



## CITIZEN'S ADVISORY COMMITTEE

Thursday, February 7, 2013  
Lee County Metropolitan Planning Organization  
Lee County Sheriff's Department – Bravo Substation  
1301 Homestead Road North, Lehigh Acres



**3:00 p.m.**

## AGENDA

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### Call to Order

### Roll Call

### Approval of Minutes

1. \*Minutes from the January 3, 2013 CAC Meeting
2. Public Comments on Items on the Agenda

### New Business

3. \*Review and Approval of the Lee MPO/LeeTran Transit Planning Interlocal Agreement (Don Scott)
4. Review and Comment on the Transit Bus Pull Out Study Scope of Services (Ron Gogoi)
5. Review and Comment on the Transit Bus Queue Study Scope of Services (Ron Gogoi)
6. \*Approval of the Florida Department of Transportation being the Designated Recipient of FTA 5310 Funds (Don Scott)
7. \*Approval of the 5310 Application (Don Scott)
8. Review of the I-75 Sketch Plan Segment Analysis (FDOT/Don Scott)
9. Discussion on the Potential Regional TRIP Project Priorities (Don Scott)
10. Discuss Possible Items for the Upcoming Joint Lee Collier Meetings (Don Scott)

### Other Business

11. Public Comments on Items not on the Agenda
12. Member Comments
13. Determine if CAC Report is Necessary at MPO Board and Nominate a Presenter
14. LeeTran Report
15. FDOT Report
16. Announcements – Reaffirm BPCCA Appointments representing the CAC
17. Topics for next meeting
18. Information and Distribution Items

### Adjournment

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\*Action Items    †May Require Action

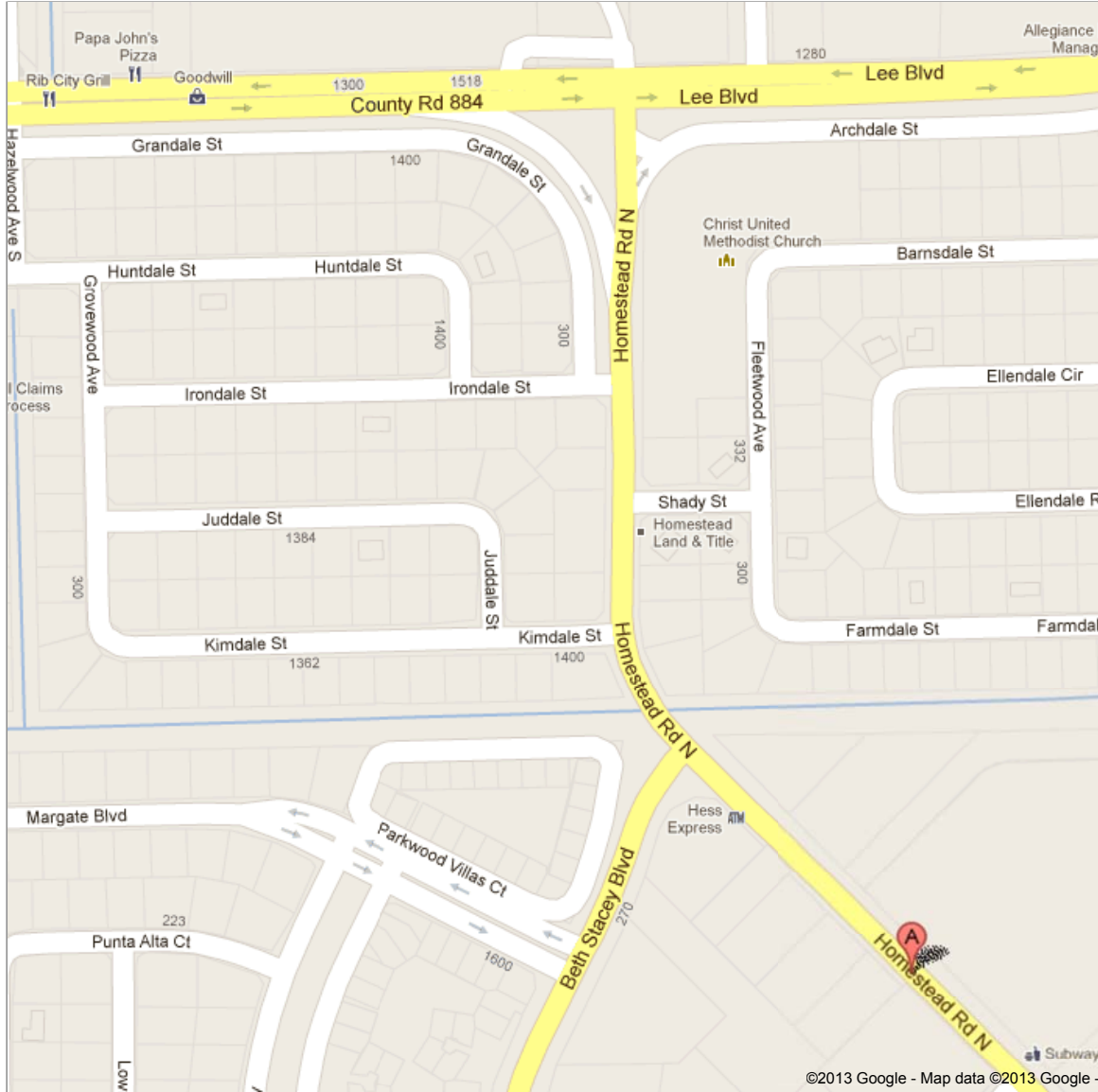

All meetings of the Lee County Metropolitan Planning Organization (MPO) are open to the public. In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting should contact Ms. Meghan Marion at the Lee MPO 48 hours prior to the meeting by calling (239) 244-2220; if you are hearing or speech impaired call (800) 955-8770 Voice / (800) 955-8771 TDD. Or, e-mail [mmarion@leempo.com](mailto:mmarion@leempo.com).

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 Florida Department of Transportation District One Title VI Coordinator Robin Parrish at (863) 519-2675 or by writing her at P.O. Box 1249, Bartow, Florida 33831.



Address **1301 Homestead Rd N**  
**Lehigh Acres, FL 33936**

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\*Lee County Sheriff's Office takes canned food donations to support the local Community. If you wish to participate please bring your canned foods to the meeting and Staff will deliver to the LCSO.

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# MINUTES OF THE CITIZEN'S ADVISORY COMMITTEE

Held on January 3, 2013

The following members were present for the regular meeting of the Citizen's Advisory Committee on January 3, 2013 at the Lake Kennedy Senior Center, 400 Santa Barbara Blvd., Cape Coral, FL.

Bill Williams	Lee County District 2
Tony Cardinale	Lee County District 3
Albert O'Donnell	Lee County District 3
Marion Briggs	Lee County District 4
Heather Mazurkiewicz	Lee County District 4
Rick Anglickis	Lee County District 5
James Boesch	Lee County District 5
Phillip Boller	City of Cape Coral
Rick Williams	City of Cape Coral
David Ulrich	City of Fort Myers
John Pohland	Town of Fort Myers Beach
Linda Carter	At-Large- Transportation Disadvantaged

Those also in attendance included: Johnny Limbaugh with FDOT; Bill Spikowski with Spikowski Planning Associates; and Don Scott, Meghan Marion, Ron Gogoi and Anna Bielawska of the Lee County MPO.

The meeting was called to order at 3:00 p.m. by Chairman Anglickis.

Ms. Marion called the roll and announced that a quorum was present.

## APPROVAL OF MINUTES

### Agenda Item #1 – Minutes from the December 6, 2012 CAC Meeting

**MOTION BY MR. RICK WILLIAMS TO APPROVE THE MINUTES FROM THE DECEMBER 6, 2012 CAC MEETING. SECONDED BY MR. BOLLER. MOTION CARRIED UNANIMOUSLY.**

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

None.

## NEW BUSINESS

### Agenda Item #3 – Election of Officers

Ms. Marion presented this item.

**MOTION BY MS. CARTER TO NOMINATE CHAIRMAN RICK ANGLICKIS AS CHAIR OF THE 2013 CAC. SECONDED BY MR. BILL WILLIAMS. MOTION CARRIED UNANIMOUSLY.**

**MOTION BY MR. BOESCH TO NOMINATE MR. BILL WILLIAMS AS VICE-CHAIR OF THE 2013 CAC. SECONDED BY MS. CARTER. MOTION CARRIED UNANIMOUSLY.**

### Agenda Item #4 – Review and Endorsement of the FY 2012/2013 – FY 2013/2014 Unified Planning Work Program Amendments

Mr. Don Scott presented this item. Mr. Don Scott said that the MPO staff is working on amending their Unified Planning Work Program to address several items including a reduction in MPO Planning (PL) dollars for next year's budget. All of the changes are listed in the agenda packet.

Ms. Mazurkiewicz arrived at 3:11 p.m.

Chairman Anglickis asked a question concerning Task 1.3, the \$5,000 reduction for public involvement, and how much of the money was left. Mr. Don Scott answered it was \$30,000.

**MOTION BY MR. CARDINALE TO APPROVE ENDORSEMENT OF THE FY 2012/2013 – FY 2013/2014 UNIFIED PLANNING WORK PROGRAM. SECONDED BY MS. BRIGGS. MOTION CARRIED UNANIMOUSLY.**

### Agenda Item #5 – Review of the Draft Lee MPO/LeeTran Transit Planning Interlocal Agreement

Mr. Don Scott presented this item. He said that it was tabled this morning at the TAC meeting because the MPO staff is still coordinating with LeeTran on a draft of the agreement. It will be brought before the committee next month.

**MOTION BY MR. BOESCH TO TABLE THE DRAFT LEE MPO/LEETRAN TRANSIT PLANNING INTERLOCAL AGREEMENT UNTIL NEXT MONTH. SECONDED BY MR. URICH. MOTION CARRIED UNANIMOUSLY.**

### Agenda Item #6 – Review and Approval of the Hotel/Motel and School Base Year Model Validation Data

Mr. Don Scott presented this item. He said that the data are 2010 conditions and will be used in the 2040 LRTP update. The last base year was 2007. Mr. Don Scott said that he noticed that Hampton Inn in Bonita was listed twice. The final unit hotel count for

2010 was 11,894. The total number for 2010 schools (including staff and student count) was 87,790.

Ms. Carter asked for how long the data will be used. Mr. Don Scott answered that these are only 2010 conditions that will be used to run the 2040 model.

Mr. O'Donnell asked how far back the data have been collected. Mr. Don Scott answered that they have been doing these models for a long time.

**MOTION BY MR. RICK WILLIAMS TO APPROVE THE HOTEL/MOTEL AND SCHOOL BASE YEAR MODEL VALIDATION DATA. SECONDED BY MS. MAZURKIEWCZ. MOTION CARRIED UNANIMOUSLY.**

**Agenda Item #7 – Review and Approval of the Congestion Management Scope of Work**

Mr. Gogoi presented this item. The scope identifies the work to be performed to supplement the MPO's 2012 Congestion Management Report. A draft of this report was presented to the committees back in September. The results should provide a chance to evaluate the performance based goals, objectives, measures and targets from the 2035 Long Range Transportation Plan. The scope will be brought before the MPO board for approval.

Mr. Cardinale asked whether the consultants came up with the additional categories. Mr. Gogoi answered yes. Mr. Cardinale also asked whether there were categories that did not make the list. Mr. Don Scott answered that some were taken off.

Mr. Rick Williams asked about the rental car expenses. Mr. Don Scott answered that it is actually cheaper to have a rental car than to charge the mileage rate.

Mr. Boller asked if these tasks will be completed by March 31<sup>st</sup>. Mr. Gogoi answered that it might go beyond the stated date. Mr. Don Scott also said that some of these projects have been delayed because they were waiting for authorization to spend funds.

Ms. Carter mentioned that on pg. 4 hurricane evacuation should be changed to disaster evacuation because hurricane evacuation data may only be used for 6 months from June 1<sup>st</sup> to November 30<sup>th</sup>. There are other disasters that occur throughout the year and should be considered. Staff noted that they would make this change.

**MOTION BY MR. POHLAND TO APPROVE THE CONGESTION MANAGEMENT SCOPE OF WORK. SECONDED BY MR. BILL WILLIAMS. MOTION CARRIED UNANIMOUSLY.**

**Agenda Item #8 – Review and Approval of the Video Detection Data Collection Scope of Work**

Mr. Gogoi presented this item. Mr. Gogoi said that back in 2007 Lee County conducted traffic counts at 310 sites, and by 2011, the number of sites counted dropped to 58 due to budgetary constraints. He said that traffic counts are critical to the MPO and the planning efforts of local governments. Also, the MPO uses the traffic counts to validate the travel demand model during the development of the Long Range Transportation

Plan and to help analyze and set priorities. The challenge is to find cost effective alternate ways to count traffic without the budgetary limitations. The county has 151 traffic cameras installed at signalized intersections that may be used to count and classify traffic, which could save the county money for traffic data collection. The purpose of the scope is to look at the accuracy and reliability of using video traffic detectors to do traffic counts. The cost is \$ 24,000.

Mr. O'Donnell suggested that it would be helpful if the companies did a 24 hour comparative of totals rather than just a 3 hour one. He also said that he would have asked for a proposal from one of the two companies to send a technical representative to prove their claims. Mr. O'Donnell mentioned that he would also investigate the capabilities of other equipment to do traffic counts.

Chairman Anglickis proposed having one of the companies do a study on their capabilities of doing the traffic counts. Mr. Gogoi replied that the study might end up being biased.

Mr. Don Scott said that he can have a representative come and do a presentation, but he cannot hire them through that process.

Mr. O'Donnell stated that some calls should be made to manufacturers regarding coming in to do a presentation in front of the committees.

**MOTION BY MR. O'DONNELL TO APPROVE THE VIDEO DETECTION DATA COLLECTION SCOPE OF WORK. SECONDED BY MR. BOLLER. MOTION CARRIED UNANIMOUSLY.**

**Agenda Item #9 – Discuss the Transportation Alternatives, SRTS, CMS and Multi-Modal Enhancement Projects Submitted**

Mr. Gogoi presented this item.

Ms. Mazurkiewicz questioned putting bike lanes on SR 78.

Chairman Anglickis said they do not mark those bike lanes. Mr. Don Scott said they are going to be marked and that this section is the in the middle of already programmed bike lanes.

Mr. Pohland said that the issue of markings is bad. He mentioned that Hickory Blvd. has just been repaved and has a bike path that is 2 ft and 9 in wide marked with an arrow. He would like that at Ft. Myers Beach.

Ms. Carter brought attention to #6 on pg. 9 and pg. 22. She said the forms are incomplete. Staff discussed this issue.

**Agenda Item #10 – Review and Discussion of the Updated Long Range Transportation Plan Requirements**

Mr. Don Scott presented this item.

Ms. Carter said that she has a problem with what is on pg. 9 & 10. They've been trying to get a bus route from Lehigh Acres down Daniels Pkwy to JetBlue and down to Gulf Coast Center, and it would be consistent to use the 5310 and 5307 funds to do this route. Mr. Don Scott said that LeeTran has a list of unfunded projects, and this one is currently not at top of the list.

### **Other Business**

#### **Agenda Item #11 – Public Comments on Items not on the Agenda**

None.

#### **Agenda Item #12 – LeeTran Report**

None.

#### **Agenda Item #13 – FDOT Report**

Mr. Limbaugh of FDOT presented the report. He said that there will be a Metro Crossover public meeting today, January 3, 2013, at 5 p.m. at the Dr. Carrie Robinson Center.

#### **Agenda Item #14 – Announcements – Alternating representative to give CAC Report to MPO Board**

Mr. Don Scott said he handed out the upcoming Bicycle Pedestrian Safety Action Plan flyer. The stakeholders' meeting is on Tuesday afternoon at the FDOT offices on Daniels Pkwy from 1 p.m. to 5 p.m.

Chairman Anglickis suggested having a rotating representative before the MPO Board. 3 volunteers are needed. This will be an agenda item.

#### **Agenda Item #15 – Topics for next meeting**

None.

#### **Agenda Item #16 – Information & Distribution Items**

None.

### **ADJOURNMENT**

Meeting adjourned at 4:32 p.m.



## **REVIEW AND APPROVAL OF THE LEE MPO/LEETRAN TRANSIT PLANNING INTERLOCAL AGREEMENT**

**RECOMMENDED ACTION:** Review and approval of the draft Lee MPO and LeeTran Transit Planning Interlocal Agreement (**attached**).

The Lee MPO and Lee County currently have an Interlocal Agreement that identifies the transit planning coordination that should take place between the two agencies. The agreement includes language about scoping projects, use of MPO consultants, and references to old studies that essentially does not apply today. The Lee MPO and LeeTran have developed a new agreement that outlines the coordination activities and specifically addresses the use of the 5303 transit planning funds for the Committee's consideration.

**INTERLOCAL AGREEMENT FOR SERVICES  
BY AND BETWEEN LEE COUNTY TRANSIT AND THE  
LEE COUNTY METROPOLITAN PLANNING ORGANIZATION**

THIS INTERLOCAL AGREEMENT, made and entered this \_\_\_\_\_day of \_\_\_\_\_, by and between Lee County, a political subdivision and charter county of the State of Florida, herein after referred to as “County”, acting by and through its Board of County Commissioners, the governing body thereof, and the Lee County Metropolitan Planning Organization, an intergovernmental transportation planning agency, hereinafter referred to as the “MPO” acting by and through its Board, the governing body thereof; collectively the Parties hereto.

