

**MPO BOARD – REGULAR MEETING**

**CHARLOTTE COUNTY – PUNTA GORDA  
METROPOLITAN PLANNING ORGANIZATION**

Tel: (941) 883-3535

**AGENDA**

**2:00 p.m., Monday, February 13, 2012  
City Hall, City of Punta Gorda, Council Chambers  
326 West Marion Avenue  
Punta Gorda, FL 33950**

- 1. Call to Order & Roll Call**
- 2. Pledge of Allegiance**
- 3. Election of 2012 Officers**
- 4. Public Comments on Agenda Items**
- 5. Consent Agenda:**
  - A. Approval of Minutes: December 12, 2011 Regular Meeting**
  - B. Citizens Advisory Committee (CAC) Appointments**
  - C. Bicycle/Pedestrian Advisory Committee (BPAC) Appointments**
  - D. Revised FY 2012/2013 – FY 2016/2017 Transportation Disadvantaged Service Plan/Coordinated Public Transit-Human Services Transportation Plan (TDSP/CPT- HSTP)**
  - E. FY 2011/2012 Unified Planning Work Program (UPWP) Amendment – De-Obligation of PL Funds**
- 6. Chairs' Reports:**
  - A. MPO Board Chair's Report**
  - B. Citizens' Advisory Committee (CAC)/Technical Advisory Committee (TAC) Chairs' Reports**
  - C. Bicycle/Pedestrian Advisory Committee (BPAC) Report**
- 7. Florida Department of Transportation (FDOT) Secretary's Report**
- 8. Draft FY 2012/2013 and FY 2013/2014 Unified Planning Work Program (UPWP)**
- 9. FY 2012/2013 Section 5303 Grant Planning and Technical Studies**

**MPO BOARD – REGULAR MEETING**

**CHARLOTTE COUNTY – PUNTA GORDA  
METROPOLITAN PLANNING ORGANIZATION**

Tel: (941) 883-3535

**AGENDA (Continued)**

**2:00 p.m., Monday, February 13, 2012  
City Hall, City of Punta Gorda, Council Chambers  
326 West Marion Avenue  
Punta Gorda, FL 33950**

- 10. Joint Sarasota/Charlotte County Transit Latent Demand Study**
- 11. MPO Board Meeting Videotaping**
- 12. Burnt Store Road Status**
- 13. Public Comments**
- 14. Staff Comments**
- 15. Member Comments**
- 16. Adjournment**

All meetings of the MPO Board and its committees are open to the public. Any person requiring special accommodations to participate in this meeting, should contact the Charlotte County-Punta Gorda Metropolitan Planning Organization prior to the meeting by calling (941) 883-3535; 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 or she has been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Florida Department of Transportation District One Title VI Coordinator Robin Parrish at (863) 519-2675 or by writing her at Post Office Box 1249, Bartow, Florida 33831.

**CHARLOTTE COUNTY-PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION**

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FEBRUARY 13, 2012  
MPO BOARD MEETING

**AGENDA ITEM # 3**  
**ELECTION OF 2012 OFFICERS**

**Purpose:** To provide for the election of the MPO Board Chair and MPO Board Vice Chair for 2012

**Agenda Item Presented by:** MPO Director, Robert Herrington

**Discussion:**

The MPO Bylaws require that the MPO Board elect the MPO Board Chair, the MPO Board Vice Chair.

At the December 12, 2011 MPO Board Meeting Commissioner James Herston was elected as the MPOAC Representative, in order to fill the post in a timely manner. In the past the members voted to postpone election of the MPO Chair, the MPO Vice Chair until the February 13, 2012 Meeting, when the three participating jurisdictions would have selected their MPO representatives for the new year.

It is customary for the MPO Director to chair the meeting temporarily at the time of the election of the MPO Chair. Following the vote, the newly elected MPO Chair resumes control of the meeting thereafter, in order to fill the remaining position vacancies.

**Recommendation:** Motion to nominate and elect the MPO Board's 2012 Officers for the positions of MPO Board Chair and MPO Board Vice Chair.

**Attachment:** None.

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MPO BOARD MEETING

**CONSENT AGENDA # 5**

FEBRUARY 13, 2012  
MPO BOARD MEETING

**AGENDA ITEM # 5-A**  
**APPROVAL OF MINUTES: DECEMBER 12, 2011 MEETING**

**Purpose:** To review and approve the Minutes of the previous MPO Board Meeting.

**Agenda Item Presented by:** MPO Staff

**Discussion:** To Be Determined

**Recommendation:** Motion to approve the Minutes of the MPO Board Meeting of December 12, 2011

**Attachments:** Minutes of the MPO Board Meeting held on December 12, 2011, at the Council Chambers, City of Punta Gorda



