
Department of Planning	Nicole DeVaughn	Lynee Rodriguez
Department of Engineering	Saeed Kazemi	Nick Danu
TOWN OF FORT MYERS BEACH		
CITY OF SANIBEL		
Department of Planning	Jimmy Jordan	Craig Chandler Roy Gibson
Department of Public Works	Keith Williams	Scott Krawczuk
CITY OF BONITA SPRINGS		
Department of Public Works	Matt Feeney	John Gucciardo
COLLIER COUNTY MPO		
	Lorraine Lantz	Ward Kennedy
SOUTHWEST FLORIDA REGIONAL PLANNING COUNCIL		
	Nichole Gwinnett	Jennifer Pellechio
CHARLOTTE COUNTY PUNTA GORDA MPO		
	Bob Herrington	Gary Harrell

*CHAIRMAN

**VICE-CHAIRMAN

ASSOCIATE MEMBER AGENCIES (Non-Voting):

FLORIDA GULF COAST UNIVERSITY

LEE COUNTY

Bicycle Coordinator

Port Advisory Committee
Community Transportation Coordinator
Tourism Development Council
Economic Development

CITY OF CAPE CORAL

Economic Development

STATE

Department of Environmental Protection
Governor's Energy Office
Florida Fish and Wildlife Conservation Commission
Florida Department of Transportation

REGIONAL

FL Utilities Coordinating Committee
South Florida Water Management District
Southwest Florida Enterprise Center

FEDERAL

Federal Highway Administration
Federal Transit Administration
U.S. Environmental Protection Agency
U.S. Fish and Wildlife Service
U.S. Army Corps of Engineers

REVIEW AND APPROVAL OF THE TRANSIT ELEMENT SCOPE OF SERVICES

RECOMMENDED ITEM: The committee is being asked to review and approve the **attached** scope of services for updating the Transit Element of the Long Range Transportation Plan.

The **attached** draft scope of services has been developed to update the transit element as part of the development of the 2040 Long Range Transportation Plan. The update of the transit element will be using a lot of what has already been developed as part of the Transit Development Plan and the Transit Vision Plan that was produced by LeeTran back in 2011/2012. The scope also includes some additional work analyzing the expansion of night and weekend service and the development of the Transportation Disadvantaged trip demand assessment.

**LEE COUNTY METROPOLITAN PLANNING ORGANIZATION
DRAFT SCOPE OF SERVICES
2040 LRTP LONG RANGE TRANSIT ELEMENT**

BACKGROUND

This scope of services has been prepared to provide transportation system planning services support to update the Long Range Transit Element (LRTE) of the Long Range Transportation Plan (LRTP). The Lee County MPO is required to update its LRTP at least every five years. The next update of the LRTP will have a horizon year of 2040 and must be adopted by the MPO Board by December 2015, and subsequently submitted to the Florida Department of Transportation (FDOT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

Purpose and Objectives

The Lee County MPO's 2040 LRTP Update process will yield a plan that will focus on the Multi-modal qualities of the transportation system. The purpose of this scope of services is to update the existing transit element of the MPO's LRTP using, in large part, the analysis and reports that were done by LeeTran in their FY 2012- FY 2021 Transit Development Plan (presented to the MPO Board in September of 2011) and their 2035 Vision Plan (presented to the MPO Board in March of 2012). Objectives of this scope of services include:

- Update baseline conditions and existing services/facilities
- Identify and evaluate transit service frequency expansion
- Update the twenty-five year operating and capital needs costs from the vision plan
- Develop the 2040 Cost Feasible Transit Element using the Transit Development Plan analysis
- Prepare the 2040 Long Range Transportation Element summary documentation
- Conduct meetings and presentations

The scope of services below provides the task description for each of the components listed above:

SCOPE OF SERVICES

TASK 1: Review Baseline Conditions and Existing Services/Facilities

The first task of this effort will involve the review and update of background information pertaining to public transportation in Lee County. The review is expected to cover, at a minimum, the following information:

- Adopted LeeTran Transit Development Plan (TDP)
- Any minor updates of LeeTran TDP that have been completed since the last

major update

- Adopted 2035 LRTP transit component
- Lee County Rail Feasibility Study
- 2040 LRTP socioeconomic data including existing and projected population and employment densities
- Land use
- Congested corridors/hot spots
- Lee County Bicycle Pedestrian Safety Action Plan
- Countywide Bicycle Pedestrian Master Plan
- Lee County Complete Streets Initiative
- Bus stop ADA accessibility

A review of existing public transportation services being provided in Lee County also will be conducted as part of the update of the Transit Element. This review will include a general examination of the following services, infrastructure, and/or programs:

- Fixed-route bus services and complementary ADA paratransit services
- Major transfer facilities/transit terminals
- Park-and-Ride facilities
- Commuter Assistance Program

The results of the review will be summarized, including any identified potential implications.

Transportation Disadvantaged (TD) Trip Demand Assessment

A demand assessment will be conducted to analyze the origins and destinations of existing TD riders in Lee County. This assessment will analyze available TD ridership data to identify locations of activity centers and clusters of TD service riders that would help in planning/providing other transportation alternatives to achieve an efficient distribution of transit services in Lee County.

The demand assessment will use TD trip origin and trip destination addresses, provided by MPO/LeeTran staff, to perform a hot-spot analysis to analyze trip clusters of origins and destinations to identify those locations in Lee County that are experiencing a higher volume of trips on a weekly basis. The demand assessment will be performed using Geographic Information System (GIS) tools and analysis criteria, and various tiers of locations will be identified based on volume of trips at origins and destinations.

Activities in Task 1 include:

- Review planned operating and capital improvements in recent transit studies/plans
- Review 2040 LRTP socioeconomic data including existing and projected population and employment densities

- Review existing and future land use maps
- Identify and summarize congested corridors/hot spots
- Review recent efforts on improving bike/pedestrian access to transit and bus stop ADA accessibility
- Review existing services, including fixed-route bus and complementary ADA paratransit services
- Review available transit infrastructure, including major transfer facilities/transit terminals, park-and-ride facilities
- Review available Transportation Demand Management (TDM) options including District One Commuter Assistance Program
- Conduct TD Trip Demand Assessment

Task 2: Identify and Evaluate Transit Service Frequency Expansion

This scope also includes evaluating routes for night and weekend frequency enhancements. This effort is being done to analyze the increase in night and weekend service beyond what is currently included in the Transit development Plan. The Consultant will evaluate and rank the night and weekend frequency expansion and this analysis will include the cost analysis of these enhancements. The Consultant will coordinate with LeeTran and the Lee MPO on the development of this analysis. No new data will be collected for the transit mode share analysis. The LeeTran daily ridership data, average transit trip length, and AADT for the corridor will be provided by MPO/LeeTran staff.