**RECITALS**

WHEREAS, both the County and the MPO are duly empowered pursuant to Florida Statutes, in particular, Section 163.01, to enter into Interlocal Agreements for the sharing of certain governmental powers and obligations; and

WHEREAS, the County owns and operates a mass transit system known as “LeeTran” which provides bus service in Lee County, Florida; and

WHEREAS, the MPO is the designated recipient of Metropolitan and Statewide Planning funds under 49 USC §5303 which are sub-allocated by the Florida Department of Transportation to the MPO by formula to provide funding to support cooperative, continuous and comprehensive transit planning and for making transportation investment decisions; and

WHEREAS, the MPO entered into a Multi-Year Joint Participation Agreement with the Florida Department of Transportation on November 29, 2012, to undertake FTA Section 5303 funded tasks in the MPO’s Unified Planning Work Program (UPWP) in support of the County’s Transit program; and

WHEREAS, the MPO works collaboratively with the County to undertake various planning tasks which are necessary to enhance the integration and connectivity of the transit system across modes and promote efficient transit system management and operation; and

WHEREAS, the County and the MPO find that entering into this Interlocal Agreement serves a public purpose and is to the public’s benefit;

NOW, THEREFORE, in consideration of the above recitations and the mutual covenants herein set forth, the Parties hereto mutually agree as follows:

1. RECITALS

All of the above RECITALS are hereby adopted by the Parties as being true and accurate to the best of their knowledge, and as if set out further at length in this Agreement.

## 2. PURPOSE

2.0 The purpose of this Interlocal Agreement is to define the terms and conditions by which the parties utilize FTA Section 5303 funds sub-allocated to the MPO and outline the coordination and responsibilities by which the Parties will undertake transit planning activities and for the development of transit services.

2.1 The Parties agree that the above named Parties will enter into this Interlocal Agreement. This Interlocal Agreement shall be binding only upon the Parties that execute this Interlocal Agreement. No Party that executes this Interlocal Agreement shall be bound by its terms to any third party who has not entered into this Interlocal Agreement.

## 3. TRANSIT PLANNING AND THE EXPENDITURE OF FTA SECTION 5303 FUNDS

3.0 Beginning with the signature of this agreement, the MPO will allocate up to 80% of the FTA Section 5303 funds to the County for their use in performing the planning activities identified in the Unified Planning Work Program, as amended, in support of the transit program. The remainder of the funds will be used by the MPO to undertake transit related studies initiated by MPO consistent with the tasks identified in the MPO's Unified Planning Work Program.

3.1 The MPO agrees to pay the County for the costs incurred to carry out the professional planning services identified in the Unified Planning Work Program and which may be funded through the 49 USC §5303 Metropolitan and Statewide Planning.

3.2 The Lee MPO will work with LeeTran to mutually develop the transit tasks in the Unified Planning Work Program which will be reviewed and approved by the MPO Committees and the MPO Board.

3.3 The County shall invoice the MPO for payments on a quarterly basis for the completed activities as identified in the Unified Planning Work Program along with a progress report identifying what has been completed.

3.4 The Lee MPO will submit annual applications for the FTA Section 5303 grant funds and will include the expenditure of these funds in the MPO's yearly audit.

## 4. COORDINATION AND RESPONSIBILITIES OF LEETRAN AND THE LEE MPO

4.1 LeeTran shall participate in the MPO transportation planning process by appointing a member to the Technical Advisory Committee (TAC), the Bicycle

Pedestrian Coordinating Committee (BPCC) and the Traffic Management and Operations Committee (TMOC) and the Local Coordinating Board (LCB). In addition, LeeTran staff should also attend the Citizen's Advisory Committee and the MPO Board meetings to help address transit related items. LeeTran shall also attend and participate in the MPO's annual state certifications with FDOT and the MPO's quadrennial certifications with FHWA and FTA. The Lee MPO staff shall participate and coordinate with LeeTran's Transit Authority.

4.2 The Lee MPO and LeeTran shall actively engage each other during the development of the Transit Development Plan, the Long Range Transportation plan and other transportation related studies. Final documents resulting from these studies including but not limited to the Major and Minor Updates of the Transit Development Plan, Comprehensive Operations Analysis, Park and Ride Studies, Bus Rapid Transit Studies, Transit Demand Studies, Bus Pullout Study, Bus Queue Study, Land Use Scenario Project and Bus Fare Studies that affect transit service shall be presented to the MPO committees and the MPO Board.

4.3 LeeTran should make all efforts to help the MPO meet its Public Involvement Plan requirements when it comes to developing the Transit Development Plan, the Long Range Transportation Plan and other coordinated studies.

4.4 The Transit Element of the MPO's LRTP is the accepted twenty year planning document and vision for transit needs in Lee County. The Cost Feasible Transit Plan for the first two 5 year blocks shall be developed consistent with the 10 year Transit Development Plan. MPO shall actively engage LeeTran staff in the development of the Needs Plan, Cost Feasible Plan and the development of the cost estimates for the Transit Element.

## 5. SCOPE OF SERVICES

5.1 Under this Interlocal Agreement the County will partner with the MPO to undertake professional and technical planning services.

5.2 These professional and technical planning services are identified in the Unified Planning Work Program that is developed bi-annually and adopted by the Lee County MPO Board.

## 6. MONITORING AND AUDITS

All cost records and accounts shall be subject to audit by representatives of either the County or the MPO at their election, during normal work hours and upon reasonable notice. Said records and accounts shall be made available at the respective Party's offices at a location in Lee County, Florida.

## 7. LIABILITY

Parties agree that by execution of the Agreement, no Party will be deemed to have waived its statutory defense of sovereign immunity, or increased its limits of liability as provided for in Section 768.28, Florida Statutes, as may be revised or amended from time to time.

## 8. TERM

This Interlocal Agreement will remain in full force and effect for a term of five (5) years from the date of signing. The County and the MPO, upon mutual agreement, may renew this Interlocal Agreement for an additional five (5) year period on the same basis as set forth herein.

## 9. UNDERSTANDING

This Interlocal Agreement constitutes the entire understanding between the Parties, and any previous Agreements whether written or oral, shall be superseded by the Interlocal Agreement.

## 10. MODIFICATIONS AND DISPUTE RESOLUTION

10.1 All modifications to the Interlocal Agreement must be in writing, signed by both Parties with the same formality as that contained therein.

10.2 Any disputes arising from this Interlocal Agreement which cannot be resolved by the Parties may be settled through arbitration of the disputed matters by following the procedures as set forth in Section 44.104, Florida Statutes, or the Parties may utilize any other legal remedies available to either Party with respect to the disputed matters.

## 11. BREACH OF AGREEMENT AND TERMINATION

Either Party may terminate this Interlocal Agreement for a breach of the material terms of this Agreement which remains uncured after reasonable notice, not to exceed sixty (60) days.

## 12. NOTICE

All notices or demands are deemed to have been given or made when delivered in person or delivered by certified or registered mail, return receipt requested, postage prepaid, United States mail and addressed to the respective Parties as follows:

Lee County:            LeeTran Director  
                             Lee County Transit  
                             6035 Landing View Road  
                             Fort Myers, Florida 33907

MPO:                    MPO Executive Director  
                             Lee County Metropolitan Planning Organization  
                             P O Box 150045  
                             Cape Coral, Florida 33915-0045

The address to which any notice or demand may be given to either party may be changed in writing.

## 13. SEVERABILITY

If any provision of this Interlocal Agreement is held invalid, the remainder of the Interlocal Agreement shall not be affected thereby and all other parts of this Interlocal Agreement shall nevertheless be in full force and effect.

## 14. FILING

This Interlocal Agreement and any subsequent amendments hereto shall be filed with the Lee County Clerk of the Circuit Court, Minutes Department.

IN WITNESS WHEREOF, the Parties hereto have caused these presents to be executed by their duly authorized officers and their official seals hereto affixed, the date and year first above written.

**LEE COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO)**

ATTEST:

BY: \_\_\_\_\_  
MPO Executive Director

BY: \_\_\_\_\_  
MPO Chair

APPROVED AS TO FORM:

BY: \_\_\_\_\_  
Office of County Attorney

**LEE COUNTY BOARD OF COUNTY COMMISSIONERS**

ATTEST:  
CHARLIE GREEN, CLERK

BOARD OF COUNTY COMMISSIONERS  
OF LEE COUNTY, FLORIDA

BY: \_\_\_\_\_  
Deputy Clerk

BY: \_\_\_\_\_  
Chair

APPROVED AS TO FORM

BY: \_\_\_\_\_  
Office of the County Attorney

## **REVIEW AND COMMENT ON THE TRANSIT BUS PULLOUT SCOPE**

**RECOMMENDED ACTION:** Review and comment on a transit bus pullout scope that staff will hand out at the meeting.

The MPO staff proposal for a bus pullout study was among the MPO's 2011 Priorities for Multi-Modal Enhancement Box funds which resulted in the project getting programmed in FY 2015/16. FDOT has now advanced the project to FY 2013/14 in its Work Program, and we now are speeding the process of determining the scope of the project to meet FDOT's new deadlines. The MPO will be hiring a consultant through an RFP process and plan to have the study underway in the Fall of 2013. The project will identify and prioritize a list of 50 potential locations countywide where LeeTran buses can pull out of travel lanes and stop to pick up/drop off passengers safely without causing traffic following behind the bus to wait. The locations will be identified based on the bus stops with high passenger boarding and also by bus routes on high volume roadways with high ridership and revenues per mile. The study will also result in developing conceptual design plans, cost estimates and specifications for constructing bus pullouts at the top 10 locations. The study will also include plans and specifications for constructing accessible bus stops at these locations.

Staff is still working on the scope of services at the time of writing this staff report and the mail-out of the agenda package. A completed scope will be handed out at the February 7<sup>th</sup> TAC/CAC meetings. Staff will present the scope and invite comments from the committee.



## **REVIEW AND COMMENT ON THE TRANSIT BUS QUEUE JUMP SCOPE**

**RECOMMENDED ACTION:** Review and comment on the attached transit bus queue scope.

A joint MPO/LeeTran/LC DOT staff proposal for a bus queue jump study was among the MPO's 2011 Priorities for Multi-Modal Enhancement Box funds, and the project was subsequently programmed by FDOT for commencement in FY 2015/16. The FDOT has now advanced the project to FY 2013/14 in its Work Program which means we need to respond to LAP requests due in early March and have the study underway in Fall 2013 (a consultant will be hired through a RFP process to undertake the study).

Bus queue jumps work under the concept that buses jump to the head of the line at traffic signals either using a right turn lane or using a special bus queue lane placed between the right turn lane and through lane. The bus then gets an early green signal to advance through the congested intersection with the special bus signal phase accommodated by reducing the green time in the parallel general traffic movement. This should not be confused with arterial Transit Signal Priority which calls for truncated red/expanded green while the bus is approaching the intersection.

The project will identify 20 to 25 suitable intersections on the high volume US 41 corridor from Immokalee Road in Collier County to SR 78 in Lee County that may have right of way or existing gore area to mark and stripe a bus queue lane only, or widen the existing right turn lane so that it leaves enough room for right turning vehicles to pass the stopped bus, or even use the existing right turn lane at locations which may have minimal impact to right turn movements. In the last treatment, right turning vehicles will have to wait behind the bus. The project also calls for the development of conceptual plans for bus queue jumps at 5 to 10 locations, which could be pushed forward by the MPO as pilot projects for implementation in the next few years.

At their February 7<sup>th</sup> meetings, the TAC and the CAC will be asked to review and comment on the attached scope.

## Lee County Metropolitan Planning Organization Bus Queue Jump Study

### Scope of Services

#### INTRODUCTION

Lee County Transit (LeeTran) operates a fixed route bus service in Lee County which has seen increased ridership over the years. While LeeTran provides good customer service it is important to optimize and enhance the current system so there will be more public buy in for a dedicated funding source to expand the system and offer premium bus services in the future. The current system could be optimized and enhanced by targeting various strategies including but not limited to decreasing the headways between buses at high demand bus routes, increasing the hours of service, providing a “queue jump” to bypass traffic queues at congested intersections in high volume corridors, etc.

#### PURPOSE OF SCOPE

The purpose of this scope is to conduct a bus queue jump study that will identify and evaluate a total of 15 to 20 locations for potential queue jumps in the high volume US 41 Corridor, and develop conceptual design and specifications for the queue jump treatment that shall be identified by the consultant at 5 to 10 of these locations. Project limits will be from Immokalee Road in Collier County to SR 78 at Lee County. Queue jumps will not only reduce the delay caused by the traffic signal but also improve the operational efficiency of the transit system.

With queue jumps a LeeTran bus will enter either an existing right turn lane, or a separate lane developed for buses only between the through and right turn lane, and then stop at the near side of the intersection. A separate, short bus signal phase would then be provided to allow the bus an early green to move into the through lane ahead of the general traffic. Typically, green time from the parallel general traffic movement is reduced to accommodate the special bus signal phase, which typically is 5 to 10 seconds duration. The duration may be slightly longer if the early signal has to flush right turning cars waiting ahead of the bus at the right turn lane in one signal cycle.

Queue jumps accompanied by a special bus signal phase will preempt and pave the way for operating a premium transit service in mixed traffic in the US 41 Corridor in the future. A Bus Rapid Transit is currently identified in this corridor in both the MPO's 2035 Long Range Transit Element and LeeTran's Transit Development Plan.

## **IMPACT TO BICYCLISTS AND PEDESTRIANS**

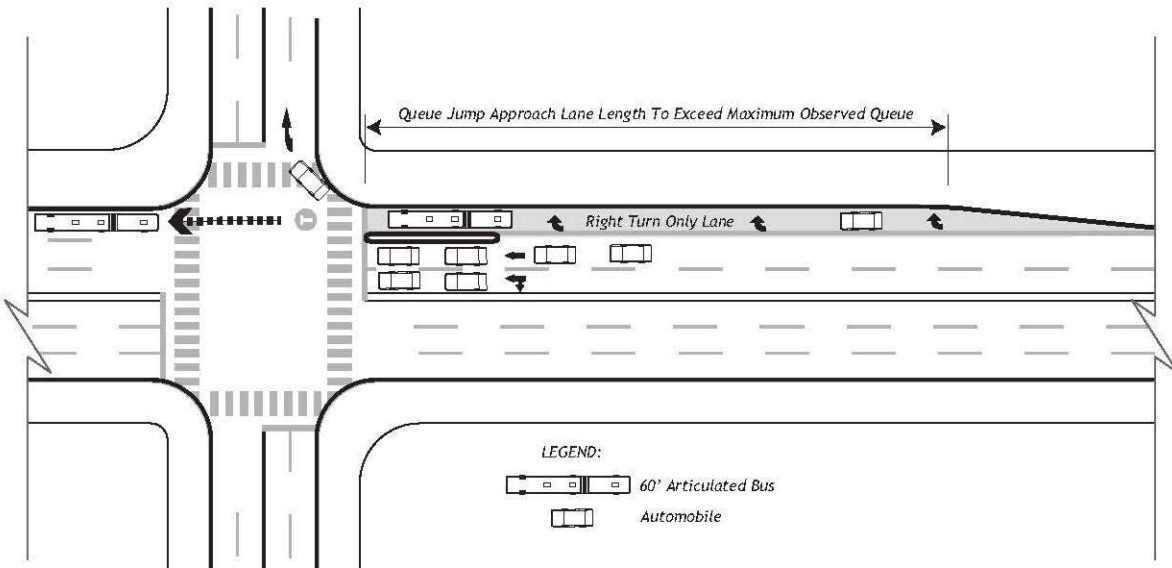
Pedestrian phases can generally run concurrent with a queue jump phase if there is no protected right turn phase also running with the queue jump phase. If the design treatment calls for a queue jump lane for bus only, the lane could be shared with bicyclists with bicyclists allowed to cross the intersection during the queue jump phase.

## **QUEUE JUMP DESIGN TREATMENTS**

Following are some queue design treatments that could be addressed in the study:

- Right-Turn Lane with Transit Exemption (Scenario 1);
- Queue Jump Lane Adjacent to Right-Turn Lane (Scenario 2);
- Queue Jump Lane with Advanced Stop Bar (Scenario 3);
- Queue Jump Lane Integrated with Curbside Bus-Only Lane (Scenario 4); and
- Queue Jump Lane Integrated with Curbside Bus-Only Lane and "Porkchop" Island (Scenario 5).