**CHARLOTTE COUNTY – PUNTA GORDA  
METROPOLITAN PLANNING ORGANIZATION**

MINUTES-REGULAR BOARD MEETING, DECEMBER 12, 2011  
CITY OF PUNTA GORDA, COUNCIL CHAMBERS  
326 MARION AVENUE  
PUNTA GORDA, FLORIDA 33950

**MEMBERS ATTENDING**

**Commissioner Bob Starr**, Charlotte County Board of County Commissioners, MPO Chair  
**Vice Mayor Harvey Goldberg**, City of Punta Gorda  
**Commissioner Christopher Constance**, Charlotte County Board of County Commissioners  
**Commissioner Stephen R. Deutsch**, Charlotte County Board of County Commissioners  
**Commissioner James Herston**, Charlotte County Airport Authority

**ABSENT**

**Billy Hattaway**, FDOT District One Secretary

**OTHERS ATTENDING**

Carolyn Freeland, Punta Gorda City Councilmember (MPO Alternate)  
Dan Gallagher, Assistant Charlotte County Attorney (MPO Legal Services)  
Jim Brown, CAC Member  
Naomi Manning, CAC Member/LCB Member  
Gary Grossman, Charlotte County Public Works, TAC Vice Chair  
Johnny Limbaugh, FDOT  
Trinity Scott, FDOT  
Dan Quick, Charlotte County Community Development  
Victoria Carpenter, Charlotte County Human Services  
Jerry Mallet, Charlotte County Emergency Management  
Dennis Murphy, City of Punta Gorda  
Linda Sposito, City of Punta Gorda  
Tess Canja, AARP  
John R. Burrage, South Charlotte County Coalition  
Don McCormick, South Charlotte County Coalition  
Jim Stevens, South Charlotte County Coalition  
Michael Hirsch, Seminole Lakes POA  
Fred Eyrich, Seminole Lakes POA  
Bob Toth, Seminole Lakes POA  
Dave Servis, Burnt Store Village and South Charlotte County Coalition  
Rick Mathis, Burnt Store Lake  
Charles Council, Burnt Store Isles Association

Joe Sabatino, Burnt Store Isles Association  
Gene Pawlowski, Team Punta Gorda  
Alan Skavroneck, LCB Member/Ambitrans  
Charles Moreno, Ameditrans  
Stephen Leung, DPA  
Ned Baier, Jacobs Engineering  
Bob Herrington, MPO Director  
Gary Harrell, MPO Principal Planner  
Bekie Murrill-Bood, MPO Administrative Services Coordinator  
Wendy Scott, MPO Planner II

**1. Call to Order & Roll Call**

MPO Chair Bob Starr called the meeting to order at 2:00 p.m. The roll was called, and all MPO Board Members were present.

**2. Pledge of Allegiance**

Members and audience recited the Pledge of Allegiance.

Mr. Herrington stated that Item 11A regarding the status of Burnt Store Road was an addition to the agenda.

*Commissioner Christopher Constance made a motion to approve the addition to the Agenda. Commissioner James Herston seconded the motion, and the motion carried unanimously.*

**3. Public Comments on Agenda Items**

Don McCormick, President of the South Charlotte County Coalition (SCCC), spoke regarding Item 11-A, Burnt Store Road Status. He indicated that his association is comprised of 12 home owners associations. The membership of this collective group feels strongly that Burnt Store Road upgrades need to be completed ensuring that the roadway has four lanes throughout its length.

John Burrage spoke next on behalf of the Burnt Store Meadows Association. He endorsed the remarks made by Don McCormick.

Joe Sabatino, representing the Burnt Store Isles Association, stated that his group also would like to see Burnt Store Road completed as expeditiously as possible.

Jim Brown stated that as a member of the South Charlotte County Coalition, he attended a Burnt Store Marina meeting the evening prior. At the meeting, there had been discussion about Burnt Store Road being unsafe and in poor condition. It was also noted at the meeting that the winter population of the community swells to 10,000. The problems with Burnt Store Road were viewed as a deterrent that keeps shoppers from wanting to head north into Punta Gorda, choosing instead to go south to shop in the Pine Island Road area of Lee County.

Bob Toth of the Seminole Lakes Property Owners Association also went on record supporting Burnt Store Road improvements.

Dave Servis of the Burnt Store Village Association stated the fact that Burnt Store Road is not completed slows development. It noted that it is imperative that the road be completed as soon as possible.

Michael Hirsch next spoke on the temporary stop light at Acline Road and US41. He described how FDOT wants to remove this temporary signal after current work is completed on Burnt Store Road. He stated that this light is important because the roads converge at an angle which limits the range of vision issues drivers.

Bob Toth, President of the Seminole Lakes Home Owners Association, requested the MPO's assistance in securing a permanent traffic signal at the intersection of Acline Road and US41. He noted that since the signal has been in place, it has been safer and easier to enter the intersection which is located near Seminole Lakes back exit gate and heavily utilized.