Activities in Task 2 include:

- Review recent studies and identify list of candidate routes for service expansion
- Coordinate with MPO and Lee Trans staff on the evaluation of these routes
- Evaluate and prioritize Transit Service Expansion

Task 3: Update the Twenty-five Year Operating and Capital Cost from the Vision Plan

The Transit Needs analysis has been previously developed during the development of the LeeTran 2035 Vision plan. The vision plan includes the service plan improvements Express Bus, Bus Rapid Transit, Fixed Route, Circulator and Flex services that are needed to meet the future mobility needs of the County. The analysis of the service is organized into two major categories, including maintenance of existing service and service expansion. Service expansion may include improvements to existing service and new services. Service expansion elements may also include fleet expansion, technology implementation, extended service hours, increased route frequencies, infrastructure improvements, and/or new transit facilities (e.g., park-and-ride, transfer terminals, etc.). The 2040 transit needs will be illustrated on a map and summarized in tabular form. The Needs Plan may also include some additional routes based on the review through the following sources:

- Coordination with the surrounding communities, as appropriate, to develop transit needs consistent with what is being planned in our neighboring Counties/Communities
- Any pertinent output from the running of travel model alternatives that indicates the expansion of service in a particular area
- Feedback from the 2040 LRTP public involvement efforts during the review of the proposed transit needs

Activities in Task 3 include:

- Integrate findings of the adopted LeeTran 10-Year TDP and Vision Plan
- Coordinate with the regional transit planning process
- Summarize and evaluate public input from transit needs surveys
- Develop service characteristics for identified transit needs including but not limited to fixed-route local bus, flex bus, commuter express, and premium transit
- Update the capital/infrastructure needs for implementing the transit service needs from the Vision Plan and develop any additional from the above sources
- Develop draft 2040 transit needs plan
- Develop needs plan maps, tables, and other material such as board mounted exhibits, handouts, etc., as needed for committee meetings and public workshops
- Meet with MPO/Lee Tran staff to review 2040 needs plan
- Develop final 2040 transit needs plan

Task 4: Evaluate and Prioritize 2040 Service Needs

Using the priorities that were developed for the Transit Development Plan and the Vision plan and adding in the additional service coming out of Task 2 and 3, develop a prioritization of the projects to identify the most essential and cost-effective transit service needs that should be funded through 2040. Prioritization of Needs Plan service alternatives will also assist in the phasing of those services for the county as a whole. An evaluation and prioritization methodology using existing and available data sources will be developed to rank Needs Plan service alternatives. Evaluation criteria may include, but not necessarily be limited to, the following:

- Public input
- Rider markets, including traditional, discretionary, and regional
- Ridership productivity
- Cost efficiency

No new data collection or data analysis will be conducted to evaluate and prioritize the Needs Plan projects using the selected prioritization criteria and measures. The Consultant will develop the draft prioritization methodology and provide to MPO staff for

review and comment. The Consultant will then address any comments on the draft prioritization methodology and develop a final methodology for prioritizing 2040 transit service needs. The prioritization process will be finalized and services in the Needs Plan will be prioritized. Once that process is complete, capital and operating cost estimates through 2040 will be updated.

Activities in Task 4 include:

- Develop project evaluation and prioritization process
- Meet with MPO and LeeTran staff to review the draft 2040 service needs prioritization process
- Address comments and revise 2040 transit needs prioritization process
- Review and integrate public input on transit needs
- Evaluate rider markets, including traditional, discretionary, and regional
- Use model output to develop ridership projections and evaluate ridership productivity
- Evaluate cost efficiency
- Prioritize and rank 2040 transit service needs using needs prioritization criteria, weights, and assigned scores

Task 5: Develop 2040 Cost Feasible Transit Element

To develop the 2040 Cost Feasible Long Range Transportation Element, the Consultant will first coordinate with MPO staff to obtain the LRTE transit revenue projections. Based on these revenue projections and the cost estimates of the Needs Plan priorities developed in Task 4, the 2040 Cost Feasible Transit Element will be developed. The Cost Feasible Transit Element will balance projected revenues with the highest rankings in the transit needs over the planning horizon of the LRTP. The Consultant will meet with MPO staff to review the draft Cost Feasible Plan. The Cost Feasible Plan will then be revised and finalized based on the comments and direction received at that meeting. After allocating projected revenues to the highest priority transit needs, it is anticipated that there will remain a ranked list of unfunded transit needs that can only be implemented contingent upon securing additional funding. Cost feasible transit service improvements and unfunded transit needs will be illustrated on maps and summarized in tabular form.

Activities in Task 5 include:

- Review current and expected transit revenues provided by MPO/LeeTran staff
- Develop funding assumptions and project 2040 LRTE transit revenues
- Review cost estimates of prioritized needs
- Develop draft 2040 Cost Feasible LRTE
- Meet with MPO staff to review funding assumption, revenue projections and draft cost feasible plan projects
- Coordinate with MPO staff and LRTP project team and conduct multiple rounds of revisions to draft plan
- Develop the final 2040 Cost Feasible LRTE

- Develop cost affordable plan maps, tables, and other material such as board mounted exhibits, handouts, etc., as needed for Committee and public workshops
- Provide information on transit cost affordable alternatives to assist travel demand model and conduct reviews/revisions of transit network models plots/summary tables

Task 6: Prepare 2040 LRTE Summary Documentation

Based on the results of Tasks 1 through 5, the Transit Element documentation will be prepared for inclusion in the Lee County MPO 2040 LRTP, including an LRTE Chapter and LRTE Technical Memorandum. The Transit Element documentation will be submitted to MPO staff for review. MPO staff input will then be used to refine, update, and finalize the 2040 Transit Cost Feasible Element documentation.

Activities in Task 6 include:

- Prepare and submit draft 2040 LRTE documentation
- Meet with MPO staff to review the draft 2040 Cost Feasible LRTE documentation
- Address comments and revise 2040 Cost Feasible LRTE
- Develop final 2040 Transit Cost Feasible Element documentation
- Prepare and submit final 2040 LRTE documentation

Task 7: Meetings and Presentations

The overall effort to update the Lee County LRTP Transit Element may require the Consultant to attend several meetings, workshops, and presentations. The following sub-tasks outline the various meetings and presentations that will be completed during the study process.

Prepare for and Participate in Kick-Off Meeting

At the outset of the project, a kick-off meeting will be scheduled with MPO staff and other appropriate parties to discuss the scope of this effort, outline data needs, and receive initial guidance on existing and potential future transit needs in Lee County. This sub-task includes preparation of the discussion materials that will be utilized at the kick-off meeting.

Prepare for and Conduct Conference Calls with MPO Staff

During the course of the project, it may be necessary to schedule and hold meetings with MPO staff to discuss project issues and review draft materials. Therefore, this scope assumes that up to five conference calls will be scheduled and conducted throughout the course of the effort.