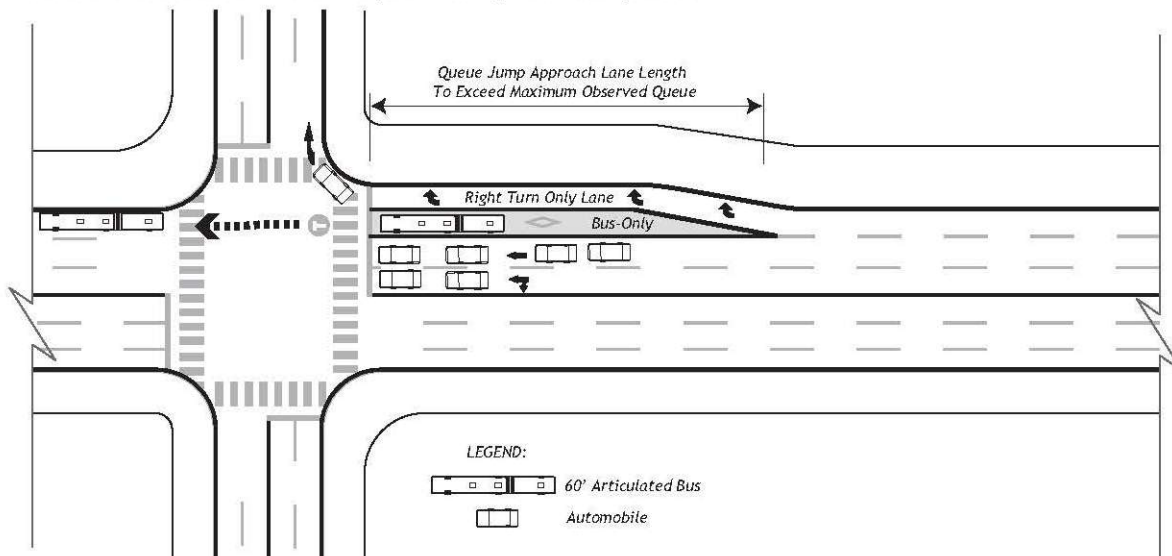
### Scenario 1: Right-turn Only Lane as Queue Jump Lane with Transit Exemption



**Notes:**

- 1.) Only transit vehicles permitted to make straight-ahead movement out of the right-turn lane.
- 2.) Effectiveness will be improved if the queue jump lane is integrated with transit signal priority.

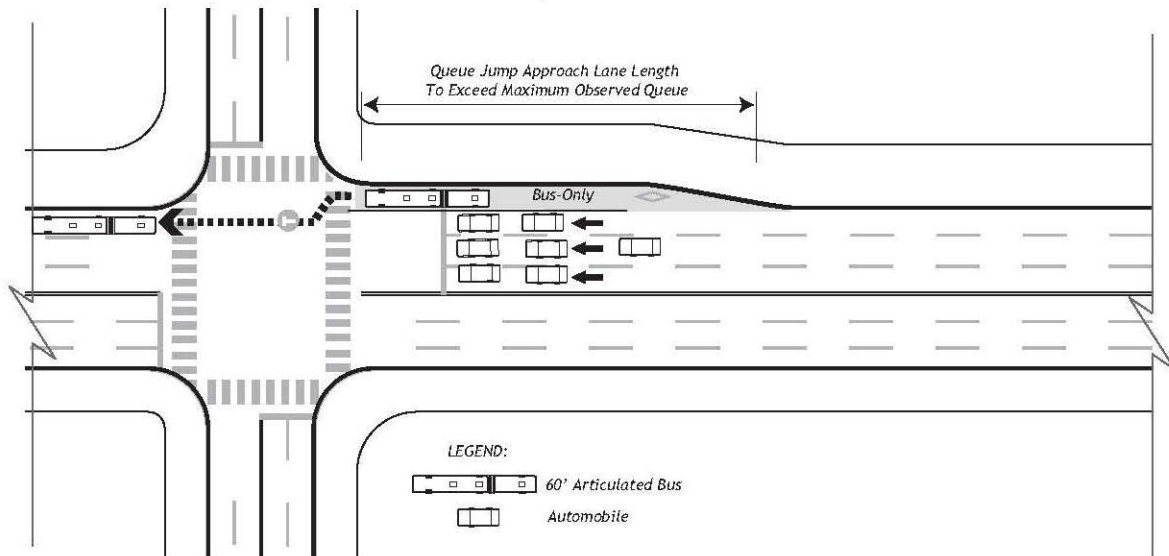
### Scenario 2: Queue Jump Lane Adjacent to Right Turn Only Lane



**Notes:**

- 1.) The length of the queue jump approach shall exceed the maximum observed queue length in the adjacent mixed traffic lanes.
- 2.) Only buses are allowed in the queue jump lane.
- 3.) Effectiveness will be improved if the queue jump lane is integrated with transit signal priority.

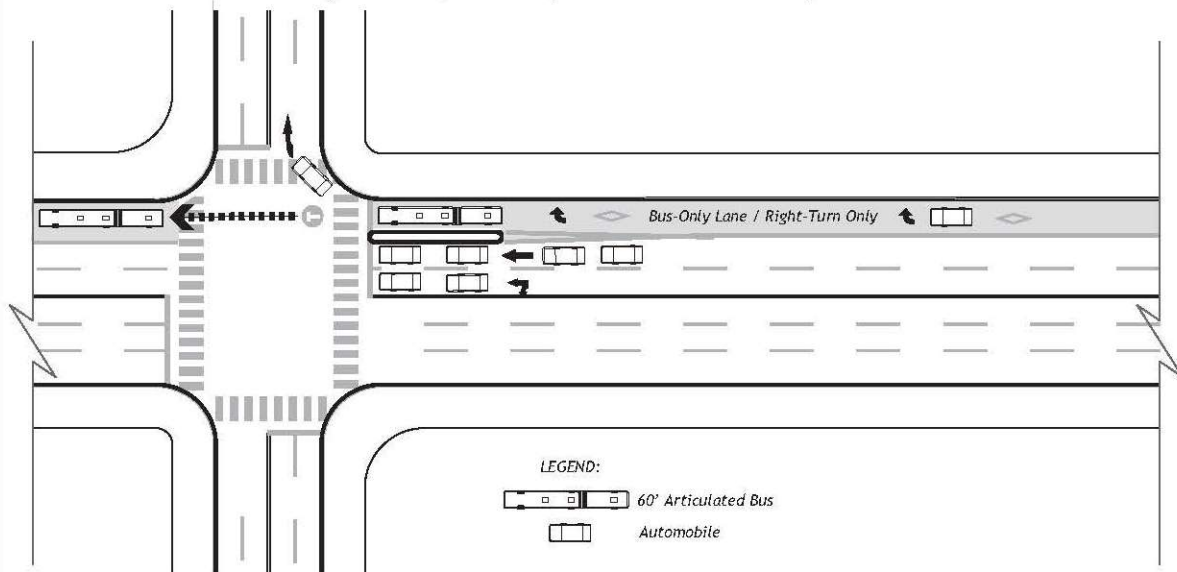
Scenario 3: Queue Jump Lane with Advanced Stop Bar



Notes:

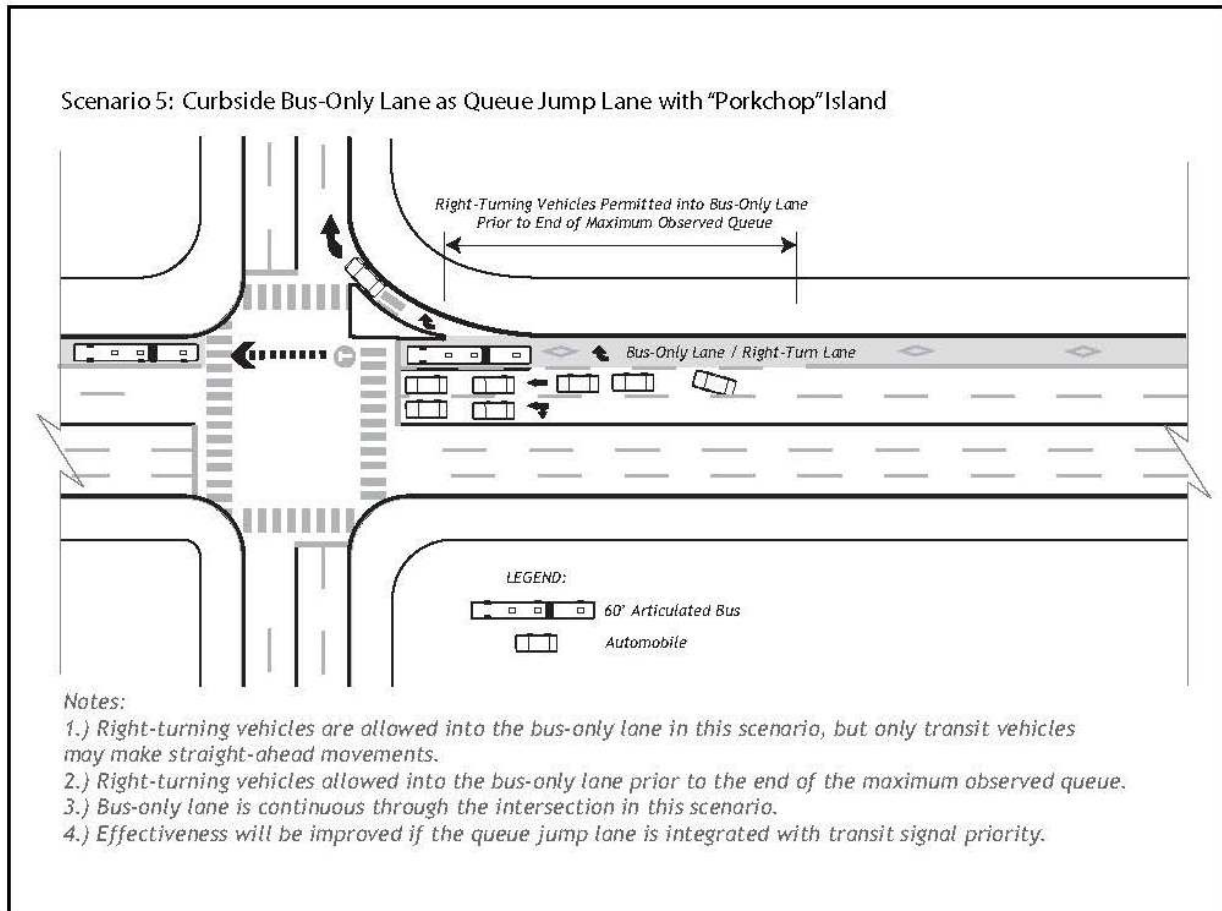
- 1.) Right-turn movements are prohibited in this scenario.
- 2.) This type of queue jump lane may also be employed with a curbside bus-only lane.
- 3.) Effectiveness will be improved if the queue jump lane is integrated with transit signal priority.

Scenario 4: Curbside Bus-Only Lane as Queue Jump Lane with Transit Exemption



Notes:

- 1.) Right-turning vehicles are allowed into the bus-only lane in this scenario, but only transit vehicles may make straight-ahead movements.
- 2.) In this scenario, mixed traffic may also be banned from entering the bus-only lane and right-turning movements prohibited completely.
- 3.) Bus-only lane is continuous through the intersection in this scenario.
- 4.) Effectiveness will be improved if the queue jump lane is integrated with transit signal priority.



## TASK 1. KICKOFF MEETING

The CONSULTANT will schedule and conduct a project kick-off meeting with MPO staff via conference call or in person within two weeks of the issuance of a Notice to Proceed by the MPO. This meeting will be also attended by staff from LeeTran, LC Traffic Division and CAT. Staff from FDOT is optional. At the kick-off meeting the CONSULTANT will do the following:

- ❖ Lead a discussion on specific needs and plans of the study
- ❖ Lead a discussion on the study corridor and the project limits to ensure consensus on the parameters of the effort (This may lead to adjustment of project limits if necessary)

- ❖ Lead a discussion to finalize the number of intersections to be studied for potential queue jumps
- ❖ Take input and identify the intersections to be analyzed for potential queue jumps
- ❖ Lead discussion to finalize the number of queue jumps for which conceptual design and specifications shall be developed.

The Consultant also will present and discuss a list of data/resources that will need to be provided by the Lee MPO, or at least direction given on the most reliable sources to tap for the information. MPO and Consultant staff will agree on how the data/resources will be collected and set an appropriate timeline for completing the effort. Other decisions regarding planned public involvement and deliverables will be decided at the kick-off meeting, as well.

#### **TASK 2: CASE STUDY (Optional)**

The CONSULTANT will provide one (1) case study of a successful queue jump anywhere in the country that works in combination with an advanced green signal but not a Transit Signal Priority. The case study shall preferably include a network of queue jumps at signalized intersections in a corridor that operates in mixed use traffic conditions.

#### **TASK 3. Identify Specific Locations for Queue Jumps**

The CONSULTANT will develop a final list of 20 to 25 potential queue jump locations on the US 41 Corridor within the project limits after taking input from the staff from the various agencies who attend the kickoff meeting.

## **Development of criteria for evaluating and ranking queue jumps**

The CONSULTANT will develop criteria to evaluate and rank the identified intersections for potential queue jumps and transit priority signals. The Consultant will develop a prioritized list of queue jump locations and identify the type of queue jump treatment best suited for each location, and all other necessary improvements that go with it. Each queue jump treatment shall work in combination with a short bus signal phase (early green time).

### **TASK 4: Development of Conceptual Design Plans of Queue Jumps and Specifications for Implementation**

The CONSULTANT will identify 5 to 10 locations from the prioritized list in Task 3 for implementation of bus queue jumps in the next few years, and develop conceptual plans of the design treatments and other related improvements recommended at each location. The CONSULTANT shall also develop specifications and preliminary cost estimates. The CONSULTANT shall also address bus stops in the design treatments of each location taking into consideration existing stops, and plans for future stops where there are currently none. A Design Concept Technical Memorandum will be developed at the end of this task.

### **TASK 5: DELIVERABLES**

The CONSULTANT will compile the results of each of the technical work tasks into a concise report that includes narrative, graphs, tables, and the Design Concept Memorandum from Task 4. The draft report will be submitted electronically for staff review and comment. After all comments have been received, the CONSULTANT will prepare a final report and submit two (2) bound full-color copies. For both the draft and final reports, the CONSULTANT will provide one (1) clean, unbound black and white original version to MPO staff for copying and distribution. Color pages (maps and figures) will be provided separately. Digital copies of the report (in Adobe PDF format) and all supporting spreadsheets will be supplied to MPO staff for internal use and distribution on the MPO's Web site.



## **TASK 6. MEETINGS**

The CONSULTANT will prepare a PowerPoint presentation and supporting materials conveying the results of the Queue Jump Study at one regularly scheduled meeting each of the Technical Advisory Committee, Citizens Advisory Committee, Traffic Management Operations Committee, and the MPO Board. The presentation will be in Microsoft PowerPoint format and will utilize the MPO's LCD projector. A digital version of the presentation will be supplied for distribution on the MPO's Web site.

## **F. SCHEDULE AND BUDGET**

The CONSULTANT will perform all of the tasks identified within six months. Commencement of work shall begin upon receipt of Notice to Proceed. The budget for this project is \$52,000.

**ENDORSEMENT OF THE FLORIDA DEPARTMENT OF  
TRANSPORTATION BEING THE DESIGNATED  
RECIPIENT FOR THE 5310 FUNDS**

**RECOMMENDED ACTION:** Review the issues and endorsement of FDOT being the designated recipient for the 5310 funds.

The new Federal Transportation Bill (MAP-21) made significant changes to the Federal Transit Administration (FTA) Section 5310 program. The FTA Section 5310 funds will be provided to the urbanized areas based on formula and apportioned by a designated recipient. The designated recipient of the funding will be responsible for the solicitation of the 5310 applications, developing the project selection criteria, reviewing the submitted projects for eligibility and ensuring compliance with the FTA requirements of the selected projects. Additional requirements include conducting project audits, oversight and closeout of the projects when they are completed.

The entities that are eligible to be the designated recipient for the FTA Section 5310 funds are the FDOT, LeeTran or the Lee MPO. In a previous meeting with LeeTran, the MPO staff and LeeTran staff discussed having FDOT be named as the designated recipient as they are willing to accept this role and any other alternative will require an additional 10% match from the agencies seeking the grant funding. **Attached** is a draft resolution for the Committee's review that will be brought to the MPO Board for their approval.

# RESOLUTION 13-01

## A RESOLUTION OF THE LEE COUNTY METROPOLITAN PLANNING ORGANIZATION ENDORSING THE FLORIDA DEPARTMENT OF TRANSPORTATION BEING NAMED THE DESIGNATED RECIPIENT FOR THE CAPE CORAL URBANIZED AREA SECTION 5310 FUNDS

*Whereas*, the new Federal Transportation bill, MAP-21 made significant modifications to the Federal Transit Administration (FTA) Section 5310 funds; and

*Whereas*, the FTA Section 5310 funds will be provided to the urbanized areas based on formula and apportioned by the designated recipient; and

*Whereas*, the designated recipient will be responsible for the solicitation of the applications, developing the project criteria for project selection reviewing the submitted projects and awarding the funds. The designated recipient will also be responsible to ensure that the projects are compliant with FTA requirements including conducting project audits, providing oversight of the project and closing the project out; and

*Whereas*, the entities that are eligible to be the designated recipient for the Section 5310 funds for the Cape Coral urbanized area is the FDOT, LeeTran and the Lee MPO; and

*Whereas*, the FDOT has stated it is willing to accept the role of designated recipient; and

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

1. That the Lee MPO recommends that the Florida Department of Transportation be named the designated recipient for the Cape Coral Urbanized area Section 5310 funds.

