

BICYCLE PEDESTRIAN COORDINATING COMMITTEE

Lee County Metropolitan Planning Organization

Tuesday, May 24, 2022

Fort Myers Collaboratory

2031 Jackson Street,

Fort Myers, FL 33901

10:00 a.m.



AGENDA

1. **Call to Order**
2. **Roll Call/Introductions**
3. **Public Comments on Items on the Agenda**
4. *Approval of the April 26, 2022 Meeting Minutes
5. *BPCC Bylaws Amendment (Ron Gogoi)
6. *TA & SU Multimodal Box and Carbon Reduction Program Priorities (Ron Gogoi)
7. Old US 41 PD&E Study Presentation (FDOT)
8. Discussion of New SUN Trail Project Proposals (Ron Gogoi)
9. FDOT/MPO/Local Agency Updates
10. Public and Member Comments on Items not on the Agenda
11. Announcements
12. Information and Distribution Items

Adjournment

*Action Items *May Require Action

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Tuesday, April 26, 2022

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2031 Jackson Street,

Fort Myers, FL 33901

10:00 a.m.



Meeting Minutes

The in-person meeting was called to order at approximately 10:00 a.m. by BPC Chair Teresa Lewis.

Agenda Item #2 - Roll Call/Introductions

MPO staff called and recorded the roll. There was a quorum. Those in attendance included:

From the BPC

Brandon Kaczmarek	Lee County Parks and Recreation
Carl Karakos	City of Fort Myers
David Wagley	Lee County Department of Community Development
David Wheaton	Member-at-Large
Henry Burden	Member-at-Large/Vice-Chair
Joel DeGuzman	Lee County School District
Jorge Puente	LeeTran
Lee Waller	Lee County Parks and Recreation
Pimolmas Tan	City of Cape Coral
Rachel Pierce	City of Sanibel
Randy Paniagua	Fort Myers Beach
Simone Behr	Lee County Visitor and Convention Bureau
Teresa Lewis	Member-at-Large/Chair

Others in attendance included Ron Gogoi with the Lee County MPO; Noah Bourk with Lee Health Trauma; Thomas Marquardt with Lee County DOT; Master Sergeant James Lear; Jodi Walborn with the Blue Zones Project SWFL; Deborah Chesna with FDOT; and a member of the public John Majka.

Chair Lewis asked the newest BPC member, Ms. Rachel Pierce, to introduce herself. Ms. Pierce provided a brief introduction.

Agenda Item #3 - Public Comments on Items on the Agenda

Mr. John Majka provided a public comment on the meeting minutes.

Agenda Item #4 - *March 29, 2022 Meeting Minutes

Mr. Henry Burden made the motion to approve the March 29, 2022 Meeting Minutes. Mr. David Wheaton seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #5 - *BPC Bylaws Amendment

Mr. Ron Gogoi presented this agenda item for the review and amendment of the proposed bylaws changes. He explained MPO staff is proposing amendments to the BPC bylaws in response to questions raised by a municipality on how unexcused or long absences in BPC meetings by non-staff citizen members appointed by that municipality are addressed as the municipality has pointed out the absence of such guidelines in the current bylaws. He further commented that the City of Sanibel and Village of Estero have historically appointed residents from their respective communities who are not

employed by either jurisdiction due to unavailability of staff persons to serve on the BPCC. He noted in the past, the Town of Fort Myers Beach had also once appointed a non-staff resident to serve on the BPCC, and so has the City of Bonita Springs when it was first incorporated. He added that whenever municipalities have chosen this route, staff has asked them to get interested candidates to complete the same application used by our At Large Members, yet the bylaws have not reflected this unique need, nor do the bylaws carry guidelines on how to address unexcused absences. He continued that staff has therefore made the proposed changes to the bylaws to address this issue as well as adding the Blue Zone Project as a non-voting member while also expanding the responsibilities of the BPCC to incorporate micromobility/emerging technologies/bike map production. Mr. Gogoi also reviewed the new section on *Public Comment Procedure for Meeting and Workshops* that has been added to allow a 3 minute time limit to each speaker and also allows the Chair to modify the three minute time limit to a speaker at a specific meeting with the approval of a 2/3rd majority vote of the members present. The revised bylaws were attached to the agenda packet, posted to the MPO website, and shown as slides at the meeting. They can also be viewed here: [BPCC BYLAWS AMENDMENT](#) The committee discussed topics covered for public speaking, typical agenda items that call for public comments, correcting an error in the bylaws calling out five municipalities instead of six in section four part C, public comment time limits, procedure at other meetings for public comments, adding types of micromobility vehicles, spelling out acronyms, adding glossary or definitions, using widely accepted definitions, suspending bylaws vote to next meeting for additional review until the bylaws are approved.

Mr. Henry Burden motioned to table the Bylaws amendment until the next meeting. Mr. David Wagley seconded the motion. There were no objections, and the motion passed unanimously.

The committee discussed the changes being made to the bylaws, reasons for tabling the bylaws, providing additional time for review, bringing a clean document back along with the markup for approval at the next meeting, summary of changes being made, and possibility withdrawing the tabling of the item.