Prepare for and Participate in Two LRTP Public Workshops

The Consultant will attend two LRTP public workshops that will be held to present and review the draft needs and cost affordable 2040 LRTP. This sub-task includes preparation of the LRTE-related materials that will be utilized during the workshops, including survey instruments used to compile public opinion.

Prepare for and Participate in Four TAC/CAC Presentations

Two presentations will be made to each of the MPO's advisory committees: the Technical Advisory Committee and the Citizen Advisory Committee. The presentations will be held to present, discuss, and receive input on the Transit Needs Plan and Transit Cost Affordable Plan, respectively.

Prepare for and Participate in Two MPO Board Presentations

Two presentations will be made to the MPO Board. The presentations will be held to present, discuss, receive input on, and move forward with adopting the Transit Needs Plan and Transit Cost Affordable Plan, respectively.

Activities in Task 6 include:

- Prepare for and participate in kick-off meeting
- Prepare for and conduct conference calls with MPO staff
- Prepare for and participate in two LRTP public workshops
- Prepare for and participate in four TAC/CAC presentations
- Prepare for and participate in two MPO Board presentations

Time of Completion

It is anticipated that the work provided for Tasks 1 through 7 in this scope of services will be completed by January 31, 2016.

DISCUSSION ON THE FDOT WORK PROGRAM FAIR SHARE ANALYSIS

Discussion Item:

At the December meeting, the CAC asked as part of the review of the FDOT Tentative Work Program how Lee County compared with other Counties in respect to transportation funding fair share analysis. The Committee asked to have a presentation on the equity analysis report conducted by the Center for Urban Transportation Research (CUTR) at the next meeting. As part of the presentation of the Work Program to the MPO Board, FDOT staff indicated to the Board that the study was being reviewed by the FDOT Central Office, and that at this time, was not ready to be presented to the Committees or the Board. FDOT did provide two fair share reports prior to the MPO Board meeting, one based on the adopted work program that shows the funding percentages for the previous five years (FY 2011 - FY 2015) and the projected five years of the work program (FY 2016 - FY 2020) . The other is based on the tentative work program and it includes the five years in the tentative work program covering FY 2015 - FY 2019 (the FY 2020 to FY 2024 is included but it is incomplete as it does not include all of the funding sources and we have not prioritized those future projects yet).

Each of the reports includes the transportation funding sources that are included in the analysis. The reports also include percentages that each of the Counties have received over the previous five years as well as the projections over the next five years in comparison with each other in the District.

Adopted

11/25/2014 08.59.17
 11/25/2014 00.24.44 TENTATIVE

SELECTED FUNDS (BY EXCLUSION)

DISTRICT: 01 (GEOGRAPHIC)

FLORIDA DEPARTMENT OF TRANSPORTATION
 AMOUNTS BY COUNTY
 EXCLUDING DISTRICT & STATEWIDE COUNTIES
 HIGHWAYS & FLP COMPONENTS
 FUNDALITY = BUDGETED ONLY
 FOR FY 2011 THRU 2020

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FRSHARE-1 - DIST

STAT. FORMULA	H	I	S	100% (\$000)		R	I	C	5-YR TOTAL HISTORY	5-YR HIST % OF DIST	P	L	A	(\$000)			D	5-YEAR TOTAL PLANNED	5-YR PLAN % OF DIST	10-YR % OF DIST	
				T	O									2012	2013	2014					2015
CHARLOTTE	6.632																				
5.306	10660	17288	13221	6345	53735	101249	6.789	17654	7595	16418	6073	7618	55358	5.462	6.252						
COLLIER	11.448																				
9.158	13149	40069	39755	55487	27966	176426	11.8294	16693	17057	7420	26890	5641	73701	7.272	9.985						
DESOTO	1.135																				
.909	4601	3534	21392	17804	6713	54044	3.624	515	15386	5163	962	4682	26708	2.636	3.224						
GLADES	.382																				
.305	6089	1232	1335	7777	1720	18153	1.218	6740	1500	1497	417	218	10372	1.024	1.139						
HARDEE	1.032																				
.826	28146	1387	7645	5071	5865	48114	3.226	4122	10253	9672	227	47	24321	2.400	2.892						
HENDRY	1.595																				
1.276	23238	41809	3712	8321	12672	89752	6.018	16676	5704	7161	5639	532	35712	3.524	5.009						
HIGHLANDS	3.789																				
3.031	22569	8301	1189	1490	3883	37432	2.510	7778	13516	5418	8357	1169	36238	3.576	2.941						
LEE	23.892																				
19.114	53276	102737	41619	30494	29596	257722	17.280	42987	40553	85961	28214	25511	223226	22.024	19.199						
MANATEE	12.248																				
9.799	9742	53536	21048	24461	39510	150297	10.077	54637	14079	12497	7372	10139	98724	9.741	9.941						
OKECHOBEE	1.891																				
1.513	1958	4524	1142	12940	2183	22747	1.526	3849	5502	9411	5329	1474	25565	2.523	1.929						
POLK	22.653																				
18.123	54947	78952	72765	91701	49715	348080	23.338	78175	52631	22757	51287	87890	292740	28.882	25.581						
SARASOTA	13.302																				
10.642	35435	18016	51717	33374	48958	187500	12.572	13935	31150	34389	20392	11049	110915	10.943	11.913						
DISTRICT TOTAL 01																					
100.000	80.002	263810	373385	276540	295265	1491516	100.007	263761	214926	217764	161159	155970	1013580	100.007	100.005						

11/25/2014 08.59.17
11/25/2014 00.24.44 TENTATIVE
SELECTED FUNDS (BY EXCLUSION)

FLORIDA DEPARTMENT OF TRANSPORTATION
AMOUNTS BY COUNTY
EXCLUDING DISTRICT & STATEWIDE COUNTIES
HIGHWAYS & FLP COMPONENTS
FUNDALITY = BUDGETED ONLY
FOR FY 2011 THRU 2020

PAGE 1
FRSHARE-4

GENERAL NOTES:

THE FOLLOWING IS A LIST OF FUND CODES, IN ALPHABETICAL ORDER,
THAT ARE INCLUDED IN THE REPORTS ABOVE

ACCM ACSA ACSL ACSN ACSU ACTA ACTL ACTN ACTU BNDS
CIGP CIGR CM DDR DDRF DIH DIRS DS DSF EB
HRRR HSP RED SA SE SL SN SR2E SR2S SU
TALL TALN TALT TALU TRIP

Financial Management Support (Chuck Rohling - Manager)