PASSED AND DULY ADOPTED this 22<sup>nd</sup> day of February 2013.

LEE COUNTY METROPOLITAN PLANNING ORGANIZATION

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Mayor Kevin Ruane, MPO Chair

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Donald Scott, Lee MPO Executive Director

## **ENDORSEMENT OF THE LIGHTHOUSE OF SOUTHWEST FLORIDA USC 5310 GRANT APPLICATION**

**RECOMMENDED ACTION:** Recommend endorsing the Lighthouse of Southwest Florida grant application for 2013 USC Section 5310 Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities.

In the transportation bill adopted by Congress known as Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) significant changes were made to programs, including USC Section 5310 Formula Grant for the Enhanced Mobility of Seniors and Individuals with Disabilities. The 5310 program has allocated approximately 2.4% of transit funds under the bill and it now includes USC 5317 New Freedom program. Under the new bill, the Florida Department of Transportation (FDOT) continues to administer the USC Section 5310 Formula Grant program for this year's projects and has issued a call for proposals. The goal of these grant funds is to provide assistance in meeting the needs of seniors and individuals with disabilities where public transit services are unavailable, insufficient or inappropriate. Eligible projects under the 5310 program include capital and/or operating expenses for transportation services provided to elderly persons and/or persons with disabilities.

The Lighthouse of Southwest Florida is seeking \$68,400 in capital funding to purchase three (3) new vehicles and the specifics of the grant application are **attached**.

## Checklist for Application Completeness

Name of Applicant: Lighthouse of SW FL, Inc.

Check One: First Time Applicant: \_\_\_\_\_ Previous Applicant: X

The following must be included in the Section 5310 Grant application in the following order:

- This checklist
- Applicant's cover letter (use FDOT provided cover letter)
- Two (2) copies of the governing board's Resolution
- Exhibit A-1: Fact Sheet
- Application for Federal Assistance (Form 424, Code 20.513)
- Operating and Administrative Expense and Revenue Form
- Current Vehicle and Transportation Equipment Inventory Form
- Capital Request Form
- Exhibit A: Current System Description
- Exhibit B: Proposed Project Description
- Exhibit C: Public Hearing Notice and Publisher's Affidavit (for public agencies only)
- Exhibit D: Coordination
- Exhibit F: Federal Certifications and Assurances
- Exhibit G: Certification of Equivalent Service (if grant is for non-accessible vehicles)
- Exhibit H: Applicant Certification and Assurance to FDOT
- Exhibit K: Applicant Certification of Transportation Disadvantaged Service Plan (TDSP)

Date application was submitted to Local Clearinghouse/Regional Planning Council: 11-27-12  
(send one (1) copy of letter received from the Local Clearinghouse/RPC to FDOT)

Additional documents required for first-time applicant (if a private-non-profit agency)

- Copy of Certification of Incorporation

**Elderly and Persons with Disabilities Program**

**5310**

**Capital Assistance Application**

**November 26, 2012**

**Lighthouse of Southwest Florida, Inc.  
35 West Mariana Avenue  
North Fort Myers, FL 33903  
(239) 997-7797**

**RESOLUTION**

A **RESOLUTION** of the Board of Directors of the Lighthouse of Southwest Florida, Inc., authorizing the signing and submission of a grant application and supporting documents and assurances to the Florida Department of Transportation, and the acceptance of a grant award from the Department.

**WHEREAS**, Lighthouse of Southwest Florida, Inc. has the authority to apply for and accept grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

**NOW, THEREFORE, BE IT RESOLVED BY THE** Board of Directors of the Lighthouse of Southwest Florida, Inc.,

1. This resolution applies to Federal Program(s) under U.S.C. Section(s) 5310.
2. The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.
3. Douglas Fowler, Executive Director is authorized to sign the application and accept a grant award, unless specifically rescinded.

DULY PASSED AND ADOPTED THIS NOVEMBER 7, 2012.

By: 

\_\_\_\_\_  
Evan Connell, President

ATTEST:

\_\_\_\_\_  
(Seal)

## RESOLUTION

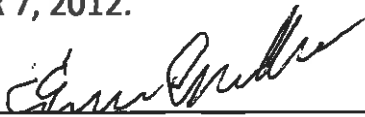
A **RESOLUTION** of the Board of Directors of the Lighthouse of Southwest Florida, Inc., authorizing the signing and submission of a grant application and supporting documents and assurances to the Florida Department of Transportation, and the acceptance of a grant award from the Department.

**WHEREAS**, Lighthouse of Southwest Florida, Inc. has the authority to apply for and accept grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

**NOW, THEREFORE, BE IT RESOLVED BY THE Board of Directors of the Lighthouse of Southwest Florida, Inc.**

1. This resolution applies to Federal Program(s) under U.S.C. Section(s) 5310.
2. The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.
3. Douglas Fowler, Executive Director is authorized to sign the application and accept a grant award, unless specifically rescinded.

DULY PASSED AND ADOPTED THIS NOVEMBER 7, 2012.

By:   
Evan Connell, President

ATTEST:

\_\_\_\_\_  
(Seal)



**Exhibit A-1 FACT SHEET**

	CURRENTLY	IF GRANT IS AWARDED (Estimate)
1. Number of One Way trips provided to elderly and persons With disabilities (E&D) PER YEAR	3465	3800
2. Number of individual Elderly and Disabled unduplicated riders (first ride per rider per fiscal year)	450	500
3. Percentage of Elderly and Disable needing wheelchair positions ACTUAL.	1%	1%
4. Number of vehicles used to provide services	4	4
5. Number of ambulatory seats ACTUAL	0	0
6. Number of wheelchair positions. ACTUAL	0	0
7. Vehicle miles traveled PER YEAR	43,069	55,000
8. Average vehicle miles PER DAY	207	250
9. Normal number of days in operation	4	4
10. Normal hours of vehicle operation PER DAY	Monday – Thursday & One Saturday per month 7:30am – 5:30 pm	Monday – Thursday & One Saturday per month 7:30am – 5:30 pm
11. Trip Length AVERAGE	13	18

**APPLICATION FOR  
FEDERAL ASSISTANCE**

OMB Approval No. 0348-0043

<b>1. TYPE OF SUBMISSION:</b> Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		<b>2. DATE SUBMITTED</b> November 27, 2012	Applicant Identifier	
		<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier	
<input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		<input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier
<b>5. APPLICANT INFORMATION</b>				
Legal Name: <b>Lighthouse of Southwest Florida, Inc.</b>		Organizational Unit:		
Address (give city, county, State, and zip code): <b>35 West Mariana Avenue, North Fort Myers, FL 33903</b>		Name and telephone number of person to be contacted on matters involving this application (give area code) <b>Douglas Fowler, (239) 997-7797</b>		
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> 59 - 1665257		<b>7. TYPE OF APPLICANT: (enter appropriate letter in box)</b> <input type="checkbox"/>		
<b>8. TYPE OF APPLICATION:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> A. Increase Award    B. Decrease Award    C. Increase Duration D. Decrease Duration    Other(specify): _____		A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify) _____		
<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> 20 - 153 TITLE: <b>Elderly and Persons with Disabilities Program</b>		<b>9. NAME OF FEDERAL AGENCY:</b> Federal Transit Administration (FTA)		
<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b> Lee, Hendry, and Glades Counties		<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> To acquire 3 new vehicles to support rehabilitation and education of blind people to return to or maintain living independently, working, and being productive in their area of residence in concert with the Transportation Disadvantaged Service Plan for the Lee County Service		
<b>13. PROPOSED PROJECT</b>		<b>14. CONGRESSIONAL DISTRICTS OF:</b>		
Start Date 7/1/13	Ending Date 6/30/14	a. Applicant 14 & 16	b. Project 14 & 16	
<b>15. ESTIMATED FUNDING:</b>		<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>		
a. Federal	\$ 45,600 <sup>00</sup>	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE 11/27/12		
b. Applicant	\$ <sup>00</sup>	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
c. State	\$ 11,400 <sup>00</sup>	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b> <input type="checkbox"/> Yes If "Yes," attach an explanation. <input checked="" type="checkbox"/> No		
d. Local	\$ 11,400 <sup>00</sup>			
e. Other	\$ <sup>00</sup>			
f. Program Income	\$ <sup>00</sup>			
g. TOTAL	\$ 68,400 <sup>00</sup>			
<b>18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.</b>				
a. Type Name of Authorized Representative Douglas Fowler		b. Title Executive Director	c. Telephone Number (239) 997-7797	
d. Signature of Authorized Representative		e. Date Signed 11.27.12		

**Projected Transportation-Related Operating and Administrative Expenses and Revenue**

Name of Applicant: Lighthouse of Southwest Florida, Inc.

Fiscal Period from July 1, 2013 to June 30, 2014

**TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE EXPENSES**

<b>EXPENSE CATEGORY</b>	<b>Expense \$</b>
Labor (501)	\$0
Fringe and Benefits (502)	\$0
Services (503)	\$0
Materials and Supplies (504)	\$0
Vehicle Maintenance (504.01)	\$2260.00
Utilities (505)	\$0
Insurance (506)	\$7,200.00
Licenses and Taxes (507)	\$380.00
Purchased Transit Service (508)	\$0
Miscellaneous (509)	\$0
Leases and Rentals (512)	\$0
Depreciation (513)	\$3,459.00
<b>TOTAL Expense</b>	<b>\$13,299.00</b>

**TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES**

<b>OPERATING REVENUE</b>	<b>REVENUE \$</b>
Passenger fares for Transit Service (401)	\$0
Special Transit Fares (402)	\$0
Other (403-407) identify by appropriate code	\$0
<b>TOTAL OPERATING REVENUE</b>	<b>\$0</b>
<b>OTHER REVENUE SOURCES</b>	
Taxes levied Directly by the Transit System (408)	\$0
Local Cash Grants and Reimbursements (409)	\$0
Local Special Fare Assistance (410)	\$0
State Cash Grants and Reimbursements (411)	\$0
State Special Fare Assistance (412)	\$0
Federal Cash Grants & Reimbursements (413)	\$0
Interest Income (414)	\$0
Contributed Services (430)	\$0
Contributed Cash (431)	\$0
Subsidy from Other Sectors of Operations (440)	\$0
<b>TOTAL OF OTHER REVENUE</b>	<b>\$See projected revenue report attached</b>
<b>GRAND TOTAL ALL REVENUES</b>	<b>\$917,988</b>

**Projected Revenue Report Attachment  
November 27, 2012**

**Lighthouse of Southwest Florida, Inc.**

The Lighthouse of Southwest Florida, Inc., is a provider of vision rehabilitation services to people struck by blindness. Our agency does not operate a fee for service transportation program. As such, our vehicle expenses come from program and other funding sources as an expense of providing services.

Below is the breakout of our revenue sources that are utilized to support our services. Vehicle expenses are paid out of each revenue source and allocated to the various program services provided.

<b>OTHER REVENUE SOURCES</b>	
Government (state and local) Grants State of Florida Division of Blind Services; Lee County Human Services Partner for Results	<b>\$709,258</b>
United Way of Lee, Hendry, Glades Counties	<b>\$66,000</b>
Fundraising	<b>\$60,500</b>
Public Support	<b>\$47,320</b>
Interest & Other Investments	<b>\$29,010</b>
Program Fees (Art Program Supply Fee)	<b>\$5,900</b>
<b>GRAND TOTAL ALL REVENUES</b>	<b>\$917,988</b>

Submitted by Douglas Fowler, Executive Director  
Lighthouse of Southwest Florida, Inc.

**CURRENT VEHICLE AND TRANSPORTATION EQUIPMENT INVENTORY FORM (a)**

**Name of Applicant: Lighthouse of SWFL, Inc.**

**Date of Inventory: November 22, 2012**

<b>Funding source (f)</b>	<b>Reserve funds of agency</b>	<b>Reserve funds of agency</b>	<b>Reserve funds of agency</b>	<b>Donation</b>
<b>Other Equipment (e)</b>	<b>Not Lift Equipped</b>	<b>Not Lift Equipped</b>	<b>Not Lift Equipped</b>	<b>Not Lift Equipped</b>
<b>Expected Retirement Date</b>	<b>September 30, 2013</b>	<b>September 30, 2013</b>	<b>September 30, 2013</b>	<b>September 30, 2012</b>
<b>Current Mileage</b>	<b>83,292</b>	<b>103,442</b>	<b>88,945</b>	<b>57,711</b>
<b>Average Miles Per Year</b>	<b>13,321</b>	<b>12,593</b>	<b>12,523</b>	<b>4,632</b>
<b>Seats &amp; W/C Positions</b>	<b>7 Passenger</b>	<b>7 Passenger</b>	<b>7 Passenger</b>	<b>2 Passenger</b>
<b>Ramp or Lift (specify)</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>FDOT Control # or VIN (d)</b>	<b>2C4GP44R55 R307719 NON-FDOT</b>	<b>1GNDV23L 06D235897 NON-FDOT</b>	<b>1B4GP253 12V662148 NON-FDOT</b>	<b>4TANL42N6 YZ646868 NON-FDOT</b>
<b>Make/Size/Type (C)</b>	<b>Town &amp; Country MiniVan</b>	<b>Uplander MiniVan</b>	<b>Caravan MiniVan</b>	<b>Tacoma Pick Up</b>
<b>Model Year (B)</b>	<b>Chrysler 2005</b>	<b>Chevrolet 2006</b>	<b>Dodge 2002</b>	<b>Toyota 2000</b>
<b>*</b>				

## CAPITAL REQUEST FORM

Name of Applicant: Lighthouse of SWFL, Inc.

### VEHICLE REQUEST – Listed in Agency's Priority Order

GMIS Code FDOT Only	R or E (replace or expand)	Number Requested	Vehicle Description	Estimated Cost
11-__-__	Replace	1	Dodge MiniVan	\$24,000
11-__-__	Replace	2	Sedans 4 Door	\$34,000
11-__-__				
11-__-__				
11-__-__				
11-__-__				
11-__-__				
SUB-TOTAL				\$58,000

11-__-__				
11-__-__				
SUB-TOTAL				\$0

VEHICLE SUBTOTAL \$58,000 + EQUIPMENT SUBTOTALS \$\_\_0\_\_ = \$58,000  
 \$ 58,000 X 80% = \$46,400

The Lighthouse of Southwest Florida, Inc., (formally the Visually Impaired Persons of Southwest Florida, Inc.) is a 501 C (3), non-profit agency that provides vision rehabilitation to all ages and all cultures living in Southwest Florida. The agency was formed in 1974 as an advocacy service for the blind. Today, the agency has evolved to a staff of eighteen employees that serve over 400 residents of Lee, Hendry, and Glades Counties. The Lighthouse of SWFL, is funded through contracts with the state of Florida, Division of Blind Services, a grant from the United Way of Lee, Hendry, and Glades Counties, two grants from the Lee County Human Services, along with gifts, donations, and fundraisers. No insurance of third party revenue sources pay for our services.

The Lighthouse of SWFL, Inc., provides services through professional, certified staff that provide an array of instruction, support, and rehabilitation to individuals who have lost the major function of their sight and those individuals who live with total blindness. Twenty-two percent of our employees are legally to totally blind. The Lighthouse of SWFL's instructional staff holds master degrees and national certification in their area of specialty.

The Lighthouse of SWFL provides the following services:

- **Orientation and Mobility Training** – This training builds navigation skills in the clients home, community, business's, and in the work setting of the individual client. This services utilizes the white cane and current technology including but not limited to GPS systems for the visually impaired/totally blind individuals.
- **Low Vision/Eccentric Viewing Training** – This training teaches an individual how to utilize their remaining vision taking into account the clients best use of lighting, contrast, and glare. Magnification also is a focus of this training and allows an individual the ability to read multiple items, newspapers, magazines, personal mail and bills, newsletters, prescription bottles, etc...
- **Activities of Daily Living** – This training provides individuals the ability to remain independent and learn ways to prepare meals, complete their laundry, identify coins and currency, complete cleaning tasks, identify colors of clothing, and other daily tasks that allow clients to remain in their home with independence.
- **Assistive Technology** – This training provides specific instruction on numerous tools and resources that are available to the visually impaired and totally blind clients. In today's society the ability to utilize technology is imperative. Training on the IPAD, Smart Phones, computer/desk top, are provided. Voice activated programs and magnification of screens are also taught within this component of service.
- **Transition Program** – This program provides all of the above services to children/young adults' age's fourteen (14) to twenty-two (22) year olds who have a visual impairment and/or legally blind. Assisting the young adults with preparation for attending college, obtaining employment, and maintaining independence are all a component of this service.
- **Early Intervention** – This program focuses on babies that have been born blind or with a major vision loss. These babies require training for basic skills of reaching, eating, and perception. The parents/guardians/caretakers need additional and specific instructions for caring for their child. This training is continuous throughout the first years of life and provides a foundation for learning tactile tasks. This is imperative for their child's future successes.
- **Braille Instruction** – Learning braille is a necessity for blind individuals to maximize their skills in the sighted world.
- **Art and Music** – These classes are provided to individuals who are visually impaired but still have a small portion of light perception remaining. Clients are taught to create art through the power of a paint brush and create beautiful pieces of art that are either sold or displayed throughout the organization. Guitar lessons are also provided as our organization believes music builds confidence and talent that enhances the ability to communicate for an individual living with a visual impairment and blindness.