Agenda Item #6 - FDOT D1 Pedestrian Bicycle Coordinator Report

Ms. Deborah Chesna with FDOT presented this agenda item to report on the ongoing bicycle pedestrian activities taking place in Florida and in the District. She provided a report on the progress of US BR 15 designation and an update on the SUN Trail Program. She reported that inflation has resulted in an increase of project costs and that there will be a call for new SUN Trail projects. She asked local governments to review a map of the SUN trail map that shows the status of each segment and provide updated information. A link to the map will be made available to the committee. Mr. Burden asked the reason behind not including the existing multi use path on US 70 in the SUN Trail network. Mr. Gogoi said that he will include an agenda item in an upcoming meeting to discuss new Trail proposals to submit for SUN Trail funds.

Agenda Item #7 - Lee MPO Funding Allocations for FY 2022

Mr. Gogoi presented this agenda item on the Lee MPO funding allocations for FY 2022 that was tabled from the prior meeting on March 29, 2022. He provided a brief background and then gave a Power Point presentation that included slides with information on Statewide Appropriations, Lee MPO SU and TA Allocations and District One Fund Distribution, MPO Planning (PL) funds, and Competitive Grant Programs. His presentation can be viewed here: [Funding Allocations](#) The committee discussed the new carbon reduction formula program, RAISE, and the Healthy Street discretionary grant programs for undertaking bike ped projects, whether discretionary grants covered stormwater drainage work, Chair Lewis felt that there should be a requirement and a standard in Lee County for implementation of green bike lanes which ensued a discussion on the maintenance cost of such facilities to local governments. Mr. Gogoi then invited Master Sergeant James Lear with the Cape Coral Police Department (CCPD) to provide a presentation on three state safety sub grants they received for FY

2022. Master Sergeant Lear noted Sergeant Alisha Cody had also assisted with the grants and presentation information. He reported that CCPD received high visibility enforcement grant for impaired driving, speeding and aggressive driving, and bicycle pedestrian education and enforcement. A history of crashes in Cape Coral resulting from impaired driving and speeding was provided along with where the City ranked among the 34 Cities with populations over 75,000 for such crashes, number of grant operations conducted, the amount of grants awarded, number of stops and citations issued, and arrests made were also provided as part of the presentation. His presentation is available under [CCPD Grants](#) The committee discussed effects of marijuana on driving, the high risk roadways where crashes occurred and complaints of aggressive and impaired driving were reported, and the availability of funds in Lee County.

Agenda Item #8 - Town of Fort Myers Beach Margaritaville Update

Mr. Gogoi provided an update on the Town of Fort Myers Beach Margaritaville Development with assistance from Mr. Randy Paniagua. Mr. Gogoi reported that he coordinated with the Town and TPL to prepare this update. He showed slides which included aerial pictures of the construction in progress, a resort rendering, project schedule, and resort features. The presentation can be viewed here: [Margaritaville Presentation](#) Mr. Gogoi also played a video developed by TPL for this presentation. The video shown can be accessed on the Margaritaville Facebook page at the following link: [Margaritaville Video](#) The committee discussed roadway improvements implemented on Fort Myers Beach, location of bicycle lanes or sharrows, separation of facilities, drunk driving crash resulting in pedestrian death, width of sidewalks, emphasis on law enforcement, variation of speed with time of day, current enforcement, roadway and intersection improvements to be implemented across Times Square as part of the San Carlos Improvement project, beach access changes, additional parking spots, off beach parking, Park and Ride and LeeTran tram services, seasonal changes, examining trends in tourism to determine tram schedule, ensuring business owners know about Park and Ride services, and signage.

Agenda Item #9 - Appointment of a Member to the MPO's Traffic Management Operations Committee

Mr. Gogoi stated that the BPCCC bylaws call for a representative from this committee to serve on the MPO's Traffic Management Operations Committee (TMOC). Participation of a BPCCC member is to provide input and ensure coordination on proposals discussed at TMOC meetings that impact is non-motorized traffic. Mr. Gogoi added that Mr. Dan Moser was the primary member from the BPCCC on this committee with Mr. David Wheaton as the current alternate. Mr. Gogoi said with Mr. Moser leaving the BPCCC, the committee needs to appoint a primary member unless the current alternate, Mr. Wheaton agrees to serve as the primary representative. Mr. Wheaton asked to remain as alternate due to other existing committee commitments. Mr. Gogoi noted that the intent of this bylaws requirement is to pick a representative from among at-large members only as they are able to speak more freely. Chair Lewis asked about the frequency of TMOC meetings. Mr. Gogoi replied the meetings were held every other month. He asked for volunteers. Chair Lewis volunteered.

Mr. Henry Burden nominated Ms. Teresa Lewis as the primary representative for the TMOC meeting. Mr. David Wheaton seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #10 - FDOT/MPO/Local Agency Updates

Mr. Carl Karakos with the City of Fort Myers mentioned the first week of June is slated for the conversion of First and Second Streets. Ms. Simone Behr with the Lee County Visitor and Convention Bureau announced the annual travel rally would be held on May 3 from 4:00 p.m. to 7:00 p.m. Ms. Jodi Walborn with Blue Zones of SWFL mentioned May is bicycle month and noted activities planned by Blue Zones

SWFL. Mr. Jorge Puente with LeeTran mentioned ridership, the mobility on demand project in Bonita Springs, and service changes. Chair Lewis mentioned the Ride of Silence being held on May 18.

