METROPOLITAN PLANNING ORGANIZATION BOARD

9:00 a.m., Friday, February 19, 2016
City of Cape Coral Council Chambers
1015 Cultural Park Boulevard
Cape Coral, Florida 33990
239-244-2220

LEE COUNTY MPO
METROPOLITAN PLANNING ORGANIZATION

AGENDA

Call to Order

Pledge of Allegiance

Roll Call

1 Citizens Advisory Committee Meeting Report

2 Bicycle Pedestrian Coordinating Committee Report

3 Public Comments will be Taken at Each Item

Public Hearing Item

4. *^Amendments to the FY 2015/2016 through FY 2019/2020 Transportation Improvement Program to add funding for the Design of the G. Weaver Hipps Elementary Safe Routes to School Sidewalk Project and to advance funding for the Construction of the SW 20th Avenue Sidewalk Project (Don Scott)

New Business

5. *Approval of CAC Appointments (Johnny Limbaugh)

6. *Approval of BPCC At-Large Citizen Member Appointment (Ron Gogoi)

7. +Presentation and Discussion on the MPO's Roles and Responsibilities (MPOAC/Don Scott)

8. +Presentation on the History and Status of the Transit Authority and Transit Task Force Efforts (Don Scott)

9. *Approval of Amendments to the TAC Bylaws (Don Scott)

10. MPOAC Weekend Institute for Elected Officials (Don Scott)

Other Business

11. Public Comments on Items not on the Agenda

12. Update on MPO Projects

13. LeeTran Report

14. FDOT Report

15. Announcements

16. Information and Distribution Items

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

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

APPROVAL OF FY 2015/16 THROUGH FY 2019/20 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENTS TO ADD FUNDING FOR THE DESIGN OF THE G. WEAVER HIPPS ELEMENTARY SAFE ROUTES TO SCHOOL SIDEWALK PROJECT AND TO ADVANCE FUNDING FOR THE CONSTRUCTION OF THE SW 20TH AVENUE SIDEWALK PROJECT

RECOMMENDED ACTION: Approval of amendments to the FY 2015/16 through FY 2019/20 Transportation Improvement Program (TIP) to add funding for the design phase for the G.Weaver Hipps sidewalk project and to advance the funding of the construction phase for the SW 20th Avenue sidewalk project.

The MPO is amending the FY 2015/16 through FY 2019/20 Transportation Improvement Program for FPN#439111-1, G Weaver Hipps Safe Routes to School project to add a Preliminary Engineering phase in this fiscal year for the design of sidewalks on Archdale Street, Delaware Road and Taylor Lane in Lehigh Acres. Listed below are the project details and **attached** is the TIP amendment page:

FPN Number	Federal Project Description	Phase Group	Amount	Funding Type	Fiscal Year	Comments
439111-1	G Weaver Hipps Elementary School Safe Routes to School (SRTS) Sidewalk Project	Preliminary Engineering	$10,000	SA	2016	New Project
			$120,000	SR2S	2016	
			$160,000	ACSA	2016	

The MPO is also amending the FY 2015/16 through FY 2019/20 Transportation Improvement Program for FPN#438100-1, SW 20th Avenue from Veterans Parkway to 1900' South of Trafalgar Parkway to advance the construction phase for this project. This project was previously designed but construction was delayed due to a conflicting utility project. Listed below are the project funding details:

FPN Number	Federal Project Description	Phase Group	Amount	Funding Type	Fiscal Year	Comments
438100-1	SW 20th Avenue from Veterans Parkway to 1900' South of Trafalgar Parkway	Construction	$192,692	SRTS	2016	Project was advanced from FY 2021 to FY 2016
			$127,042	ACSU	2016	

The TAC and CAC unanimously approved this item at their respective meetings held on February 4, 2016 and staff also recommends approval of this item.

G WEAVER HIPPS ELEMENTARY SRTS SIDEWALKS

Project Number: 4391111 **Non-SIS**

From:

To:

Work Summary: SIDEWALK

Lead Agency: FDOT

LRTP# Exec. Summary Pg. 40
Figure 15

Phase	Fund Source	2015/16	2016/17	2017/18	2018/19	2019/20	Total
PE	SR2S	120,000	0	0	0	0	**120,000**
PE	SA	10,000	0	0	0	0	**10,000**
PE	ACSA	160,000	0	0	0	0	**160,000**
Total		**290,000**	**0**	**0**	**0**	**0**	**290,000**

Prior Cost < 2015/16: 0

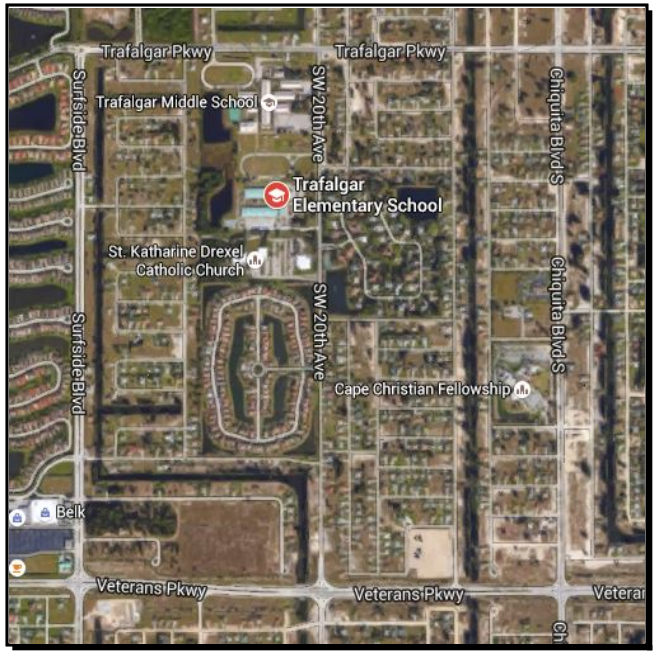
Future Cost > 2019/20: 0

Total Project Cost: 290,000

Project Description: Safe Routes to School sidewalk project:
Sidewalk on Archdale St/Delaware Rd from Lee Blvd to Taylor Ln - North & East side
Sidewalk on Taylor Ln from Delaware Rd to Lee Blvd - North side

SW 20th Ave

Project Number: 4381001 **Non-SIS**



From: Veterans Parkway **Work Summary:** SIDEWALK

To: 1900' S. of Trafalger Pkwy

Lead Agency: City of Cape Coral

LRTP# Exec. Summary Pg. 40
Figure 15

Phase	Fund Source	2015/16	2016/17	2017/18	2018/19	2019/20	Total
CST	SRTS	192,692	0	0	0	0	**192,692**
CST	ACSU	127,042	0	0	0	0	**127,042**
Total		**319,734**	**0**	**0**	**0**	**0**	**319,734**

Prior Cost < 2015/16: 0
Future Cost > 2019/20: 0
Total Project Cost: 319,734
Project Description:

RESOLUTION 16-01

A RESOLUTION OF THE LEE COUNTY METROPOLITAN PLANNING ORGANIZATION APPROVING AMENDMENTS TO THE FY 2015/2016 THROUGH FY 2019/2020 TIP TO ADD THE DESIGN PHASE FOR THE G WEAVER HIPPS ELEMENTARY SCHOOL SIDEWALKS PROJECT AND TO ADVANCE THE CONSTRUCTION OF THE SW 20TH AVENUE SIDEWALK PROJECT

Whereas, the Lee County Metropolitan Planning Organization has been established and charged with the responsibility to evaluate the adequacy of the transportation planning process; and

Whereas, the Lee County MPO has reviewed the amendments to the FY 2015/2016 through FY 2019/2020 Transportation Improvement Program and finds it consistent with the goals and objectives of the Transportation Plan; and

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

1. That the attached amendments to add the design phase for the G Weaver Hipps sidewalks project and to advance the construction of the SW 20th Avenue sidewalk project are approved.

PASSED AND DULY ADOPTED this 19th day of February 2016.

LEE COUNTY METROPOLITAN PLANNING ORGANIZATION

_____

Commissioner Brian Hamman, MPO Chair

_____

Donald Scott, Lee County MPO Executive Director

CAC APPOINTMENTS

RECOMMENDED ACTIONS: 1. Approve the appointment of Mr. Robert King to the CAC to fill the Village of Estero vacancy (**attached** application).
2. Approve the appointment of Ms. Bev Larson to the CAC to fill the Lee County District Two vacancy (**attached** application)

MPO Staff has **attached** the current CAC Roster and with the addition of the two CAC applicants listed above, there will be (2) remaining vacancies on the MPO's Citizen Advisory Committee (CAC), representing the following areas:

City of Cape Coral……1 Vacancy
At-Large .....1 Vacancy

Federal and State CAC Membership Requirements

In its 1997 review of the Lee County MPO's planning process, the federal Highway Administration/Federal Transit Administration (FHWA/FTA) review team demanded that the MPO "must develop proactive methodologies to directly involve minority, low income, elderly, and other disadvantaged groups in the transportation planning process." The review team identified this as a corrective action that must be completed in order to avoid federally imposed sanctions. In addition, Chapter 339.175, *Florida Statutes*, stipulates that minorities, the elderly, and the handicapped must be adequately represented on the CAC.

MPO Bylaws Membership Requirements

Paragraphs (b) and (c) under Section 1.005(2) of the MPO Bylaws also spell out membership requirements that must be considered when making appointments to the

CAC:

Each County Commissioner shall appoint two (2) members to the CAC from different communities within his or her district. Each of the other voting members of the MPO shall appoint one (1) member to the CAC who lives in his or her city. If a voting member is unable to find a volunteer to sit on the CAC that lives in his or her district the voting member may appoint someone who lives outside of their jurisdiction to represent their jurisdiction as long as the appointee lives in Lee County. The MPO shall also appoint a transportation handicapped member on an at-large basis and two other at-large members that will be filled with low income and/or minority members of the community. The appointments are subject to ratification by a majority of members of the MPO at a regular MPO meeting at which a quorum is present. Members of the CAC shall serve at the pleasure of the MPO members who appointed them, or their successors. (A notification letter will be sent to all elected officials that are new to the MPO Board regarding this process.) Due to the fact that each member of the CAC is appointed by a member of the MPO Board, the CAC Committee ***does not*** have alternate members.

(a) The members of the Metropolitan Planning Organization Citizen's Advisory Committee shall be citizens and year-round residents of the city or county commission district which their appointers represent Lee County; or, in the case of the at-large, mobility handicapped member, 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. 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 CAC member 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 CAC membership shall provide written notice to the MPO staff, the CAC Chairman and the MPO member responsible for appointing their replacements.

According to the MPO's current Public Involvement Plan, whenever vacancies occur on the Citizen's Advisory Committee, the MPO staff shall inform the MPO of the number of remaining Hispanic, African-American, female, elderly, transportation-handicapped, and members representing people with low incomes and point out any such group which is unrepresented or underrepresented relative to the population of the county. The current status of these minorities is as follows:

☐ Hispanic	0 current member
☐ African-American	1 current member
☐ Women	4 current members
☐ Handicapped	1 current member
☐ Low Income	0 current members

LEE COUNTY MPO
METROPOLITAN PLANNING ORGANIZATION

Citizens Advisory Committee Application

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

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

PLEASE TYPE OR PRINT IN INK

Date: 1-26-2016 Commission District #/City 3 ESTERO

Name: King (Last) Robert (First) L (Middle)

Address: 21130 Palese Dr.

City: ESTERO Florida Zip: 33928

Home Telephone (239)221-8855 Contact Time: 10:00 am to 10:00 p.m.

Email Address: ECCLTD01@COMCAST.NET

Referred By: MAYOR BATOS Date Available: NOW

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

1. ECCL TRANSPORTATION 3. DIRECTOR
2. _____ 4. _____

Occupation (Or if retired, please indicate): _____

Employer: RETIRED

Address: _____

Phone: _____ Contact Time: _____

Application for Citizen Advisory Committee (Attach additional sheets or a resume if necessary)

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

BACHLOR OF SCIENCE MECHANICAL ENGINEERING
MASTERS IN BUSINESS
SMALL BUSINESS OWNER/OPERATOR
20 YEARS GENERAL MANAGEMENT

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

BELLA TERRA HOA PRESIDENT 1899 UNITS
ECCL TRANSPORTATION DIRECTOR

Would you be willing to serve on other advisory boards? WOULD CONSIDER

IMPORTANT INFORMATION:

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

Applicant's Signature: Robert L King

Date Signed: 1-26-2016

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

A LIST OF SAMPLE ELIGILBILITY REQUIREMENTS OR DESIRED QUALIFICATIONS FOR MEMBERSHIP ON THE CITIZEN'S ADVISORY COMMITTEE

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

1. Year-round resident of:

   a. Lee County (Unincorporated area) _____
   b. City of Cape Coral _____
   c. City of Fort Myers _____
   d. City of Bonita Springs _____
   e. City of Sanibel _____
   f. Town of Fort Myers Beach _____
   G. VILLAGE of ESTERO ___X___

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

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

3. Representative of one of the following:

   a. Persons with Disabilities _____
   b. Public Libraries _____
   c. Education _____
   d. Florida Department of HRS _____
   e. United Way _____
   f. Elderly Health Care Consumers _____
   g. Nongovernmental Health Care Consumers _____
   h. Consumers of Regular Bus Service _____
   i. Developmental Disability Services _____
   j. The Elderly _____
   k. Veterans _____
   l.. Criminal Justice _____
   m. Health and Rehabilitative Services _____
   n. Other _____ _____

4. Professional/Career Credentials:

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

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

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

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

The information below is voluntary only:

6. Ethnic Background:

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

7. Family Income Level:

a. Less than $20,000 per year ____
b. Between $20,001 and $40,000 ____
c. Between $40,001 and $60,000 ____
d. Greater than $60,000 per year ✓

8. Family Size

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

LEE COUNTY
FLORIDA METROPOLITAN PLANNING ORGANIZATION

Citizens Advisory Committee Application

Return Application to: Lee County Metropolitan Planning Organization
Johnny Limbaugh
P.O. Box 150045
Cape Coral, Florida 33915-0015
Phone: (239) 330-2242 Fax: (239) 790-2695
Email: jlimbaugh@leempo.com

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

PLEASE TYPE OR PRINT IN INK

Date: 2-5-16 Commission District #/City 2

Name: LARSON (Last) BEV (First) — (Middle)

MAILING Address: 16970-160 San Carlos Blvd # 288

City: FORT MYERS Florida Zip: 33908

~~Home~~ Cell Telephone: 239-281-1290 Contact Time: VARIES

Email Address: BEV1314@aol.com

Referred By: COMMISSIONER CECIL PENDERGRASS Date Available: IMMEDIATELY

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

1. LEE COUNTY BUSINESS ISSUES TASK FORCE 3. —

2. — 4. —

Occupation (Or if retired, please indicate): REAL ESTATE

Employer: SELF (LAHAINA REALTY ASSOCIATE AGENT)

Address: 16970-160 San Carlos Blvd # 288, Fort Myers, FL 33908

Phone: 239-281-1290 Contact Time: VARIES

Application for Citizen Advisory Committee (Attach additional sheets or a resume if necessary)