Services are provided in a multitude of locations and are based on the individual needs of each client. The Lighthouse of SWFL is located in North Fort Myers, Florida. These locations include but are not limited to our organization, in United Way Houses in Lee, Glades, or Hendry counties, client homes, businesses, stores, places of worship, restaurants, virtually any location where the individual client works, resides, or frequents during their daily lives.

The mission of the Lighthouse of SWFL is to teach skills necessary for the person who is losing, or has lost, major vision or living in total blindness to live to their chosen level of independence. Fifteen staff members are employed at the organization. Three of the positions are administration; Executive Director, Accountant, and the Executive Assistant. One position is dedicated to maintenance and upkeep of the physical plant and vehicle maintenance. The remainders of our staff are dedicated to instruction and support of the clients we serve. A Board of Directors consists of ten individuals with various backgrounds, while two currently live in blindness, and provides support to the mission of the agency. All sighted staff provides transportation to clients who are enrolled in our services when public transportation is not available. Four of our staff members are not able to drive due to blindness/visual impairments. Sighted staff members and volunteers provide transportation for these staff members when it is necessary for the services to be provided outside of the agency. This is a necessity on a daily basis. The agency is open Monday through Thursday 7:30 am to 5:30 pm and some Saturdays. Services are consistently provided in Lee, Hendry, and Glades counties. Although transportation is not provided with a fixed route system as our client's scheduled along with the instructor's schedules dictate the transportation that is provided. As every client's needs are different one client may receive services one week in their home, one week at the grocery store, and one week at the agency. Every client's services plan is individual; therefore, there services are individualized and based on their personal and professional needs. The Lighthouse of SWFL currently serves an average of 400 individuals living with blindness each year. Nearly 90% of those clients need services outside of the agency. As such nearly 360 individuals are in need of services that require the use of agency vehicles in order to receive vision rehabilitation services.

The Lighthouse of SWFL currently utilizes four vehicles; three mini vans and one pick-up truck. These vehicles are utilized daily to transport visually impaired/blind staff members and our transition students as well. The transition students are 14 – 22 years of age and all have multiple disabilities and the organization provides transportation to all of these students.

The Lighthouse of SWFL transportation program is administered by the Executive Director and Office Manager (insurance, training, and administration). The Maintenance Supervisor oversees all the vehicles for operational readiness. Mechanical services are provided by certified mechanics.

Commission for the Transportation Disadvantaged 5 yr/20 yr Plan's Mission is "To insure the availability of efficient, cost-effective and quality transportation services for transportation disadvantaged persons". Furthermore, the Transportation Disadvantaged Service Plan for Lee County Service Area addresses the need for transportation for the disadvantaged with jobs, rehabilitation and commerce. In addition, the plan supports the goal of providing transportation for the disadvantaged in educational programs. Our organization is partially funded by the Florida Department of Education, Division of Blind Services, as an education and rehabilitation program. Many of our clients return to work, obtain employment, or maintain their current employment as a result of receiving vision rehabilitation. The agency's transportation program enables persons with disabilities the opportunity to receive educational, vocational, vision rehabilitation according to the TDSP for Lee, Hendry, and Glades Counties.



### Proposed Project Description

1. Is this project to continue the existing level of services, to expand present service, or to provide new service? How will a grant award be used? More hours? Service in a larger geographic area? Shorter headways? More trips? Please explain in detail.

The grant, if awarded, will be used to continue and expand the present service and provide new services. At this time, the Lighthouse of SWFL provides services in Lee, Hendry, and Glades County. Prior to July 1, 2011, the Lighthouse of SWFL provided vision rehabilitation services in Lee and Collier Counties. As of June 30, 2011, our service delivery area changed to Lee, Hendry, and Glades County. Simultaneously our organization began a new program for Early Intervention which provides services to newborns to five years of age to children who have been born visually impaired or blind. At this time, we are beginning a new pilot project of providing transportation to individuals who have no other means of transportation but would be best served at our agency. These individuals may live outside of the parameters of the local bus transportation system, have no family members or friends that are able to transport the client, and are best served by attending classes at our agency. This new project also allows for individuals to experience socialization, as they are often in their home alone with little to no company.

With the additional program and pilot project we are estimating our transportation needs will grow approximately 35% within the next three years.

2. If a grant award will be used to maintain services as described in Exhibit A, Specifically explain how it will be used in the context of total service.

The grant, if awarded, will be utilized to replace the three mini vans that are currently in use as their age and mileage and maintenance costs indicate replacement at this time. Currently, the three mini vans are utilized for transporting staff members who are visually impaired or blind, sighted staff who services are completed in the home or the client's community, and transporting client to and from the agency for service. The fourth vehicle is a pick-up truck that is used primarily by the Maintenance Supervisor to maintain the upkeep of the building and grounds. As a last resort this vehicle is utilized to transport staff members and clients, however, the layout of the truck being a 2 seater and a stick shift limits the staff members and clients that can be transported in this vehicle. Often times along with transporting staff members who are visually impaired and blind equipment is also taken to the clients home including but not limited to reading machines, computers, and navigation devices. This also limits the use of the pick-up truck as a means of transportation.

3. Give a detailed explanation of the need for the vehicle and provide evidence of the need.

To provide services to the clients in the most realistic way, we often provide services in their home, place of business, grocery stores, doctor offices etc... This means that a staff member must utilize an agency vehicle, often be transported by a sighted staff member, and transport equipment to

## Exhibit B

provide educational and vocational training in vision rehab. Our Orientation and Mobility instructor provides all of his services in the community as he is training blind individuals to travel throughout the community. Therefore, he is always in need of a vehicle when he is providing services.

Our transition students, ages fourteen to twenty-two, often travel as a group to explore job sites, banking institutions, laundry facilities, restaurants, and the local mall. These trips are utilized to educate these students with lifelong skills that are necessary for them to gain independence and live independently.

Although most of our clients have multiple disabilities they are ambulatory and can travel with assistance. When a client is in need of transportation and they are wheelchair bound we contract with Good Wheels Inc., for the services. Signs and indicators regarding buckling of seat belts and safety are placed in the vehicles and are verbally shared with clients who are blind by the driver.

4. Will a grant award be used to replace existing equipment or purchase additional vehicles/equipment? Provide details.

This grant, if awarded, will be utilized to replace the current vehicles that are being utilized for transportation. The current vehicles (three minivans) are becoming quite costly to maintain and will continue to need consistent and costly maintenance, which will be a challenge for the agency to maintain financially throughout the year. As stated above, transportation is a necessity for our agency to provide the best services to those individuals who are visually impaired and living with total blindness.

5. Identify vehicles/equipment being replaced and list them on the "Current Vehicle and Transportation Equipment Inventory" form, provided elsewhere in this manual.

See Attached Current Vehicle and Transportation Equipment Inventory Form

6. Describe how vehicles will be maintained without interruptions in service (who, what, where, and when).

Currently our vehicles are checked daily by the Maintenance Supervisor. Drivers report problems and/or concerns. Vehicles identified with mechanical problems are sent to a certified mechanic for service. When vehicles are out of service staff are notified and either schedules are adjusted or staff can use personal vehicles with mileage reimbursement. However, insurance of both the agency and staff strongly urge employees to not utilize personal vehicles in client transportation and service provisions. Files are kept on each vehicle of mileage, trips, maintenance from date of service.

7. If vehicles/equipment are proposed to be used by a lessee or private operator under contract to the applicant, identify the proposed lessee/operator.

N/A we do not lease or contract our vehicles

## Exhibit B

8. Each applicant shall indicate whether they are a government authority or a private non-profit agency, provide a brief description of the project which includes the counties served, whether the applicant shall service minority populations and whether the applicant is minority-owned.

The Lighthouse of SWFL, Inc., is a private not for profit, 501(c)3 agency.

9. Fully explain your Transportation Program:

- a) Service hours, planned service, routes and trip types

Transportation will be provided Monday through Thursday, 7:30 am to 5:30 pm and one Saturday per month. The routes will be based on the needs of the clients that particular day and will be scheduled accordingly. Trips will include but not be limited to, sighted staff transporting visually impaired/blind staff members to provide services in the clients home, place of business, community, doctor office, grocery store etc..., and sighted staff members will transport clients to the agency for services. Sighted staff will also transport the transition program participants to and from the agency and within the community.

- b) Staffing – include plan for training on vehicle equipment such as wheelchair lifts, etc...

All employees and volunteers who transport in agency vehicles have a current Florida Driver's License, and have had a criminal background check and driving record check prior to driving any agency vehicle. Due to not having wheelchair lifts, it is not necessary to train employees on this. However, all employees will be trained on the operation of the vehicle by the Maintenance Supervisor

- c) Records maintenance

Each vehicle has an individual file of all trips completed and maintenance that has also been completed. Each time a vehicle is utilized a log is maintained with the following information; date, time trip begins, time trip ends, employee driving vehicle, start odometer reading, ending odometer reading , type of trip (what program the trip relates to), total mileage, number of staff members as passengers, and number of clients as passengers.

As stated above the Maintenance Supervisor checks each vehicle daily and all staff that are drivers of the vehicles report any issues that may arise with any vehicle.

- d) Vehicle Maintenance

Each vehicle has an individual file of all trips completed and maintenance that has also been completed. Each time a vehicle is utilized a log is maintained with the following information; date, time trip begins, time trip ends, employee driving vehicle, start odometer reading, ending odometer reading , type of trip (what program the trip relates to), total mileage, number of staff members as passengers, and number of clients as passengers.

As stated above the Maintenance Supervisor checks each vehicle daily and all staff that are drivers of the vehicles report any issues that may arise with any vehicle. Oil changes and any ongoing maintenance is completed by a certified mechanic and is always done in a timely manner of the recommendations made by the car manufacturer.

## Exhibit B

### e) CDL Requirements

The vehicles we are requesting are not in need of a driver with a CDL requirement.

### f) System safety plan

All passengers will be required to wear a seatbelt at all times. Those individuals who due to blindness or other disabilities are not able to secure their seatbelt will be provided assistance by the driver. No vehicle will be in motion without the driver ensuring all passengers are secure with a seatbelt.

### g) Drug free work place

The Lighthouse of SWFL, Inc., has a policy adopted by the Board of Director's. The policy is below. To help ensure a safe, healthy and productive work environment for our employees and others, to protect The Agency's property, and to ensure efficient operations, The Agency has adopted a policy of maintaining a workplace free of illegal drugs, drug abuse and alcohol. This policy applies to all employees and other individuals who perform work for The Agency.

The unlawful or unauthorized use, abuse, solicitation, theft, possession, transfer, purchase, sale or distribution of controlled substances, drug paraphernalia or alcohol by an individual anywhere on The Agency premises, while on The Agency's business (whether or not on The Agency's premises) or while representing The Agency, is strictly prohibited. Employees and other individuals who work for The Agency also are prohibited from reporting to work or working while they are using or under the influence of alcohol or any controlled substances, except when the use is pursuant to a licensed medical practitioner's instructions and the licensed medical practitioner authorized the employee or individual to report to work.

All candidates for employment with The Agency will be subject to a Level II pre-employment background and drug screening. Employees of The Agency will be subject to random testing for alcohol and controlled substances. This random testing is mandatory and is considered a condition of continued employment. An employee may be tested for drugs and alcohol at any time the employee is at work for The Agency. This random testing is administered in a fair and equal manner to all employees. Selection of employees for random testing will be made by a scientifically valid method, such as a random number table or a computer-based random number generator that is matched with drivers' license, Social Security numbers, payroll identification numbers, or other comparable identifying numbers. Random tests are unannounced and spread throughout the year. Employees, when notified that they have been selected for random testing, will proceed immediately to the collection site with no advance warning.

In addition to random testing, The Agency may also ask an employee to submit to a drug test at any time it feels that the employee may be under the influence of drugs or alcohol, including, but not limited to, the following circumstances: evidence of drugs or alcohol on or about the employee's person or in the employee's vicinity, unusual conduct on the employee's part that suggests impairment or influence of drugs or alcohol, negative performance patterns, or excessive and unexplained absenteeism or tardiness.

Violation of this policy will result in disciplinary action, up to and including termination.

The Agency maintains a policy of non-discrimination and will endeavor to make reasonable accommodations to assist individuals recovering from substance and alcohol dependencies, and those who have a medical history which reflects treatment for substance abuse conditions. We encourage employees to seek assistance before their substance abuse or alcohol misuse renders them unable to

**Exhibit B**

perform the essential functions of their jobs, or jeopardizes the health and safety of any of The Agency's employee, including themselves, clients and visitors.

10) Have you met with the CTC and if so how are you providing a service that they cannot? Provide detailed information supporting this requirement.

**See Attached Agreement**

**EXHIBIT C**  
**PUBLIC HEARING**

Response: N/A

**EXHIBIT D**

**COORDINATION**

The \_\_\_\_\_, (agency name) is a Community Transportation Coordinator, or, a designated Official Planning Agency applying on behalf of a CTC.

OR

The Lighthouse of SWFL, Inc., is NOT a Community Transportation Coordinator, but is a private not for profit organization

CTC Memorandum Agreement is Attached

**COORDINATION AGREEMENT  
BETWEEN  
COMMUNITY TRANSPORTATION COORDINATOR  
AND**

Visually Impaired Persons of Southwest Florida, Inc.

(Agency Name)

**WHEREAS**, the Good Wheels, Inc. in its role as the Community Transportation Coordinator (CTC) for Lee County, hereafter known as the CTC, and;

**WHEREAS**, in this capacity, the CTC has initiated a program to provide community transportation service for social service clients, agencies, and organizations, provided such service complies with Chapter 427, Florida Statutes and Chapters 41-2 and 19-90, Florida Administrative Code, and;

**WHEREAS**, Visually Impaired Persons of Southwest Florida, (hereinafter referred to as AGENCY) is considered to be a bonafide ( *private-not-for profit agency* or  *private-for-profit enterprise*) operating in Lee County and is eligible for the services of the CTC. The transportation services described herein are deemed to comply with all applicable state laws and regulations, and;

**WHEREAS**, the AGENCY currently provides service using its own vehicles in the provision of transportation to transportation disadvantaged clients that are unique in nature, and will provide the CTC the opportunity to develop a proposal for any new transportation services needed,

**NOW THEREFORE**, the CTC and AGENCY, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1. AGENCY shall maintain daily records of ridership and provide such to CTC quarterly.
2. AGENCY shall act as a transportation provider based on the availability of AGENCY vehicles.
3. AGENCY, when acting as provider, shall furnish vehicles which conform to the laws of the State of Florida as provided in Florida Statutes 427, and shall maintain same in good mechanical and clean condition.
4. AGENCY has developed and implemented a System Safety Program Plan (SSPP) and agrees to abide by said policy.



5. AGENCY shall maintain a minimum liability insurance rate of \$ 100,000 per person, and \$ 300,000 per incident in effect at all times.
6. AGENCY shall conduct a criminal background screening, pre-employment drug screening, pre-employment physical for all drivers. AGENCY will provide training to include safety, vehicle operations, and passenger sensitivity in accordance with Florida Statutes 427.
7. AGENCY agrees to submit an Annual Operating Report, Certifications of Compliance, Federal Transit Administration Drug and Alcohol Reports and quality assurance report to the CTC annually.
8. INDEMNIFICATION

The AGENCY shall pay on behalf of or indemnify and hold harmless Lee County, its employees, officers, agents and volunteers from and against any and all claims, actions, damages, fees, fines, penalties, defense costs (including attorneys fees and court costs, whether such fees and costs are incurred in negotiations, collection of attorneys' fees or at the trial level or on appeal), suits or liabilities which may arise out of any actual or alleged negligent act, error, omission, or any default of the AGENCY (or AGENCY's officers, employees, agents, volunteers and subcontractors, if any) performance or failure to perform under the terms of this contract. This indemnification and hold harmless agreement shall survive the termination or expiration of this agreement.

9. No changes to this Agreement or the performance contemplated hereunder shall be made unless the same are in writing and signed by both parties hereto.
10. This Agreement may be terminated by either party by providing five (5) day written notice to the other party. This Agreement shall be for a period beginning June 30, 2011 and expires on July 1, 2012, unless terminated at an earlier date as described above.
11. AGENCY shall not be allowed to assign its rights, duties, and obligations pursuant to the Agreement to any entity (i) with which AGENCY is affiliated, (ii) into which AGENCY may be merged or reorganized, or (iii) to which all or a portion of AGENCY's capital, stock, or assets may be sold without the prior written consent of CTC Lee County which shall not be unreasonably withheld. If approval for assignment is obtained, it shall not release the AGENCY from any liability or obligation under this Agreement.
12. Any notices, invoices, reports or any other type of documentation required by this Agreement shall be sufficient if sent by the parties postage paid in the United States mail, postage paid to the addresses listed below.