Agenda Item #11 - Public and Member Comments on Items not on the Agenda

Mr. John Majka, a member of the public, requested a formal presentation on the SR 80 project as an agenda item. There was brief discussion on the topic of the presentation, outlining the topic and presenting to staff, ensuring interest of group, and ensuring presentation is specific and relevant. Mr. Majka also discussed his concerns regarding the ongoing construction of SR 80 bicycle facilities.

Agenda Item #12 – Announcements

There were no announcements.

Agenda Item #13 - Information and Distribution Items

The meeting was adjourned at approximately 12:06 p.m.

An audio recording of the meeting can be accessed here: https://soundcloud.com/user-390911534/04-26-2022-bpccmp3?utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing

***Action Items *May Require Action**

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BPCC BYLAWS AMENDMENT

RECOMMENDED ACTION: Amend the BPCC bylaws, changes are attached.

At its April 26th meeting, the BPCC reviewed proposed changes to its bylaws and asked staff to table the amendment to its May 24th meeting so that committee members have more than a week to review the proposed changes. Staff was also asked to correct an error to the bylaws in Section 4, Part C, where the text calls out five municipalities when there are actually six. **Attached** are the proposed bylaws changes in underline and strike through format. A clean version without the marked up changes has also been provided.



BICYCLE PEDESTRIAN COORDINATING COMMITTEE BYLAWS

Adopted October 22, 1999

Last Amended January 23, 2018

Ratified by Lee County MPO on June 13, 2022

815 Nicholas Parkway East
P.O Box 150045
Cape Coral 33915-0045
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BYLAWS

of the Lee County Metropolitan Planning Organization

BICYCLE PEDESTRIAN COORDINATING COMMITTEE

Section 1. NAME

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

Section 2. RESPONSIBILITIES

It shall be the responsibility of this committee to:

- A. Coordinate the bicycle/pedestrian planning and programming activities of all agencies participating in the Lee County Metropolitan Planning Organization (MPO);
- B. Review local land development regulations to identify funding opportunities and incentives for developers to provide bicycle/pedestrian facilities;
- C. Assist local governments in locating additional funding sources for bicycle and pedestrian improvements, developing inventories of their bicycle and pedestrian facilities, updating their bicycle pedestrian plans, and other tasks on which assistance may be requested;
- D. Review and recommend bicycle and pedestrian projects for federal and state funds including but not limited to Transportation Alternative, Multimodal Transportation Enhancement Box, SUN Trail Program, Safe Route to School Program, and Carbon Reduction Program funds;
- E. Update and maintain the county-wide inventory of existing, programmed, and planned bicycle and pedestrian facilities developed as part of the Lee County Bicycle Pedestrian Master Plan;
- F. Oversee the implementation of the Lee County Bicycle Pedestrian Master Plan and update the Plan periodically. Also participate and provide input during the comprehensive updates and amendments of the MPO Long Range Transportation Plan;
- G. Continue to support and encourage sustainability initiatives in Lee County, and participate in discussions on emerging technology (Micromobility, Autonomous, Connected, Electric and Shared Vehicles (ACES), On Demand Delivery Services, etc.) that may impact pedestrians and bicyclists;
- H. Review state Project Development and Environment (PD&E) studies and design plans to ensure that adequate provisions for cyclists and pedestrians are included in the planning and designs of new and reconstructed highways, and that they are consistent with the MPO's Countywide Bicycle Pedestrian Master Plan and the MPO Long Range Transportation Plan, or any specific committee recommendations that may have come out of any MPO meeting;
- I. Capitalize on opportunities for developer implementation of bicycle pedestrian improvements;
- J. Capitalize on opportunities for Public Private Partnerships to implement bicycle pedestrian improvements;
- K. Partner with community groups to host public events to educate the community about the Bicycle Pedestrian Master Plan and seek their involvement and support in implementing the bike/ped improvements identified in the Plan;
- L. Review and assess Demonstration and Special Projects, and Spot improvements identified in the Master Plan and develop strategies for addressing these needs;
- M. Review and assess bicycle and pedestrian signage countywide for consistency and, and identify opportunities for providing signage and way finding;
- N. Oversee the implementation of the MPO Bike Ped Safety Action Plan and update it as needed;
- O. Participate in FDEP updates of the Florida Greenways and Trails Master Plan, and in any trail alignment updates to the Lee County portion of the SUN Trail Network. Periodically update the Bike Facilities Map of Lee County, and develop, update, and maintain interactive bicycle and pedestrian maps and/or map apps as needed.