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

WORKED ON THE 4 YR EAST FORT MYERS REVITALIZATION COMMITTEE & TASK FORCE. MISC. PARTICIPATION IN A VARIETY OF EFFORTS AND ACTIVITIES FOR PAST 38+ YEARS AS A PERMANENT RESIDENT IN LEE COUNTY

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

NAWIC - PACE & BLOCK GRANDS, MISC. LOCAL CHARITIES SEE ABOVE PRIOR QUESTION/ANSWER

Would you be willing to serve on other advisory boards? YES WITH PLEASURE

IMPORTANT INFORMATION:

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

Applicant's Signature: Bev Larson

Date Signed: 2-5-16

Are you related to any member of the Lee County MPO?
_____ YES ___✓___ NO

A LIST OF SAMPLE ELIGILBILITY REQUIREMENTS OR DESIRED QUALIFICATIONS FOR MEMBERSHIP ON THE CITIZEN'S ADVISORY COMMITTEE

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

1. Year-round resident of:

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

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

   a. Florida Engineering Society _____
   b. Chamber of Commerce _____
   c. NAACP _____
   d. Historical Preservation Society _____
   e. A Homeowners' Association ✓
   f. A Local Environmental Group _____
   g. Home Builders Association _____
   h. Lee County School Board _____
   i. Agricultural Community _____
   j. Other CCIM, RETS, NAWK and more ✓

3. Representative of one of the following:

   a. Persons with Disabilities _____
   b. Public Libraries _____
   c. Education Rep for CCIM FL CHAPTER _____
   d. Florida Department of HRS SW DISTRICT ✓
   e. United Way _____
   f. Elderly Health Care Consumers _____
   g. Nongovernmental Health Care Consumers _____
   h. Consumers of Regular Bus Service _____
   i. Developmental Disability Services _____
   j. The Elderly _____
   k. Veterans _____
   l. Criminal Justice _____
   m. Health and Rehabilitative Services _____
   n. Other _____ _____

4. Professional/Career Credentials:

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

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

a. Natural Sciences: Ecology, Biology, Botany, etc.	____
b. Education – REAL ESTATE	✓
c. Banking or Finance	____
d. Real Estate	✓
e. Planning, Engineering, Environment	____
f. The Development Industry	✓
g. Technical Codes (Building Codes)	____
h. Archaeological, Historical Matters	____
i. Architectural Development and Planning	____
j. Historical Preservation	____
k. Rehabilitation (related to health matters)	____
l. Tourist Industry	____
m. Child Advocate	____
n. Agriculture	____
o. Other MISC COMBINATION OF PARTS OF THE ABOVE LISTED	✓ AHWD

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

The information below is voluntary only:

6. Ethnic Background:

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

7. Family Income Level:

a. Less than $20,000 per year ____
b. Between $20,001 and $40,000 ____
c. Between $40,001 and $60,000 ____
d. Greater than $60,000 per year ✓

8. Family Size

a. One or two people ✓
b. Three or four people ____
c. Five or six people ____
d. Greater than six people ____

Agenda Item 6
MPO 2/19/16

APPOINTMENT OF CITIZEN AT-LARGE MEMBER TO THE BICYCLE PEDESTRIAN COORDINATING COMMITTEE

RECOMMENDED ACTION: Approve the appointment of Ms. Tina Sujana as an At-Large Citizen Member to the BPCC ***(Application attached).***

The MPO's Bicycle Pedestrian Coordinating Committee (BPCC) membership includes four (4) seats for At-large Citizen Members of which one (1) seat is currently vacant. Staff has now received a completed BPCC application from an interested Lee County resident to fill the vacant seat. The applicant meets all membership requirements based on the information that has been provided.

BPCC Bylaw At-Large Membership Requirements

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

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

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

LEE COUNTY MPO
METROPOLITAN PLANNING ORGANIZATION

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

Return Application to: Lee County Metropolitan Planning Organization
Ron Gogoi
815 Nicholas Pkwy E.
Cape Coral, FL 33990
Phone: (239) 244-2220 Fax: (239) 790-2695
Email: rgogoi@leempo.com

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

PLEASE TYPE OR PRINT IN INK

Date: January 27th 2016 City Fort Myers

Name: ___Sujana_____Tina_____
Last First Middle

Address: 1640 Marlyn Road

City: Fort Myers Florida Zip: 33901

Home Telephone: 239.910.5050 Contact Time: any

Email TinaSujana@gmail.com

Referred By: Darla Letourneau Date Available: Immediatley

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

1. _____ 3. _____

2. _____ 4. _____

Occupation (Or if retired, please indicate): Part-time Realtor, Part-time Bicycle store associate

Employer: Self- employed

Address: _____

Phone: _____ Contact Time: _____

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

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

Cyclist, runner, pedestrian
Member of the Caloosa Riders Bicycle Club

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

Volunteer Coordiantor for running and cycling events

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

IMPORTANT INFORMATION:

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

Applicant's Signature: _____

Date Signed: 02/01/16

Are you related to any member of the Lee County MPO?
_____ YES ____✓____ NO

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

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

1. Are you a US Citizen ✓ YES

2. Year-round resident of:

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

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

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

4. Representative of one of the following:

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

l.. Criminal Justice
m. Health and Rehabilitative Services
n. Other _____

5. Professional/Career Credentials:

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

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

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

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

The information below is voluntary only:

7. Ethnic Background:

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

8. Family Income Level:

a. Less than $20,000 per year ____
b. Between $20,001 and $40,000 ____
c. Between $40,001 and $60,000 ✓
d. Greater than $60,000 per year ____

9. Family Size

a. One or two people ✓
b. Three or four people ____
c. Five or six people ____
d. Greater than six people ____

Agenda Item 7
MPO 2/19/16

PRESENTATION AND DISCUSSION ON THE MPO'S ROLES AND RESPONSIBILITIES

RECOMMENDED ACTIONS: To present and discuss the MPO's roles and responsibilities.

At a previous meeting, the MPO Board requested an agenda item to discuss the MPO's roles and responsibilities. The first part of the presentation will be given by Carl Mikyska the Executive Director of the Metropolitan Planning Organization Advisory Council (MPOAC) and it will include information on the federal requirements, state legislation, the deliverables that the MPO is required to complete, public involvement requirements and regional coordination. Staff will also provide background on our MPO structure, requirements that are included in various MPO documents with a final portion of the presentation including examples of studies/projects and areas where the Lee MPO has gone beyond the minimum requirements. For additional information on the history of MPO's, **attached** is the MPO History, Context and Evolution of Metropolitan Transportation Planning.

APPENDIX

MPO 101: HISTORY, CONTEXT AND EVOLUTION OF METROPOLITAN TRANSPORTATION PLANNING

In order to understand the ways that metropolitan planning organizations (MPOs) can be innovative, it is important to know the federal context and evolution of metropolitan planning. MPOs come in all shapes and sizes with a great variation in their structure, size, governance and authority. These factors influence their technical capacity as well as their ability to engage on a broader set of issues beyond transportation.

Largely creatures of federal law, MPOs exist to provide regional coordination of transportation investments, while ensuring that the public, especially those traditionally underserved by the transportation system, have opportunities to participate in the decision-making process.

Regional transportation networks may consist of one or more transit providers as well as local, county and state roads and trail networks and federal interstates. Added to this mix are intercity transit providers, passenger rail, private and public freight shippers, airports and maritime ports. Despite multiple operators, the system needs to operate seamlessly for the user.

The MPO sits at the crossroads of this fragmented network. It was created to coordinate the various elements into one cohesive regional transportation system. Since federal transportation funds can be spent on practically any part of this fragmented transportation system, it is in the federal government's interest that federal expenditures on one part of the system do not conflict with other federal expenditures on another part. Doing this requires coordination and partnership across jurisdictions and agencies, starting with a comprehensive planning process that looks at current and future needs and then prioritizes available resources to achieve these goals.

The true power of MPOs comes in their ability to create a collaborative process to address issues that no single jurisdiction can tackle alone. The most critical manifestation of this power is the MPO's plans, which dictate how transportation funds are spent in the region. A region's transportation system is the thread that connects other regional priorities, such as economic competitiveness, access to jobs, public health and safety, environmental quality and development patterns. MPOs can leverage their transportation functions, federal responsibilities and authority to address these broader issues.

FEDERAL CONTEXT FOR METROPOLITAN TRANSPORTATION PLANNING

The framework for metropolitan planning is set by the statutory provisions and federal regulations in federal transportation law, specifically through the "Statewide and Non-metropolitan Planning Program" and the "Metropolitan Transportation Planning Program".[1] The latter program governs MPOs and requires that they be established for urbanized areas with a population over 50,000. However, deciding how to organize the MPO, choosing its voting structure and establishing its broader authority are left to state and local officials.

However they are structured, MPOs must coordinate with other key transportation partners, whether state and local departments of transportation, transit agencies, port authorities, airports, freight carriers and even health and human services providers and first responders. In some regions, this coordination is highly formalized, whereas in others it is more fluid and has evolved over time.

Metropolitan planning was formalized in the 1962 Federal-Aid Highway Act and its Section 134 planning provisions.[2] This legislation introduced the federal requirement for a Continuing, Cooperative and Comprehensive (3-C) planning process in urbanized areas. Historically, highway engineers and land-use planners had failed to coordinate sufficiently, leading to interstates that devastated local communities or environmental habitats. MPOs were created to facilitate ongoing cooperation among federal, state and local governments and between governmental planning and engineering functions to help ensure that federal transportation dollars — most of which are controlled by states — are wisely spent and that local communities have a voice in the decision-making and planning in their regions. The 3C planning process involves four technical phases: collection of data, analysis of data across a common set of planning factors, forecasts of activity and travel and the evaluation of alternatives.

Over the years and numerous transportation reauthorizations, these basic federal requirements have remained largely intact. Though federal law generally prioritizes state DOTs over MPOs in the planning and programming of projects using federal transportation dollars, several important changes in federal transportation law have increased the role, responsibilities and funding support for MPOs.

The Highway Act of 1973 (P.L. 93-87) required the governor of each state to designate an MPO for each urbanized area over 50,000 in population as defined by the Census Bureau (23 U.S.C. Section 134; 49 U.S.C. Section 5303). MPOs were given a formal role in addressing regional air quality issues and state DOTs were restricted from making unilateral changes to the MPO-approved, "fiscally constrained" plan by the regulatory changes to implement the Clean Air Act in 1990 and the Intermodal Surface Transportation Efficiency Act (ISTEA) in 1991.

1 Sections 134 and 135 of Title 23 and Sections 5303 and 5304 of Title 49, United States Code.
2 Mallett, William J. (February 3, 2010). "Metropolitan Transportation Planning." Washington DC. Congressional Research Service, R41068.

The table below (continued on the following page) outlines the planning documents required of MPOs and DOTs.[1] These plans must be informed by public review and comment and regularly updated to reflect changing needs, opportunities and constraints.

FEDERAL REQUIREMENT	WHO DEVELOPS?	WHO APPROVES?	TIME HORIZON	CONTENT	UPDATE REQUIREMENTS
METROPOLITAN LEVEL					
Metropolitan Transportation Plan (MTP) or Long-Range Transportation Plan (LRTP)	MPO	MPO	20 years (minimum)	Future goals, strategies, projects and policy priorities; peformance measures; projected future demand; asset management, safety and system preservation; fiscally constrained	Four years for air quality non-attainment and maintenance areas; five years for others
Transportation Improvement Program (TIP)	MPO	MPO & governor	Four years	All transportation projects receiving federal funding; fiscally constrained and conform with SIP; demonstrate achievement of performance measures	Four years (can be amended at any time)
Congestion Management Process (CMP)	Transportation Management Area (TMA) for MPOs over 200,000	MPO	Four to five years	Alternative strategies to mitigate congestion; congestion and air quality data	Not specified. Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) review during MPO certification
Unified Planning Work Program (UPWP)	MPO	MPO	One or two years	Planning studies; research; tasks budget	Annual
Public Participation Plan	MPO	MPO	not specified	MPO committees and subcommittees; engagement of people affected by transportation policy decisions	Not specified. FHWA and FTA review during MPO certification

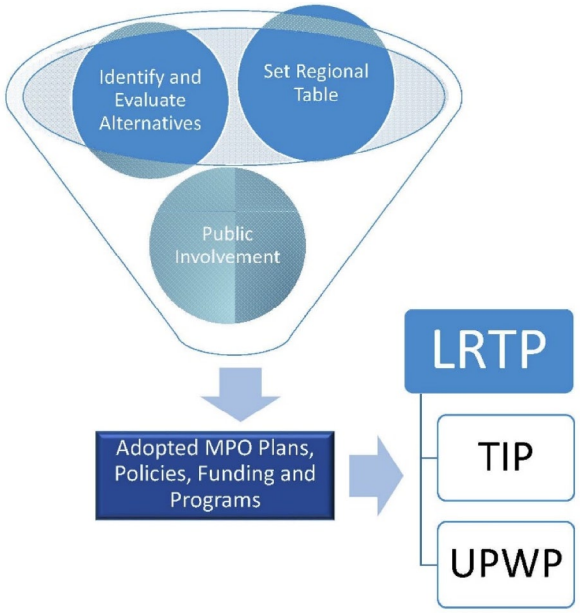
1 USDOT. The Metropolitan Transportation Planning Process: Key Issues – A Briefing Book for Transportation Decision-Makers, Officials and Staff. Washington, DC. Transportation Planning Capacity Building Program, FHWA and FTA.

FEDERAL REQUIREMENT	WHO DEVELOPS?	WHO APPROVES?	TIME HORIZON	CONTENT	UPDATE REQUIREMENTS
STATE LEVEL					
Long-Range State Transportation Plan (LRSTP)	State DOT in cooperation with MPOs, local officials in non-metro areas and Regional Transportation Planning Organizations (RTPO), if applicable	State DOT	20 years (minimum)	Future goals, strategies, projects and policy priorities; projected future demand; performance measures; asset management, safety and preservation; fiscally constrained	Not specified. FHWA and FTA review during annual STIP approval and planning certification
State Transportation Improvement Program (STIP)	State DOT, in cooperation with MPOs, local officials in non-metro areas and RTPOs, if applicable	State then USDOT	Four years	MPO TIPs are incorporated directly without change into the STIP by the state DOT. Demonstrate achievement of performance measures; fiscally constrained	Every four years; can be amended at any time
State Implementation Plan (SIP)	State Environmental Agency via interagency coordination with MPO	US Environmental Protection Agency (EPA)	Ten years	SIP includes vehicle emission reduction targets. Developed within 3 years of being identified as non-attainment.	EPA provides updated guidance every 3 years

Federal legislation outlines five core functions that an MPO must perform:[1]

1. Establish a setting. MPOs must establish and manage a fair and impartial setting for effective regional decision-making in the metropolitan area. This is a critical role because MPOs often represent the only regional assembly for elected officials, stakeholders and professional experts to discuss issues of metro-wide importance.