<b>AGENCY's Authorized Representative:</b>	<b>COUNTY'S Authorized Representative:</b>
Name: <u>Doug Fowler</u>	Name: <u>Good Wheels, Inc.</u>
Title: <u>Executive Director</u>	Title: <u>Gary L. Bryant President/CEO</u>
Address: <u>35 W Marianna Ave</u>	Address: <u>10075 Bavaria Rd, SE</u>
<u>North Fort Myers, FL 33903</u>	<u>Fort Myer, FL 33913</u>
Telephone: <u>(239) 997-7797</u>	Telephone: <u>(239) 768-7184</u>
Fax: <u>(239) 997-8462</u>	Fax: <u>(239) 768-0334</u>
Electronic mail address:	Electronic mail address:
<u>dfowler@vipcenter.org</u>	

13. The rights and obligations of the parties under this Agreement shall be governed by the laws of the State of Florida and the venue for any legal or judicial proceedings in connection with the enforcement or interpretation of this Agreement shall be in Lee County, Florida.

**IN WITNESS THEREOF**, the parties have executed the Agreement as of the date first above written.

COUNTY / CTC:

Good Wheels, Inc.

(Name of COUNTY / County/CTC)

Gary L. Bryant

\_\_\_\_\_  
(Printed or Typed Name)

President/CEO

\_\_\_\_\_  
(Printed or Typed Title)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

AGENCY:

Visually Impaired Persons of SW Florida, Inc.

(Name of Agency)

Doug Fowler

\_\_\_\_\_  
(Printed or Typed Name)

Executive Director

\_\_\_\_\_  
(Printed or Typed Title)

  
(Signature)

10/24/11  
(Date)

DOT 5310 Vehicle # 96131

**Exhibit G**  
**Certification for Agencies Requesting Non-Accessible Vehicles**

If the applicant wants to purchase non-accessible vehicles for demand responsive service, the following "Certification of Equivalent Service" must be completed and included in the application.

**CERTIFICATION OF EQUIVALENT SERVICE**

The Lighthouse of SWFL, Inc., certifies that its demand responsive service offered to individuals with disabilities, including individuals who use wheelchairs, is equivalent to the level and quality of service offered to individuals without disabilities. Such service, when viewed in its entirety and is provided in the most integrated setting feasible and is equivalent with respect to:

1. Response time;
2. Fares;
3. Geographic service area;
4. Hours and days of service;
5. Restrictions on trip purpose;
6. Availability of information and reservation capability; and
7. Constraints on capacity or service availability.

In accordance with 49 CFR Part 37, public entities operating demand responsive systems for the general public which receive financial assistance under 49 U.S.C. 5310 and 5311 of the Federal Transit Administration (FTA) funds must file this certification with the appropriate state program office before procuring any inaccessible vehicle. Such public entities not receiving FTA funds shall also file the certification with the appropriate state office program. Such public entities receiving FTS funds under any other section of the FTA programs must file the certification with the appropriate FTA regional office. This certification is valid for no longer than one year from its date of filing.

Executed this 26<sup>th</sup> day of November 2012.

Douglas Fowler, Executive Director  
(Name and title of authorized representative)

  
\_\_\_\_\_  
(Signature of authorized representative)

**EXHIBIT H**

**Applicant Certification and Assurance to FDOT**

The Lighthouse of SWFL, Inc., certifies and assures to the Florida Department of Transportation in regard to its Application for Assistance under U.A.C. Section 5310 dated FY2013.

- 1) It shall adhere to all Certifications and Assurances made to the federal government in its Application.
- 2) It shall comply with Section 341.051 Florida Statutes and Chapter 14-73 Florida Administrative Code.
- 3) It has the fiscal and managerial capability and legal authority to file the application.
- 4) Local matching funds will be available to purchase vehicles/equipment at the time an order is placed.
- 5) It will carry adequate insurance to maintain, repair, or replace project vehicles/equipment in the event of loss or damage due to an accident or casualty.
- 6) It will maintain project vehicles/equipment in good working order for the useful life of the vehicles/equipment.
- 7) It will return project vehicles/equipment to the Department, if, for any reason, they are no longer needed or used for the purpose intended.
- 8) It will return project vehicles/equipment to the Department, if, for any reason, they are no longer needed or used for the purpose intended.
- 9) It recognizes the Department's authority to remove vehicles/equipment from its premises at no cost to the Department, if the Department determines the vehicles/equipment are not used for the purpose intended, improperly maintained, uninsured, or operated unsafely.
- 10) It will not enter into any lease of project vehicles/equipment or contract for transportation services with any third party without prior written approval of the Department.
- 11) It will notify the Department within 24 hours of any accident or casualty involving project vehicles/equipment and submit related reports as required by the Department.
- 12) It will submit an annual financial audit report to the Department, if required by the Department.

11/26/12

Date

  
Doug Fowler, Executive Director

## EXHIBIT K

### Coordinated Public Transit-Human Services Transportation Plan

To be completed and signed by an individual authorized by the governing board of the applicant agency and submitted with the grant application.

The applicant Lighthouse of SWFL, Inc., certifies and assures to the Florida Department of Transportation in regard to its Application for Assistance under U.S.C. Section 5310 dated November 26, 2012;

- 1) This grant request is derived from a coordinated plan compliant with Federal Transit Administration Circular FTA C 9070 1F
- 2) The name of this coordinated plan is provided below.  
The Transportation for the Disadvantaged Service Plan for Lee County Service Area
3. The agency that adopted this coordinated plan is provided below.  
Good Wheels Inc.
4. The date the coordinated plan was adopted is provided below.  
June 20, 2008 with a minor update May 13, 2011
5. The page number of the coordinated plan that this application supports  
31, 38

# State of Florida



## Department of State

I certify the attached is a true and correct copy of the Articles of Amendment, filed on May 11, 2012, to Articles of Incorporation for VISUALLY IMPAIRED PERSONS OF SOUTHWEST FLORIDA, INCORPORATED which changed its name to LIGHTHOUSE OF SOUTHWEST FLORIDA, INC., a Florida corporation, as shown by the records of this office.

The document number of this corporation is 730754.

Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this the  
Fourteenth day of May, 2012



CR2EO22 (1-11)

*Ken Detzner*

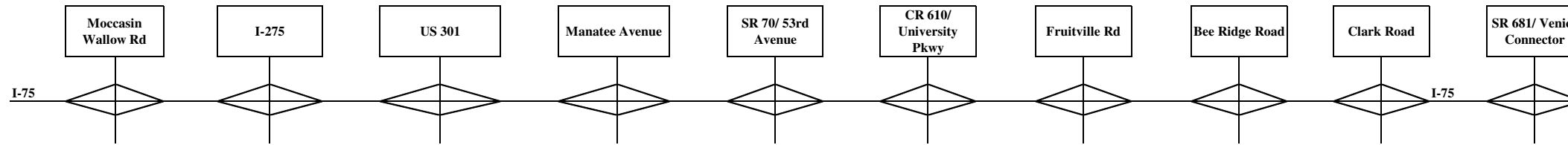
Ken Detzner  
Secretary of State

## **REVIEW OF THE I-75 FUTURE MAINLINE CAPACITY ANALYSIS AND 2040 STRATEGIC INTERMODAL SYSTEM PROJECT LIST**

### **DISCUSSION ITEM**

The Florida Department of Transportation has been working on an I-75 Sketch plan that is a high level analysis of the I-75 corridor. As part of this analysis, the FDOT has done an assessment of the future mainline capacity from SR 29 in Collier County to Moccasin Wallow Road in Manatee County (**attached**). The I-75 future mainline analysis projects the year of failure based on a 2.0% growth rate. In addition, an I-75 project list has been developed to tentatively identify the projects that would be planned to be done through the 2040 LRTP planning horizon (**attached**). At the meeting, the MPO staff will provide additional input on the I-75 sketch plan study and the future capacity analysis.

I-75 FUTURE MAINLINE CAPACITY ASSESSMENT



Area Type	Rural	Urban								Rural	
LOS Standard	LOS C	LOS D								LOS C	
Existing No. of Lanes	6 Lanes	8 lanes	6 lanes								
Interchange Spacing (mile)	10.8	1.3	3.9	3.7	3.6	3.7	3.5	2.7	2.0	5.4	
2011 AADT (FTI DVD)	50,000	57,000	77,000	90,500	96,000	101,500	109,500	104,000	89,715	81,000	
6- Lane LOS Threshold	86,600	110,300	110,300	110,300	110,300	110,300	110,300	110,300	110,300	86,600	
Year Exceeding LOS Std.	Recommended Growth Rate (2.0%)	2039	NA	2030	2021	2019	2016	2012	2014	2022	2015
	Potential Phasing of Improvements (6 Lanes to 8 Lanes)	3	NA	3	2		1		2	1	
8- Lane LOS Threshold	115,600	146,500	146,500	146,500	146,500	146,500	146,500	146,500	146,500	115,600	
Year Exceeding LOS Std.	Recommended Growth Rate (2.0%)	2054	2059	2044	2036	2033	2030	2026	2029	2036	2029
	Potential Phasing of Improvements (8 Lanes to 10 Lanes)	3	4	3	2		1		2	1	

NA: This segment currently has 8 lanes (6 lanes plus 1 auxiliary lane in each direction)

**METHODOLOGY:**

Historical AADT data gathered from the 2011 FTI DVD was used to develop linear growth rates for each segment. Recent studies were reviewed and the LC-SMC model was used to calculate model growth rates between existing 2011 AADTs and 2035 forecasts. Population growth rates were calculated using Census data from 2000 and 2010 and BEBR Medium Forecast data for projections from 2010 to 2035. The Recommended Growth Rate was developed with consideration for historical traffic growth (FTI DVD), and historical population growth and population projections (BEBR).

**CONCLUSIONS:**

The potential phasing of improvements was determined by grouping freeway segments by year of needed improvement, such that each segment on the phase typically needed improvement within the same 10-year period.

**8-Laning:**

- Phase 1:  
SR 70 to Bee Ridge Rd - Improvements for Phase 1 should occur between 2012 and 2016  
Clark Rd to SR 681 - Improvements for Phase 1 should occur in 2015
- Phase 2:  
US 301 to SR 70 - Improvements for Phase 2 should occur between 2019 and 2021  
Bee Ridge Rd to Clark Rd - Improvements for Phase 2 should occur in 2022  
SR 681 to Jacaranda Blvd - Improvements for Phase 2 should occur between 2023 and 2025
- Phase 3:  
North of Moccasin Wallow Rd - Improvements for Phase 3 should occur in 2039  
I-275 to US 301 - Improvements for Phase 3 should occur in 2030  
Jacaranda Blvd to Sumter Blvd - Improvements for Phase 3 should occur between 2031 and 2038  
Lockett Rd to CR 846 - Improvements for Phase 3 should occur between 2029 and 2040

Phase 4: Improvements needed beyond year 2040

- Sumter Blvd to SR 80
- CR 846 to SR 29

**10-Laning:**

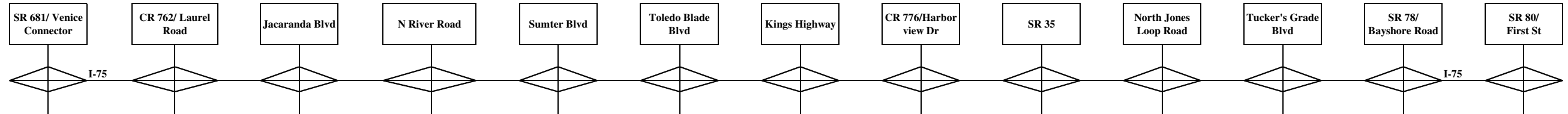
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SR 70 to Bee Ridge Rd - Improvements for Phase 1 should occur between 2026 and 2030  
Clark Rd to SR 681 - Improvements for Phase 1 should occur in 2029
- Phase 2:  
US 301 to SR 70 - Improvements for Phase 2 should occur between 2033 and 2036  
Bee Ridge Rd to Clark Rd - Improvements for Phase 2 should occur in 2036  
SR 681 to Jacaranda Blvd - Improvements for Phase 2 should occur between 2038 and 2040
- Phase 3:  
North of Moccasin Wallow Rd - Improvements for Phase 3 should occur in 2054  
I-275 to US 301 - Improvements for Phase 3 should occur in 2044  
Jacaranda Blvd to Sumter Blvd - Improvements for Phase 3 should occur between 2046 and 2053  
SR 80 to CR 846 - Improvements for Phase 3 should occur between 2044 and 2053

Phase 4: Improvements needed beyond year 2055

- Moccasin Wallow Rd to I-275
- Sumter Blvd to SR 80
- CR 846 to SR 29



I-75 FUTURE MAINLINE CAPACITY ASSESSMENT



Area Type		Rural						Urban		Rural		Urban	
LOS Standard		LOS C						LOS D		LOS C		LOS D	
Existing No. of Lanes		6 Lanes			4 lanes			6 lanes	4 lanes	under construction for 6 lanes	4 lanes		
Interchange Spacing (mile)		4.4	2.4	2.3	9.1	3.0	8.9	3.2	2.8	3.3	14.3	2.4	
2011 AADT (FTI DVD)		68,500	66,000	58,500	51,220	47,000	41,000	45,000	51,000	46,665	41,500	38,500	54,000
6- Lane LOS Threshold		86,600	86,600	86,600	86,600	86,600	86,600	110,300	110,300	86,600	86,600	86,600	110,300
Year Exceeding LOS Std.	Recommended Growth Rate (2.0%)	2023	2025	2031	2038	2042	2049	2057	2050	2043	2049	2052	2048
	Potential Phasing of Improvements (6 Lanes to 8 Lanes)	2		3		4							
	8- Lane LOS Threshold	115,600	115,600	115,600	115,600	115,600	115,600	146,500	146,500	115,600	115,600	115,600	146,500
Year Exceeding LOS Std.	Recommended Growth Rate (2.0%)	2038	2040	2046	2053	2057	2064	2071	2065	2057	2063	2067	2062
	Potential Phasing of Improvements (8 Lanes to 10 Lanes)	2		3		4							

NA: This segment currently has 8 lanes (6 lanes plus 1 auxiliary lane in each direction)

**METHODOLOGY:**

Historical AADT data gathered from the 2011 FTI DVD was used to develop linear growth rates for each segment. Recent studies were reviewed and the LC-SMC model was used to calculate model growth rates between existing 2011 AADTs and 2035 forecasts. Population growth rates were calculated using Census data from 2000 and 2010 and BEBR Medium Forecast data for projections from 2010 to 2035. The Recommended Growth Rate was developed with consideration for historical traffic growth (FTI DVD), and historical population growth and population projections (BEBR).

**CONCLUSIONS:**

The potential phasing of improvements was determined by grouping freeway segments by year of needed improvement, such that each segment on the phase typically needed improvement within the same 10-year period.

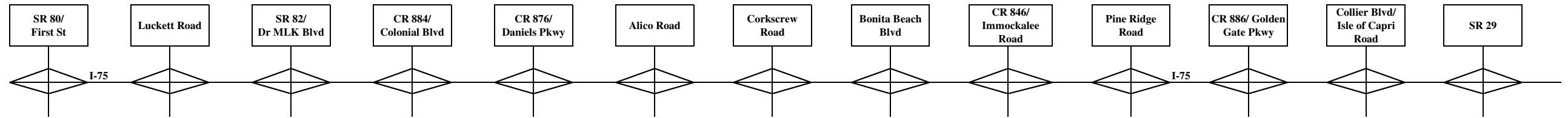
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SR 681 to Jacaranda Blvd - Improvements for Phase 2 should occur between 2023 and 2025
- Phase 3:  
North of Moccasin Wallow Rd - Improvements for Phase 3 should occur in 2039  
I-275 to US 301 - Improvements for Phase 3 should occur in 2030  
Jacaranda Blvd to Sumter Blvd - Improvements for Phase 3 should occur between 2031 and 2038  
Lockett Rd to CR 846 - Improvements for Phase 3 should occur between 2029 and 2040
- Phase 4: Improvements needed beyond year 2040  
Sumter Blvd to SR 80  
CR 846 to SR 29

**10-Laning:**

- Phase 1:  
SR 70 to Bee Ridge Rd - Improvements for Phase 1 should occur between 2026 and 2030  
Clark Rd to SR 681 - Improvements for Phase 1 should occur in 2029
- Phase 2:  
US 301 to SR 70 - Improvements for Phase 2 should occur between 2033 and 2036  
Bee Ridge Rd to Clark Rd - Improvements for Phase 2 should occur in 2036  
SR 681 to Jacaranda Blvd - Improvements for Phase 2 should occur between 2038 and 2040
- Phase 3:  
North of Moccasin Wallow Rd - Improvements for Phase 3 should occur in 2054  
I-275 to US 301 - Improvements for Phase 3 should occur in 2044  
Jacaranda Blvd to Sumter Blvd - Improvements for Phase 3 should occur between 2046 and 2053  
SR 80 to CR 846 - Improvements for Phase 3 should occur between 2044 and 2053
- Phase 4: Improvements needed beyond year 2055  
Moccasin Wallow Rd to I-275  
Sumter Blvd to SR 80  
CR 846 to SR 29

I-75 FUTURE MAINLINE CAPACITY ASSESSMENT



Area Type		Urban											Rural	
LOS Standard		LOS D											LOS C	
Existing No. of Lanes		under construction for 6 lanes		6 lanes									4 lanes	
Interchange Spacing (mile)		1.9	1.5	1.6	4.6	3.7	4.3	7.3	4.1	4.3	2.6	3.3	21.3	30.6
2011 AADT (FTI DVD)		68,000	74,500	70,500	64,500	70,160	70,000	71,500	77,500	61,224	55,000	31,500	19,204	17,200
6-Lane LOS Threshold		110,300	110,300	110,300	110,300	110,300	110,300	110,300	110,300	110,300	110,300	110,300	86,600	86,600
Year Exceeding LOS Std.	Recommended Growth Rate (2.0%)	2036	2031	2034	2039	2034	2034	2033	2029	2041	2047	2075	> than 2080	> than 2080
	Potential Phasing of Improvements (6 Lanes to 8 Lanes)	NA	3									4		
8-Lane LOS Threshold		146,500	146,500	146,500	146,500	146,500	146,500	146,500	146,500	146,500	146,500	146,500	115,600	115,600
Year Exceeding LOS Std.	Recommended Growth Rate (2.0%)	2050	2046	2048	2053	2049	2049	2048	2044	2056	2061	> than 2080	> than 2080	> than 2080
	Potential Phasing of Improvements (8 Lanes to 10 Lanes)	3									4			

NA: This segment currently has 8 lanes (6 lanes plus 1 auxiliary lane in each direction)

**METHODOLOGY:**

Historical AADT data gathered from the 2011 FTI DVD was used to develop linear growth rates for each segment. Recent studies were reviewed and the LC-SMC model was used to calculate model growth rates between existing 2011 AADTs and 2035 forecasts. Population growth rates were calculated using Census data from 2000 and 2010 and BEBR Medium Forecast data for projections from 2010 to 2035. The Recommended Growth Rate was developed with consideration for historical traffic growth (FTI DVD), and historical population growth and population projections (BEFR).