Charles Moreno, Ameditrans and Charlotte County Yellow Cab, asked that the MPO Board members support his request to serve on the Transportation Disadvantaged Local Coordinating Board.

**4. Consent Agenda:**

- A. Approval of Minutes: November 11, 2011 Special MPO Board Meeting**
- B. Draft Transportation Planning Funds Joint Participation Agreement between the Florida Department of Transportation and Charlotte County-Punta Gorda Metropolitan Planning Organization**

*Vice Mayor Harvey Goldberg made a motion to approve the Consent Agenda as presented. Commissioner Stephen R. Deutsch seconded the motion, and the motion carried unanimously.*

**5. Chairs' Reports:**

**A. MPO Board Chair's Report**

Commissioner Bob Starr stated that he had nothing to report at this time.

**B. Citizens' Advisory Committee (CAC)/Technical Advisory Committee (TAC)  
Chairs' Reports**

Mr. Herrington indicated that neither the CAC nor TAC had met prior to the meeting. Thus, there were no Reports.

**C. Bicycle/Pedestrian Advisory Committee (BPAC) Chair's Report**

There was no BPAC Chair's Report.

## **6. Florida Department of Transportation (FDOT) Secretary's Report**

Trinity Scott, FDOT, indicated that FDOT District One Secretary Hattaway was en route to the meeting. She presented the results of the Revenue Estimating Conference, indicating that there had been a \$1.2 billion reduction statewide, based upon a decline in traditional revenues and doc stamps funding. FDOT District One experienced a \$54.7 million reduction. She detailed the effected projects by fund codes: (1) County Incentive Program, (2) District Dedicated Revenue (DDR) and State Primary Highway and Pubic Transportation (DS) dollars, (3) Small County Outreach Program (SCOP) for areas less than 150,000 population, and (4) Transportation Regional Incentive Program (TRIP). Ms. Scott noted that the Charlotte County-Punta Gorda MPO's current TRIP prioritizing partner is the Sarasota/Manatee MPO. She indicated that another potential partner for TRIP projects could be the Lee County MPO. Ms. Scott stated that the Winchester Blvd TRIP project funds had been reduced by \$1.5 Million for FY 2013/ 2014; however, there had been no impact to FY 2013/2014 funding for either the Kings Hwy project from I-75 to DeSoto County line or the CR 765 (Burnt Store Road) project from the Lee County Line to Zemel Rd.

Commissioner Constance asked about funding for Winchester Road. Ms. Scott stated that there was still over \$4 million remaining on the project. Commissioner Deutsch asked what criteria FDOT had used to implement the cuts. Ms. Scott replied that FDOT staff had tried to "spread the pain" and had to delete a project in order to keep other projects whole. Johnny Limbaugh, FDOT, indicated that of the District One six TRIP projects, two in Polk County had been eliminated, one in Hendry County had been swapped with other federal funding, so FDOT's only option was to reduce one of the remaining three Charlotte County projects by \$1.5 million. This amount was taken off the bigger project with the hope that low bids might offset the funding shortfall. Commissioner Deutsch asked if the downturn in the economy would help the shortfall. Dan Quick, Charlotte County Community Development, indicated that at the appropriate time, County staff may recommend that the \$1.5 million funding reductions come out of the Kings Hwy project. Trinity Scott indicated that FDOT may be agreeable to moving funds around on various projects.

## **7. Charlotte County Transportation Disadvantaged Local Coordination Board (LCB) – Local Private for Profit Transportation Industry Appointment**

Bob Herrington indicated that currently there was an LCB vacancy following the term expiration for a local private for profit transportation industry representative. Since there were two applicants, a vote was required by ballot. Following the vote, Bob Starr announced the results with Alan Skavroneck elected by three votes to two.

*Commissioner Christopher Constance made a motion to approve Alan Skavroneck as the Private Transportation Industry Representative to the LCB. Commissioner Stephen R. Deutsch seconded the motion, and the motion carried unanimously.*

## **8. Appointment of the 2012 MPOAC Representative and Alternate**

Bob Herrington indicated that there was an opening for the MPO Board's representative to the Florida Metropolitan Planning Organization Advisory Council (MPOAC) for 2012. Over the

past year, Punta Gorda City Councilmember Friedman had served in that role with Commissioner Deutsch serving as alternate. Mr. Herrington pointed out that the MPO Board meeting preceded the meetings at which the County and Airport Authority Boards would select their MPO Board representatives for the coming year. Given the need to submit the names of a Florida MPOAC representative and alternate before another MPO Board meeting could be held, Mr. Herrington asked for appointments at this meeting that may continue through 2012 or change at the February MPO Board meeting.