10-Year Fair Share Report

Selection Criteria	
by District:by District and County Fiscal Year:2015 Geographic District:01 = DISTRICT 1 - BARTOW N = LAST NIGHT	Version:G1 = TENTATIVE Number of Years:10 Statewide Funds:Show only FairShare Funds

County	100%	Stat. Formula	Historic 2015	Historic 2016	Historic 2017	Historic 2018	Historic 2019	5-Year Total History	5-Year Hist % of Dist	Planned 2020	Planned 2021	Planned 2022	Planned 2023	Planned 2024	5-Year Total Planned	5-Year Planned % of Dist	10-Year % of Dist
Geographic District: 01																	
CHARLOTTE	6.632	5.306	53,726	17,654	7,595	16,418	6,073	101,466	8.915	7,618	1,725	5,411	6,165	600	21,519	7.193	8.557
COLLIER	11.448	9.158	28,345	16,693	17,057	7,685	29,270	99,050	8.703	5,641	5,123	3,596	3,220	3,220	20,800	6.953	8.338
DESOTO	1.136	0.909	6,713	515	15,386	5,163	962	28,739	2.525	4,682		732			5,414	1.810	2.377
GLADES	0.382	0.305	1,951	6,740	1,500	1,497	417	12,105	1.064	218		635			853	0.286	0.902
HARDEE	1.032	0.826	5,910	4,122	10,253	9,672	227	30,184	2.652	47					47	0.016	2.104
HENDRY	1.595	1.276	12,680	16,676	5,704	7,161	5,639	47,860	4.205	532		617			1,149	0.385	3.410
HIGHLANDS	3.789	3.031	4,139	7,778	13,516	5,418	8,357	39,208	3.445	1,169		511			1,680	0.562	2.845
LEE	23.892	19.114	30,407	42,987	40,416	85,961	28,214	227,985	20.030	25,511	8,613	4,914			39,038	13.049	18.577
MANATEE	12.248	9.799	39,517	54,637	14,079	12,497	7,372	128,102	11.255	10,139	1,000	1,000	1,000	1,000	14,139	4.726	9.896
OKEECHOBEE	1.891	1.513	2,193	3,849	5,502	9,411	5,329	26,284	2.310	1,474					1,474	0.493	1.932
POLK	22.653	18.123	50,182	78,175	52,782	24,857	51,287	257,283	22.604	85,790	74,462	21,421	20	20	181,713	60.736	30.541
SARASOTA	13.302	10.642	49,676	13,986	27,246	30,611	18,437	139,956	12.297	11,049	155	155			11,359	3.797	10.527
Total Geographic District: 01			285,439	263,812	211,036	216,351	161,584	1,138,222		153,870	91,078	38,992	10,405	4,840	299,185		
Grand Total			285,439	263,812	211,036	216,351	161,584	1,138,222		153,870	91,078	38,992	10,405	4,840	299,185		

GENERAL NOTES:
 Following is a list of fund codes, in alphabetical order, that are included in the above reports.

ACCM	ACTA	CIGP	EB	SE	TALL
ACSA	ACTL	CM	HRRR	SL	TALN
ACSL	ACTN	DDR	HSP	SN	TALT
ACSN	ACTU	DIH	RED	SR2S	TALU
ACSU	BNDS	DS	SA	SU	TRIP

This site is maintained by the Financial Management Support, located at 605 Suwannee Street, MS 21, Tallahassee, Florida 32399. For additional information please e-mail questions or comments to:
(Chuck Rohling: co-owpbsupport@dot.state.fl.us or call 850-414-4651)

For information concerning the technical function of this site, please e-mail questions or comments to the Financial Management Support Office
Roger Kreisel: CO-OWPBSupport@dot.state.fl.us or call 850-414-4636
or
Mark Miller: CO-OWPBSupport@dot.state.fl.us or call 850-414-4653



Office Home: [Office of Work Program and Budget Sharepoint](#)
[INFONEI](#)

**REVIEW AND DISCUSSION OF ONGOING LONG RANGE
TRANSPORTATION PLAN ACTIVITIES**

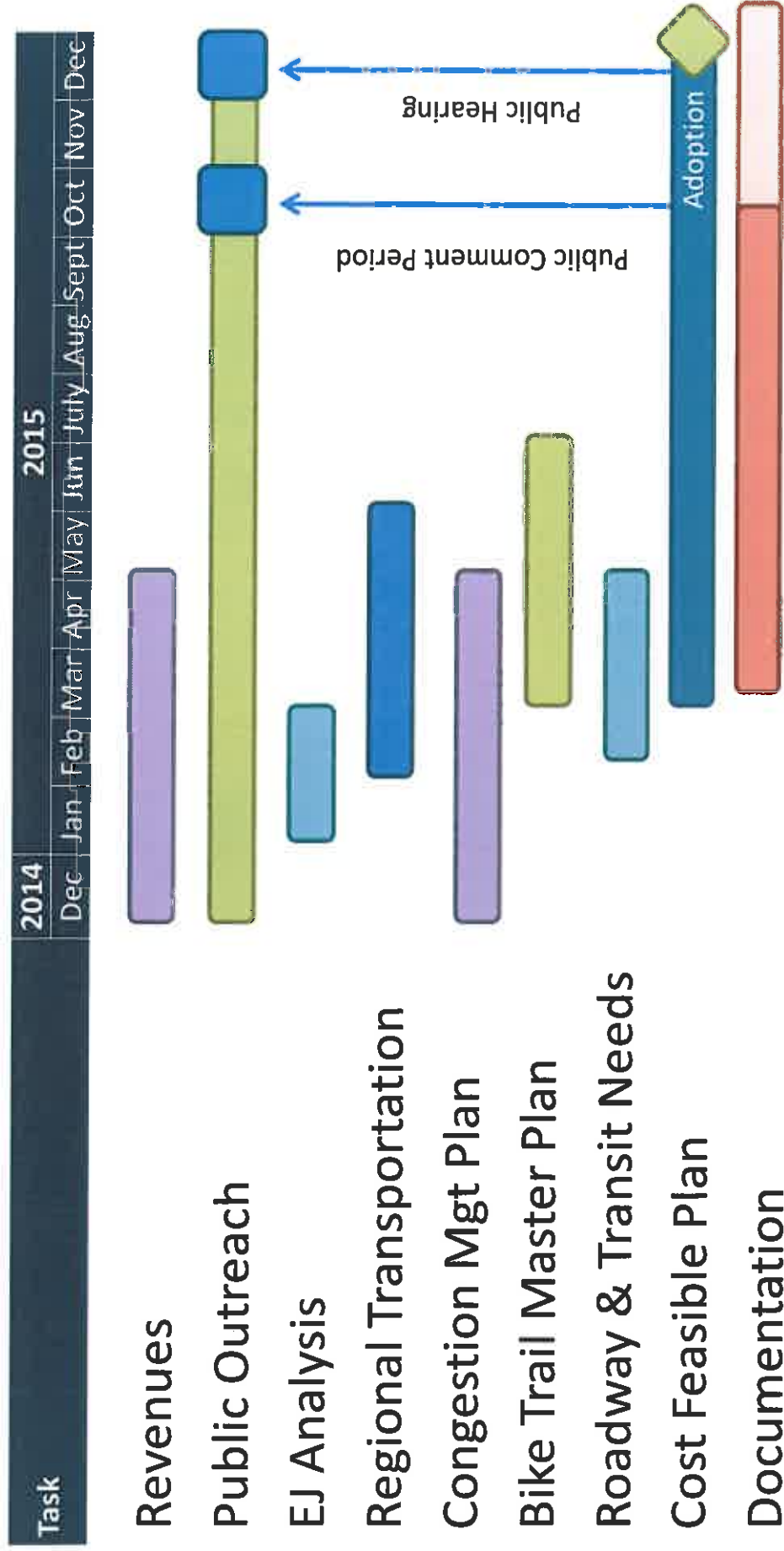
DISCUSSION ITEM:

Attached is schedule for the development of the 2040 Long Range Transportation Plan and at the meeting staff will go over the items that have been completed to date and will review some of the upcoming items along with asking for input on some of the issues that have been raised to date.



Long Range Transportation Plan

Anticipated Schedule



**PROVIDE INPUT ON THE DEVELOPMENT OF THE STATUS REPORT
ON THE IMPLEMENTATION OF THE BICYCLE PEDESTRIAN SAFETY
ACTION PLAN AND THE MASTER PLAN RECOMMENDATIONS**

Discussion Item:

The MPO staff has been working on putting together a status report that could be presented to the MPO Board on the implementation of the Bicycle Pedestrian Safety Action Plan and the recommendations from the Bicycle Pedestrian Master Plan. **Attached** is the table from the Bicycle Pedestrian Safety Action Plan indicating the implementation steps to be conducted by each of the agencies as well as the Master Plan recommendations that are implemented or planned to be implemented. The MPO staff has been working on reporting these activities but we also need the help of each of the jurisdictions and agencies responsible to report where we are with these activities. At the meeting, staff will give an overview of what we are working on and where we need help from the local jurisdictions and agencies that are responsible for their items. In addition, we will be seeking input on presentation content and format.

Action Items

The following table below presents Action Items with expanded key details including the **lead agency/partner** expected to champion each action, the estimated **amount of time** required to complete or significantly address the action, a potential suggested **funding source**, and an **estimated cost** if applicable. Full descriptions of each action item were presented on pages 7—9.

	Short Description	Lead Agencies/Partners	Estimated Time Frame	Funding Source	Estimated Cost
1	Develop a Press Kit.	Lee County MPO and law enforcement agencies with support from other stakeholders	Within One Year	In-house and grant funded	\$5,000 initially + Minor maintenance
2	Develop an education outreach campaign.	FDOT, Lee County MPO, Stay Alive..Just Drive, Cape Coral, BikePed, BikeWalkLee, and Injury Prevention Coalition	Within One Year	FDOT/CTST support	\$300,000
3	Re-energize and empower the Lee Community Traffic Safety Team (CTST).	FDOT, CTST, with support from MPO and participation from all stakeholders	Within One Year & Ongoing	In-house	N/A
4	Establish a Process for Crash Data Reporting and Distribution.	LeeDOT, FDOT, CTST, MPO, with support from all stakeholders	Within One Year & Ongoing	In-house with possible additional support (board approval)	Minimal initially + possible additional support
5	Measure progress on an annual basis.	Lee County MPO	Within One Year & Ongoing	In-house task	Minimal
6	Undertake Bicycle & Pedestrian Road Safety Audits (RSA) on high-crash corridors.	FDOT, CTST, Lee County MPO with participation and support from all stakeholder agencies	Within One Year & Ongoing	Requires board approval	Up to \$15,000 per corridor
7	Implement a strong law enforcement program.	Lee County MPO, FDOT, Law Enforcement Agencies	Within One Year & Ongoing	FDOT	Varies
8	Provide free bicycle lights for stakeholders to distribute.	Lee County MPO, FDOT, Law Enforcement Agencies	Within One Year & Ongoing	CTST & local agencies	Minimal cost per light
9	Adopt design standards for right-turn channelization.	Lee County, City of Fort Myers, City of Cape Coral, FDOT	Within Two Years	In-house	Minimal
10	Revise design standards for arterial intersection design.	Lee County, City of Fort Myers, City of Cape Coral	Within Two Years	In-house	Minimal
11	Develop and utilize project design review checklist.	Lee County MPO, Lee County, City of Fort Myers, City of Cape Coral, FDOT	Within Two Years	MPO	\$15,000
12	Develop a policy for pedestrian signal accomodation at signalized intersections	Lee County, City of Fort Myers, City of Cape Coral, FDOT	Within Five Years & Ongoing	In-house task	Minimal
13	Adopt design standards for pedestrian crossings at transit stops.	Lee County MPO, LeeTran, FDOT	Within Five Years	In-house task	N/A
14	Implement enhanced safety/design techniques on high-crash corridors.	Lee County, City of Fort Myers, City of Cape Coral	Within Five Years	In-house	Minimal
15	Identify potential corridors for "road diets."	FDOT, Lee County, City of Fort Myers	Within Five Years & Ongoing	In-house	Minimal
16	Incorporate pedestrian and bicycle design improvements into 3R.	Lee County, City of Fort Myers, City of Cape Coral, FDOT	Within Five Years & Ongoing	Requires board approval	Minimum of \$200,000 annually
17	Engage judiciary in the safety discussion.	Lee County MPO, Stay Alive...Just Drive, Cape Coral, FDOT, BikePed, BikeWalkLee, and Injury Prevention Coalition	Within Five Years & Ongoing	Local activist groups	Mimimal
18	Review all previously created bicycle/pedestrian plans to incorporate a safety component.	Lee County MPO, Lee County, City of Fort Myers, City of Cape Coral	Within 5 Years & Ongoing	In-house	Minimal

The following recommendations are based upon the information presented in this document. They are consolidated in this section to provide quick reference for the user and to highlight that they are an integrated set of policies, plans, programs and processes that are closely interrelated.

GENERAL POLICIES

1. The MPO's adoption of the Lee County Bicycle Pedestrian Master Plan should serve as a demonstration of support for the plan by the member local jurisdictions.
2. Consistent with MPO Resolution 09-05, and recognizing that the most cost effective time to provide bicycle and pedestrian facilities is during initial construction, reconstruction, resurfacing and traffic operations/intersection improvements, the MPO and local units of government should establish mechanisms to ensure the review and consideration of bicycle and pedestrian accommodation prior to any of those activities, including and exception process, and a reporting mechanism for accountability to governing bodies.