2. Identify and evaluate alternative transportation improvements. MPOs bring technical expertise to transportation planning, using data and planning methods such as travel forecasting and scenario planning to generate and evaluate alternatives. Moving Ahead for Progress in the 21st Century (MAP-21) introduced a new requirement for performance-based planning to tie investments with outcomes. Planning studies and evaluations are included within the MPO's annual Unified Planning Work Program (UPWP).



MPO process informs planning and programming

3. Prepare and maintain a long-range transportation plan (LRTP). MPOs must develop a 20-year LRTP that supports improved mobility and access for people and goods (including operations and maintenance) and supports a good quality of life. The plan includes a list of priority investments, anticipated available funding and the regional goals and policies that will be pursued during that 20-year period. It must be formally adopted by the MPO and updated at least every 5 years. It must also be consistent with the state transportation plan. For MPOs in areas with poor air quality, the LRTP must conform to the State Implementation Plan required to bring areas into compliance with national air pollution standards.

4. Program transportation funds (TIP and UPWP). MPOs must develop a fiscally constrained, four-year Transportation Improvement Program (TIP) listing projects and strategies consistent with the LRTP. Projects must be included in the TIP to receive federal funding. The TIP includes new investments, maintenance and system operations and other finance or regulatory tools. Fiscal constraint requirements ensure that proposed projects can be reasonably completed with available funding. MPOs in Transportation Management Areas (TMA) also create and approve an annual UPWP detailing funding for specific data gathering, research or training, evaluation studies, budgeting for community engagement activities and other collaborative efforts. MPOs that are not TMAs prepare a similar, but more simplified statement of work for the year.

5. Involve the public. Community engagement is a central part of transportation planning for each of the above steps. MPOs are required to develop a Public Participation Plan. Further requirements for public notice and involvement are stipulated in other related federal laws including the National Environmental Policy Act (NEPA) that governs the use of all federal funds. Many MPOs have gone far beyond basic federal requirements for public involvement to reach a larger and more diverse set of regional stakeholders and involve them in MPO decision-making processes.

1 USDOT. The Metropolitan Transportation Planning Process: Key Issues – A Briefing Book for Transportation Decision-Makers, Officials and Staff. Washington DC. Transportation Planning Capacity Building Program, FHWA and FTA

MAP-21 (Public Law 112-141), signed into law in July 2012, took metropolitan planning one step further by introducing performance-based planning and programming designed to provide more accountability for planning goals, investments and performance outcomes (23 CFR 450.206 and 49 CFR 450.306).

The federal framework for MPO planning and programming creates a baseline of required activity. Innovative MPOs see these requirements as a floor, not a ceiling. They become relevant regional leaders by using the full range of tools at their disposal. They engage decision-makers and the public in long-range planning and goal-setting, gather data and perform technical analysis and prioritize millions of transportation dollars to shape the region and address broader environmental, economic and social goals.

DIVERSITY OF SIZE AND FUNCTION

While federal legislation describes the general guidelines for creating MPOs and their areas of responsibility, it is up to the governor and local governments of each region to determine the organizational structure and voting representation. At a minimum, MPO boundaries must encompass the entire existing urbanized area, as defined by the US Census, plus the contiguous area expected to become urbanized over the next 20 years (23 CFR 450.312). To formalize coordination and clarify responsibilities, MPO members sign metropolitan planning agreements with the state, providers of public transportation operating within the area and other regional planning bodies.

Some states, such as Alaska, have designated MPOs through state statute, while others, such as Connecticut, use a State Administrative Code. In addition to meeting federal mandates, MPOs often have extra responsibilities under state law. In California, for example, the MPOs are responsible for allocating some non-federal transportation funds in their regions. In Oregon, the MPOs also have a role in growth management and land-use planning.

Federal guidance encourages having one MPO per urbanized area, but some regions have multiple MPOs. In Florida, for example, MPOs are designated at the county level. Metropolitan areas that cross state boundaries may be served by an MPO in each state. Today there are more than 400 MPOs nationwide. Roughly 12 percent represent areas with populations over 1 million. 36 percent serve regions with populations between 200,000 and 1 million. 52 percent represent areas between 50,000 and 200,000 in population.[1]

1 Mallett, William J. (February 3, 2010.) "Metropolitan Transportation Planning" Washington, DC. Congressional Research Service, R41068

RELATIONSHIP BETWEEN MPOS AND OTHER REGIONAL AGENCIES

Many MPOs are part of a Council of Governments (COG), a regional planning body guided by elected officials representing local governments throughout the metropolitan area. Among the many examples of this model are the **Metropolitan Washington Council of Governments (MWCOG),** which houses the **Transportation Planning Board (TPB)** serving the national capital region, and the **Denver Regional Council of Governments (DRCOG),** serving the greater Denver metro area. Often these COGs existed before the MPO and may have broader regional planning authorities.

In other instances the MPO may be part of a regional planning agency with functions beyond transportation. For instance, the **Metropolitan Council** in the greater Minneapolis-St. Paul region is the federally designated MPO but also has oversight of regional stormwater and park systems and is the regional transit authority. But in other places these are separate and distinct agencies. In Boston, for example, the **Metropolitan Area Planning Council** coordinates planning for a range of social, economic and environmental issues, while the Boston Region MPO is a separate agency responsible for the long-range transportation plan and programming of federal transportation funds. The MPO may be the only regional agency in other regions, especially those with populations below 200,000.

Regional Alphabet Soup: MPO, COG, RPA, TMA and RTPOs

MPO: Metropolitan Planning Organization is a federally mandated transportation policy-making organization, comprised of representatives from local government and state governmental transportation authorities, created to ensure that existing and future transportation projects and programs are based on a continuing, cooperative and comprehensive planning process.

COG: Council of Government is a regional body serving local governments and counties within a defined metropolitan area with responsibilities over issues such as economic and community development, natural disaster mitigation, emergency response planning, aging services, water management, pollution control and transportation planning. Council membership is drawn from the county, city and other governmental bodies within its area.

RPA: Regional Planning Association, Council, District or Commission is a quasi-governmental organization designated by state statute to address regional issues and plan multi-jurisdictional solutions and facilitate local input into state policy development.

TMA: Transportation Management Area is a metropolitan area with a population over 200,000 and federally designated by the U.S. Secretary of Transportation with responsibility for the regional congestion management process.

RTPO: Regional Transportation Planning Organization is a regional policy board formed through a voluntary association of local governments in non-metropolitan areas with a population under 50,000 and designated by the state to carry out the transportation planning process.

Large urban areas typically have some of the worst rates of traffic congestion and air quality in the country. Federal law treats these areas differently, too and designates those with at least 200,000 residents as Transportation Management Areas (TMAs).[1] MPOs in TMAs must consist of local elected officials and officials from state and local public agencies that operate major modes of transportation (23 CFR 134 (d)(2); 49 CFR 5303 (d)(20)). MPOs in TMAs establish a Congestion Management Process (CMP) that identifies actions and strategies to reduce traffic congestion and increase mobility. The CMP relies on technical tools to evaluate plans against a set of locally determined performance measures and prioritizes congestion management strategies that may include pricing, rideshare and other high-tech management tools known as intelligent transportation systems.

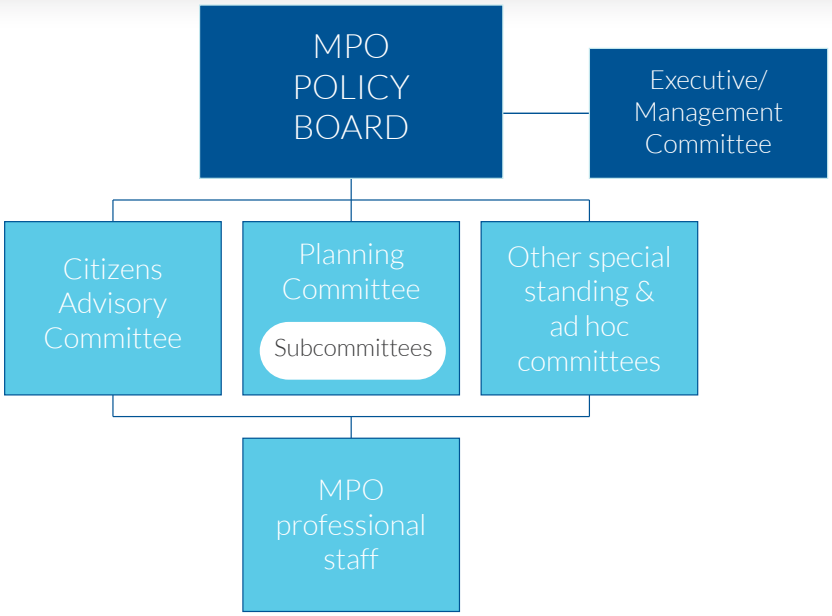
TMAs also have greater authority over federal Surface Transportation Program (STP) funds, the largest funding category sub-allocated to metro areas and which can be spent on a broad range of roadway, transit, bicycle and pedestrian uses.[2] In consultation with the state DOT, MPOs in TMAs have direct authority to choose projects from their region's approved TIP to fund with STP funds.[3] MPOs that are not located in a TMA are only authorized to "cooperate" with the state DOT to select projects from the TIP. This means that although the TIP identifies the region's desired transportation projects, the state DOT has the power ultimately to determine which are funded.

MAP-21 now allows states to establish and designate a Regional Transportation Planning Organization (RTPO) to represent non-metropolitan areas to the state DOT (23 CFR 450.210(d)). RTPOs can develop a long-range plan and TIP that the state will use to develop the statewide transportation plan and STIP. Federal legislation now requires state DOTs to cooperate with local elected officials responsible for long-range planning in non-metro areas of the state, or, if appropriate, the RTPO (23 CFR 450.208(a)(4)).[4] This change made in MAP-21 now provides a seat at the table for smaller metropolitan areas to select transportation projects from the State Transportation Improvement Program (STIP).

1 TMAs can also be designated in areas under 200,000 at the request of the State and MPO.
2 www.fhwa.dot.gov/map21/qandas/qasuballocation.cfm
3 USDOT. The Metropolitan Transportation Planning Process: Key Issues – A Briefing Book for Transportation Decision-Makers, Officials and Staff. Washington DC. Transportation Planning Capacity Building Program, FHWA and FTA.
4 Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning Proposed Rule. Federal Register Vol. 79, No. 105. (June 2, 2014.)

MPO STRUCTURE AND GOVERNANCE

Each MPO designates a policy board that is formally responsible for adopting regional transportation plans and policies. Policy boards determine their own representation and decision-making procedures. Typically, the members are designated by the governor or other authority and while many are elected officials, that is not a requirement. Portland Metro is notable as the only MPO whose members are directly elected by regional voters, though Metro still has a requirement that their actions be recommended by an advisory committee of local elected officials and transportation service providers.



Typical MPO structure. Source of information: Association of Metropolitan Planning Organizations

For TMAs, federal planning statutes and planning regulations identify a list of government or agency officials who must be on the TMA policy boards. These include partner organizations that should naturally be included in good planning efforts: ports, airports, the state DOT and public transit providers. Many MPOs also include representatives of private transit operators and health and human service providers who are involved with providing transportation options for people with disabilities or low-income households.

MPOs use planning or technical advisory committees (PAC or TAC) and subcommittees to provide technical analysis, recommendations and specialized knowledge to the board on specific planning strategies, projects or issues. The TAC is made up of local government technical staff with expertise in specific planning or engineering areas. Some MPOs also include transportation advocates who bring technical knowledge and a citizen's perspective that is extremely useful for balancing regional and modal needs. Other specialized standing committees are used to address emerging and priority planning issues, such as innovative finance, climate adaptation and specialized transportation services for people with disabilities. The TAC is typically responsible for reviewing and evaluating transportation-related plans and programs before these items are presented to the MPO board. The TAC ensures that the studies, plans and programs submitted to the MPO are technically sufficient, accurate and comprehensive.

Citizen advisory committees (CAC) are used by most MPOs to provide a citizen's view on transportation decision-making. Citizens are typically selected to represent a cross-section of the region in terms of geography and cultural values or transportation needs, such as freight shippers, bicyclists or transit riders. CAC members are appointed by the MPO policy board and may be selected from homeowner, business or other civic associations or other interest groups such as those representing people with disabilities, specific minority populations or age groups. A growing number of MPOs are also reaching out to involve representatives

of schools and anchor institutions such as universities, health care centers or other major transportation generators. The Public Participation Plan (23 CFR 450.316) describes the CAC process and broader public outreach strategies used by the MPO to gather citizen input, educate the public and hopefully involve them in the decision-making process.

There are no federal requirements for MPO staffing, but most are managed by an executive director who oversees a professional planning staff. For TMAs, especially those with responsibilities beyond transportation, agency size and budget may be quite large. Federal transportation authorization provides a base level of funding for MPOs to undertake their required planning roles, but many agencies are supplemented with local funds, especially regional planning agencies with broader functions. Staff members assist the policy board through technical work, facilitating public input and community engagement and managing the overall planning process. FHWA and FTA jointly administer a public certification review every four years to ensure that the MPO is carrying out the metropolitan transportation planning process in accordance with federal requirements.

Resources

- USDOT Transportation Planning Capacity Building Program. www.planning.dot.gov/metro.asp
- Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning Proposed Rule. Federal Register Vol. 79, No. 105. (June 2, 2014)
- USDOT. The Metropolitan Transportation Planning Process: Key Issues – A Briefing Book for Transportation Decision-Makers, Officials and Staff. Washington DC. Transportation Planning Capacity Building Program, FHWA and FTA.
- Association of Metropolitan Planning Organizations (AMPO). www.ampo.org
- National Association of Regional Councils (NARC). www.narc.org

Agenda Item 8
MPO 2/19/16

HISTORY AND STATUS OF THE TRANSIT AUTHORITY AND TRANSIT TASK FORCE EFFORTS

RECOMMENDED ACTIONS: To present and discuss the history and status of the Transit Authority and Transit Task Force efforts.

At a previous meeting, the MPO Board requested an agenda item to provide the history and status of the efforts to create a Transit Authority to address the long term vision and funding needs of transit in Lee County. **Attached** are the milestones providing the history of both the Transit Authority efforts as part of the work that was done by the MPO from 2000 to 2010 and the Transit Task Force efforts that were conducted by the County from 2010 to 2013. The second attachment is the Phase III Final Report that summarized the body of work completed by the Transit Task Force.

TRANSIT AUTHORITY/TRANSIT TASK FORCE HISTORY

Capital and operating needs of the Lee County Transit Division (LeeTran) are primarily supported by the County's General Funds and gas tax revenues. The absence of a dedicated transit funding source have precluded LeeTran from expanding services and adding premium transit, and at times have led them to cut service temporarily and also to increase bus fares for addressing funding shortfalls. Without new funding sources LeeTran has struggled to maintain its existing service and has forced them to rely on adjustments to routes and services based upon the results of its comprehensive operation analyses.