*Commissioner James Herston nominated Commissioner Stephen R. Deutsch, and Commissioner Bob Starr seconded the motion; however, Commissioner Stephen R. Deutsch declined the nomination. Commissioner Stephen R. Deutsch nominated Vice Mayor Harvey Goldberg, and Commissioner Bob Starr seconded the nomination; however, Vice Mayor Harvey Goldberg declined the nomination. Commissioner Stephen R. Deutsch nominated Commissioner James Herston, and Commissioner Bob Starr seconded the nomination. Commissioner James Herston was approved unanimously to serve as the Florida MPOAC Representative. Commissioner Stephen R. Deutsch nominated Commissioner Christopher Constance for Florida MPOAC alternate, and Commissioner Bob Starr seconded the nomination. Commissioner Christopher Constance was approved unanimously.*

#### **9. Joint Sarasota/Charlotte County Transit Latent Demand Study**

Bob Herrington described how a cross-county transit route had been discussed at a joint meeting of the Charlotte County and the Sarasota County BCC held on April 18, 2011. The proposed route would run from the new Parkside CRA in the medical arts area to the North Port City Hall. At an Oct. 12, 2011 meeting of all interested parties, a recommendation arose to obtain supportable data of rider demand with the assistance of both the Charlotte County-Punta Gorda and Sarasota/Manatee MPOs. Both of them had a common general planning consultant, Renaissance Planning Group (RPG) under contract who could conduct a Latent Demand Study and had experience in conducting such a study along US41 between Sarasota and Manatee Counties.

Mr. Herrington requested a motion to authorize him to negotiate a Scope of Work and a Joint Participation Agreement with the Sarasota/Manatee MPO to contract with RPG to conduct the cross-county Latent Demand Study between North Port and Parkside. Commissioner Constance asked about funding for the study. Mr. Herrington indicated that the cost would be split equally between the two MPOs and such studies tend to run in the neighborhood of \$50,000. Discussion then followed regarding other capable firms who might be contacted regarding the accomplishment of a transit latent demand study. Mr. Herrington stated that Tindale-Oliver and Associates (TOA) was another firm who was currently a general planning consultant for both MPOs that had the capability of conducting such a latent demand study and had recently completed the Charlotte County-Punta Gorda MPO's Long Range Transportation Plan (LRTP). Commissioner Deutsch recommended having each consultant, RPG and TOA, produce a scope/approach of work. He requested that these proposals be brought back to the MPO Board for further review.

*Commissioner Stephen R. Deutsch made a motion for the Executive Director to proceed with soliciting a scope of work/approach from Renaissance Planning Group (RPG) and Tindale-Oliver and Associates (TOA) to conduct a Latent Demand Study of the US41 corridor for a*

*possible transit route to connect Sarasota and Charlotte Counties; and to return to the MPO Board with the responses. Commissioner Constance seconded the motion, and it was approved unanimously.*

#### **10. Videotaping of the MPO Board Meeting**

MPO Director Bob Herrington discussed the proposed cost for videotaping the MPO Board meetings. MPO Staff had researched the issue as a way to increase public participation in accordance with federal legislation directed at the MPO process. He indicated that in talking to staff on the other 25 MPOs in Florida; he'd discovered that the Charlotte County-Punta Gorda MPO Board is one of the few that does not televise its meetings. Mr. Herrington noted that a bid had been placed in the members packets from the firm who currently videotapes the Punta Gorda City Council's meetings. The price was \$365.

Dan Gallagher indicated that in order to hire the firm to conduct the videotaping of the meetings an agreement would need to be finalized. Commissioner Stephen R. Deutsch inquired about the possibility of using County staff to do the videotaping and stated that it might be more cost efficient to use County staff for purposes of price comparison. Commissioner Constance mentioned that there was the possibility of considering a different venue for the MPO Board meeting, since there was no place for Dan Gallagher to sit at dais. Commissioner Starr stated that he would like staff to research what service Charlotte County staff could provide. He also indicated that the Board might want to consider a new venue so that the attorney could be included at the table. Commissioner Stephen R. Deutsch also requested that MPO staff contact County staff and if cost effective, change the meeting venue, since he wanted the most cost effective solution to benefit the citizens.

Bob Herrington stated that the County staff may prefer to do the videotaping on one of the County's properties. Commissioner Herston offered that the MPO Board might consider using the Airport Authority's meeting room should it have videotaping capabilities. Commissioner Starr requested that Mr. Herrington check with the County on both issues: videotaping and meeting venue. He noted that MPO Board meetings don't generally run as long as commission meetings. Mr. Herrington agreed and said that he would also see if the Airport meeting room also had videotaping capabilities. Commissioner Stephen R. Deutsch remarked that if numbers were close, the MPO Board might want to consider rotating locations between the three governmental entities represented on the MPO Board.

