



## Space Coast Transportation Planning Organization Executive Committee

Brevard County Government Center  
2725 Judge Fran Jamieson Way, Melbourne, Florida  
Building C, 3<sup>rd</sup> Floor, Atlantic Room

Meeting Date: Tuesday, August 16, 2011

### APPROVED MEETING MINUTES

#### Agenda

- Item 1. Call to Order
- Item 2. Approval of Minutes, May 17, 2011
- Item 3. Approval RE: Resolution 12-04, US 192 Feasibility Study LAP Agreement
- Item 4. Discussion RE: Space Coast TPO Strategic Plan
- Item 5. Discussion RE: TPO Draft FY 12 Operating Budget
- Item 6. Adjourn

#### Executive Committee Members:

Mayor Larry Schultz (Chairman)	City of Rockledge	Present
Councilwoman Stephany Eley	City of West Melbourne	Present
Councilwoman Kathy Meehan	City of Melbourne	Present
Commissioner Chuck Nelson	BOCC District 2	Present
Mayor Rocky Randels	North Beaches Coalition	Present

#### Others Present:

Bob Kamm	Space Coast TPO Executive Director
Georganna Gillette	Space Coast TPO Staff
Laura Carter	Space Coast TPO Staff
Diana McCartney	Space Coast TPO Staff
Steven Bostel	Space Coast TPO Staff
Leigh Holt	Space Coast TPO Staff

#### **Item 1. Call to Order of the Space Coast Executive Committee**

Chairman Schultz called the meeting to order at 9:04 a. m.

#### **Item 2. Approval of Minutes – May 17, 2011**

***Motion by Mr. Randels second by Ms. Meehan to approve the TPO Executive Committee meeting minutes of May 17, 2011. Hearing no objections, the motion passed unanimously.***

**Item 3. Approval RE: Resolution 12-04, US 192 Feasibility Study LAP Agreement**

Mr. Kamm briefed the members on the progress staff has made on obtaining Local Agency Program (LAP) certification. Staff is recommending to conduct the US 192 Feasibility Study, from west of I-95 east to Babcock Street, as the pilot project under the FDOT LAP program. The TPOs general planning consultant, Kittelson and Associates, has developed a scope of services identifying the elements to be analyzed as part of the study.

The TPOs SU funds programmed for this project need to be obligated by October 1, 2011, hence the need to seek the Executive Committees approval as the full TPO Board will not meet in time to meet this deadline.

Mayor Schultz asked if this will lead to other LAP projects being done.

Mr. Kamm responded yes. Completion of this project will enable the TPO to become LAP Certified for future planning phase studies.

Mr. Kamm stated this project has been discussed with the local agencies to ensure their concerns are addressed. As a result, the scope for this project will provide three alternatives. The first will look at widening to the inside, second is widening to the outside, and the third will look at what improvements may be made within the existing corridor without widening. These three options will be brought to the full TPO Board for consideration upon the study's completion.

Mayor Randels asked what additional benefits conducting the US 192 study as a LAP project will provide.

Mr. Kamm responded completion of our first LAP project will allow the FDOT to see how we performed and handled the Federal funds associated with this project. The FDOT in turn will then be able to report to FHWA that all of the proper procedures were followed which will allow us to do future projects. Once the TPO demonstrates it can perform LAP projects, subsequent projects will be easier to conduct.

Mayor Randels asked if the TPO has adequate staff to conduct the study within the allocated timeframe.

Mr. Kamm responded the actual analysis will be done by the consultants, Kittelson and Associates and TPO staff will be doing more program management.

Mayor Randels asked if FDOT was in agreement that the TPO conduct this study under LAP since they were not as supportive of the SR A1A being conducted as a LAP project.

Mr. Kamm replied TPO staff has been working with the FDOT to process the application, and they are fully supportive of allowing the TPO to conduct the US 192 study as a LAP project.

Ms. Eley asked if the SR A1A project is no longer a candidate to be considered as a LAP project.

Mr. Kamm responded the SR A1A project will be done by the FDOT. The DOT has developed a scope of work and will be holding field reviews in a couple of weeks.

Mayor Schultz stated this item will be brought to the full TPO Board at their September 8<sup>th</sup> meeting.