PLANNING

3. The Lee County MPO, through the BPCCC should encourage Lee County and the various municipalities to establish mechanisms to coordinate bicycle and pedestrian planning endeavors that are consistent with this Master Plan and to incorporate facility priorities and policy recommendations into their comprehensive plans, transportation plans/capital improvement plans, bicycle and pedestrian programs, and land development regulations (LDRs).
4. Local units of government should consider reviewing and revising their Comprehensive Plans and LDRs to incorporate policies and regulations encouraging the development of Complete Streets.
5. Local jurisdictions should review and update their comprehensive plans to incorporate or enhance bicycle and pedestrian goals, objectives and policies. Policies should be context-sensitive and offer different treatments for urban, suburban and rural areas.
6. Local units of government should take advantage of the Evaluation and Appraisal Report process to review and revise their comprehensive plans and land development regulations (LDRs) to encourage the development of livable communities by allowing innovative planning and development practices, compact development, and mixed-use projects. At a minimum, impediments preventing these types of developments should be removed from their comprehensive plans and LDRs.
7. All units of local government should consider adopting comprehensive plan policies that would mandate that large planned developments provide public "through roads" to avoid mega block configurations.
8. All local jurisdictions should consider the adoption of comprehensive plan policies that encourage the provision of bicycle and pedestrian amenities (bike racks, rest areas, way finding and signage) when building new roadways.
9. Local jurisdictions should consider requiring all new development projects to provide bicycle and pedestrian facilities when adjacent to collector and arterial roads. Additionally, local jurisdictions should consider payment-in-lieu or build-in-lieu options when providing facilities along the adjoining right-of-way is not feasible.
10. Lee County jurisdictions, as legally practicable, should proactively identify right-of-way needs associated with planned bicycle and pedestrian facilities and consider establishing policies to preserve sufficient right-of-way as developments come in for approval. These policies could

Recommendations

include dedications, reservations, and targeted acquisitions. Additionally, local jurisdictions should monitor petitions to vacate rights-of-way to consider the appropriateness of maintaining the corridor for pathway purposes.

11. All local jurisdictions should consider policies that ensure that public projects such as libraries, baseball stadiums, parks, community and centers provide exemplary bicycle and pedestrian accommodations.
12. Local jurisdiction should consider developing incentives for private development to provide enhanced pedestrian and bicycle facilities, parking and amenities within their projects. Public-private partnerships should be allowed and encouraged.
13. Local units of government should consider requiring bicycle racks and/or parking for all commercial, multi-family and community facility projects.

COORDINATION

14. The Lee County MPO should encourage all local jurisdictions to establish mechanisms to coordinate bicycle and pedestrian efforts in a fashion consistent with the Lee County Bicycle Pedestrian Master Plan. Coordination efforts should be conducted through the MPO BPCC. This should include;
 - a. Establishing conventions and protocols for the collection and sharing of GIS information for bicycle and pedestrian facilities and improvements to ensure compatibility and uniformity of GIS information, and
 - b. Exploring ways to standardize definitions and minimum design standards for bicycle and pedestrian facilities.
15. The Lee County MPO should continue coordination with various agencies, stakeholder groups and departments in Lee County regarding bicycle and pedestrian facilities. Coordination should occur with the Lee County Sustainability Office, Lee Tran, various Planning, Parks and Recreation, Public Works, Transportation and Engineering Departments, Colleges and Universities, and advocacy groups such as BikeWalkLee.
16. The Lee County MPO should continue and enhance coordination efforts with Collier, Charlotte and Hendy counties to:
 - a. Interconnect bicycle facilities
 - b. Coordinate planning efforts
 - c. Investigate opportunities to pursue grants for regional bicycling projects.
17. The Lee County MPO should monitor activities related to the emerging U.S. Bicycle Route System, the Legacy Trail and Venice Loop in Charlotte and Sarasota counties, and the River of Grass Greenway (ROGG) and the Biscayne/Everglades Greenway Trail to look for opportunities to coordinate efforts, and connect to those facilities.

IMPLEMENTATION

Immediate Priorities

18. As an immediate implementation/public outreach step in launching the Master Plan, the MPO, through its BPCC, should consider partnering with community groups such as BikeWalkLee, Fit Friendly SW FL, and others, to host public events to inform the community about the Master Plan and to seek their involvement and support during the implementation of these bike/ped improvements.
19. The three demonstration projects identified in the Master Plan should be an immediate priority for the MPO. The BPCC should develop an action plan and strategy for funding and

Recommendations

implementation of each of these projects and should undertake a collaborative effort to develop consistent designs and common way finding signs, etc. for those projects that cross jurisdictional lines. In developing the University Loop, participation from FGCU should be ensured in order to interconnect and integrate campus facilities. The monthly BPCC reports to the MPO Board should report on the status of each of these projects, and seek board assistance if necessary to get MPO or local jurisdictions action to move forward.

Local Bicycle and Pedestrian Master Plans

20. Local jurisdictions with existing bicycle and pedestrian master plans should be encouraged to review and update their plans to ensure consistency with the Lee County Bicycle Pedestrian Master Plan. Local jurisdictions are encouraged to include provisions aimed at enhancing and supporting the countywide network and focus on locally maintained roads where facilities could provide significant connectivity and continuity benefits.
21. Local jurisdictions without a bicycle and pedestrian master plan are encouraged to develop plans that are consistent with the Lee County Bicycle Pedestrian Master Plan.
22. Through the BPCC, local jurisdictions should report annually to the MPO regarding the implementation status of their bicycle and pedestrian master plan. If the local jurisdiction does not have a plan, they should be encouraged to report bicycle and pedestrian facility construction, activities, or initiatives.

Programs

23. The MPO should work with private and quasi-public agencies, such as Lee Memorial Health System (Fit Friendly SWFL), Lee County Public Schools, Florida Bicycle Association, BikeWalkLee, and Caloosa Riders Bicycle Club to support and assist in programs that encourage healthy lifestyles and safe routes to schools.
24. The MPO should consider establishing a staff training program to educate transportation planners, engineers, transit and public works employees about bicycle and pedestrian issues including benefits, design best practices, and sustainability, livability and Complete Streets concepts. The MPO should consider collaboration with FDOT and bicycle and pedestrian advocacy groups that have well-established training programs.
25. The MPO in collaboration with local jurisdictions, public and quasi-public agencies, and non-profit organizations should establish a comprehensive bicycle and pedestrian safety program in an effort to improve safety on Lee County streets. This program should:
 - a. Review, evaluate and report on bicycle and pedestrian safety statistic, conditions and policies.
 - b. Provide recommendations to improve safety conditions, including education, signage, signalization, facility design, intersection design, maintenance, and innovative technologies such as “In Pavement Warning Lights” and “HAWK” signals.
 - c. Investigate the application of traffic calming measures, the reduction of speed limits, and “road diets” within the county.
 - d. Assist with Safe Routes to School programs.
 - e. Coordinate safety education and training activities and programs.
 - f. Investigate high crash areas and develop improvement projects aimed at improving safety conditions.
26. The MPO should consider establishing a county-wide mechanism (website, hotline, interactive GIS map) to allow the public to report bicycle and pedestrian issues related to facility design, maintenance, surface conditions, signalization, signage, access, and barriers. Comments could be tabulated in a centralized database, and the comments would be distributed to responsible parties within each jurisdiction. Many localized issues could be addressed through regular maintenance and operations or could be programmed into annual work plans.