#### **11. MPO Director's Annual Evaluation**

Daniel Gallagher, MPO Legal Services, briefed the MPO Board members on the results of the annual evaluation of the MPO Director, Bob Herrington. Mr. Gallagher handed out the language from the interlocal agreement speaking to Mr. Herrington's evaluation. He also distributed a comparative salary table from other areas of the state as well as the results of Mr. Herrington's evaluations. Commissioner Starr asked Mr. Gallagher to report on the average results of the evaluation. Mr. Gallagher indicated that there were five evaluations received all in the range levels of "exceeds standards" to "successfully meets standards." In light of former MPO Board member Larry Friedman's retirement, Punta Gorda Vice Mayor Harvey Goldberg stated that he accepted Larry Friedman's recommendation on behalf of the Punta Gorda City

Council. Commissioner Constance noted that Bob Herrington had been doing an excellent job. He also stated that Mr. Herrington's Sarasota experience was very beneficial. He further described the Staff Director as responsive, efficient and effective, and said that he was doing a good job. He noted, however, that in these economic times, he was not compelled to give a salary increase to Mr. Herrington at this time. When asked, Mr. Herrington indicated that he was not requesting an increase at this time. Commissioner Stephen R. Deutsch noted that it had been a short time of service, and he had not had the opportunity for much interaction with the MPO Director, but this did not mean that he did not diminish his appraisal of Mr. Herrington. He noted that County staff had not had a salary increase in over 4 years. He also stated that the County Commissioners had experienced a decrease in salary and they were hoping that things would improve. He noted that no salary increase did not equate to a lack of confidence or support. Commissioner Starr added that in working with Bob Herrington, he had found him to be very efficient and innovative, displaying a wealth of knowledge. He praised how the MPO Director sits down with the MPO Chair to review the agenda, which is of great value and very professional. Commissioner Starr described the MPO Board as better informed under Mr. Herrington's tenure. As far as a salary increase, Commissioner Starr said that it would be nice in the future, if justifiable and funding were available. He further wished to give his compliments to Mr. Herrington, stating that he had lived up to his expectations and exceeded them in most cases. Bob Herrington noted that he appreciated their comments and looks forward to a long and fruitful relationship in service to the MPO Board, and he requested that if MPO Board members ever needed him, they should feel free to contact him.

#### **11A. Burnt Store Road Status**

Dan Quick gave a brief presentation that had been given on Nov 29, 2011 by Ray Sandrock, Charlotte County Administrator, when he hosted a session with all interested parties on Burnt Store Road issues. He described the agenda that had been discussed on Burnt Store Road issues. Vice Mayor Goldberg described how the City of Punta Gorda values the road as a major evacuation route. Commissioner Stephen R. Deutsch commented that no one on either the MPO Board or the Charlotte County Board of County Commissioners is against it. He stated that it is only a question of finding funding and trying to get some assistance from Lee County in order to accomplish the mission.

*Commissioner Constance made a motion to table further discussion on the agenda item, returning it to the next MPO Board February 13, 2012 meeting so that the new District One Secretary could be briefed regarding the Burnt Store Road issue. Commissioner Stephen R. Deutsch seconded the motion, and the MPO Board agreed to table Agenda Item #11-A.*

#### **12. Public Comments**

Jim Brown noted that there had been a document stating that Phase I of the Burnt Store Road project was slated for completion by April 2012. Dan Quick stated that the work would not be completed until June 2012 given the number of rain days granted in the contract schedule.

### **13. Staff Comments**

Bob Herrington stated that the Election of MPO Officers would be held at the next MPO Board meeting. He also distributed 2012 meeting calendars and updated materials for their MPO Orientation Manuals.

Mr. Herrington then referenced the *Charlotte Sun-Herald's* article on Saturday December 10, 2011, regarding proposed new federal transportation legislation that addressed the makeup and continuation of MPOs with population under 200,000. He noted that the Florida MPOAC supports MPOs for urbanized areas with over 100,000 population and advocates grandfathering in all current MPOs. Mr. Herrington noted that should current small urban MPOs, such as the Charlotte County-Punta Gorda MPO (with a 2010 Census population of 159,978) be disbanded, the area's planning funding would be turned over to FDOT. He stated that he would keep the MPO Board members apprised of developments in the proposed legislation. He noted that MPOs cannot lobby. However, he indicated that he would be forwarding talking points to area elected officials for discussions with the respective area legislative delegation members.

Mr. Herrington then described the need for joint meetings with neighboring MPOs and related that staff was currently working on developing meeting dates. On the list of items for discussion with the Lee County MPO were the topics of Burnt Store Road, Babcock Ranch, Tucker's Grade (extension from US41 to Burnt Store Road and possible cross-county transit connections. River Road and cross-county transportation, as well as the impact of the proposed new federal transportation bill on the region were identified as items of discussion with the Sarasota/Manatee MPO.