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

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

Section 4. **MEMBERSHIP**

- A. **VOTING MEMBER:** The voting membership of this committee shall consist of four (4) At Large Citizens, and representatives from each of the following agencies:
 - ❖ City of Bonita Springs
 - ❖ City of Cape Coral
 - ❖ City of Fort Myers
 - ❖ Town of Fort Myers Beach
 - ❖ City of Sanibel

 - ❖ Village of Estero
 - ❖ Lee County Department of Community Development
 - ❖ Lee County Community Traffic Safety Team
 - ❖ MPO Citizen Advisory Committee
 - ❖ LeeTran
 - ❖ School District of Lee County
 - ❖ Lee County Injury Prevention Coalition
 - ❖ Lee County Parks & Recreation
 - ❖ Lee County Visitor and Convention Bureau
 - ❖ Lee Memorial Health System
 - ❖ Lee County Port Authority
- B. **NON-VOTING ADVISORY MEMBER:** This committee shall include non-voting members from law enforcement agencies in Lee County and the Blue Zones Project.
- C. Each voting agency member shall appoint a staff person and an alternate to represent it on the committee . A voting agency member which includes one of the six municipalities may choose to appoint, at its discretion, a non-staff person from the general public as its representative due to staff availability constraints. However, in such cases, the appointee must reside within the municipal city limits of that member agency.
- D. In the case of At Large Citizen Members, appointments shall be made by the MPO Policy Board. All such appointments are subject to ratification by a majority of members of the MPO at a regular MPO meeting at which a quorum is present.
- E. The At Large Citizen Members of the BPCC shall be citizens and year-round residents of the Metropolitan Planning Organization's transportation study area. Members or their immediate family members (spouse, child, parent, or sibling) shall not be declared candidates or elected officials of the Lee County Commission, municipalities in Lee County or Lee County Constitutional Officers. The At Large members shall not be employees of any of the local governments represented on the MPO or of the state or federal departments of transportation. Should the status of any of these BPCC members change in such a way as to disqualify him from membership under the terms of this paragraph, his/her membership shall automatically terminate. Those who thus become ineligible for BPCC membership shall provide written notice to the MPO staff and the BPCC Chairman. These requirements will also apply to non-staff members from the general public appointed by a municipality.
- F. At Large Members shall be granted an excused absence if they contact MPO staff prior to the meeting via email or by phone with a follow up email as to why they were unable to attend the meeting. Excused absences are

counted as a regular absence. However, MPO staff will keep a record of excused and unexcused absences and present this record to the MPO Board if the member is in violation of the participation requirements. Should any member be absent from three (3) consecutive regular BPCC meetings, or from four (4) out of six (6) consecutive regular BPCC meetings within a twelve (12) month period, staff recommendation will be made to the MPO Board to remove this member for lack of participation, regardless of if the absence was excused or unexcused. This requirement will also apply to non-staff members from the general public appointed by a municipality, however, MPO staff recommendation for removal of the member will be made to the Town, Village, or City Council of that municipality through its Office of the Clerk.

- G. Should a temporary circumstance prevent an At Large Member from participation, a leave of absence may be granted by the BPCC for a period of no more than three (3) months. The member should submit the request to MPO Staff in writing and address it to the BPCC Chairman. This requirement will also apply to non-staff members from the general public appointed by a municipality.
- H. All At Large Members will be required to complete the BPCC Application in Appendix C before they are appointed by the MPO Policy Board to ensure that they meet all the requirements. This will also apply to non-staff members from the general public appointed by a municipality.
- I. Agency appointees shall try to attend the meetings regularly. If they are unable to attend these meetings on a regular basis they should inform MPO staff, and have another staff person appointed immediately by the Department Head or the Appropriate Official. This does not apply to non-staff members from the general public appointed by a municipality.

Section 5. **OFFICERS**

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

Section 6. **MEETINGS**

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

Section 7. **SUBCOMMITTEES**

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

Section 8. **PUBLIC COMMENT PROCEDURE FOR MEETINGS AND WORKSHOPS**

- A. Each BPCC agenda will provide for public comment period for items on the agenda and items not on the agenda.
- B. Public comments will be limited to three minutes per speaker, The three minute limit may be modified by the Chair through an affirmative vote of two-thirds of the voting members present or their alternates.