Recommendations

27. The MPO, through its BPCC, should review and assess the Demonstration and Special Projects identified in the Proposed Bicycle & Pedestrian network and Needs Plan section of this Master Plan and develop strategies for addressing those needs.
28. The MPO, through its BPCC, should review and assess the use of bicycle and pedestrian signage throughout the county and consider consistency and uniformity in signage, and identify opportunities to use signage and wayfinding for safety, education and promotion purposes.
29. The MPO and local jurisdictions should assess current maintenance practices for bicycle and pedestrian facilities and establish effective programs for timely maintenance of these facilities. Costs associated with maintenance should be evaluated and dedicated funding should be identified in local operating budgets and capital improvement programs. Alternative funding sources for maintenance should be investigated and cost sharing opportunities should be explored. Additionally, developing programs or campaigns encouraging adjacent property owners, organizations, and the general public to maintain segments of the bicycle and pedestrian network should be considered.
30. The MPO, in collaboration with FDOT and local jurisdictions, should identify existing bridges, overpasses and underpasses throughout the county and assess their bicycle and pedestrian conditions. Efforts should be made to address accessibility, connectivity and safety issues caused by inadequate bicycle and pedestrian facilities on those structures.
31. The MPO, local jurisdictions and Lee Tran (as part of Lee County's Complete Streets Action Plan) should work together to ensure appropriate access to transit routes, transfer stations, and individual bus stops. Bus stops should be encouraged to provide a pleasant environment for users including shelters, landscaping and lighting. Facilities should meet ADA requirements and should be designed to minimize conflict with bicycle and pedestrian facilities. Bike racks and/or parking should be considered at bus stops and transfer stations.
32. The MPO, local jurisdictions, public and quasi-public agencies, and non-profit organizations should coordinate efforts to develop a variety of county-wide and local education and training campaigns and programs. The following programs and campaigns should be considered:
 - a. Existing FDOT programs such as the Florida Traffic & Bicycle Safety Education Program, School Crossing Guard Training Program and the Safe Routes to School Program
 - b. Lee Memorial Health and the Department of Health's Fit Friendly SWFL program
 - c. League of American Cyclist training program
 - d. Florida Bicycle Association's Cycling Savvy traffic skills program
 - e. Share the Road public education campaign
 - f. Walk and bike to School programs
 - g. School-based and community based programs to teach cycle and pedestrian safety to children
 - h. "Bike Friendly Community" designation from the League of American Bicyclists, such as was awarded to the City of Sanibel.
33. The MPO, local jurisdictions, public and quasi-public agencies, and nonprofit organizations should coordinate efforts to develop a variety of county-wide and local campaigns and programs to encourage and promote bicycle and pedestrian activity. The following programs and campaigns should be considered:
 - a. Special events such as "bike or walk or take transit to work days", educational kiosks at cultural events, National Trails Day, National Walk to School Day, or a "ciclovía" where a circuit of streets are opened up for citizens to interact through exercise, entertainment and fun.

Recommendations

- b. Public workshops
- c. Targeted presentations
- d. Media campaigns including websites, public service announcement, local access TV, print documents, and cell phone notification
- e. Maps of Bicycle Network, Greenways and Blueways, and park system
- f. Award programs
- g. Design competitions
- h. “Adopt a Street” or “Adopt a Path” programs
- i. Wayfinding and signage programs
- j. Development of bike routes
- k. Safety guides

MPO Staffing and Responsibilities

- 34. The Lee County MPO should consider hiring a dedicated staff person to coordinate all bicycle and pedestrian planning efforts. Dedicated staff can also be the liaison with the various jurisdictions in Lee County and adjacent communities on matters relating to bicycle and pedestrian facilities, data collection and maintenance, and implementation of this Master Plan.
- 35. The MPO, through its staff, should be the repository of all bicycle and pedestrian data and should assemble and categorize it in a unified database. Evaluation metrics and targets regarding bicycle and pedestrian safety as well as network development should be monitored and evaluated by the MPO and its staff and committees, and presented to the public on an annual basis.
- 36. It is recommended that the MPO enhance its website to include:
 - a. The Lee County Bicycle Pedestrian Master Plan, supporting documents and subsequent updates.
 - b. Information about Bicycle and Pedestrian policies, plans and programs.
 - c. Links to bicycle and pedestrian plans from local jurisdictions.
 - d. A new mapping section to allow users to identify and print bicycle and pedestrian routes. The mapping tool would allow them to see what facilities exist on a given route and what is planned for the future.
- 37. The MPO should consider partnering with private entities and non-profit organizations to publish and distribute bicycle and pedestrian maps for Lee County. This map should be updated regularly and should be used as a vehicle to educate, encourage residents and tourist to bike and walk, and develop support for bicycle and pedestrian programs. The MPO should consider the use of sponsorship and advertising to ensure funding on an ongoing basis. Ideally, a map should be completed and available for distribution by the Fall of 2011.

ADVISORY COMMITTEES

- 38. In order to emphasize the importance of non-motorized modes of transportation, it is recommended that the Lee County MPO expand both the membership and the mandate of the Bicycle Pedestrian Coordinating Committee. An expansion of the membership would to ensure balanced representation from a variety of stakeholders. In addition to the staff representatives from local departments and agencies, the MPO should consider including representation from the following:
 - a. Lee County Visitor and Convention Bureau
 - b. Lee County Sustainability Office

Recommendations

- c. Lee Memorial Health
 - d. Lee County Sheriff
 - e. 2 Bike/Ped advocacy group representatives
 - f. 2 citizens at large
39. In addition to existing responsibilities, this committee should be responsible for overseeing the implementation of the Lee County Bicycle Pedestrian Master Plan and should provide input and direction regarding periodic updates to the Master Plan.
40. The BPCC will track the implementation of the recommendations contained in this plan and report to the MPO Board on their status, identify barriers to implementation and suggest actions to address those issues.
41. Further, the BPCC should meet on a monthly basis and report directly to the MPO Board at their monthly meetings. These monthly reports should include updates on actions taken to implement the various recommendations in this plan.
42. Local units of governments should consider the establishment of Bicycle and Pedestrian Advisory Committees, either formal or informal, to provide review and advice regarding bicycle and pedestrian programs.
43. It is recommended that local jurisdictions provide information about their bicycle and pedestrian policies, plans and programs on their official websites.