Transit Authority Milestones:

December 8, 2000: Lee County Metropolitan Planning Organization (MPO) adopted the Transit Element of the 2020 Transportation Plan in which there were three major recommendations that were made:

- A dedicated source of funding is needed for transit
- The revenue source must grow with inflation
- Municipalities receiving service should participate in funding the service

The Transit Needs Plan of the 2020 Transportation Plan supported a moderate growth scenario for transit services. The *Transit Development Plan* that was subsequently developed by Lee County Transit (Leetran) in May 2001, and adopted by the Lee County Board of County Commissioners (BOCC) supported this moderate growth approach.

March 2002: The MPO completed a study on a *Long Term Transit Funding and Governance Study* to study alternative funding sources and governance of transit services in Lee County. Ad valorem, gas tax and sales tax were studied as potential revenue sources. This study recommended the establishment of a transit authority with its own ad valorem taxing authority to operate the transit system and raise the revenue to fund it at a level adequate not only to keep up with inflation, but to expand service at a moderate rate as the county grows.

May 29, 2002: The MPO Board discussed the results of the study at a special workshop and decided to pursue the creation of a transit authority in the long term for the future governance and fiscal health of LeeTran. In the short term, the MPO Board asked the County to investigate the feasibility of Municipal Services Taxing Unit (MSTU) to fund transit needs.

January 17, 2003: The findings of a preliminary LeeTran study on the advantages and disadvantages of an MSTU included various funding distribution scenarios to fund the short term transit needs were presented to the MPO. The MPO directed staff to take the findings to its Technical and Citizens Advisory committees for a recommendation of which option to pursue and then bring the recommendation back to the Board within 90 days.

Subsequently, the MPO contracted Tindale Oliver & Associates, Inc. (TOA) to conduct additional analysis. At the completion of the analysis, the advantages and disadvantages of MSTUs and five other potential funding sources were presented to the advisory committees which recommended that Lee County not pursue the creation of an MSTU to fund transit and paratransit services but proceed with a feasibility study for the creation of a transit authority. They also recommended that the BOCC maintain the current local funding sources and governance structure in the interim.

April 18, 2003: The MPO Board directed staff to meet with the fiscal staff of each municipality to determine which funding sources and governance options would be most preferable to them, and what source of revenue could be used to fund the short term needs while a transit authority is being pursued.

June through July 2003: MPO's consultant TOA conducted meetings with fiscal staff of each municipality in late June and early July, and developed a report called the *Short Term Transit Funding Solutions for Lee County*. The recommendations in the report included the following:

1. Fast Track the Regional Transit Authority

2A. County continues to Fund Status Quo base level service with Municipalities funding transit expansion, or

2B. County continues to Fund Status Quo base level service with Countywide MSTU funding transit expansion ((This option considered two options for the geographical boundaries of the MSTU – (1) All of Lee County including the unincorporated areas and municipalities (2) Adjusted Lee County, similar in scope to the first option except for the exclusion of the islands of Captiva, Useppa, Gasparilla, and Cabbage Key))

3. Shift gas tax revenues currently applied to transit to other County programs which will free up ad valorem based general fund revenues that could be then applied to transit. This would ensure that all county fiscal support of LeeTran would come from ad valorem sources.
4. Do not pursue a transit impact fee

August 22, 2003: The MPO Board passed a motion fast tracking the creation of a transit authority, asking the County to consider a countywide MSTU to fund transit expansion while it continues to fund the status quo base level services, and swapping the gas tax currently applied to transit with ad valorem based general funds.

Subsequently the MPO Board concluded that MSTU concept would not be workable (obvious drawbacks were the counting of MSTUs towards the municipal 10-mil cap and that they may affect bond rating) and reaffirmed its commitment to pursuing the establishment of a transit authority, and decided to proceed directly with that course without further consideration of interim funding measures.

May 2005 through December 2005: MPO contracted TOA to work on a *Transit Authority Consensus Building Action Plan*. As part of the plan development process, the consultant facilitated consensus building meetings with an advisory committee including local government administrative staff, county organizations, and community leaders and a policy committee including elected officials. The consensus building was facilitated though inputs received from two rounds of Delphi consensus building exercises conducted among a panel of experts with experience in creating new transit authorities. A draft Action Plan was developed based on comments received after the final Delphi responses were presented to each of the local governing boards in Lee County. The draft Action Plan was further refined based on input received at a community workshop.

December 15, 2005: MPO and LeeTran hosted a Transit Summit where the Action Plan was presented. The Summit was attended by elected and key public officials in Lee County, MPO advisory committees, and the local news media. A poll taken at the Summit indicated the following:

- 86% supported a transit authority that allowed flexibility in how it is established and funded
- 83% supported a sales tax as the funding source

- 87% supported an interlocal agreement indicating participation in an authority

January 20, 2006: MPO Board approved the final version of a *Transit Authority Consensus Building Action Plan*. The Plan recommended an independent transit authority because of the flexibility it provides in the composition of a transit authority board and pursuing various funding options. However, when it came to a preferred funding source for the transit authority, the Action Plan recommended sales tax because it provides a broad tax base with a smaller cost per household especially with a portion of the tax burden being placed on visitors and tourists.

April 21, 2006: The MPO Board took the following actions:

- Formed a Transit Authority Oversight Committee (TAOC) to provide a forum for addressing financial, planning, and organizational issues related to creation and transition to an independent countywide transit authority in Lee County. The TAOC included an elected official from each of the six local primarily MPO Board members.
- Accepted a study on the economic benefits of transit. The study was intended to provide the basis for building a comprehensive framework for identifying the need for local investment in transit service expansion. The study economically quantified the various benefits to both transit users and non-users due to the availability of transit service in Lee County.

May 21 through Nov 11, 2008: MPO and LeeTran worked on an interlocal agreement to support and participate in the establishment of a transit authority that was eventually adopted by the Lee County BOCC and all 5 municipalities.

July 2009: The Florida Legislature amended the Charter County Transit Surtax to allow 13 additional counties including Lee County to levy a maximum 1% sales surtax if a referendum is passed. The amendment allows the charter county to deposit surtax revenues into a trust fund, remit the revenues to an expressway or transportation authority, or apply them directly to permitted uses.

December 2009: On behalf of the MPO and LeeTran, a political pollster team comprising of Fallon Research & Communications, Inc. and Cornerstone Solutions, Inc. conducted a three (3) day telephone survey of 500 registered Lee County voters on December 1, 2009. The intent of this mass transit public opinion survey was to measure satisfaction and performance approval levels for the County's existing transportation infrastructure, determine public priorities for future transportation needs, and test levels of support for various aspects of a sales tax or an ad valorem tax that may be placed before voters for approval in order to determine viability and, importantly, the optimal time to place it on the ballot. Some of the important results from that survey are as follows:

- 64% agreed that improved and expanded public transportation systems will improve the quality of life in Lee County
- 54% supported a ½ cent increase in Lee County sales tax to pay for expanded and improved bus services.
- 56% supported a 1 cent increase in the Lee County sales tax to pay for commuter rail, expanded and improved bus services, more vanpools for residents with disabilities, walkways, bike paths, intersection improvements and road expansion in high traffic areas

- 70% opposed a property tax increase in order to pay only for expanded and improved bus services while 76% opposed a property tax increase for expanded and improved bus services, road expansion, bike paths, and vanpools.

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January 22, 2010: Consistent with a recommendation from the TAOC, the MPO Board directed staff to take the next step with the transit authority and move forward to place a ballot measure for a 1 cent sales tax increase on the November 2012 Presidential Election ballot.

May 14, 2010: MPO Board approved an interlocal agreement between the MPO and the Lee County BOCC that included the county providing funding for the development of a transit authority. For the agreement to become effective, the MPO decision must be ratified by the BOCC.

June 25, 2010: TAOC weighed in with comments on provisions for a transit authority charter. The TAOC suggested that the composition of a future transit authority board be based on population and accordingly allocated 3 members each to Lee County and the City of Cape Coral, 2 members to the City of Fort Myers, and 1 member each to the Cities of Bonita Springs and Sanibel, and 1 member to the Town of Fort Myers Beach. They also felt that no more than 15% of the tax proceeds should be spent on non-transit related improvements. They also felt that veto powers for the municipalities are unnecessary.

September 3, 2010: TAOC questioned the need for a transit authority to provide the governance of transit operations in Lee County and recommended a dialogue with the BOCC to find an alternative solution. They supported the idea of the BOCC continuing to provide the governance and oversight of a transit system countywide.

October 12, 2010: Acting on Leetran staff recommendation, the BOCC decided against executing an interlocal agreement between the BOCC and the MPO to provide funding for development of a transit authority. It was decided that Leetran would present a Long Range Transit Vision Plan to the BOCC in 2011 and review alternatives to the creation of a transit authority and options of dedicated transit funding alternatives.

January 10, 2011: At a Management and Planning meeting, the BOCC directed County staff to establish a Transit Task Force with private sector representatives to address immediate budget issues facing transit and assist with forming a long term vision for transit in Lee County. .

May 9, 2011: The Task Force, as part of Phase I, made recommendations to the BOCC at a Management and Planning meeting to implement revenue neutral service reductions based on efficiency models along with strategic modifications and additions to service that came out of the Comprehensive Operations Analysis study.

June 7, 2011: The BOCC adopted the Task Force recommendations and directed staff to implement service changes starting with FY 2011/2012. The Board further directed the Task Force to continue in Phase II with the formation of a long term vision for transit in Lee County.

February 27, 2012: Following the completion of the Phase II study, the Task Force recommendations were presented at a BOCC at an open forum workshop that included long term strategies for creating a robust and balanced, tailored network of transit services to serve Lee County. The Task Force recommendations

included working towards forming a Transit Authority and pursuing a stable funding source to expand transit services. The BOCC asked the Transit Task Force to formulate an implementation plan for the recommendations.

January 14, 2013: The Lee County Transit Task Force Phase III final report was completed and presented to the BOCC at a workshop. The recommendations included the creation of a Transit Special Management Committee and tasks related to the formation.

April 23, 2013: The Task Force recommendations from the January workshop were brought to the BOCC for approval. The agenda item included the following recommendations:

- Adopt the Administrative Code establishing the Transit Special Management Committee
- Establish the Transit Special Management Committee with an effective date
- Appoint the initial members of the Transit Special Management Committee (included members of the Transit Task Force)

A motion to postpone the item indefinitely was put forth by Commissioner Hall to seek more time to address her concerns with the draft Administrative Code that related to the composition of the committee, the size of the committee and the goals of the committee. She asked the Board to allow her to work with staff and the Task Force and bring a better draft back to the BOCC. The motion was approved by the BOCC.

Spring/Summer 2013: Staff met with Commissioner Hall to discuss her concerns and worked on items to address them, but there was not a follow up agenda item with the Board as there were numerous staffing changes that occurred during this time that affected this moving forward.

December 18, 2015: The MPO Board asked staff to provide a report at its February 19, 2015 meeting on the work that was done by the MPO to create a transit authority up to 2010 and the work that was done over the last few years by the Transit Task Force.

TRANSIT AUTHORITY/TRANSIT TASK FORCE HISTORY

TRANSIT AUTHORITY STUDIES/POLLS AND TRANSIT TASK FORCE STUDIES CONDUCTED IN LEE COUNTY SINCE 2002

1. *Long-Term Transit Governance and Funding Study, May 2002*
2. *The Pros & Cons of an MSTU in Lee County for Transit and Paratransit Services, June 2003*
3. *Short-Term Transit Funding Solutions for Lee County, July 2003*
4. *Transit Authority Consensus Building and Action Plan, January 2006*
5. *Economic Benefits of Transit in Lee County, April 2006*
6. *3 Day Public Opinion Survey on Mass Transit, December 2009*
7. *Lee County Transit task Force Phase II, February 2012*
8. *Lee County Transit Task Force Phase III, January 2013*

Requests for a PDF copy of the listed documents above can be made by contacting Lee County MPO staff at 239 244 2220, or by email to info@leempo.com.

TRANSIT AUTHORITY/TRANSIT TASK FORCE HISTORY

FOR FURTHER INFORMATION ON THE LEE COUNTY TRANSIT AUTHORITY CONTACT DON SCOTT, MPO DIRECTOR, AT 239 338 2550 OR STEVE MYERS, LEETRAN DIRECTOR AT 239 533 0322.

2013

Lee County Transit Task Force

Phase III – Final Report

LeeTran

1/1/2013

FCRC CONSENSUS CENTER

December 14, 2012

Doug Meurer, Interim County Manager
Lee County Government
P O Box 398
Fort Myers, Florida 33902-0398

Re: Lee County Transit Task Force
Phase III Final Report

Dear Mr. Meurer:

The FCRC Consensus Center has worked with the LeeTran Transit Task Force since February 2011 and the third phase of this effort is now complete. In this third phase, the Transit Task Force, at the request of the Board of County Commissioners, took the recommendations established in Phase II and formulated an implementation plan. This final report describes the work of the Task Force and includes their recommendations for moving forward.

We appreciated the opportunity to design the Task Force Process and to serve as facilitators for the Transit Task Force meetings. We look forward to assisting you in possible future efforts.

Sincerely,

Christian Pedersen,
Program Director,
FCRC Consensus Center at FSU

FCRC Consensus Center
Florida State University
2035 E. Paul Dirac Drive, Suite 236
Tallahassee FL, 32310

Lee County Transit Task Force
Phase III Final Report

This report documents the third phase of work with the Lee County Transit Task Force, a group of private-sector representatives called together by the County Manager to address public transit issues in Lee County. The work of the Task Force was facilitated by the FCRC Consensus Center at Florida State University.

This report contains the following information.

- Background
- Task Force Participants
- Task Force Recommendations
- Task Force Mission and Task
- The Process
- Presentations made to the Task Force
- Public Comment
- Transit Special Management Committee (TSMC) Overview
- Administrative Code for the TSMC
- Draft Charter for Lee County Transit Authority
- Contact Information

Background

At the January 10, 2011 Management and Planning meeting, the Lee County Board of County Commissioners directed the County Manager to call together representatives from the private sector to form a Transit Task Force. The Task Force was asked to provide recommendations on the immediate budget issues facing transit and assist with forming a long-term vision for transit in Lee County. At the May 9, 2011 Management and Planning meeting, LeeTran presented the recommendations of the Task Force which called for implementing revenue-neutral service reductions based on efficiency models along with strategic modifications and additions to service. The Board of County Commissioners accepted the Task Force's recommendations and directed staff to prepare an action item *blue-sheet* to implement the recommended changes. On June 7, 2011 through action item 20110436, the Board adopted the Task Force's recommendations and directed staff to implement service changes with the start of fiscal year 2011/2012. The Board further directed the Task Force to continue in Phase II with the formation of a long-term vision for transit in Lee County.

The Transit Task Force accepted this directive from the County Commissioners and proceeded to study transit options, long-term funding strategies and growth plans for transit. Task Force members looked specifically at addressing the future role and sustainability of transit, undertaking comprehensive reviews of available funding, management goals, local policy and priorities. This work included analysis of Lee County's Long-Range Transportation Plan, Lee County Comprehensive Plan and LeeTran's Transit Development Plan.