### **14. Member Comments**

Vice Mayor Goldberg stated that the concept of the disbanding of the small urban MPOs was startling and impacted home rule. He stated that he intends to take back this concern to the Punta Gorda City Council so that such action could be protested to the federal authorities.

Commissioner Constance indicated his strong desire to see the Burnt Store Road issues addressed. He indicated that he would relate the concerns about the impact of proposed federal transportation on the possible disbanding of MPOs to County Commissioners at their next Board Meeting the following day, and request a strongly worded response to area legislators.

Commissioner Starr described an earlier time when he was first elected. He stated that the County budget had been \$1.2 billion, and road projects could be easily accomplished. Now, given the \$700 million decrease in the County budget, it was much more difficult to accomplish the important work necessary on Burnt Store Road and River Road. He expressed the desire to work with Mr. Herrington as well as the City of Cape Coral to find funding for and fix problems with Burnt Store Road.

Commissioner Starr noted that former MPO Board Member and Punta Gorda Mayor Larry Friedman had been unable to attend the meeting. He provided Vice Mayor Harvey Goldberg with a certificate of appreciation for Mr. Friedman for presentation at an upcoming City Council meeting.

**15. Adjournment**

MPO Chair Bob Starr adjourned the meeting at 3:18 p.m.

FEBRUARY 13, 2012  
MPO BOARD MEETING

**AGENDA ITEM # 5-B**  
**CITIZENS' ADVISORY COMMITTEE APPOINTMENTS**

**Purpose:** To consider appointing a South County and West County Representative to the Citizens' Advisory Committee.

**Agenda Item Presented by:** MPO Staff, Wendy Scott

**Discussion:** The three year terms of current South County and West County Representatives on the CAC expired in January 2012. Ed Zapke has expressed his interest in serving another three year term and seeks reappointment as a South County Representative on the CAC. Stephen Schoff has expressed his interest in serving another three year term and seeks reappointment as a West County Representative on the CAC.

**Recommendation:** Motion to appoint Ed Zapke as a South County Representative and Stephen Schoff as a West County Representative respectively on the CAC .

**Attachments:**

1. E-mail from Ed Zapke, dated January 6, 2012, seeking appointment as a South County Representative on the CAC.
2. E-mail from Stephen Schoff, dated January 12, 2012, seeking appointment as a West County Representative on the CAC.

FEBRUARY 13, 2012  
MPO BOARD MEETING

**AGENDA ITEM # 5-C**

**BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC) APPOINTMENTS**

**Purpose:** To appoint/reappoint three Bicycle/Pedestrian Advisory Committee (BPAC) Representatives

**Agenda Item Presented by:** MPO Staff

**Discussion:**

The terms of BPAC members Ann Mercer (West County Representative), Earl Lang (Bicycle Business Representative) and Steve Morauski, (Mid-County Representative) ended as of January 2012. Two members, Ann Mercer and Earl Lang have expressed the desire for reappointment for another three-year term. Steve Morauski has stated he will not seek another term. Robert Logan has volunteered to fill the Mid-county position left vacant by Steve Morauski.

**Recommendation:** Motion to reappoint Ann Mercer (West County Representative), Earl Lang (Bicycle Business Representative) and Robert Logan, (Mid-County Representative) to the MPO's Bicycle/Pedestrian Advisory Committee

- Attachments:**
1. Letter from Ann Mercer, dated January 19, 2012 requesting to be appointed for another three years on the BPAC as West County Representative
  2. Email Dated January 17, 2012 from Earl Lang requesting to be appointed for another three years on the BPAC as the Bicycle Business Representative
  3. Email Dated January 30, 2012 from Robert Logan requesting to volunteer for the BPAC as Mid-County Representative

**AGENDA ITEM # 5-D**  
**REVISED FY 2012/2013-FY 2016/2017 TRANSPORTATION DISADVANTAGED**  
**SERVICE PLAN/COORDINATED PUBLIC TRANSIT-HUMAN SERVICES**  
**TRANSPORTATION PLAN (TDSP/CPT-HSTP)**

**Purpose:** Approval of the TDSP/CPT-HSTP

**Agenda Item Presented by:** MPO Planner, Wendy Scott

**Discussion:**

On October 28, 2011, the Florida Commission for the Transportation Disadvantaged (CTD) approved the Charlotte County-Punta Gorda MPO Board's recommendation of the Charlotte County Board of County Commissioners (BCC) as the Community Transportation Coordinator (CTC) for Charlotte County. Accordingly, a revised Transportation Disadvantaged Service Plan (TDSP) is due to the CTD. This document also serves as the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP) for purposes of federal SAFETEA-LU requirements. Highlights contained in this revised document are:

- New listing of 2012 Transportation Disadvantaged Local Coordinating Board (LCB) membership certification
- TDSP/CPT-HSTP amendment approved by the LCB at its October 27, 2011 Special Meeting, regarding the annual FTA transit grants coordination review process
- Revised bus inventory and rate model calculations
- New Census information for Charlotte County
- Revised language regarding transit efforts in the new Parkside CRA area (formerly known as the Medical Arts District) and proposed transit service between this area and the North Port area of Sarasota County
- Acknowledgement of the acquisition of new security cameras on all buses
- Revised listing of current County transportation contractors
- Inclusion of the latest CTC Evaluation and new Dial-a-Ride and Sunshine Ride brochures, as well as the Memorandum of Agreement between the CTD and Charlotte County

On January 19, 2012, the TDSP/CPT-HSTP was approved by the LCB.