Section 9. **AMENDMENTS**

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



BICYCLE PEDESTRIAN COORDINATING COMMITTEE BYLAWS

Adopted October 22, 1999

Last Amended January 23, 2018

Ratified by Lee County MPO on ~~May 18,~~
~~2018~~June 13, 2022

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 - D. Review and recommend bicycle and pedestrian projects for federal and state funds including but not limited to Transportation Alternative, Multimodal Transportation Enhancement Box, SUN Trail Program, ~~and~~ Safe Route to School Program, and Carbon Reduction Program funds;
 - E. Update and maintain the county-wide inventory of existing, programmed, and planned bicycle and pedestrian facilities developed as part of the Lee County Bicycle Pedestrian Master Plan.;
 - F. Oversee the implementation of the Lee County Bicycle Pedestrian Master Plan and update the Plan periodically. Also participate and provide input during the comprehensive updates and amendments of the MPO Long Range Transportation Plan;
 - G. Continue to support and encourage sustainability initiatives in Lee County, and participate in discussions on emerging technology (Micromobility, Autonomous, Connected, Electric and Shared Vehicles (ACES), On Demand Delivery Services, etc.) that may impact pedestrians and bicyclists;
 - H. Review state Project Development and Environment (PD&E) studies and design plans to ensure that adequate provisions for cyclists and pedestrians are included in the planning and designs of new and reconstructed highways, and that they are consistent with the MPO's Countywide Bicycle Pedestrian Master Plan and the MPO Long Range Transportation Plan, or any specific committee recommendations that may have come out of any MPO meeting;
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 - K. Partner with community groups to host public events to educate the community about the Bicycle Pedestrian Master Plan and seek their involvement and support in implementing the bike/ped improvements identified in the Plan;
 - L. Review and assess Demonstration and Special Projects, and Spot improvements identified in the Master Plan and develop strategies for addressing these needs;
 - M. Review and assess bicycle and pedestrian signage countywide for consistency and, and identify opportunities for providing signage and way finding;
 - N. Oversee the implementation of the MPO Bike Ped Safety Action Plan and update it as needed; ~~and~~
- ~~Q.~~ Participate in FDEP updates of the Florida Greenways and Trails Master Plan, and in any trail alignment updates to the Lee County portion of the SUN Trail Network.

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P.O. Periodically update the Bike Facilities Map of Lee County, and develop, update, and maintain interactive bicycle and pedestrian maps and/or map apps as needed.

Section 3. RELATIONSHIP TO THE TMOC AND OTHER AGENCIES

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- B. The committee should work directly with local and state government agencies, and other governmental and non-governmental institutions as necessary to coordinate their bicycle and pedestrian planning and programming activities.

Section 4. MEMBERSHIP

A. VOTING MEMBER: The voting membership of this committee shall consist of four (4) At Large Citizens, and representatives from each of the following agencies:

- ❖ City of Bonita Springs
- ❖ City of Cape Coral
- ❖ City of Fort Myers
- ❖ Town of Fort Myers Beach
- ❖ City of Sanibel

- ❖ Village of Estero
- ❖ Lee County Department of Community Development
- ❖ Lee County Community Traffic Safety Team
- ❖ MPO Citizen Advisory Committee
- ❖ LeeTran
- ❖ School District of Lee County
- ❖ Lee County Injury Prevention Coalition
- ❖ Lee County Parks & Recreation
- ❖ Lee County Visitor and Convention Bureau
- ❖ Lee Memorial Health System
- ❖ Lee County Port Authority

B. ~~NON-VOTING ADVISORY MEMBER: This committee shall also include a non-voting advisory member from Collier County Transportation Planning, and law enforcement agencies in Lee County. The Community Educator, Region 2, John Hopkins All Children's Hospital, will also be a non-voting advisory member in this committee.~~This committee shall include non-voting members from law enforcement agencies in Lee County and the Blue Zones Project.

C. ~~Each voting agency member shall appoint one a staff person and an alternate to represent it on the committee and may also appoint one or more alternate members to represent it in the absence of its appointed representative. A voting agency member which includes one of the six municipalities may choose to appoint, at its discretion, a non-staff person from the general public as its representative due to staff availability constraints. However, in such cases, the appointee must reside within the municipal city limits of that member agency.~~

D. ~~In the case of At Large Citizen Members, appointments shall be made by the MPO Policy Board. All such appointments are subject to ratification by a majority of members of the MPO at a regular MPO meeting at which a quorum is present.~~

E. The At Large Citizen Members of the BPCC shall be citizens and year-round residents of the Metropolitan Planning Organization's transportation study area. Members or their immediate family members (spouse, child, parent, or sibling) shall not be declared candidates or elected officials of the Lee County Commission,

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municipalities in Lee County or Lee County Constitutional Officers. The At Large members shall not be employees of any of the local governments represented on the MPO or of the state or federal departments of transportation. Should the status of any of these BPCC members change in such a way as to disqualify him~~her~~ from membership under the terms of this paragraph, his/her membership shall automatically terminate. Those who thus become ineligible for BPCC membership shall provide written notice to the MPO staff and the BPCC Chairman. These requirements will also apply to non-staff members from the general public appointed by a municipality.

E.F. At Large Members shall be granted an excused absence if they contact MPO staff prior to the meeting via email or by phone with a follow up email as to why they were unable to attend the meeting. Excused absences are counted as a regular absence. However, MPO staff will keep a record of excused and unexcused absences and present this record to the MPO Board if the member is in violation of the participation requirements. Should any member be absent from three (3) consecutive regular BPCC meetings, or from four (4) out of six (6) consecutive regular BPCC meetings within a twelve (12) month period, staff recommendation will be made to the MPO Board to remove this member for lack of participation, ~~regardless~~regardless of if the absence was excused or unexcused. This requirement will also apply to non-staff members from the general public appointed by a municipality, however, MPO staff recommendation for removal of the member will be made to the Town, Village, or City Council of that municipality through its Office of the Clerk.

F.G. Should a temporary circumstance prevent an At Large Member from participation, a leave of absence may be granted by the BPCC for a period of no more than three (3) months. The member should submit the request to MPO Staff in writing and address it o the BPCC Chairman. This requirement will also apply to non-staff members from the general public appointed by a municipality.