After this extensive review, the Task Force again issued specific recommendations to the Board of County Commissioners which are detailed in the Task Force's Phase II Final Report. This report was delivered to the County Commissioners in an open forum workshop on February 27, 2012. At this workshop the Board and Task Force members discussed the work completed under Phase II and Task Force members presented their final recommendations regarding a long-term vision for transit in Lee County. The recommendations presented at the workshop provided long-term strategies for creating a robust and balanced, tailored network of transit services to serve the residents and visitors of Lee County. The Task Force also recommended working towards forming an authority and pursuing a stable funding source to expanding transit in Lee County.

Based on the discussion at the workshop and the Task Force's recommendations, the Board of County Commissioners again asked members of the Task Force to continue in their service to Lee County and develop an implementation plan to further guide the process. This final report for the work completed by the Task Force in Phase III provides that guidance to the Board of County Commissioners.

Task Force Participants

At the direction of the Board of County Commissioners, the County Manager's Office reached out to the private sector asking for their participation on this Task Force. The private sector responded, graciously giving their time, effort and dedication to studying the complexity of public transportation in Lee County. Many of our Task Force members serve Lee County in other roles. We are proud to have representatives who in addition to representing key private employers, also work as members of the Horizon Council and the Chamber of Commerce. We extend our most sincere thanks for the continued participation, support and effort of the following members and their organizations.

Nikki Sheets, *Alorica, Inc.*
Dan Moser and Ann Pierce (alternate), *Bike-Walk-Lee*
Kevin Anderson, *Chico's*
Colleen DePasquale, *Greater Fort Myers Chamber of Commerce*
David Plummer, *David Plummer and Associates*
Johnny Limbaugh, *Florida Department of Transportation, District One*
Barrett Gensen, *Florida Gulf Coast University*
Glee Duff, *Good Wheels, Inc. Lee County's Community Transportation Coordinator*
Russell Schropp, *Henderson, Franklin, Starnes and Holt, PA*
Dr. Judith Hartner, *Lee County Health Department*
Matt Olivo, *LYNX Services*
Ron Tennant and Jeff Little (alternate), *Publix Supermarkets*
Russell Ringland, *Ringland Construction, Inc.*
Karen Anderson and Justin Schiff (alternate), *Shell Point Retirement Community*
Jeannine Joy and Cliff Smith (alternate), *United Way of Lee County*
Lee Ford, *21st Century Collaboration Economic Development*
Edd Weiner, *Lehigh Acres Economic Development*

Additionally, other interested parties participated in the process and are recognized for serving as a resource to the task force.

Don Scott, *Lee County Metropolitan Planning Organization*
Richard Shine and Julia Davis, *Florida Department of Transportation District One Office*

Task Force Recommendations

Recommendation 1

The LeeTran Transit Task Force recommends that the BOCC form the Transit Special Management Committee (TSMC) as described in the TSMC Overview and the Administrative Code for the TSMC. The TSMC Overview was prepared by the LeeTran Transit Task Force and the Administrative Code for the TSMC was prepared by the Lee County Attorney's Office.

Recommendation 2

The LeeTran Transit Task Force recommends that the BOCC authorize the TSMC to finalize the Draft Charter for an Independent Transit Authority in Lee County by meeting with the municipalities in Lee County. The Draft Charter was prepared by the LeeTran Transit Task Force.

Recommendation 3

The LeeTran Transit Task Force recommends that the BOCC schedule a workshop in the end of May 2013 for a presentation by the TSMC. The TSMC will present the Draft Charter for an Independent Transit Authority in Lee County and present the results of their meetings with the municipalities in Lee County concerning the Draft Charter.

Recommendation 4

The LeeTran Transit Task Force recommends that the BOCC authorize the TSMC to develop a scope of work with a corresponding budget for a Public Education Plan on the value and benefits of an Independent Transit Authority in Lee County. The Public Education Plan will be brought back to the BOCC for formal approval.

Recommendation 5

The LeeTran Transit Task Force recommends that the BOCC authorize the TSMC to develop a scope of work with a corresponding budget for a Marketing Plan on the value and benefits of an Independent Transit Authority in Lee County. The Marketing Plan will be brought back to the BOCC for formal approval.

Task Force Mission and Tasks

At the direction of the Board of County Commissioners during the February 27, 2012 workshop, the Task Force set out to develop an implementation plan for recommendations developed in Phase II as follows.

- Recommendation 1 – Continue to meet to develop the concept of a Transit Authority, including funding sources, governance and responsibilities

  - Address formation of the charter and board composition.

  - Include representatives from municipalities and other interest groups not currently represented on the Task Force. The Task Force recommended precluding anyone in elected office, or running for elected office from service on the Task Force.

  - Continue working through the Office of the County Manager.

- Recommendation 2 – The Board should continue to fund LeeTran at current service levels or better, until such time as sustainable funding is in place.

- Recommendation 3 – Continue to allow the FCRC Consensus Center to facilitate the continued work of the Task Force.

On June 28, 2012 the Task Force reconvened to review its mission and task, creating a work plan that identified objectives for Phase II and developed an initial list of topics to further explore.

In previous work, the Task Force examined an extensive array of funding options. Analysis of various funding mechanisms including special taxing districts, gas and sales tax, millage rates increases, local option surtax, general fund allocation, local infrastructure surtax and legislatively created special funding districts were all examined in depth. During Phase II, the Task Force showed strong support for a sales surtax or the creation of a legislatively created Special Funding District to pay for the 10-Year Transit Development Plan.

The Task Force also supported the creation of a Transit Authority in Lee County to guide the process of establishing a stable funding source for transit. The Task Force acknowledged a substantive effort was necessary to build support for the effort and give voice and representation to other stakeholders.

With this charge, the Task Force set a series of six meetings and a work plan. Roles and guidelines were established for the facilitator, participants and county staff. A consensus and decision making process was adopted into the work plan. Meetings were scheduled and held on June 28, July 26, August 23, September 27, October 25 and November 29.

As part of the research necessary to make a fully informed decision, the Task Force called for a detailed presentation on the creation of transit authority boards, both dependent and independent. Various methodologies for appointing representatives to the authority board were reviewed, including some already in place around the state.

The Task Force considered the challenge of including municipalities on the board and how best to address effective representation on transit matters. Various examples of boards and representation mixes were examined. The Task Force included in their discussion various mechanisms for addressing appointments to the board and the need to allow for participation by the community. The Task Force felt strongly that the work and the goals of the committee going forward should be representative of the business community and the public. There was a strong appreciation for the political climate in which these recommendations were being developed. In response, the Task Force felt strongly that the leadership role in transit needed in part to remain with those who are non-elected officials.

As part of the charge under this phase, the Task Force prepared a draft charter as a starting point for discussions with the Commissioners, municipalities and the public at large. The Task Force considers the draft language as an invitation to partners who wish to be stakeholders and participate in the success of transit in Lee County. It is meant to create a dialogue and is open to change. The Task Force recognizes its success is based on its final adoption by a larger group.

In preparation for the future work needed in this effort, the Task Force worked diligently at creating a structure for the interim steps. The creation of a special management committee, similar to others already in operation in Lee County was recommended. A significant amount of thought and concern was invested in the proposed committee structure. The intent is to create a committee to provide additional oversight on transit matters and to make policy recommendations to the Board of County Commissioners. This includes annual reporting requirements that address transparency and accountability in the interest of the public trust.

The Transit Task Force also considered the greater effort needed to establish champions for transit. Champions should come not only from the political leadership, but also from private sector leaders in the community who work continually to improve the quality of life, long-term economic viability and be inclusive of the investments needed to build a resilient community for residents and visitors alike. The success of the effort must be grounded in a cohesive and inclusive effort which is shared, advanced and driven by all five municipalities and the county.

Finally, the Task Force members expressed strong interest in continuing their service. There is strong support for the continued education of public officials, the business community and the general public on the role of transit and the Task Force. Looking forward, the Task Force recognized the effort will have some cost associated with marketing, outreach and educational efforts. This recognition speaks to the additional work needed for this effort to be successful.

The Process

Throughout the process, facilitators from the FCRC Consensus Center worked to maintain a cooperative climate for discussion, assisting the group with decision-making and goal setting. The facilitator sought to actively encourage open and balanced participation, providing various methods and opportunities for communication and feedback. Each meeting included an opportunity to discuss topics and issues not on the agenda and an opportunity to request additional information.

Lee County staff served to facilitate information, providing documents, resources and data as requested. Representatives from the County Manager's Office, Budget Services, Sustainability and LeeTran assisted with developing presentations, background information and with meeting logistics.

During Phase III, the Transit Task Force sought to build on the work completed during previous meetings. The members participating in this phase had acquired a substantive understanding of the transit department's guiding documents, operating analysis and various studies including access to the following documents.

- 2012 Transit Development Plan
- Florida Department of Transportation Transit Resource Guide 2005
- 2005 Transit Development Plan
- Lee Plan: New Horizon 2035 Evaluation and Appraisal Report
- LeeTran Comprehensive Operational Analysis, December 2010
- Lee County MPO Long Range Transportation Plan, December 2010
- Long Term Transit Funding and Governance Study, May 2002
- Pros and Cons of Local Funding Sources for Transit and Paratransit, June 2003
- Short Term Transit Funding Solutions for Lee County, July 2003
- Transit Authority Consensus Building Action Plan, January 2006
- Economic Benefits of Transit in Lee County, April 2006
- Lee County Bus Rapid Transit Feasibility Study, April 2008
- 3-day Public Opinion Survey on Mass Transit, December 2009

Members of the Transit Task Force were facilitated in refining recommendations for presentation to the County Manager's office and ultimately, to the Board of County Commissioners. The goal was to develop recommendations which represented unanimous approval by the Task Force membership.

Lee County contracted the services of Tindale Oliver and Associates which provided assistance in conducting research and technical support. In cooperation with Tindale Oliver and Associates, Cornerstone Solutions assisted in presenting.

Presentations Made to the Transit Task Force

LeeTran staff presented an overview of Lee County Advisory Committees. This presentation included a review of Administrative Code AC-2-3. The Airport Special Management Committee was reviewed as an example of a functioning advisory committee. Other committees including the Tourist Development Council and Library Advisory Board were also discussed.

Tindale Oliver and Associates gave an overview of Transit Authorities, detailing regional transit authorities and special districts. The presentation explained the governance structure, funding source and board composition requirements necessary for a functional structure. Legislation adopted in the State of Florida including those created in Hillsborough, Polk, Pinellas, South Florida, Central Florida and Jacksonville was reviewed and discussed. The presentation included various methods of board composition including population-based representation. The presentation allowed for comparison of how different models of representation could potentially represent Lee County municipalities.

Tindale Oliver and Associates presented the Transit Authority Action Plan adopted by the Lee County MPO. The presentation included a review of some of the work already undertaken by LeeTran and the MPO. For discussion purposes, a copy of the legislation establishing the Polk Transit Authority was presented to the Task Force and reviewed as a possible model for Lee County.

In cooperation with Tindale Oliver and Associates, Cornerstone Solutions presented "Strategies for Winning at the Ballot Box on Transit Funding Issues." This presentation looked at successful ballot measures and outlined requirements for undertaking the process of bringing an initiative to the public.

Transit Special Management Committee (TSMC) Overview

Key characteristics of the TSMC are summarized below.

- TSMC will serve as a Dependent Transit Authority and lead the transition to an Independent Transit Authority.
- TSMC will be a planning and oversight committee.
- TSMC will make recommendations to the BOCC on any transit matters.
- TSMC will have some similarities to the Airport Special Management Committee.
- Initial TSMC members will be appointed by BOCC from the Transit Task Force. Members will serve 3-year terms.

Duties of the LSMC will include the following.

- Adopt operating procedures for the TSMC.
- Lead the transition to an independent transit authority.
- Implement preferred funding for an independent transit authority.
- Implement a preferred governance structure for an independent transit authority.
- Continue the process of implementation of the independent transit authority charter.
- Draft the independent transit authority by-laws.
- Oversee the legislative approval process.
- Review local public transportation services plans.
- Serve as a forum for addressing and resolving countywide or regional public transportation issues.
- Make recommendations on policy and budget for transit operations.
- Oversee market research and voter education efforts to support a referendum campaign.
- Develop and implement strategies to include municipalities and the public in the process of transition to an independent transit authority.

Other Key Points

- The TSMC will be a separate body whose focus will be public transportation with primary emphasis on transit.
- All existing ad valorem transit funding will move to the TSMC (with final budget approval by the BOCC).
- The millage rate for transit will be listed separately on the tax bill.
- LeeTran and other Lee County Departments will provide staffing support to TSMC.
- The Lee County Transit Task Force has initiated several of the TSMC major duties and responsibilities.
    - Identification of a preferred funding source
    - Identification of a preferred governance structure
    - Development of the transit authority charter

- Development and/or review of local public transportation services plan including the TDP and the LRTP

TSMC Membership

The Committee may have 13 members. The initial members of the Committee will be drawn from the LeeTran Transit Task Force. The Task Force members have shown commitment and dedication to the development of transit in Lee County by serving for 18 months on the Transit Task Force. They have become knowledgeable about transit and they have laid the groundwork for many of the responsibilities facing the TSMC.

Representation

LeeTran Task Force members represent a broad spectrum of the community and are knowledgeable in areas of interest that will be beneficial to the future of transit. Committee members represent the following areas of interest: Chambers of Commerce, Business, Higher Education, Healthcare, Economic Development, Law, Engineering, Transportation Disadvantaged, Bicycles and Pedestrians, Transit Users, and Sustainability and Complete Streets. Committee members are geographically dispersed throughout the county.

LeeTran Task Force Candidates

The following Lee County Transit Task Force members have volunteered to serve as the initial members of the LSMC: Colleen DePasquale, Lee Ford, Edd Weiner, Russell Schropp, David Plummer, Glee Duff, Ann Pierce, Matt Olivo, Dan Moser, Nicky Sheets and Jeff Little.

Non-Voting Members

FDOT and MPO will each appoint a staff person to serve as an advisory member on the TSMC.

Administrative Code for TSMC

ADMINISTRATIVE CODE BOARD OF COUNTY COMMISSIONERS
CATEGORY: Transportation and Traffic Management
CODE NUMBER: AC- 11-20
TITLE: Transit Special Management Committee
OPERATING DEPARTMENT: Transit

SECTION 1: Name
The name of the Committee will be the Lee County Transit Special Management Committee ("Committee").

SECTION 2: Intent/Purpose/Scope
The intent of this Administrative Code is to establish procedures for the creation and function of the Committee. The primary purpose of the Committee it to make recommendations to the Board of County Commissioners in matters related to transit policy, issues, programs and plans for the establishment of a special district under Florida Statutes Chapter 189 to provide mass transit services to the citizens of Lee County, and to develop a sustainable funding source for the same. The scope of work to be performed by the Committee will include, but not be limited to, the following:
A. To review and make recommendations to the Board of County Commissioners (by a majority vote at a public meeting) regarding transit policy, issues, programs and plans that will support the purpose as set forth herein.
B. To evaluate established policies, procedures, ordinances and development regulations and make recommendations in support of efficient and effective public transit for the future.
C. To serve as a forum for advancing countywide public transportation with the development of a regional transit authority.
D. To annually report to the Board of County Commissioners a program plan as provided in theTransit Development Plan.
E. To annually report to the Board of County Commissioners a work plan detailing the goals and objectives of the Committee to be undertaken for the following year.