**CONCLUSIONS:**

The potential phasing of improvements was determined by grouping freeway segments by year of needed improvement, such that each segment on the phase typically needed improvement within the same 10-year period.

**8-Laning:**

- Phase 1:  
 SR 70 to Bee Ridge Rd - Improvements for Phase 1 should occur between 2012 and 2016  
 Clark Rd to SR 681 - Improvements for Phase 1 should occur in 2015
- Phase 2:  
 US 301 to SR 70 - Improvements for Phase 2 should occur between 2019 and 2021  
 Bee Ridge Rd to Clark Rd - Improvements for Phase 2 should occur in 2022  
 SR 681 to Jacaranda Blvd - Improvements for Phase 2 should occur between 2023 and 2025
- Phase 3:  
 North of Moccasin Wallow Rd - Improvements for Phase 3 should occur in 2039  
 I-275 to US 301 - Improvements for Phase 3 should occur in 2030  
 Jacaranda Blvd to Sumter Blvd - Improvements for Phase 3 should occur between 2031 and 2038  
 Lockett Rd to CR 846 - Improvements for Phase 3 should occur between 2029 and 2040
- Phase 4: Improvements needed beyond year 2040  
 Sumter Blvd to SR 80  
 CR 846 to SR 29

**10-Laning:**

- Phase 1:  
 SR 70 to Bee Ridge Rd - Improvements for Phase 1 should occur between 2026 and 2030  
 Clark Rd to SR 681 - Improvements for Phase 1 should occur in 2029
- Phase 2:  
 US 301 to SR 70 - Improvements for Phase 2 should occur between 2033 and 2036  
 Bee Ridge Rd to Clark Rd - Improvements for Phase 2 should occur in 2036  
 SR 681 to Jacaranda Blvd - Improvements for Phase 2 should occur between 2038 and 2040
- Phase 3:  
 North of Moccasin Wallow Rd - Improvements for Phase 3 should occur in 2054  
 I-275 to US 301 - Improvements for Phase 3 should occur in 2044  
 Jacaranda Blvd to Sumter Blvd - Improvements for Phase 3 should occur between 2046 and 2053  
 SR 80 to CR 846 - Improvements for Phase 3 should occur between 2044 and 2053
- Phase 4: Improvements needed beyond year 2055  
 Moccasin Wallow Rd to I-275  
 Sumter Blvd to SR 80  
 CR 846 to SR 29

D1 I-75 Project List - FY2014 Tentative SIS Plan

			1st Five Years												2nd Five Years						Candidate Cost Feasible Plan (PDC \$)															
County	ITEM Segment	Project Description	Improve	PH	FY2013	PH	FY2014	PH	FY2015	PH	FY2016	PH	FY2017	PH	FY2018	PH	FY2019	PH	FY2020	PH	FY2021	PH	FY2022	PH	FY2023	PH	FY2024 - 2030	PH	FY2031 - 2035	PH	FY2036 - 2040					
<b>INTERSTATE</b>																																				
CHARLOTTE	413042-2	I-75 FROM LEE C/L TO TUCKERS GRADE	A2-6			ENV \$ 1,550,000																	CST \$ 49,047,285													
CHARLOTTE	413042-4	I-75 FROM S OF N JONES LOOP TO N OF US 17	A2-6																		RW \$ 6,942,000			CST \$ 64,865,441												
CHARLOTTE	413043-2	I-75 FROM S OF HARBORVIEW ROAD TO NORTH OF KINGS HWY	A2-6					ENV \$ 541,000															CST \$ 36,883,366													
SARASOTA	413044-3	I-75 FROM S OF TOLEDO BLADE TO N OF SUMTER BLVD	A2-6	PE \$ 3,110,537									RW \$ 12,764,145										ENV \$ 945,000			CST \$ 28,283,065										
SARASOTA	413044-2	I-75 FROM CHARLOTTE/SARASOTA C/L TO S OF TOLEDO BLADE	A2-6																				RW \$ 28,639,137			CST \$ 59,139,237										
COLLIER	406313-4	I-75 FROM N OF SR 951 TO S OF GOLDEN GATE	A2-6																					ENV \$ 3,030,000												
MANATEE	201032-4	I-75 AT UNIVERSITY INTERCHANGE	M-INCH					ENV \$ 660,000																									CST \$ 16,788,631			
SARASOTA	201277-2							ENV \$ 120,000																				RW \$ 21,200,000					CST \$ 39,978,769			
SARASOTA	201277-5	I-75 AT BEE RIDGE ROAD	M-INCH	PE \$ 7,250,000																													RW \$ 25,921,000	CST \$ 45,000,000		
MANATEE	201032-6	I-75 AT SR 64	M-INCH	PE \$ 5,250,000																														CST \$ 46,448,471		
SARASOTA	420613-2	I-75 AT FRUITVILLE ROAD/CR 780	M-INCH	PE \$ 10,000	PE \$ 5,500,000																													RW \$ 35,693,000	CST \$ 50,075,000	
MANATEE	201032-2	I-75 AT SR 70 INTERCHANGE	M-INCH					ENV \$ 960,000					RW \$ 6,426,656																						CST \$ 67,738,431	
SARASOTA	201277-3	I-75 AT SR 72 (CLARK ROAD)	M-INCH		PE \$ 8,000,000								RW \$ 7,673,762																						CST \$ 94,562,849	
LEE	413065-1	I-75 AT SR 884 (COLONIAL BLVD) INTERCHANGE	M-INCH																																RW \$ 43,351,100	CST \$ 43,388,239
COLLIER	425843-2	I-75 AT SR 951	M-INCH	PE \$ 95,922	PE \$ 150,000	PE \$ 5,575,120																													ENV \$ 35,000	CST \$ 52,360,000
MANATEE	201032-5	I-75 AT US 301	M-INCH																																RW \$ 29,956,000	CST \$ 242,382,550
LEE	406224-2	I-75 AT DANIELS PARKWAY INTERCHANGE	M-INCH																																CST \$ 46,655,924	
LEE	406225-3	I-75 AT CORKSCREW INTERCHANGE	M-INCH																																CST \$ 78,143,486	
<b>FY SUB-TOTALS</b>						\$ 15,716,459	\$ 15,200,000	\$ 7,856,120	\$ 12,764,145	\$ 14,100,418	\$ -						\$ 3,112,895	\$ 25,957,351	\$ 76,604,503	\$ 84,591,787	\$ 152,287,743	\$ 542,065,261	\$ 437,613,189	\$ -												
					ENV - ENVIRONMENTAL PHASE		PE - DESIGN PHASE		RW - RIGHT OF WAY PHASE		CST - CONSTRUCTION PHASE		TOTAL						TOTAL																	

## **DISCUSSION ON THE POTENTIAL REGIONAL TRIP PROJECTS**

### **Discussion Item:**

The Lee County and Collier MPO's updated their list of joint TRIP priorities last May and June and the prioritized projects that were submitted are included on the **attached** list. None of the projects received TRIP funds last year as there were no TRIP projects funded in the District due to a lack of available TRIP funds. Currently there are legislative recommendations that include proposals re-instating and increasing TRIP funds and staff wants to get an idea on what we may want to submit this year.

**2012 TRIP Priorities for Lee County and Collier MPO**

Sponsor	Route	From	To	Proposed Improvement	Requested Phase	Total Cost	Requested TRIP Funds	Priority Order
<b>2013/14</b>								
Collier County	Collier Blvd	Green Blvd	Golden Gate Blvd	4L to 6L	CST	\$32,700,000	\$7,000,000	Funded
Collier County	Collier Blvd	Golden Gate Main Canal	Green Blvd	4L to 6L	ROW	\$24,985,000	\$2,400,000	Funded
Cape Coral	SR 78	Burnt Store Rd	Chiquita Blvd	2L to 4L	ROW/ CST	\$67,000,000	\$10,000,000	Funded
Collier County	US 41 and Collier Blvd	CR 951 intersections		Intersection improvements	CST	\$24,985,000	\$6,000,000	#1
LeeTran	Bus Shelters	Various locations		Capital Expenditures	CST	\$1,000,000	\$500,000	#2
<b>2014/15</b>								
Collier County	Logan Blvd	Immokalee Rd	Bonita Beach Rd	New 2L	CST	\$18,500,000	\$6,000,000	#1
Lee County	Burnt Store Rd	SR 78	Tropicana Pkwy	2L to 4L	CST	\$7,700,000	\$3,850,000	Funded
Lee Tran	Beach Park & Ride	Summerlin Square		Capital Expenditure	Design/ ROW/ CST	\$4,000,000	\$2,000,000	#2
<b>2015/16</b>								
Collier County	CAT Transfer Station/Operations Center on Radio Rd			Facility	CST	\$16,592,825	\$5,000,000	#1
LeeTran	LeeTran Maintenance, Administration & Operations			Facility	CST	\$30,000,000	\$6,000,000	#2
Lee County	Big Carlos Bridge	Bridge Replacement		2L	PE	\$3,600,000	\$1,800,000	#3
<b>2016/17</b>								
Lee County	Burnt Store Rd	Tropicana Pkwy	Diplomat Pkwy	2L to 4L	CST	\$5,000,000	\$2,500,000	#1
<b>2017/18</b>								
Collier County	Collier Blvd	Golden Gate Main Canal	Green Blvd	4L to 6L	CST	\$26,998,738	\$7,000,000	#1
Cape Coral	Chiquita Blvd	South of Cape Coral Pkwy	North of SR 78	4L to 6L	ROW	\$30,000,000	\$4,000,000	#2
LeeTran	Regional Transfer Facility and Connector			Facility and New Service Route	CST	\$3,000,000	\$1,500,000	#3
LeeTran	LeeTran Capital Expenditures for Passenger Amenities, Bus Pull-Outs, and pavement markings			Facility	CST	\$1,000,000	\$500,000	#4

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

### **Discussion Item**

This item is for the Committee to discuss possible agenda items for the March Joint Lee-Collier Committee meetings. At this point staff has identified a few possible items and those are listed below:

- Discussion on future funding opportunities for the Lee Collier Transit Connection
- Discussion on the reapportionment letters and any changes to future regional activities
- Update on the LRTP plans for Old US 41
- Approval of Regional Enhancement Projects
- I-75 Sketch Plan and proposed capacity improvements (to Joint MPO Board)

## **INFORMATION AND DISTRIBUTION**

1. Florida Greenbook Newsletter
2. Financial Guidelines for MPO 2040 Long Range Plan
3. MPOAC 2013 Legislative Priorities

# A new chapter for Florida street design

The state Greenbook gives official guidance and seal of approval to the creation of narrow, interconnected, walkable streets.

BILLY HATTAWAY

Like many states, Florida has been a source of design guidance and regulations for local government streets and land use. The State of Florida has a regulatory document that is used by most local governments for development and thoroughfares titled “The Manual of Uniform Minimum Standards for Design Construction and Maintenance for Streets and Highways,” more commonly known as “The Florida Greenbook.” The *Greenbook*, updated every two years, is adopted through the state rule making process and consequently is a regulatory document backed by Florida law.

The *Greenbook*, developed by professional engineers representing every geographic district in the state, has historically supported conventional suburban development patterns and highways. The 2012 *Greenbook* includes a new chapter, number 19, titled “Traditional Neighborhood Development.”

The Traditional Neighborhood Development (TND) chapter was developed using guidance from the current AASHTO *Greenbook* and the 2004 AASHTO document, “A Guide for Achieving Flexibility in Highway Design.” Despite language in the AASHTO *Greenbook* concerning the flexibility allowed in the manual, most engineers and transportation agencies have not exercised that flexibility. A common misunderstanding of engineers is that the criteria is based primarily on safety. However, the criteria is based significantly on maintaining the design speed and capacity of highways.

The TND chapter, which took two years to write and review, supports the compact development patterns embraced by the Congress for the New Urbanism. Having a regulatory document that endorses narrow lanes, reduced street widths, on-street parking, and the compact urban development patterns necessary for walkable neighborhoods removes potential resistance from design professionals who have seen narrow lanes and other such treatments as increasing their exposure to tort liability claims.

## COMPANION HANDBOOK

In addition to the TND chapter, a separate document titled the “Traditional Neighborhood Development Handbook” was created. The *Handbook* is not a regulatory document, but is intended to be an educational tool for planners and engineers and includes best practices, definitions, planning guidance, and tools that should create walkable, compact development patterns with a highly connected network of streets. The *TND Handbook* is highly illustrated to clearly provide examples for practitioners who may be new to the New Urbanism. Since it is not a regulatory document, it does not have to go through the rulemaking process and can be updated on an annual basis.

The TND chapter and *Handbook* promote interconnected, low speed streets through the use of smaller blocks, on-street parking, 9- to 11-foot lane widths, smaller curb return radii, sidewalks at the back of curb, and buildings at the back of sidewalk. Standards for yield streets are also provided.

Movement Type	Design Speed	Travel Lane Width
Yield*	Less than 20 mph	N/A
Slow	20-25 mph	9-10 feet
Low	30-35 mph	10-11 feet

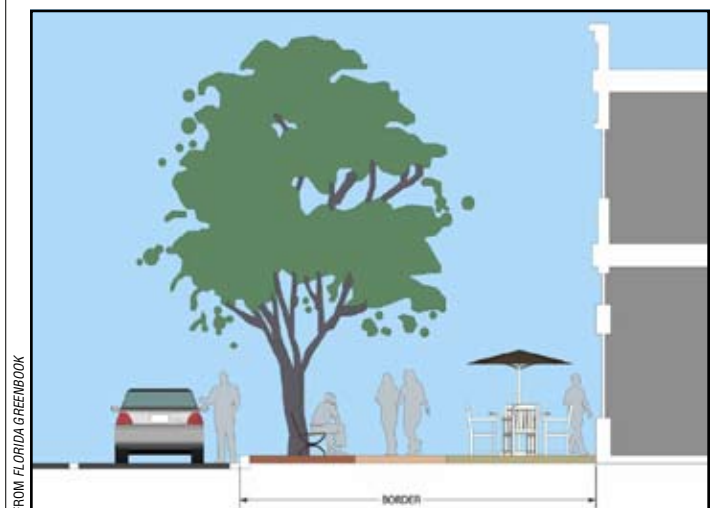
The *Greenbook* allows 9-foot lanes and yield streets. Yield streets are typically residential two-way streets with parking on one or both sides. When the street is parked both sides, the remaining space between parked vehicles (10 feet minimum) is adequate for one vehicle to pass through. Minimum width with parking on both sides should be 24 feet curb face to curb face. Minimum width with parking on one side should be 20 feet.

There were concerns from the Committee about potential misuse of the criteria, therefore reducing developer costs while creating conventional suburban development patterns. Consequently, principles were established which could be used to evaluate proposed development plans. The principles from the TND chapter are listed below.

Based on the *Greenbook* TND chapter, a project or community plan may be considered a TND when at least the first seven of the following principles are included:

1. Has a compact, pedestrian-oriented scale that can be traversed in a five to ten-minute walk from center to edge.
2. Is designed with low speed, low volume, interconnected streets with short block lengths, 150 to 500 feet, and cul-de-sacs only where no alternatives exist. Cul-de-sacs, if necessary, should have walkway and bicycle connections to other sidewalks and streets to provide connectivity within and to adjacent neighborhoods.
3. Orients buildings at the back of sidewalk or close to the street with off-street parking located to the side or back of buildings, as not to interfere with pedestrian activity.

In urban environments, the “border,” or area between the face of a building or right-of-way and the curb face, serves as the pedestrian realm and includes space to walk, socialize, and for street furniture, landscaping, and outdoor cafes. The border consists of furniture, walking, and shy zones.