G.H. All At Large Members will be required to complete the BPCC Application in Appendix C before they are appointed by the MPO Policy Board to ensure that they meet all the requirements. This will also apply to non-staff members from the general public appointed by a municipality.

H.I. Agency appointees shall try to attend the meetings regularly. If they are unable to attend these meetings on a regular basis they should inform MPO staff, and have another staff person appointed immediately by the Department Head or the Appropriate Official. This does not apply to non-staff members from the general public appointed by a municipality.

Section 5. OFFICERS

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

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J. The Chair, or his/her designee, shall present a monthly report of the BPCC meetings to the MPO Policy Board.

Section 6. MEETINGS

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

Section 7. SUBCOMMITTEES

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

Section 8. PUBLIC COMMENT PROCEDURE FOR MEETINGS AND WORKSHOPS

- A. Each BPCC agenda will provide for public comment period for items on the agenda and items not on the agenda.
- B. Public comments will be limited to three minutes per speaker. The three minute limit may be modified by the Chair through an affirmative vote of two-thirds of the voting members present or their alternates.

Section 89. AMENDMENTS

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

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REVIEW AND APPROVAL OF THE MULTIMODAL BOX FUND PRIORITIES

ACTION ITEM: Review and approve the **attached** recommended Multimodal Box Fund Priorities in **Attachment A**.

Multimodal Box funds are set aside annually from the Lee MPO allocation of Urban Attributable (SU) funds for congestion management (transit/traffic operations/bike ped) projects. In addition, the MPO uses its annual allocation of Transportation Alternative (TA) funds for funding bicycle pedestrian projects. All bicycle pedestrian projects were scored using the MPO Evaluation Criteria using latest available data. The rankings together with other priority considerations, such as whether a project has a pre-construction phase already completed, under way, or programmed; whether it is a recurring annual project funding request consistent with the MPO Transportation Plan; whether it is a project that closes a gap where no bicycle and pedestrian facilities currently exist, etc. were then used to determine the actual priority order for all projects. The recommended priorities are shown in **Attachment A**.

Among the project priorities are two transit related projects - a request for a LeeTran Bus Purchase (Priority 1) and Bus Shelter Procurement (Priority 4), two traffic operations projects (Priorities 3 and 8) while the remainder are bicycle pedestrian projects. Only bicycle pedestrian projects are eligible for both TA and SU Box funds.

Results of bicycle pedestrian evaluation and their rankings are included in **Attachment B** based on MPO evaluation criteria in **Attachment C**.

TA AND SU MULTIMODAL BOX FUND RECOMMENDED PRIORITIES
BPCC May 24, 2022

Applicant	Project	Limits	Length (Mile)	Proposed Improvements	Phase Completed/Under Way/Programmed	Next Phase	Requested Funds	Local Match	2022 Priority
OFF THE TOP									
LeeTRAN	LeeTRAN Bus Purchase (Recurring Expense consistent with MPO Transportation		NA	NA	NA	Purchase	\$ 1,500,000	NA	1
PROJECTS WITH PROGRAMMED PRE CONSTRUCTION PHASES									
MPO	McGregor @ Iona Intersection Improvements	NA	NA	Add SB right turn lane and extend NB left turn lane	NA	CST	\$ 1,221,215	\$ 0	2
MPO	US 41 Sidewalk	Tara Blvd to Charlotte Cty Line	3.02	SW (West Side)	NA	CST	\$ 912,549	\$ 0	3
NEW AND RESUBMITTED PROJECTS									
FM	Carbon Reduction Study	Downtown and Midtown Ft Myers	NA	Feasibility Study for Ped/Bike/Transit Corridors and Micromobility		Planning	\$ 350,000	\$ 0	4
FMB/Leetran	Estero Blvd Bus Shelters	Island Parks Way to San Carlos Blvd	4.3	Fabrication and installation of bus shelters and shelter amenities	NA	Procurement	\$ 200,000	\$ 0	5
FM	Winkler Ave Bike Lanes	Colonial Blvd to Six Mile Cypress Pkwy	1.3	Bike Lanes	NA	CST	\$ 640,510	CEI: \$131,202	6
FM	Carrell Canal Shared Use Path	Carrell Canal Crossing & Carrell Ave from US 41 to JYLP Ext.	1.0	Shared use path	Partially Programmed	CST	\$ 512,687	CEI: \$102,538	7
LCBOCC	Daniels @ Treeline Intersection Improvements			Reconfigure SB approach for dual NB lefts, dual NB thru, and dual NB right turn lanes	NA	CST	\$ 1,589,828	\$ 242,516	8
FM	Challenger Ave Bike Lanes	Challenger from Colonial to Six Mile	1.0	Bike Lanes	NA	CST	\$ 558,714	CEI: \$114,843	9
LCBOCC	Daniels Pkwy Shared Use Path	Corporate Lakes Dr to SR 82	1.1	Shared use path (north side)	NA	PE	\$ 161,810	\$ 0	10
Estero	Coconut Rd Sidewalk	Via Coconut to US 41	0.3	Sidewalk (North Side)		PE	\$ 190,000	\$ 0	11
BS	East Terry St Shared Use Path	Palm Bay Ct to Southern Pines Dr	0.2	Shared Use Path (North Side) and Bike Lanes	NA	CST Phase 1	\$ 365,178	\$ 0	12
		Southern Pines Drive to I 75		SUP (West Side)	NA	CST Phase 2	\$ 1,403,844	\$ 0	
CC	SE 24th Ave Sidewalk	Viscaya to SE 15th Terrace	0.8	Sidewalk (East Side)	NA	CST	\$ 383,689	\$ 0	13
CC	Garden Blvd Sidewalk	DeNavarra to NE 33rd St	0.72	Sidewalk (East Side)	NA	CST	\$ 282,727	\$ 0	14
CC	Andalusia Blvd Sidewalk	Diplomat to Kismet	0.95	Sidewalk (Both Sides)	NA	CST	\$ 773,099	CEI: \$154,620	15
Estero	Corkscrew Rd Shared Use Path	US 41 to Park Entrance	0.24	SUP (North Side)	NA	PE	\$ 185,000	\$ 0	16
FM	McGregor Bike Lane Study	Colonial Blvd to US 41	NA	Planning	NA	Planning	\$ 250,000	\$ 0	17