SECTION 3: Governing Rules
This is a standing committee. Except as otherwise provided herein, all meetings of the Committee will be governed by Roberts Rules of Order and Lee County Administrative Code AC 2-3.

SECTION 4: Membership
A. The Committee will consist of 13 (thirteen) members as follows:
1. The Committee will have 11 (eleven) members appointed by the Board of County Commissioners, in the manner as set forth below.
2. A staff member of the Lee County Metropolitan Planning Organization will serve on the Committee, holding a non-voting, advisory seat.
3. A member of the Florida Department of Transportation will serve on the Committee, also holding a non-voting, advisory seat.
B. Members will serve without compensation.
C. Members must comply with the provisions of Chapters 112, 119 and 286 of the Florida Statutes. As such, no member of the Committee shall have any financial interest or conflict of interest in the outcome of any matter coming before such member in their official capacity. Any member must disclose on the record the existence of any interest and must disqualify himself from voting or taking

action on any such matters presented to the Committee. Members will be required to complete the annual financial disclosure forms required by County Code.

D. Appointments:

1. Initial appointments to the Committee will be nominated from the LeeTran Transit Task Force first seated by the County Manager in 2011. Thereafter, members will be appointed by the Board of County Commissioners in the manner as set forth below.

2. Members will represent a broad spectrum of the community and the private sector and who have demonstrated a commitment to future of public transit in Lee County. Members will represent the following sectors: Chambers of Commerce, private sector interests and businesses, higher education, health care, economic development, law, engineering, transportation disadvantaged, bicycle and pedestrian, transit users, Sustainability and Complete Streets or other closely related interests.

3. All geographic sectors of Lee County will be represented.

E. Terms:

1. Members will serve a 3 (three) year term at the pleasure of the Board of County Commissioners.

2. Members may be reappointed to consecutive terms. 3. Upon establishment, one-half of the Committee will be appointed for one-year and half will be appointed for two-years commencing with the Committee's anniversary month of establishment. Odd number members will be appointed for the term that will allow the expiration in an odd year.

4. All appointments after the Committee has functioned for one-year will be for a 3 (three) year term.

F. The anniversary month of the Committee shall be the month the Committee is first established.

G. The County Liaison will be the director of the Transit Department.

H. Attendance, Resignations and Vacancies:

1. A member who is absent from three meetings within a twelve (12) month period is deemed to have resigned.

2. A member desiring to resign should submit a written resignation to the Committee Chair, the Transit Director, or the Transit Staff member assigned to the Committee, for appropriate processing.

3. Vacancies in the membership of the Committee will be filed in the same manner provided for in their original appointment. A replacement for a resigned member will complete the unexpired portion of the resigning member's term.

SECTION 5. Officers

To provide guidance and leadership for the Committee, a Chair, Vice-Chair and Secretary will be elected by a vote of the Committee and each will serve a term of one year commencing with the first regularly scheduled meeting. Thereafter, Officers will be elected annually on the Committee's anniversary month. Terms of office may not exceed two successive one-year terms for the Chair or Vice-Chair.

A. Officers of the Committee will have the following duties:

1. Chair: To chair all meetings. The Chair will sign meeting minutes, along with the Secretary, upon approval by the Committee, and will perform all other duties incidental to the office as proscribed by the Committee.

2. Vice-Chair: In the absence or inability of the Chair, the Vice-Chair will preside over the meeting and assume all other duties as may be necessary in the absence of the Chair.

3. Secretary: In the absence of the Chair and Vice-Chair the Secretary will preside over the meeting. The Secretary will ensure that the minutes are properly recorded and will sign them, along with the Chair, upon approval by the Committee.

B. If a vacancy exists in any of the above offices, the Committee will elect a new officer to fill the unexpired term of the vacated office.

SECTION 6: Meetings, Notice and Quorum

A. Meetings will be open to the public and held a public location accessible to public transportation.

B. At a minimum, notice for each meeting will be provided by posting in the first floor lobby of the County Administration Building, 2115 Second Street, Fort Myers, Florida, and on the County's Website at www.lee-county.com. When necessary for a public hearing, notice will also be published in the appropriate media.

C. All Committee records are public records.

D. Meetings will be called by the Chair, by the Board of County Commissioners and/or the County Staff Liaison.

E. The Committee will meet regularly, at least once per month. The Committee may meet at any other time as directed by the Committee Chair or upon request of three (3) or more of its members.

F. Seven or more voting members of the Committee will constitute a quorum.

G. A simple majority of votes is necessary for adoption. H. Voting by proxy is not permitted. Members must be physically present for purposes of determining a quorum and voting.

SECTION 7: Duties of the Committee

A. The Committee will be an advisory and review board to the Board of County Commissioners on those transit issues and matters to advance the Purpose/Scope of this Committee as set forth in Section 2 herein.

B. The Committee will have a general advisory responsibility to the Board of County Commissioners, and provide recommendations, directions, plans, objective and/or comments to the Board of County Commissioners on a regular basis as determined by the Board.

C. The Committee will review, analyze, evaluate and in a timely manner, recommend actions to the Board of County Commissioners on those transit issues and matters to advance the Purpose/Scope of this Committee as set forth in Section 2 herein.

D. The Committee will provide the Board of County Commissioners with recommendations, plans, objectives, recommended actions and/or comments, in writing, for the Board of County Commissioners ratification or denial.

SECTION 8: Subcommittees

A. The Committee may create, from time to time, such subcommittees as it shall find be necessary or desirable to carry out the functions, purposes and objectives of the Committee.

B. Members of such subcommittees will be appointed by the Committee for such term and will have qualifications as the Committee determines necessary. A Committee member's term on a subcommittee may not exceed their respective term on the Committee.

C. A subcommittee must include at least one member of the Committee.

D. Subcommittee meetings are also subject to Florida Statutes Section 286.11, Government in the Sunshine, and must be open to attendance by the public in the same manner as a meeting by the Committee, including notice.

E. Any such subcommittee may be dissolved by a vote of the Committee.

F. The Committee may remove any subcommittee member with or without cause by an affirmative vote.

G. Any such subcommittee will be subordinate to the Committee.

SECTION 9: Staff Support

Staff support will be provided by the Lee County Department of Transit (Lee Tran). Staff will be a liaison between the Committee and the Board of County Commissioners. Staff is responsible for advertising or posting notice for official Committee meetings. Staff will attend Committee meetings, assist in the

preparation of minutes and will ensure that the minutes are filed with the Lee County Public Resources Office and other offices prescribed by Lee County Administrative Code AC 2-3.

SECTION 10: Sunset
It is intended for this Committee to be sunset upon the formation of a Special District for the purpose of providing mass transit services to the citizens of Lee County or by vote of the Board of County Commissioners during a regularly scheduled Board meeting.

Attachment 1 New Committee Checklist
Established by
○ Ordinance ○ Resolution ○ Board Action ○ Administrative Code ○ Interlocal Agreement ○ Florida Statute ○ Other
Category
○ Standing ○ Special (with Sunset Date)
Committee Name
○ Transit Special Management Committee
Number of Members
○
How Appointed
○ At Large ○ At Large/At Large by Category ○ Category ○ District Sensitive ○ District Sensitive/At Large by Category/At Large ○ District Sensitive/by Category ○ District Sensitive/District Rotating ○ At Large/City Rotating ○ Not Board appointed ○ Other
List Categories and District Specific Appointments
Length of Term
Form 1 Financial Disclosure Required
Anniversary Month
County Liaison
Lee County Transit Department Director 6035 Landing View Road Fort Myers, Florida 33907 (239)533-0322
Sunset Date
Purpose

Draft Charter for Lee County Transit Authority

(This parenthetical is an introduction to, but not part of, this draft charter. This charter was developed by the LeeTran Task Force. The LeeTran Task Force was comprised of citizens primarily from the private sector throughout Lee County and also from non-profits and government. Their charge from the Lee County Manager was to develop recommendations for a sustainable transit system to serve the citizens of Lee County. This draft charter offers a framework for a governance structure and sources for sustainable funding so that transit can continue to serve the citizens of Lee County well into the future. This draft charter was unanimously approved at the final meeting of the LeeTran Task Force on November 29, 2012.)

Section 1 – Definitions

As used in this act, unless otherwise specified:
(1) "Authority" means the Lee Transit Authority.
(2) "Board" and "board of directors" mean the Lee County Transit Authority Board of Directors.
(3) "County" means Lee County.
(4) "Director" means a member of the board of directors of and for the authority.
(5) "Mass transit" means a system used for the transportation of people and goods by means of a street railway, an elevated railway, a commuter railroad, a subway, motor vehicles, motor buses, and other transportation facilities whether now or hereafter invented, and including a complete system of tracks, stations, rolling stock, and other facilities necessary to effectuate passenger and goods conveyance.

Section 2 - Authority, Creation, Boundaries, Charter Amendments

(1) There is hereby created an independent special district for purposes of providing mass transit services to the citizens of Lee County, incorporating lands in Lee County described in subsection (2), which shall be a public corporation having the powers, duties, rights, obligations, and immunities herein set forth, under the name of the Lee Transit Authority. The authority is organized and exists for the purposes and shall hold all powers set forth in this act and chapter 189, Florida Statutes.

(2) The lands to be included within the authority are all lands in Lee County, whether incorporated or unincorporated.

(3) Subsequent to the activation of the authority, contiguous counties, municipalities, or other political subdivisions not participating initially may become members of the authority with the same benefits as the initial members, upon approval by a majority vote of the board.

Section 3 - Purpose

The purpose of the authority shall be to plan, finance, acquire, construct, operate, and maintain mass transit facilities and systems, together with such supplementary transportation assistance as may be necessary or advisable to service the mass transit needs within the territorial boundaries of the authority and of such areas with which the authority may contract for service.

Section 4 - Governing Board

Membership and quorum

(1) The business and affairs of the authority shall be conducted and administered by a board of fifteen voting directors and one advisory director. The presence of eight voting directors shall constitute a quorum for official business.

The fifteen members of the board of directors shall be appointed as follows: the Lee County Board of County Commissioners shall appoint two of its commissioners as members of the board and two non elected representatives from the community as members of the board; the Fort Myers City Council shall appoint one of its councilpersons as a member of the board and one non elected, representative from the city as a member of the board; the Fort Myers Beach Town Council shall appoint one of its councilpersons as a member of the board and one non elected, representative from the city as a member of the board; the Cape Coral City Council shall appoint one of its councilpersons as a member of the board and one non elected, representative from the city as a member of the board; the Sanibel City Council shall appoint one of its councilpersons as a member of the board and one non elected, representative from the city as a member of the board; and the Bonita Springs City Council shall appoint one of its councilpersons as a member of the board and one non elected, representative from the city as a member of the board; the Governor of the State of Florida shall appoint one non elected representative to serve as a member on the board.

In order to prevent all appointments from ending at the same time, the initial appointments shall be staggered: 5 members for one year, 5 members for 2 years, and 5 members for three years. After initial appointments, all appointments shall be 3 years.

Initial appointments shall be staggered as follows.
Lee County: one shall serve for one year, two shall serve for a 2-year term, and one shall serve for a 3-year term,
Cape Coral City: one shall serve for a 1-year term, and one shall serve for a 3-year term,
Fort Myers City: one shall serve for a 2-year term and one shall serve for a 3-year term,
Fort Myers Beach Town: one shall serve for a 1-year term and one shall serve for a 2-year term,
Sanibel City: one shall serve for a 1-year term and one shall serve for a 2-year term,
Bonita Springs City: one shall serve for a 1-year term and one shall serve for a 3-year term,
Governor: one shall serve for a 3-year term.

The Secretary of the Department of Transportation shall appoint the District One Secretary, or his or her designee, as an advisory member of the board.

Employment of personnel; compensation

(2) The board may employ personnel as it deems necessary for the proper function and operation of the authority. The salaries of authority personnel, and any other wages, shall be determined by the board. The Director and staff of LeeTran will become the initial Director and staff of the authority.

Creation

(3) Each appointed member of the board shall assume office 10 days following the member's appointment.

Compensation

(4) The directors shall receive payment for actual expenses incurred while performing the duties of their office in accordance with general law governing per diem for public officials. The authority is empowered to adopt a resolution to exceed the state rates for per diem expenses. Directors may not receive compensation for their services.

Commissioners' bond

(5) Each director, upon taking office and in accordance with chapter 189, Florida Statutes, shall execute to the Governor for the benefit of the authority a bond conditioned upon the faithful performance of the duties of the director's office. The premium for such bonds shall be paid from the funds of the authority.

Section 5 - Powers; functions; and duties

(1) The authority shall have all powers to carry out the purposes of this act and the functions and duties provided for herein, including the following powers, which shall be in addition to and supplement any other privileges, benefits, and powers granted by this act or general law:

(a) To study, plan, design, establish, acquire, construct, own, lease, operate, manage, maintain, dispose of, improve, and expand the mass transit facilities and services within the boundaries of the authority.

(b) To execute all contracts and other documents, adopt all proceedings, and perform all acts determined by the board as necessary or advisable to carry out the purposes of this act. The chair, vice chair, or executive director shall execute contracts and other documentation on behalf of the authority.

(c) To fix, alter, levy, collect, and enforce rates, fares, fees, charges, penalties, and fines from persons or property, or both, for the provision and use of services, facilities, and products of the authority or to pay the operating or financing costs of the authority's facilities and services that are available to potential users.

(d) To contract for the service of engineers, accountants, attorneys, and other experts or consultants and such other agents as the board may require or deem appropriate from time to time.

(e) To acquire such lands and rights and interests therein; to acquire such personal property as the authority may deem necessary and appropriate in connection with the acquisition, ownership, expansion, improvement, operation, and maintenance of the authority's facilities; and to hold and dispose of all real and personal property under its control.

(f) To lease or rent any of its easements, real property interests, or facilities to other mass transit providers that are owned by a municipality, county, special district, or other government agency or that hold a franchise from a municipality or county, when such lease or rental is for joint use by the authority and the other provider.

(g) To exercise exclusive jurisdiction, control, and supervision over the authority's services and facilities and to make and enforce such rules and regulations for the maintenance, management, and operation of the authority and its facilities and services as may be, in the judgment of the board, necessary or desirable for the efficient operation of the authority in accomplishing the purposes of this act.

(h) To enter into Interlocal agreements or join with any other general or special purpose local governments, public agencies, or authorities in the exercise of common powers.

(i) To accomplish construction directly or by letting contracts to other entities, whether public or private, for all or any part of the construction of improvements to the authority's facilities as determined by the board in accordance with applicable law.