4. Has building designs that emphasize higher intensities, narrow street frontages, connectivity of sidewalks and paths, and transit stops to promote pedestrian activity and accessibility.

5. Incorporates a continuous bike and pedestrian network with wider sidewalks in commercial, civic, and core areas, but at a minimum has sidewalks at least five feet wide on both sides of the street. Accommodates pedestrians with short street crossings, which may include mid-block crossings, bulb-outs, raised crosswalks, specialty pavers, or pavement markings.

6. Uses on-street parking adjacent to the sidewalk to calm traffic, and offers diverse parking options, but planned so that it does not obstruct access to transit stops.

7. Varies residential densities, lot sizes, and housing types, while maintaining an average net density of at least eight dwelling units per acre, and higher density in the center.

8. Integrates at least ten percent of the developed area for nonresidential and civic uses, as well as open spaces.

9. Has only the minimum right of way necessary for the street, median, planting strips, sidewalks, utilities, and maintenance that are appropriate to the adjacent land uses and building types.

10. Locates arterial highways, major collector roads, and other high-volume corridors at the edge of the TND and not through the TND.

**GETTING EVERYONE ON THE SAME PAGE**

Once the goal to create TND development is established, it is critical that all of those involved have the same understanding of the elements necessary to execute a well planned community. Many engineers and planners have been planning and designing conventional suburban developments for decades and have very little understanding of what is considered “urban” or compact development patterns. In order to provide some education and understanding of these concepts, the basis of the context for planning and design contained in both documents is the Transect. The Transect, which is contained in the SmartCode, is used in form based codes by many New Urbanists.

In the TND chapter and *Handbook*, the Transect is illustrated with examples of the development for the various



The Traveled Way illustration from the *TND Handbook*, the guide to Chapter 19 of the *Greenbook*.

Transect Zones. These illustrations and examples are intended to be a guide to help engineers and planners understand context as a basis for proper compact development patterns, both adjacent to and within the transportation right of way.

Once the context is established and when the plan is in the development stage, determining how streets should be designed to support the context must be established. Historically, AASHTO *Greenbook* language concerning design speed was to “use as high a design speed as practical to attain a desired degree of safety, mobility, and efficiency.” The major departure from that conventional suburban street and highway design in the TND chapter is the emphasis on low-speed streets and the elements necessary to create them without law enforcement or vertical traffic calming features such as speed bumps.

Language in the TND chapter states “the goal for TND communities is to establish a design speed that creates a safer and more comfortable environment for pedestrians and bicyclists, and is appropriate for the surrounding context. Design speeds of 20 to 35 mph are desirable for TND streets. Alleys and narrow roadways intended to function as shared spaces may have design speeds as low as 10 mph.” Each of the geometric elements of street design including lane widths such as in the table on page 8 are included in the TND chapter.

While the TND chapter is intended to provide the regulatory framework for TND development, the *TND Handbook* provides guidance for planning and designing greenfield, urban infill, or redevelopment projects using a compact urban form. It also clearly differenti-

ates between conventional suburban and traditional neighborhood design to maximize the possibility that proper design criteria are used to create well executed TND communities. That’s important, because the street geometry, adjacent land use, and other elements must support a higher level of transit, pedestrian, and bicycle activity. The *Handbook* should provide planners and designers the educational tools necessary to create the compact urban form needed for successful TND projects.

The TND chapter in the Florida *Greenbook* and the *TND Handbook* will now provide local governments in the State of Florida a new approach to creating communities or redeveloping areas that are compact urban with low speed streets that support walking and transit. The web addresses for both documents are included below. ♦

*Billy Hattaway is district secretary of the Florida Department of Transportation, District One, in Bartow, Florida. Download the Greenbook at: [www.dot.state.fl.us/rddesign/FloridaGreenbook/FloridaGreenbook.pdf](http://www.dot.state.fl.us/rddesign/FloridaGreenbook/FloridaGreenbook.pdf). Download the TND Handbook at: [www.dot.state.fl.us/rddesign/FloridaGreenbook/TND-Handbook.pdf](http://www.dot.state.fl.us/rddesign/FloridaGreenbook/TND-Handbook.pdf)*

**Shared space**

FROM PAGE 4

could shatter the established wisdom,” he says. “I think it will begin to open up wider range of applications for shared space than people have tended to use in the past. How busy are the intersections that these principles can applied to? The honest answer is we don’t know.” ♦

## **Draft Financial Guidelines for MPO 2040 Long Range Plans**

### **Background**

The MPOAC adopted “Financial Guidelines for MPO 2035 Long Range Plans” in 2008 as a part of the “MPOAC 2025 Florida Transportation Plan Implementation Action Plan.” The purpose of the guidelines was to improve uniformity in the reporting of financial data, including an estimate of transportation needs in MPO Long Range Transportation Plans, to facilitate a statewide estimate of both total and unfunded transportation needs. This document provides guidelines to continue improvements in uniformity for the next update of those long range plans

### **Long Range Transportation Plan Needs and Cost Feasible Plan**

#### **Guidelines for Defining and Reporting Needs**

- All MPOs will include a cost estimate of needs in base year dollars in their adopted LRTP. The needs estimate should include all costs (operations, maintenance, capacity expansion, etc.) associated with all modes. Estimated needs should be reported by mode.
- The MPO Needs Plan should include only transportation projects that are necessary to meet identified future transportation demand or advances the goals, objectives and policies of the MPO, the region and the state. Cost should be given significant consideration when choosing among various alternatives (mode or alignment) to meet an identified need. Compelling policy or practical reasons for selecting alternatives that exceed the identified transportation need may include increasing the availability of premium transit options, overwhelming environmental benefit or the need to use compatible technology to expand an existing transportation asset.
- Certain types of projects should not be considered a “needed” project if they represent projects that are extremely unlikely to be implemented and unnecessarily inflate the estimated transportation needs in the metropolitan area. The cost of such a project should not be included in an MPO Needs Plan. Such projects may include:
  - Projects that cannot be implemented due to policy constraints
  - Projects that cannot be implemented due to physical constraints
  - Projects that are unlikely to be implemented due to potential significant environmental constraints
  - Projects that are unlikely to be implemented due to potential significant environmental justice or civil rights impacts
- All MPOs will include an estimate of unfunded costs in base year dollars in their adopted LRTP.

#### **Guidelines for Financial Reporting for Cost Feasible Long Range Transportation Plans**

- Reasonably available revenue should be reported in year of expenditure dollars.
- An estimate of the cost of all projects and all phases, regardless of mode, should be included in the cost feasible LRTP.
- The costs of operating and maintaining the existing and future transportation system should be clearly stated in the cost feasible plan, in a manner agreed upon by the MPOAC, FDOT and FHWA/FTA.
- MPOs should include full financial information for all years covered by the LRTP, including information from their TIP.
- For their next adopted cost feasible LRTP, MPOs will use:
  - FY 2013/2014 as the base year
  - FY 2039/2040 as the horizon year

### **Long Range Revenue Forecast for Long Range Transportation Plan Updates**

FDOT, in cooperation with the MPOAC and Florida's MPOs, prepares long range revenue forecasts for state and federal funds that "flow through" the FDOT Work Program and other financial planning guidance. FDOT will, in cooperation with the MPOAC and Florida's MPOs, develop an updated revenue forecast through 2040 and guidance for the next updates of metropolitan transportation plans and the Florida Transportation Plan (FTP). The following is guidance for developing and reporting financial estimates in those plans.

#### **Guidelines for Revenue Estimates**

- The recommended Base Year is FY 2013/2014 (State Fiscal Year) and recommended Horizon Year is FY 2039/2040 for all metropolitan long range transportation plans.
- The recommended Time Period for estimates is 5 years between the Base Year and the year 2030 (2014-2015, 2016-2020, 2021-2025, and 2026-2030) and 10 years for the remaining years of the plan (2031-2040). This is essentially consistent with previous forecasts and simplifies reporting. The use of 5- and 10-year periods increases flexibility and reduces the need to "fine tune" project priorities.
- For estimates of State and Federal Revenues:
  - FDOT will provide Year of Expenditure (YOE) ~~YOE~~ estimates for state capacity programs for individual MPOs, similar to prior forecasts.
  - FDOT will provide system level estimates of the cost of operating and maintaining the State Highway System at the FDOT District level. MPOs should include the material in long range transportation plan documentation.
  - FDOT will work with the MPOAC to develop the detailed assumptions required for these estimates.
- For estimates of local revenues, FDOT will provide guidance for development of estimates of traditional sources.

#### **Guidelines for Developing Project Costs**

- Project Cost Estimates are typically expressed in Present Day Cost (PDC) dollars and will have to be adjusted with inflation factors for the time period during which they are planned to be implemented.
- To adjust costs from PDC to Year of Expenditure:
  - FDOT has developed estimates of inflation factors through 2040 that MPOs are encouraged to use. FDOT will provide documentation of the assumptions used to develop those factors.
  - MPOs should document alternative inflation factors, with explanation of assumptions.
- The recommended Time Period for costs are 5 years between the Base Year and the year 2030 (2014-2015, 2016-2020, 2021-2025, and 2026-2030) and 10 years for the remaining years of the plan (2031-2040). Annual inflation factor estimates will be used to estimate "mid-point" factors for project costs during each respective 5- or 10-year period.
- FDOT will provide YOE cost estimates, phasing and project descriptions for projects included in the 2040 SIS Cost Feasible Plan to each MPO.

#### **Guidelines for Distribution of Next Long Range Revenue Forecast**

- The long range forecast of state and federal revenues will be needed by all MPOs for modeling and financial planning for their next updates. FDOT will provide the new revenue forecast, including the SIS Cost Feasible Plan, by May 2013.

**District and MPO Estimates for 2040 Long Range Revenue Forecast<sup>1</sup>**  
Proposed Methodology for Fiscal Years 2019-2040 (Assumes Adopted Work Program will be used for 2014-2018<sup>2</sup>)

<b>Major Program Category</b>	<b>Proposed Methodology</b>	<b>Comment on Methodology</b>
SIS Construction & ROW <sup>3</sup>	Based on the 2040 SIS Cost Feasible Plan, Turnpike excluded. Turnpike estimates provided by Turnpike Enterprise. Funding estimates and projects to be provided to MPOs. SIS projects and cost estimates as identified in the SIS Cost Feasible Plan.	Same as all previous forecasts
Other Arterials Construction & ROW <sup>3</sup>	Generally, distribute statewide funding estimates by statutory formula. Also develop estimates for TMA (SU) funds and Transportation Alternatives funds in TMAs, both of which would be taken “off the top” before distributing remaining funds. Apprise MPOs that at least some portion of these funds can be planned for Transit. Develop estimates for “Off System” funds.	Generally, same as 2000, 2006 and 2008 forecasts; modified for MAP-21
Transit	Use statutory formula to distribute statewide estimates to Districts and MPOs.	Same as 2006 and 2008
Aviation	Because the primary use of Aviation funds is for airside improvements not a part of MPO planning, develop only statewide estimates.	Same as 2006 and 2008
Rail	Because majority of funds are for SIS or other statewide projects and low number of commitments to specific non-SIS rail corridors, develop only statewide estimates.	Same as 2006 and 2008
Intermodal Access	The future of this program is not clear, given the creation of the SIS. Develop only statewide estimates.	Same as 2006 and 2008
Seaport Development	Statewide estimates only, because the Florida Seaport Transportation Economic Development Council and FDOT identify projects eligible for funding.	Same as 2000, 2006 and 2008 forecasts
All Other Programs	Safety, Product Support, Administration programs: documentation of statewide estimates and objectives for these programs provided to MPOs for inclusion in LRTP documentation. System level Operations and Maintenance estimates will be provided to MPOs at the FDOT District level.	Similar to previous forecasts
<b>Notes:</b>	<ul style="list-style-type: none"> <li>— Forecast through 2040; Estimates expressed in Year of Expenditure dollars. Estimates summarized for 5-year periods (2014-2015, 2016-2020, 2021-2025, 2026-2030) and a 10-year period (2031-2040).</li> <li>— Districts will receive estimates at the county level for adjustment for partial- or multi-county MPOs and transmittal to MPOs.</li> <li>— Estimates of Documentary Stamps funds not included in an Adopted Work Program will be identified separately (TRIP, New Starts).</li> </ul>	

<sup>1</sup> State and Federal funds that “flow through” the FDOT Work Program.

<sup>2</sup> MPOs with LRTP adoption dates after 2014 should use Adopted Work Program information for 2019, 2020, etc., as appropriate.

<sup>3</sup> Estimates of PE (PD&E and Design) provided to MPOs: (1) in SIS Cost Feasible Plan and (2) estimates for Other Arterials.

**FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL  
DRAFT 2013 LEGISLATIVE PRIORITIES**

***The MPOAC supports State Legislation that:***

1. Implements the interim and long-term recommendations from the MPOAC transportation revenue study on new and innovative funding options. Implementation of the interim recommendations includes restoring the purchasing power of Florida's transportation dollar to the year 2000 through an additional \$12.1 billion over the next eight years. The long-term recommendation is to develop a plan to move Florida toward a Mileage Based User Fee in lieu of the traditional fuel tax.
2. Restores funding for the Transportation Regional Incentive Program in order to promote regional planning and project development.
3. Reduces distracted driving by regulating the use of electronic wireless communications devices and other similar distracting devices while operating a moving motor vehicle.

# FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL

## DRAFT 2013 LEGISLATIVE POLICY POSITIONS

### Transportation Finance & Funding

#### *The MPOAC supports State Legislation that:*

- Implements the interim and long-term recommendations from the MPOAC transportation revenue study on new and innovative funding options. Implementation of the interim recommendations includes restoring the purchasing power of Florida's transportation dollar to the year 2000 through an additional \$12.1 billion over the next eight years. The long-term recommendation is to develop a plan to move Florida toward a Mileage Based User Fee in lieu of the traditional fuel tax.

#### Interim Recommendations:

- Expand the Charter County and Regional Transportation System Surtax to allow municipalities over 150,000 in population (or the largest municipality in a county) and all counties located in MPO areas to enact up to a one cent local option surtax.
- Index local option fuel taxes to the consumer price index in a manner similar to the current indexing of state fuel taxes.
- Redirects to the State Transportation Trust Fund the additional motor vehicle tag and title fees that were enacted by the 2009 Legislature and used for general revenue purposes.
- Increase the state fuel tax by 2 cents per year for the next 5 years.
- Increase the local diesel fuel tax by 5 cents and direct the proceeds to projects that serve or enhance commercial highway traffic.

#### Long-Term Recommendation

- Directs FDOT to develop a plan to move Florida toward a Mileage Based User Fee in lieu of the traditional fuel tax which does not rely on GPS technology as a tracking device.

■ Restores funding for the Transportation Regional Incentive Program in order to promote regional planning and project development.

■ Authorizes any county to impose a local option surcharge on the lease or rental of motor vehicles within a county to fund transportation projects.

■ Allows counties to impose all local option gas taxes by a simple-majority vote of the county commission or by referendum and repeals the current requirement for a super-majority vote (majority plus one). In those counties presently having the gas tax its repeal should be by a super-majority vote.

■ Preserves the transportation disadvantaged coordinated system and provides additional dedicated funding to the Transportation Disadvantaged Trust Fund for paratransit services from existing and nontraditional sources.

Establishes reasonable limits on the amount of business damages awardable in an eminent domain action, authorizes an optional appraisal process using an impartial court-appointed panel of experts, and allows eminent domain actions to be tried by a three member commission in lieu of a jury.

### **Transportation Planning & Programming**

#### ***The MPOAC supports State Legislation that:***

Strengthens the role of MPOs in growth management, mobility planning and visioning activities in order to promote a stronger linkage between transportation, land use and economic development including an emphasis on transit oriented development.

Allows Strategic Intermodal System (SIS) funds to be used on roads and other transportation facilities not designated on the SIS if the improvement will relieve congestion on the SIS; and allows state funds to be used for improvements to county or local service, collector and distributor roads that provide alternative access to controlled access state facilities.

Increases the percentage of the state's transportation capacity program allocated to non-SIS highways and transit programs in order to improve mobility on regional and metropolitan area transportation facilities.

Requires MPO concurrence for public private partnership agreements related to the lease or sale of transportation facilities that are publicly owned and operated within metropolitan areas and any subsequent modifications to such agreements.

### **Transportation Safety & Efficiency**

#### ***The MPOAC supports State Legislation that:***

Reduces distracted driving by regulating the use of electronic wireless communications devices and other similar distracting devices while operating a moving motor vehicle.

Promotes pedestrian safety through a statewide public awareness and education campaign and by strengthening pedestrian safety laws, particularly at crosswalks.

Promotes interoperable and multi-modal smartcard technology that must be compatible, universal and accessible for use by all other smartcard technology systems.

Maintains gross vehicle weight limitations and restrictions by not raising the maximum weight limit above 80,000 pounds. Exceptions to the weight restriction should only be granted when it is authorized by state and local governments and adequate compensation is paid by the applicant to mitigate the impacts upon state, county and local transportation systems.

Requires the use of child restraint devices in motor vehicles for children four to seven years of age.

Provides mandatory funding for driver education programs in high schools.