***Motion by Ms. Eley second by Ms. Meehan to authorize the TPO Executive Director to execute the LAP Agreement and any other documents necessary to complete the US 192 Feasibility Study. Hearing no objections, the motion passed unanimously.***

#### **Item 4. Discussion RE: Space Coast TPO Strategic Plan**

Mr. Kamm briefed the members on staff efforts undertaken over the last several months developing the TPO Strategic Plan. Mr. Kamm highlighted a few of the noteworthy goals and strategies included in the Plan.

Mr. Schultz made some suggestions for the mission and vision statements and believed there should be more emphasis on projects not plans.

Mr. Randels commented the Plan includes a vast amount of information and we are cutting new ground in some areas.

Mr. Schultz replied in many cases the TPO has cut new ground and this TPO has done things no other MPO or TPO has done in the State. We have a tendency to try new things and stay out ahead.

Mr. Schultz commented he likes the plan. It might be a little lengthy when you get into the details but what we do around here is multi-faceted.

Mr. Nelson stated the Plan, although may need some additional changes, should be presented to the full TPO Board for their input.

***Motion by Mr. Nelson, second by Ms. Eley to present the Plan, as amended, at the TPOs September meeting, with anticipated adoption in November. Hearing no objections the motion passed unanimously.***

Mr. Kamm made note of Goal 4 of the Strategic Plan that references a job classification study to be conducted by Cody & Associates to bring staff positions in sync with their duties. This study will also include a review of performance evaluation criteria. The total cost will be \$6,000.

Mayor Randels stated his agreement with the need for the study, commenting further that the material provided by Mr. Gougelman has pointed out some good things, specifically related to determining exempt and non-exempt positions.

Mr. Schultz stated he supports the study and it is the right thing to do.

Mr. Nelson stated it is important to do a structured analysis because we have made the transition to an independent agency.

Mayor Schultz commented he would like the the results presented to the Executive Committee so that the benefits and any follow-up issues may be discussed. The Committee can then determine if any recommendations should be made for the full Board's consideration.

#### **Item 5. Discussion RE: TPO Draft FY 12 Operating Budget**

Mr. Kamm briefed the members on changes that have been incorporated into the current draft budget. Stating that a new format has been developed to reflect more details on where revenues and expenditures are taking place, and Ms. Carter provided a more in-depth review and explanation of the new format.

***Motion by Mr. Randels, second by Ms. Meehan to recommend approval of the FY 12 Operating Budget and presenting it to TPO Board. Hearing no objections, the motion passed unanimously.***

#### **Legislative Issues**

Ms. Holt reported the Florida Legislative Delegation will be meeting on September 7<sup>th</sup>, which is the day before the next TPO meeting. Therefore provided for the committees endorsement is a list of the 2012 Legislative Issues that Mr. Kamm will present to the delegation. The list reflects those issues which have been previously presented with the addition of an I-95 sound wall on northbound side of I-95 up to the SR 520 interchange and a request to advance the TRIP funds for Barnes Boulevard one year to take advantage of low bid funding.

Mr. Nelson stated his support of the addition of the sound wall project and is hopeful it will help move it forward. The homes affected have existed there before the interstate was constructed.

Ms. Eley requested the wording related to the bicycle access on limited access bridges item should be changed to "supports" instead of "allow" bicycle access on Pineda.

***Motion by Ms. Eley, second by Mr. Nelson to transmit Legislative Issues to the Delegation, as amended. Hearing no objections, the motion passed unanimously.***

Mr. Kamm requested guidance regarding landscaping of the US 192 & I-95 Interchange which has been brought up as an issue by a concerned citizen. Their concerns involved uncut grass and materials still lying around from the widening project. These items have been cleared, however it raises the question regarding the status of replacing landscaping along I-95 to what was installed prior to construction.

Mr. Kamm stated he believes the US 192 landscaping was done with enhancement funds that the City of West Melbourne applied for. SR 50 is currently in the process of being ripped up and that was also an enhancement funded project. All projects should have 1 ½ % of construction funds set-aside for landscaping. Mr. Kamm asked if this potential issue should be brought up at the TPO meeting in September.

Mayor Schultz advised staff to inquire of FDOT if there has been a change in policy with regard to budget and the areas we have been made aware of. If it has been changed and we object to it then we will need to address it.

**Item 6. Adjourn**

Hearing no further discussion the meeting adjourned at 10:28 am.

Attest:

  
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Laura Carter, SCTPO

As Approved by the TPO Executive Committee on 10/13/11