(j) To receive and accept from any federal or state agency grants or loans for or in the aid of the planning, construction, reconstruction, operation, promotion, or financing of the authority's facilities or services and to receive and accept aid, contributions, or loans from any other source of money, labor, or other things of value, to be held, used, and applied only for the purpose for which the grants, contributions, or loans may be made.

(k) To purchase or to assume ownership, lease, operation, management, or control of any publicly or privately owned mass transit facilities, including the assumption, defeasance, or payment of the financial liabilities associated with such facilities.

(l) To divide the authority facilities into separate units, benefit areas, or subsystems for the purpose of imposing special assessments; setting rates, fees, or charges; for accounting or financing improvements or additions; or for any other purpose.

(m) To appoint advisory boards and committees to assist the board in the exercise and performance of the powers and duties provided in this act.

(n) To sue and be sued in the name of the authority and to participate as a party in any civil, administrative, or other action.

(o) To adopt and use a seal and authorize the use of a facsimile thereof.

(p) To employ or contract with any public entity or person to manage and operate the authority and its facilities, or any portion thereof, upon such terms as the board deems appropriate.

(q) Subject to such provisions and restrictions as may be set forth in any financing documents, to sell or otherwise dispose of the authority's facilities, or any portion thereof, upon such terms as the board deems appropriate, and to enter into acquisition or other agreements to effect such dispositions.

(r) To acquire by purchase, gift, devise, or otherwise, and to dispose of, real or personal property or any estate therein.

(s) To provide such deferred compensation, retirement benefits, or other benefits and programs as the board deems appropriate.

(t) To maintain an office or offices at such place or places as the board may designate from time to time.

(u) To hold, control, and acquire by donation or purchase, or to dispose of any public easements, dedications to public use, platted reservations for public purposes, or any reservations for those purposes authorized by this act and to make use of such easements, dedications, and reservations for the purposes authorized in this act.

(v) To lease, as lessor or lessee, to or from any person, firm, corporation, association, or body, public or private, facilities or property of any nature to carry out the purposes authorized in this act.

(w) To borrow money and issue bonds, certificates, warrants, notes, obligations, or other evidence of indebtedness.

(x) To assess, levy, impose, collect, and enforce special assessments upon all or any portion of the lands located within the authority. Such special assessments may be apportioned among benefited property in a manner proportionate with the benefits received or commensurate with the burdens alleviated by the use of the property based upon such factors or combination or factors as determined by resolution of the board. Such special assessments may, in the discretion of the board, be imposed, collected, and enforced using any methods and procedures authorized by law, including section 197.3632, Florida Statutes; or the board may adopt by resolution its own method or procedures or use any

other method or means for levy, imposition, collection, and enforcement not inconsistent with law.

(y) To apply for and accept grants, loans, and subsidies from any governmental entity for the acquisition, construction, operation, and maintenance of the authority's facilities and services and to comply with all requirements and conditions imposed in connection therewith.

(z) To invest its moneys in such investments as directed by the board in accordance with state law. Such investments shall be consistent in all instances with the applicable provisions of the financing documents.
(aa) To purchase such insurance as the authority deems appropriate.

(bb) To develop transportation plans and to coordinate the authority's planning and programs with those of appropriate municipal, county, state, special district, and federal agencies and other political subdivisions of the state.

(cc) To prescribe and promulgate necessary rules and regulations consistent with the provisions of this act.

(dd) To market and promote the authority and its facilities and services.

(ee) To adopt a budget in accordance with applicable law and to appropriate and expend revenue in accordance with that budget.

(ff) To do all acts and to exercise all powers necessary, convenient, incidental, implied, or proper, both within and outside the boundaries of the authority, in connection with any of the powers, duties, obligations, or purposes authorized by this act, general law, or any Interlocal agreement entered into by the authority.

(2) In exercising the powers conferred by this act, the board shall act by resolution or motion made and adopted at a duly noticed and publicly held meetings in conformance with applicable law.

(3) The provisions of chapter 120, Florida Statutes, shall not apply to the authority.

(4) Nothing herein is intended to or shall be construed to limit the power of local self-government of a charter county or conflict with the Constitution of the State of Florida or the Lee County Home Rule Charter, which became effective on January 3, 1996.

(5) The authority's planning requirements shall be as set forth in this act and chapter 189, Florida Statutes.

(6) Requirements for financial disclosure, meeting notices, reporting, public records maintenance, and per diem expenses for directors, officers, and employees shall be as set forth in this act and chapters 112, 119, 189, and 286, Florida Statutes.

Section 6 – Funding

In order to provide funding for the purposes of the authority, the authority shall use ad valorem taxes and non-ad valorem assessments.

(1) The authority shall have the right, power, and authority to use proceeds from a sales tax within the boundaries of the authority, subject to approval by referendum of the qualified electors in the authority.

(2) The authority shall have the right, power, and authority to levy and assess an ad valorem tax on all taxable real property and tangible personal property within the boundaries of the authority, subject to approval by referendum of the qualified electors in the authority. The total amount of ad valorem taxes levied in any single year shall not exceed 3 mills. The authority shall set the annual millage up to 3 mills based on its annual budget. The authority shall levy and collect ad valorem taxes in accordance with chapter 200, Florida Statutes.

(3) The authority is authorized to levy and enforce the collection of fees for service and other non-ad valorem assessments in accordance with chapters 189 and 197, Florida Statutes.

Section 7 - Fiscal year

The authority's fiscal year shall begin on October 1 and end on September 30.

Section 8 - Authority funds

All funds of the authority shall be deposited in qualified public depositories in accordance with chapter 280, Florida Statutes.

Section 9 - Authority to borrow money; procedures and requirements for the issuance of bonds

The board shall have the power and authority to borrow money or issue other evidences of indebtedness for the purposes of the authority in accordance with chapter 189, Florida Statutes. The board shall by resolution authorize the issuance of general obligation bonds payable from any lawful sources for construction of capital improvements or expansion purposes of the transit services that the authority exists to provide, subject to a referendum of the qualified electors of the authority in accordance with the requirements of general law.

(2) The authority is prohibited from lending its credit to corporations, associations, partnerships, or persons.

(3) The authority may finance or refinance the acquisition, construction, expansion, and improvement of such facilities relating to a governmental function or purpose through the issuance of its bonds, notes, or other obligations under this section or as otherwise authorized by law. The authority has all the powers that are necessary to finance, own, operate, or manage the public facility, including, without limitation, the power to establish rates, charges, and fees for products or services provided by it, the power to levy special assessments, the power to sell or finance all or a portion of such facility, and the power to contract with a public or private entity to manage and operate such facilities or to provide or receive facilities, services, or products.

(4) The authority may also issue bond anticipation notes in connection with the authorization, issuance, and sale of bonds. The bonds may be issued as serial bonds or as term bonds or both. The authority may issue capital appreciation bonds or variable rate bonds. Any bonds, notes, or other obligations must be authorized by resolution of the authority and bear the date; mature at the time, not exceeding 40 years from their respective dates; bear interest at the rate; be payable at the time; be in the denomination; be in the form; carry the registration privileges; be executed in the manner; be payable from the sources and in the medium or payment and at the place; and be subject to the terms of redemption, including redemption prior to maturity, as the resolution may provide. If any officer whose signature, or a facsimile of whose signature, appears on any bonds, notes, or other obligations ceases to be an officer before the delivery of the bonds, notes, or other obligations, the signature or facsimile is valid and sufficient for all purposes as if he or she had remained in office until the delivery. The bonds, notes, or other obligations may be sold at public or private sale for such price as the authority shall determine in accordance with chapter 189, Florida Statutes. Pending preparation of the definitive bonds, the authority may issue interim certificates, which shall be exchanged for the definitive bonds. The bonds may be secured by a form of credit enhancement, if any, as the authority deems appropriate. The bonds may be secured by an indenture of trust or trust agreement. In addition, the authority may delegate to an officer, official, or agent of the authority as the governing body of the authority may select, the power to determine the time; manner of sale, public or private; maturities; rate of interest, which may be fixed or may vary at the time and in accordance with a specified formula or method of determination; and other terms and conditions as may be deemed appropriate by the officer, official, or agent so designated by the governing body of the authority. However, the amount and maturity of the bonds, notes, or other obligations and the interest rate of the bonds, notes, or other obligations must be within the limits prescribed by the governing body of the authority and its resolution delegating to an officer, official, or agent the power to authorize the issuance and sale of the bonds, notes, or other obligations.

(5) Bonds, notes, or other obligations issued under this section may be validated as provided in chapter 75, Florida Statutes.

(6) The accomplishment of the authorized purposes of the authority is in all respects for the benefit of the people of the state, for the increase of their commerce and prosperity, and for the improvement of their health and living conditions. Since the authority will perform essential governmental functions in accomplishing its purposes, the authority is not

required to pay any taxes or assessments of any kind whatsoever upon any property acquired or used by it for such purposes or upon any revenues at any time received by it. The bonds, notes, and other obligations of the authority, their transfer, and the income therefrom, including any profits made on the sale thereof, are at all times free from taxation of any kind by the state or by any political subdivision or other agency or instrumentality thereof. The exemption granted in this paragraph is not applicable to any tax imposed by chapter 220, Florida Statutes, on interest, income, or profits on debt obligations owned by corporations.

Section 10. Board action; compliance with open government laws and public records laws; authority to adopt policies and regulations

(1) A record shall be kept of all meetings of the board and in such meetings a majority vote of the directors, providing that a quorum is present, shall be necessary for any affirmative action by the board.

(2) The board shall comply with chapter 286, Florida Statutes, to preserve the right of the people to attend public meetings.
(3) The board shall comply with the public records laws set forth in chapter 119, Florida Statutes, to preserve the right of the people to access public records.

(4) The board may adopt policies and regulations not inconsistent with any portion of this act or chapter 189, Florida Statutes, as it may deem necessary for the transaction of its business and in implementing and carrying out the provisions of this act. The board shall have authority to provide all things necessary for the operation of transit services in the authority.

Section 11. This act shall be liberally construed to promote the purpose for which it is intended.

Section 12. In the event that any part of this act should be held void for any reason, such holding shall not affect any other part thereof.

Section 13. This act shall take effect upon becoming a law, except that the provisions of subsection (1) and subsection (2) of section 6 shall take effect only upon express approval by a majority vote of those qualified electors of the area described in subsection (2) of section 2 voting in a referendum to be called by the Lee Transit Authority and held in accordance with the provisions of law currently in force.

Public Comment

The Transit Task Force and the facilitators recognized the importance of providing for public comment. A process was provided for soliciting public comment which included calls at each meeting for anyone wishing to speak or address the group. Published agendas included on the first page information for providing comment through LeeTran's website www.rideleetran.com or through LeeTran's customer service line. Further, each meeting provided written comment cards which allowed for either written comment or contact information for providing public comment. All scheduled meetings were also noticed on Lee County's Official Web Site and on social media.

All meeting materials including agendas, meeting notes, facilitator's summary, presentations and handouts were made available on LeeTran's website.

Contact Information

This report was prepared in coordination with Lee County staff. For more information about this process and this report visit www.rideleetran.com or contact the following individuals.

FCRC Consensus Center Facilitator

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Lee County Government

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Lee County Transit Department – LeeTran

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6035 Landing View Road
Fort Myers, Florida 33907
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Note – the complete report includes several exhibits including copies of meeting agendas, summary documents prepared by the FCRC, meeting notes prepared by staff, sign-in sheets and copies of presentations prepared for each meeting.

Agenda Item 9
MPO 2/19/16

APPROVAL OF AMENDMENTS TO THE TAC BYLAWS

RECOMMENDED ACTIONS: Review and approval of amendments to the TAC bylaws to add the Village of Estero member to the TAC membership list.

The TAC bylaws are being amended to add the Village of Estero member and there were no other changes recommended by the TA at this time. The TAC unanimously approved this item at their February 4, 2016 meeting.

TECHNICAL ADVISORY COMMITTEE BYLAWS

~~June 22, 2012~~ February 19, 2016

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SECTION 1. **NAME**

The name of this Committee shall be the Technical Advisory Committee of the Lee County Metropolitan Planning Organization.

SECTION 2. **PURPOSE**

A. As stated in the Bylaws of the Lee County Metropolitan Planning Organization, Section 339.175, *Florida Statutes*, specifies the authority and responsibility of the MPO and the Florida Department of Transportation for the management of the continuing, cooperative, and comprehensive transportation planning process for the urbanized area that is consistent with the federal laws and regulations. The MPO, in cooperation with the Florida Department of Transportation shall appoint technical advisors to the MPO who shall act as a collegial body known as the MPO Technical Advisory Committee and shall include planners, engineers, and other appropriate employees of, or contractors and volunteers performing similar functions for Lee County, the signatory municipalities of the interlocal agreement creating the MPO, the Lee County Port Authority, the school board, Charlotte County Punta Gorda MPO and the Collier County MPO and the Southwest Florida Regional Planning Council. Representatives of other local, regional, state, and federal agencies may be non-voting associate members of the Technical Advisory Committee if required by federal or state law or regulations, at the Governor's request or upon appointment by a majority of the MPO policy board or of the voting members of the Committee. Implemented 339.175, F.S.

B. The functions of the Committee shall include, but not be limited to the following:

(1) To promote communication and coordination among members;

(2) To identify and resolve common problems;

(3) To continually coordinate transportation planning and programming;

(4) To be responsible for technical evaluations of various Transportation Studies, plans, programs or public information documents and advise the MPO therefore;

(5) To make priority recommendations to the Metropolitan Planning Organization Board for transportation plans and program implementation based on the needs as determined by technical studies;

(6) Review and provide recommendations to the MPO on transportation plans, programs and amendments as they are developed;

(7) Provide continuing liaison with local, state, and federal agencies involved in the transportation planning process.

SECTION 3. **MEMBERSHIP**

A. The directors of the public agencies and local government departments and/or divisions identified below shall each appoint one (1) person to represent it on the Committee. Persons appointed to the Committee shall be technically qualified representatives employed by that agency, department, or division for the purpose of planning, engineering, and/or administration, with responsibility for comprehensive planning or the operation, control, development, or improvement of the transportation system. Smaller municipalities without professionally-staffed community development, planning, transportation, engineering, or public works departments or divisions may instead appoint one administrator with responsibility for all of these functions or a member of a volunteer board that performs or advises the municipality on such functions. Written notification shall be given to the MPO staff agency concerning appointment or replacement of members. A list of current Technical Advisory Committee members, their titles, and the agencies, departments, or divisions they represent shall be maintained by the MPO staff agency. The following governments/agencies shall be regular members and have one voting representative on the Technical Advisory Committee:

- Lee County Department of Community Development
- Lee County Department of Transportation
- Lee County Port Authority
- Lee County Transit
- Lee County School Board
- Cape Coral Department of Community Development
- Cape Coral Department of Public Works
- Cape Coral Mini Bus Service
- City of Fort Myers Division of Planning
- City of Fort Myers Division of Engineering
- Town of Fort Myers Beach
- City of Sanibel Department of Planning
- City of Sanibel Department of Public Works
- City of Bonita Springs
- Village of Estero
- Collier County MPO
- Southwest Florida Regional Planning Council
- Charlotte County – Punta Gorda MPO

The following Associate member Agencies shall be advisory members and be non-voting representatives:

- Florida Gulf Coast University
- Community Transportation Coordinator
- Lee County Tourism Development Council
- Florida Utilities Coordinating Committee
- South Florida Water Management District
- Southwest Florida Enterprise Center
- Department of Environmental Protection
- Governor's Energy Office
- Florida Fish and Wildlife Conversation Commission
- U.S. Environmental Protection Agency
- U.S. Fish and Wildlife Service
- U.S. Army Corps of Engineers

B. Alternate members may be designated to act on behalf of regular and associate members with all the privileges accorded thereto; with the exception of serving as an officer. Alternates shall be similarly technically qualified as the regular and associate members and possess the appropriate knowledge and skills to represent those public agencies, local government departments and/or divisions identified above. Alternates shall indicate on the attendance roster when they are acting as the representative of a member agency, department, or division. The MPO staff agency shall be notified in writing of the appointment or replacement of an alternate representative by the director of the member agency, department, or division.