**Recommendation:** Motion to approve the Revised FY 2012-2013/FY 2016-2017 Transportation Disadvantaged Service Plan (TDSP) / Charlotte County Coordinated Public Transit – Human Services Transportation Plan

**Attachment:** Draft FY 2012-2013/FY 2016-2017 Transportation Disadvantaged Service Plan (TDSP) / Charlotte County Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP)

FEBRUARY 13, 2012  
MPO BOARD MEETING

**AGENDA ITEM # 5-E**  
**FY 2011/2012 UNIFIED PLANNING WORK PROGRAM (UPWP) AMENDMENT**  
**- DE-OBLIGATION OF PL FUNDS**

**Purpose:** To consider approving a UPWP Amendment to allow for the de-obligation of Federal Planning (PL) Funds from the current UPWP to facilitate the transfer of funds to the next Fiscal Year (FY 2012/2013)

**Agenda Item Presented by:** MPO Director Robert M. Herrington

**Discussion:**

The MPO staff is requesting the approval of the de-obligation of PL Funds from FY 2011/2012 to the new fiscal year FY 2012/2013. The request would allow the transfer of \$38,183.22 to PL Funds from FY 2011/2012 to FY 2012/2013.

The de-obligation request needs to be approved by the Florida Department of Transportation (FDOT) and the Federal Highway Administration (FHWA). The MPO must take action on this request no later than April 15, 2012 and the request must be received by FDOT by May 15, 2012. The timing of the request is necessary to allow for the transfer of funding by June 30, 2012 to the MPO's new fiscal year (FY 2012/2013) which will be the first fiscal year of the new UPWP.

**Recommendation:** Motion to approve staff submittal of a request to FDOT and FHWA for the de-obligation of \$38,183.22 in PL Funds from FY 2011/2012 to the new fiscal year FY 2012/2013.

**Attachments:** None

FEBRUARY 13, 2012  
MPO BOARD MEETING

**AGENDA ITEM # 8**  
**DRAFT FY 2012/2013 and FY 2013/2014 UNIFIED PLANNING WORK**  
**PROGRAM (UPWP)**

**Purpose:** To consider approval of the Draft FY 2012/2013 and 2013/2014 UPWP

**Agenda Item Presented by:** MPO Staff

**Discussion:**

The FY 2012/2013 and FY 2013/2014 Unified Planning Work Program (UPWP) describes the transportation planning activities and establishes the MPO budget. The State Fiscal Year begins on July 1, 2012. The UPWP includes a narrative of the work to be accomplished and the cost estimates for each task activity. Federal and state regulations govern the types of activities that are eligible for federal and state funding. The timeline for the adoption of the FY 2012/2013 and FY 2013/2014 UPWP is listed below:

- March 15, 2012 – Deadline for MPO to transmit the Draft FY 2012/2013 and FY 2013/2014 UPWP to FDOT District One and reviewing agencies.
- April 15, 2012 – Deadline for District and reviewing agencies to provide the MPO with comments on the Draft FY 2012/2013 and FY 2013-2014 UPWP.
- May 14, 2012 – The MPO Board reviews the comments and adopts the Final FY 2012/2013 and FY 2013/2014 UPWP.
- Within 10 working days of receipt – FDOT District One reviews the MPO adopted Final FY 2012/2013 and FY 2013/2014 UPWP. The MPO and District One staff resolves any outstanding issues. The District transmits the comments and responses to the FDOT Public Transportation Office, the FHWA, and the FTA.

**Recommendation:** Motion to approve and forward the Draft FY 2012/2013 and FY 2013/2014 UPWP to the appropriate reviewing agencies and allow staff to make appropriate updates as the agency comments are received.

**Attachments:** Draft FY 2012/2013 and FY 2013/2014 UPWP

FEBRUARY 13, 2012  
MPO BOARD MEETING

**AGENDA ITEM # 9**  
**FY 2012/2013 SECTION 5303 GRANT PLANNING AND**  
**TECHNICAL STUDIES**

**Purpose:** Approval of the FY 2012/2013 Section 5303 Grant Planning and Technical Studies Application.

**Agenda Item Presented by:** MPO Director, Bob Herrington

**Discussion:**

Annually, Section 5303 Funds are allocated to the Charlotte County MPO by the Federal Transit Administration (FTA) and administered through the Florida Department of Transportation (FDOT) for the purpose of transit planning. This year's allocation of FTA funds is for \$55,217.