BIKE PED CRITERIA EVALUATION RESULTS

(By Descending Order)

PROJECT	PROPOSED IMPROVEMENTS	FUNDING REQUEST	LOCAL MATCH	Intermodal Connectivity	Connections	Modal Choices	Regional	Crash	Traffic Volumes	Speed Limit	Greenway	Residential Access	Employment Access	Schools	Parks	No Vehicles	EJ Screen	Total
Winkler Ave Bike Lanes	Bike Lanes on Winkler from Colonial to Six Mile	CST	(PE + CEI)	2	2	3	0	1	1	3	0	0.5	1	2	1	1.2	0	17.7
Carrell Canal Shared Use Path	Box culvert and shared use path on Carrell Canal and Carrell Ave from US 41 to Ten Mile Canal	CST	(PE + CEI)	2	2	3	0	0.5	1	1	1	0.5	1	0	2	2	1	17
Challenger Pkwy Bike Lanes	Bike Lanes on Challenger from Colonial to Six Mile	CST	(PE + CEI)	2	2	3	0	1	1	2	0	0.5	1	2	0	1.2	0	15.7
Daniels Pkwy Shared Use Path	New shared use path (noth side) from Corporate Lakes Dr to SR 82	PE + CST	None	0	2	2	2	0	3	3	0	0.5	0	2	0	1	0	15.5
Coconut Rd Sidewalk	8' wide Sidewalk on Coconut Rd (North Side) from Via Coconut to US 41	PE + CST	None	2	2	3	0	1	2	3	0	0.5	1	0	0	1	0	15.5
US 41 Sidewalk	Tara Blvd to Charlotte Cty Line	CST	NA	0	2	2	0	1	3	3	0	1	0.5	0	0	1	0	13.5
East Terry St Shared Use Path	Shared Use Path (North Side) and Bike Lanes on East Terry St from Palm Bay Ct to I 75	CST	(Partial CST)	0	2	2	0	0.5	2	2	0	0	0	0	2	1	0	11.5
SE 24th Ave Sidewalk	Sidewalk on SE 24th (East Side) from Viscaya to SE 15th Terrace	CST	(PE)	1	1	2	0	0.5	1	2	0	1	0	0	2	1	0	11.5
Garden Blvd Sidewalk	Sidewalk on Garden (East Side) from DeNavarra to NE 33rd St	CST	(PE)	0	2	1	0	0	1	2	0	1	0.5	2	0	1	0	10.5
Andalusia Blvd Sidewalk	Sidewalk on Andalusia (Both Sides) from Diplomat to Kismet	CST	(PE + CEI)	0	2	1	0	0	1	2	0	1	0	2	0	1	0	10
Corkscrew Rd Shared Use Path	US 41 to Park Entrance	PE + CST	None	0	2	2	0	0	1	1	0	0	0.5	0	2	1	0	9.5
Carbon Reduction Study	Feasibility Study for Ped/Bike/Transit Corridors and Micromobility	Planning	None	Cannot be evaluated under criteria														
McGregor Bike Lanes	Feasibility Study	PL	None															

BIKE PED PROJECT EVALUATION CRITERIA

		Criterion	Methodology & Scoring	Max Score
A	Intermodal Connectivity			10
1	Intermodal Connectivity ¹	Project connects two or more alternative modes	1 point for two different modes; 2 points for connecting three different modes (i.e. walking, biking and transit)	2
2	Connections to similar facility/Closing the gaps ²	Project connects walking and biking facilities	1 point for connecting two dissimilar facilities (e.g. a sidewalk to a bikeway) 2 points for connecting two facilities that serve the same mode (e.g. bikeway to bikeway or sidewalk to sidewalk)	2
3	Alternatives to driving alone ¹	Project expands travel options including walking, biking and public transportation	1 point for each mode (walking, biking, transit) that is addressed by project	3
4	Making regional connections	Project is identified in the Lee-Collier Regional Transportation Network or Florida Greenways Master Plan	1 point for a project along the Lee-Collier Regional Transportation Network only; 2 point for a project on FGT Land Trail Opportunity Corridor 3 point for a project on FGT Priority Land Trail Corridor	3
B	Public, Personal and Traffic Safety			13
5	Safety/Crash History <i>Signal Four Analytics Database</i>	Typical intensity of crash patterns along a project's influence area. Crashes are weighted higher if they are severe or involve vulnerable road users.	A Kernel Density Estimation routine is employed where vulnerable road users (active) and severe crashes are weighted. Proposed Weights: <ul style="list-style-type: none"> • Active + Severe = 10 • Severe Crashes = 5 • Active Crashes = 5 • All other Crashes = 1 Resulting intensities are percentile ranked and transformed into points as follows:	1