C. All Committee members must identify themselves on the attendance roster as to the agency, department, or division represented; and the type of member (regular or associate).

SECTION 4. **OFFICERS AND DUTIES**

A. A Chairman and a Vice Chairman of the Committee shall be elected at the first regularly scheduled meeting of each calendar year and shall hold the offices until their successors are elected.

B. Any regular member or alternate may nominate a regular member (except a RPC or Collier MPO or Charlotte County-Punta Gorda MPO representative) as an officer. All elections shall be by the majority vote of the regular members or their alternates present.

C. The Chairman shall preside at all meetings and shall be responsible for the conduct of all meetings. Agendas shall be available at least seven (7) days prior to any regularly scheduled meeting. The Chairman shall also serve as a liaison between the Technical Advisory Committee and the Lee County MPO whenever the need

arises. In the absence of the Chairman, his alternate may sit as a regular member of the Committee.

D. The Vice Chairman shall, during the absence of the Chairman or his inability to serve, have and exercise all of the duties and powers of the Chairman. The Vice Chairman shall also perform such other duties as may be assigned him by the Chairman. In the absence of the Vice Chairman, the alternate may sit as a regular member of the Committee.

E. The MPO staff duties shall include the recording, preparation and distribution of the minutes of each Technical Advisory Committee meeting. The Lee County MPO staff shall assist the Chairman in handling Technical Advisory Committee correspondence, ensure that any pertinent information is distributed to all Technical Advisory Committee members, and be responsible for maintaining a current list of the names of regular, associate and alternate members.

F. If both the Chairman and Vice Chairman are absent from a meeting, a temporary Chairman shall be elected.

G. Any vacancy in office created by resignation or replacement of an officer by the appointing signatory agency shall be filled by a majority vote of regular members present or their alternates. The officer so elected shall fill the remainder of the unexpired term of the vacant office.

H. If, at any time, the Committee feels that an officer is not performing his duties in accordance with Section 4, Subsection C & D, or has missed three (3) consecutive meetings, that officer may be removed from office by a two-thirds vote of the regular members or their alternates present at a regular meeting, provided that an item to that effect has been placed on the tentative agenda at a regular meeting to be voted on at the next regular meeting and has been distributed in accordance with Section 5, Subsection B, of these Bylaws.

SECTION 5. **MEETINGS**

A. Regular meetings of the Committee shall take place at 9:30 a.m. on the first Thursday of each month.

B. An eight (8) day notice should be given for the cancellation, rescheduling, or relocation of regular meetings. Special meetings may be called by the Chairman, or, if two or more regular members request such a meeting. Special meetings should have a minimum of three (3) days notice, indicating the reason for the meeting and notifying all signatory agencies.

C. Agendas shall be prepared prior to all meetings. Agendas should be mailed with meeting notices and, whenever possible, minutes of the previous meeting, at least eight (8) days prior to any regular meeting. Regular members may place items on the tentative agenda by notification of the MPO Director or his designee.

D. Any item requiring Committee action may be brought before the Committee by any member, even though it is not on the agenda. The Committee shall decide if action is to be taken at that meeting or at a subsequent meeting.

E. Whenever reports are to be given, copies should be prepared for each member of the Committee. When possible, said copies should be mailed with meeting notices.

F. A quorum shall consist of a simple majority of the voting membership, or their alternates (one half plus one).

G. 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 Committee.

H. When a TAC member abstains from a vote due to a conflict they must complete Form 8B which is included in Attachment A. TAC member conflict of interest and compliance issues are guided by Section 112.3143 of the Florida Statutes.

SECTION 6. **SUBCOMMITTEES**

A. Subcommittees may be designated and members appointed by the Chairman of the Technical Advisory Committee as necessary to investigate and report on specific subject areas of interest.

B. All progress and results of subcommittee activities shall be reported to the Committee upon request by the Chairman.

SECTION 7. **AMENDMENTS**

A. These Bylaws may be amended by the affirmative vote of two-thirds of the voting members or their alternates present, provided a copy of the proposed amendment shall have been presented to and discussed at the previous monthly meeting. All proposed amendments shall be voted on at regular meetings.

SECTION 8. **PRIOR AGREEMENT**

A. These Bylaws supersede and replace any and all Bylaws adopted by the Technical Advisory Committee.

SECTION 9. **EFFECTIVE DATE**

A. These Bylaws and any amendments to the Bylaws will become effective upon the endorsement of the Lee County MPO Board.

IDENTIFICATION OF MPO MEMBERS INTERESTED IN ATTENDING THE MPOAC WEEKEND INSTITUTE TRAINING

RECOMMENDED ACTION: Identify MPO Board Members that want to attend the MPOAC (Metropolitan Planning Organization Advisory Council) Weekend Institute Training for elected officials.

Each year the MPOAC provides several MPO Board members an opportunity for training to enhance their understanding and leadership skills regarding transportation decision making. This year the training will be held twice, one in Orlando in April from the 15th through the 17th and one in Tampa from May 13th through May 15th (see **attached** information), that will then give members an opportunity to take advantage of this training. Staff is asking the Board if there are any members that want to attend the upcoming training in order to make those reservations.

Jeff Kramer, AICP
MPOAC Institute
813.974.1397
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Memo

To: MPO Staff Directors

From: Jeff Kramer, AICP (for the MPOAC Institute Team)

CC: Carl Mikyska, MPOAC

Date: 12/03/2015

Re: MPOAC Weekend Institute

The MPOAC Weekend Institute for Elected Officials, hosted by the Florida Metropolitan Planning Organization Advisory Council (MPOAC), will be held at the Rosen Centre Hotel Orlando from April 15 through 17, 2016 and again at the Renaissance Tampa Hotel International Plaza from May 13 through 15, 2016.

The MPOAC Weekend Institute will focus on:

- Critical funding issues
- Origins of MPOs
- Laws and regulations affecting MPOs
- MPO Board responsibilities & authority
- Transportation jargon and acronyms
- Basic concepts in transportation planning
- MPO products and processes
- Sources of transportation funding

Registration priority will be given to up to three designated Governing Board members from each Florida MPO for each of the Weekend Institutes, with an overall cap of 25 participants per Institute. We will maintain a waiting list for MPOs that want to send more than three elected officials to either Institute. Any open spaces will be made available on a first-come, first-served basis.

We encourage you to develop an appropriate mechanism for your MPO to select elected officials to attend each of the MPOAC Weekend Institutes. We have enclosed save-the-date postcards for your Governing Board members. We hope these postcards spark interest among your members and help to facilitate your selection process. Also enclosed, are copies of the 2016 MPOAC Weekend Institute for Elected Officials brochure and registration form. Please pass the brochures along to the elected officials who will represent your MPO at either Weekend Institute.

MPOAC institute

Jeff Kramer, AICP
MPOAC Institute
813.974.1397
kramer@cutr.usf.edu

Please return the completed registration form prior to the respective registration deadline. Note that the brochure and registration form is valid for either Weekend Institute. A check-box is provided to indicate for which Weekend Institute the registration form is intended.

The registration form can be completed electronically at http://www.mpoac.cutr.usf.edu/. The completed electronic registration form can be submitted by e-mail (click the "submit form" button to forward the form electronically) or by regular mail (click the "print form" button to print a hard copy of the completed registration form). To register by mail, send the form to:

MPOAC Weekend Institute
c/o Brigitte Messina
605 Suwannee St., MS 28B
Tallahassee, FL 32399-0450

A registration fee of $300 is required to attend either MPOAC Weekend Institute. The registration fee may be paid by check (please enclose with the mailed registration form) made payable to the MPOAC, or electronically through PayPal. If the "Credit Card via PayPal" option is selected on the registration form, instructions will be sent via e-mail.

Please notify Christen Miller at (727) 916-2599 or christen@cutr.usf.edu at least two weeks prior to each event date if you need to cancel. Cancellations after that time will not be refunded.

If your MPO would like to reserve a spot on the waiting list for either Weekend Institute, please e-mail Christen Miller at christen@cutr.usf.edu. We will notify MPOs if a space is available for an additional elected official from their MPO once the respective registration deadline has passed. In the event a space opens for an additional elected official from your MPO, they will need to complete a registration form and submit it to the MPOAC with the registration fee as quickly as possible thereafter.

Discounted hotel room rates have been secured for Weekend Institute attendees who make reservations by the respective registration deadline. A special rate of $119 per night is available at the Rosen Centre Hotel Orlando, and a special rate of $149 per night is available at the Renaissance Tampa Hotel. Please see the brochure for more details on making room reservations at either Institute hotel.

Thanks again for your help and support. If you have any questions, please feel free to get in touch with me at kramer@cutr.usf.edu or at (813) 974-1397. We look forward to meeting your Governing Board members.

MPOAC institute

Agenda Item 12
MPO 2/19/2016

MPO PROJECT UPDATE

DISCUSSION ITEM:

The MPO staff will give an update on the ongoing MPO projects that include the following:

- TIGER Design Build project
- Transportation Leadership Academy
- Round-a-bout Study
- Cape Coral Bicycle Pedestrian Master Plan

FOR IMMEDIATE RELEASE

Lee County MPO, community leaders selected to participate in yearlong training academy on measuring the impacts of transportation investments

CAPE CORAL, Fla. (Jan. 12, 2016) – A group comprised of community leaders and the Lee County MPO was one of only seven groups selected nationally by the nonprofit Transportation for America to participate in a first-of-its-kind, yearlong training academy for ambitious metro regions beginning to use performance measurement to better assess the impacts of transportation spending.

Lee County team members selected for the Transportation Leadership Academy include:

- Brian Hamman, Lee County Commissioner and MPO Chairman
- Marni Sawicki, Mayor of Cape Coral
- Janet Watermeier, Watermeier Consulting and Property Services
- Aaron Troyer, Troyer Brothers Farms
- Dr. Margaret Banyan, Florida Gulf Coast University
- Johnny Limbaugh, Lee County MPO

Other teams selected for the academy represent Boston; Cleveland; Des Moines; Indianapolis; Seattle; and South Bend, Indiana.

"Our entire team is honored to be selected by Transportation for America for this first-ever transportation leadership program, particularly with groups from such a diverse cross-section of the country," said Hamman. "The knowledge this team will gain, and the national network we'll create with other forward-thinking leaders, will serve Lee County's transportation efforts well into the future."

Performance measurement — more carefully measuring the impacts of transportation spending decisions to ensure that every dollar is aligned with the public's goals and brings the greatest return possible for citizens — is an emerging practice that forward-looking metropolitan areas of all sizes are beginning to use.

The program, created by Transportation for America in partnership with the Federal Highway Administration, will educate teams of local business, civic, elected leaders, and transportation professionals at the early stages of performance measure development; prepare participants to act on opportunities within their communities; and plug them into a dynamic national network of like-minded leaders throughout the country.

"It's never easy to raise money to invest in transportation, and more than ever before, citizens want to know how the decisions are being made to spend their money," said Transportation for America Director James Corless. "A more accountable system that sets tangible goals with input from the community, chooses transportation projects that will help the community meet those goals, and then measures the outcomes in a feedback loop will be essential for ensuring that we get the best bang for the buck going forward."

The yearlong academy will consist of in-person workshops, ongoing technical assistance throughout the year, regular online training sessions, and expert analysis of plans and progress on deploying performance measures.

For more information about the Lee County MPO, visit LeeMPO.com. Additional information about Transportation for America is available at T4America.org.

Contact:
Tina Matte, Gravina, Smith, Matte & Arnold Marketing and Public Relations, 239.275.5758,
Tina@GSMA.pro

TRANSPORTATION LEADERSHIP ACADEMY

Transportation for America

U.S. Department of Transportation Federal Highway Administration

2016 Transportation Leadership Academy: Curriculum

WEBINARS PRIOR TO FIRST WORKSHOP

Why use Performance Measures? A History of the Transportation Program
Discover how the transportation program evolved to the use of performance measures. Learn what this means at the MPO level and how it can influence project selection and the planning process.

Background: Understanding MAP-21's Requirements & Rules
An overview of the requirements in MAP-21. An update on the US DOT rule-making process, including proposed and final rules. The group will review requirements regarding both highways and transit.

INDIANAPOLIS WORKSHOP

The Transportation Landscape & Role of the MPO
Learn where the MPO fits into the transportation program, how it interacts with federal and state departments, and its important role in shaping local transportation decisions.

Measuring the Economic Impact of Transportation Investments
A review of suggested economic measures. Learn how to review projects and understand if your investments will pay for themselves. Understand the link between development and new or expanded rural roads.

Different Ways to Apply Performance Measures
Discover how performance measures can be applied at different stages of planning, project development, or the construction process. A basic discussion of performance measurement logic models (inputs, outputs, and outcomes). Understand what collaboration and coordination needed to ensure your performance measures are successful.

Designing Metrics: Different Types of Performance Measures
What performance measures are and what they are not. The difference between dashboards, report cards, and project selection measures. Why performance measures are important. Developing performance measures that fit and match an agency's size and capabilities.

Transportation for America (T4America) is an alliance of elected, business and civic leaders from communities across the country, united to ensure that states and the federal government step up to invest in smart, homegrown, locally-driven transportation solutions — because these are the investments that hold the key to our future economic prosperity. t4america.org

Beyond MAP-21: Measures that Focus on Your Community

Designing metrics for community goals. Examples from around the country and discussion on how to develop performance measures to address topics such as health, access, and equity.

Sample Measurement Exercises

Work in group activity to develop sample measurements and apply them to projects.

Building Support: Linking to Outcomes

Strengthening the link between performance measures and outcomes. Success and pitfalls in implementing this process.

Building Support: Prioritizing projects to get the most utility from each dollar

Using performance measures to squeeze greater value out of each investment. Best practices for implementing successful performance measures.

Visioning Exercise

What does a successful future look like for your region? Work on identifying your team's goals, values, and desired outcomes through a visioning exercise.

Concluding Session: Reflections & Next steps

Group discussion of the workshop and reflections. Identification of tools coming out of the workshop and action items for each team's next steps.