Agency participation for FY 2012/2013 will be as follows (subject to Congressional approval):

FTA grant	\$55,217
FDOT state match	\$ 6,902
Local match	\$ 6,902

These transit planning funds are used to fund MPO transit planning activities as well as to further goals and objectives of the Transit Development Plan (TDP) and the MPO Long Range Transportation Plan (LRTP).

**Recommendation:** Motion to approve the FY 2012/2013 Section 5303 Grant Planning and Technical Studies Application and authorize the MPO Board Chair to sign all required documents and authorize staff to make minor changes and adjustments (e.g., updated funding amount), as needed, based upon input received.

**Attachment:** FY 2012/2013 Section 5303 Grant Planning and Technical Studies Application

FEBRUARY 13, 2012  
MPO BOARD MEETING

**AGENDA ITEM # 10**  
**JOINT CHARLOTTE COUNTY – SARASOTA COUNTY TRANSIT LATENT**  
**DEMAND STUDY**

**Purpose:** To utilize General Planning Consultant Services to Conduct a Latent Demand Study to Determine the Feasibility of Public Transportation Service between Charlotte County and Sarasota County.

**Agenda Item Presented by:** MPO Staff

**Discussion**

At the December 12, 2011 MPO Board meeting a discussion took place regarding a cross-county transit route had been discussed at a joint meeting of the Charlotte County and the Sarasota County BCC held on April 18, 2011. The proposed route would run from the new Parkside CRA in the medical arts area to the North Port City Hall.

At an Oct. 12, 2011 meeting of all interested parties, a recommendation arose to obtain supportable data of rider demand with the assistance of both the Charlotte County-Punta Gorda and Sarasota/Manatee MPOs. Both MPOs have common general planning consultants, Renaissance Planning Group (RPG) and Tindale Oliver and Associates (TOA) under contract who could conduct a Latent Demand Study. The cost could be split equally between the two MPOs and such studies tend to run in the neighborhood of \$50,000.

It was recommended that each consultant, RPC and TOA, produce a scope/approach of work and that these proposals be brought back to the MPO Board for further review.

**Recommendation(s):** To be determined.

**Attachment:** 1. Renaissance Planning Group Latent Demand Scope of Services  
2. Tindale Oliver & Associates Latent Demand Scope of Services

FEBRUARY 13, 2012  
MPO BOARD MEETING

**AGENDA ITEM # 11**  
**VIDEOTAPING OF THE MPO BOARD MEETING**

**Purpose:** To consider approving the videotaping of MPO Board Meeting beginning in 2012.

**Agenda Item Presented by:** MPO Director, Bob Herrington

**Discussion**

At the December 12, 2011 MPO Board meeting a discussion took place regarding the possibility of videotaping the MPO Board meetings. Board members inquired about the possibility of using County staff to do the videotaping and stated that it might be more cost efficient to use County staff for purposes of price comparison. It was also mentioned that there was the possibility of considering a different venue for the MPO Board meetings, since there was no place for the MPO Attorney to sit at the dais. Staff agreed to research what service Charlotte County staff could provide and the possibility of a new venue so that the attorney could be included at the table. The Airport Authority's meeting room was also recommended should it have videotaping capabilities and that the MPO Board might want to consider rotating locations between the three governmental entities represented on the MPO Board.

**Recommendation:** To Be Determined.

**Attachment:** Videotaping Cost Comparison/Meeting Location and Space Available Matrix

FEBRUARY 13, 2012  
MPO BOARD MEETING

**AGENDA ITEM # 12**  
**BURNT STORE ROAD STATUS**

**Purpose:** To receive a briefing and discuss the status of the Burnt Store Road Corridor

**Agenda Item Presented by:** Charlotte County Staff

**Discussion:**

On November 29, 2011, Charlotte County government hosted a summit regarding the Burnt Store Road Corridor and the status of improving the roadway in Lee and Charlotte Counties. Attending were representatives from Lee County, City of Punta Gorda, City of Cape Coral, Charlotte County, Lee County MPO and the Charlotte County-Punta Gorda MPO. The attendees discussed the importance of the roadway as a regional corridor, emergency evacuation, economic importance as well as the current status of construction and programmed funding. Finally, attendees discussed ways to address the unfunded segments of Burnt Store Road. Attachment 1 is a summary of the summit from County Administrator Ray Sandrock.

Commissioner Constance requested that information provided at the Summit be presented to the MPO Board for discussion.

**Recommendation:** To be determined.

**Attachment:** Charlotte County Memorandum to the Charlotte County Board of Commissioners Re: Burnt Store Road Summit, dated November 29, 2011