			1 point for Top third percentile 0.5 points for Next third percentile 0 point for Bottom third percentile	
6	Traffic Volume	Project provides a needed facility along corridor with higher motor vehicle volumes	< 10,000 AADT: 1 point; 10,000 - 20,000 AADT: 2 point; > 20,000 AADT: 3 point	3
7	Posted Traffic Speed	Project provides a needed facility along corridor with higher motor vehicle speeds	25 mph: 1 point; 26-35 mph: 2 point; 35 + mph: 3 point	3
8	Multi Use Path/Trail with its own exclusive right of way If a Multi-Use Path project is proposed within a road ROW and also within its own exclusive ROW 1 bonus point will be provided. The longer of the two ROW segment type will determine how the project will be primarily evaluated.	Project proposed along a power line/rail/canal right of way or easement away from a road right of way	6 point 1 point	6
C	Environmental, Social and Economic Sustainability			11
9	Residential access <i>EPA Smart Location Mapping Database; Census LEHD (2017)</i>	Average density of population along project influence area that are walkable, bikeable and transit supportive.	People allocated to residential land use parcels and sampled within ½-mile buffer of project to determine average localized population density. Scored as percentiles as follows: 1 point for Top third percentile	1

			<p>0.5 points for Next third percentile 0 point for Bottom third percentile</p>	
10	<p>Employment access</p> <p><i>EPA Smart Location Mapping Database; Census LEHD (2017)</i></p>	<p>Average density of jobs along project influence area.</p>	<p>Jobs allocated to commercial land use parcels and sampled within ½-mile buffer of project to determine average localized job density. Scored as percentiles as follows:</p> <p>1 point for Top third percentile 0.5 points for Next third percentile 0 point for Bottom third percentile</p>	

11	School Access	Project is within close proximity to a school	Within 1/4 mile: 2 points Within 1/2 mile: 1 point	2
12	Parks access	Project is within close proximity to a regional or community park	Within 1/4 mile: 2 points Within 1/2 mile: 1 point	2
13	Household Units without vehicles	Project meet needs of communities that rely on walking, biking and transit.	0-25% households without vehicles: 1 point; 25-50% households without vehicles: 2 point; > 50% households without vehicles: 3 point	3
14	Demographic Index from EJSCREEN (Includes two core demographic indicators - low income and minority. For each Census block group, these two indicators are simply averaged together)	Project addresses equity	90 < 95 percentile = 1 ≥ 95 percentile = 2 (Use color coded EJ screen. Color-coded High Percentile Bins Locations at the 90th percentile but less than 95th percentile is orange on the EJSCREEN and those at the 95th percentile or above is red for the indicators averaged together)	2

NOTE:

Red indicates original criteria that has been modified or new criteria added to (1) address existing issues and to be fair to all projects, and (2) address federal emphasis areas.

OLD US 41 PD&E STUDY PRESENTATION

INFORMATION ITEM:

The Old US 41 Project Development and Environmental (PD&E) Study is under way to evaluate the widening of Old US 41 to four lanes from US 41 in Collier County to Bonita Beach Road in Lee County. The proposed widening will address existing congestion and projected travel demand. A public meeting was held on April 14th.

At the May 24th BPCC meeting, FDOT will be presenting the proposed alternatives and engineering & environmental analysis. FDOT will also take comments from the committee. In addition to the roadway widening, the proposed improvements include bike lanes, shared use paths and sidewalks.

DISCUSSION OF NEW SUN TRAIL PROJECT PROPOSALS

INFORMATION ITEM:

At the April 26th BPCC meeting, the FDOT District 1 Bike Ped Coordinator informed the committee that FDOT will be soliciting new proposals for SUN Trail Program funds in fall of this year. The process can be long with application development and submission in GAP, and subsequent prioritization of project proposals by the Lee MPO. Considering that, staff would like to start early by first having a discussion at the May 24th BPCC meeting to find out if there are potential projects that local governments in Lee County could consider applying for. The following unfunded projects from the previous funding cycles do not need to be resubmitted and have already been prioritized by FDOT for consideration of funds that will be available during this year's funding cycle:

- *Kismet Parkway Shared Use Path from Del Prado Blvd to NE 24th Avenue. This is a request for construction funds by City of Cape Coral*
- *CR 865 Multi Use Trail from Little Hickory Pass Bridge to Big Carlos Bridge. This is a request for design and construction by Lee County BOCC*
- *Caloosahatchee Downtown Multimodal Alternative Study. This is a request for planning funds by Lee MPO.*