PERFORMANCE MEASURES

44. As part of the implementation of this Master Plan, the MPO, through its BPCC, should establish performance measures or metrics to periodically evaluate implementation progress. Based on baseline data provided in the Master Plan and the proposed Network Plan the following metrics should be considered for tracking on an annual basis:
- a. Paved shoulder miles
 - b. Bicycle lane miles
 - c. Shared use path miles
 - d. Sidewalk Miles
 - e. Collector and arterial road miles
 - f. Collector and arterial lane miles
 - g. Ratio of bicycle facilities to road miles
 - h. Ratio of bicycle facilities to road lane miles
 - i. Ratio of pedestrian facilities to road miles
 - j. Ratio of pedestrian facilities to road lane miles
 - k. Number and miles of bicycle facility gaps
 - l. Number and miles of pedestrian gaps
 - m. Reduction in number and miles of bicycle gaps
 - n. Reduction in number and miles of pedestrian gaps
 - o. Percentage of roadway coverage increase
 - p. Pedestrian and bicyclist crash and fatalities
 - q. Percentage increase or decrease in crashes and fatalities
 - r. Usage
 - s. Historical funding levels, sources and annual changes

Additionally, the following could also be tracked:

- i. Number of bridges and overpasses
- ii. Number of bridges with bicycle and pedestrian facilities

Recommendations

- iii. Schools with “Safe Route to School” improvements
- iv. Number of transit stops with bicycle and pedestrian access
- v. Number of Lee County jurisdictions with local Bicycle and Pedestrian Master Plans
- vi. Number of Lee County jurisdictions with bicycle/pedestrian advisory committees

It is also recommended that the MPO, as part of the LRTP, establish performance benchmarks or targets for the items presented above. Those numeral goals could be established for set time periods (2yrs, 5yrs, 10yrs,...) and should indicate a numerical or percentage improvement.

MASTER PLAN REVIEW & UPDATE

- 45. It is recommended that the MPO, in coordination with the Bicycle Pedestrian Coordinating Committee provide an annual report to the MPO Board regarding the implementation progress of the Lee County Bicycle Pedestrian Master Plan
- 46. It is recommended that the MPO review and update the Lee County Bicycle Pedestrian Master Plan on a regular basis. A four (4) year interval is preferred.

FUNDING

- 47. The Lee County MPO should explore how funding of all modes of transportation could be maximized by developing an integrated facility development approach. Projects that accommodate all modes of transportation should be given a higher priority when allocating limited funds.
- 48. Annually, the Lee County MPO should review the progress made in funding the bicycle/pedestrian Needs Plan contained in this Master Plan and recommend strategies to further enhance funding of the plan.
- 49. The Lee County MPO should assist local jurisdictions in obtaining LAP Certification if they do not already have it.
- 50. The Lee County MPO should work with Collier & Charlotte counties to explore and pursue funding for regional projects.

LEE COUNTY SCHOOL DISTRICT

- 51. The Lee County MPO should encourage the Lee County School District to participate in planning bodies or advisory committees that deal with bicycle and pedestrian issues.
- 52. The Lee County MPO should coordinate with the Lee County School District to develop an inventory of schools with bicycle and pedestrian access.
- 53. The Lee County MPO should coordinate with the Lee County School District regarding Safe Route to School initiatives in order to report and promote successes, and highlight the need for continued safety improvements.
- 54. The Lee County MPO should work with the Lee County School District to establish guidelines or best practices regarding the location of new schools and campus design that is bicycle and pedestrian friendly.
- 55. The Lee County MPO should encourage the Lee County School District to promote walking & biking as a safe & convenient transportation to and from school.
- 56. The Lee County MPO should encourage the Lee County School District to partner with “Fit Friendly Southwest Florida” coalition to promote biking and walking and other healthy lifestyles to fight obesity.

Recommendations

LEE COUNTY VISITOR & CONVENTION BUREAU

57. The Lee County MPO should coordinate with the Lee County Visitor & Convention Bureau to promote bicycle tourism in Lee County, similar to their “Blueways” branding campaign, and explore opportunities to disseminate information about Lee County facilities and programs through their website and other marketing venues.
58. The Lee County MPO should work with the Lee County Visitor & Convention Bureau to see about incorporating bicycle and pedestrian user experience questions within their visitor surveys.
59. The Lee MPO should explore with the Lee VCB the possible use of Tourist Development Council (TDC) funds for visitor kiosks/way-finding on path systems targeted to visitors, and other tourist-related activities.

LEE COUNTY DEPARTMENT OF PARKS & RECREATION

60. The Lee County MPO should work closely with the Lee County Department of Parks and Recreation to coordinate efforts to interconnect the on-road bicycle and pedestrian network with their system of greenways and trails.
61. The Lee County MPO should coordinate with the Lee County Department of Parks and Recreation to ensure collaboration and consistency with mapping and wayfinding initiatives.
62. The Lee County MPO should work closely with the Lee County Department of Parks and Recreation and the “Fit Friendly Southwest Florida” coalition to promote active lifestyles and exercise.
63. The Lee County MPO in collaboration with the Lee County Department of Parks and Recreation should explore the opportunity to develop a “Rails with Trails” project within the Seminole Rail Line right-of-way.

LAW ENFORCEMENT (Florida Highway Patrol, Lee County Sheriff and Local Police Departments)

64. The MPO, local jurisdictions and law enforcement entities should collaborate in developing bicycle and pedestrian enforcement and education programs. These programs should focus primarily on education and training but enforcement of traffic laws might be needed to curtail unsafe behavior. The following should be considered:
 - a. Law enforcement training regarding bicycle and pedestrian issues as well as bicycle rules and regulations.
 - b. Law enforcement should be encouraged to use non-motorized modes such as walking and biking to patrol public areas and special events. This can provide numerous benefits including safety education and training, improved community relations, as well as providing community ambassadors for visitors and tourists.
 - c. Law enforcement being involved in school-based safety education & training programs.
65. The MPO will work with the Florida Highway Patrol (FHP) on identifying high crash fatality and injury locations to assist in coordinating proposed solutions to lower these incidents. In addition, the MPO will work with the FHP to identify targeted enforcement locations that are prone to a high amount of pedestrian/bicycle crashes, with the intent of reducing these types of crashes. These enforcement activities will be implemented and reviewed on a quarterly basis. Finally, the MPO will work with its regional partners to assist the FHP in expanding these coordination efforts in neighboring Counties and Communities.