



Space Coast Transportation Planning Organization

Brevard County Government Center
2725 Judge Fran Jamieson Way, Melbourne, Florida
Building C, 3rd Floor, Florida Room

Meeting Date: Thursday, November 10, 2011

APPROVED MEETING MINUTES

Agenda

- Item 1. Call to Order
- Item 2. Approval of Minutes, October 13, 2011
- Item 3A. Technical Advisory Committee/Citizens Advisory Committee Report
- Item 3B. Bicycle/Pedestrian/Trails Advisory Committee Report
- Item 3C. Transportation Disadvantaged Local Coordinating Board Report
- Item 3D. TPO Executive Committee Report
- Item 3E. Central Florida MPO Alliance and MPOAC Reports
- Item 4A. Approval RE: Committee Appointments
- Item 4B. Approval RE: Finance and Budget
- Item 4C. Approval RE: Resolution 12-10, FY 12 Unified Planning Work Program Amendment
- Item 4D. Approval RE: Resolution 12-11, Recommending Brevard County Board of County Commissioners Continue as the Community Transportation Coordinator for Brevard County
- Item 5A. Discussion RE: FDOT Five Year Tentative Work Program
- Item 5B. Approval RE: Space Coast TPO Strategic Plan
- Item 6A. Approval RE: Resolution 12-12, Amendment to FY 2012 thru FY 2016 Transportation Improvement Program
- Item 6B. Approval RE: Classification and Pay Study, Cody & Associates, Inc.
- Item 7A. Staff Report
- Item 7B. Local Government Reports
- Item 7C. Florida Department of Transportation Report
- Item 8A. Public Comment
- Item 9. Recognition of Service for Chairman Larry Schultz
- Item 10. Adjourn

Space Coast Transportation Planning Organization Board Members:

Commissioner Jerry Allender	Canaveral Port Authority		Present
Commissioner Andy Anderson	BOCC District 5		Present
Commissioner Mary Bolin	BOCC District 4	Absent	
Councilwoman Kathleen Burson	City of Titusville	Absent	
Councilwoman Stephany Eley	City of West Melbourne		Present
Commissioner Robin Fisher	BOCC District 1	Absent	

Councilman Ken Greene	City of Palm Bay	Absent	
Councilman William Higginson	South Beaches Coalition	Absent	
Councilman Jeffrey Fleis - Alternate	South Beaches Coalition	Absent	
Commissioner Trudie Infantini	BOCC District 3		Present
Councilwoman Kristine Isnardi	City of Palm Bay	Absent	
Councilman Mark LaRusso	City of Melbourne		Present
Councilwoman Kathy Meehan	City of Melbourne	Absent	
Commissioner Chuck Nelson	BOCC District 2		Present
Councilman Mike Nowlin	City of Melbourne		Present
Councilwoman Michele Paccione	City of Palm Bay		Present
Mayor Rocky Randels	North Beaches Coalition		Present
Mayor Larry Schultz, Chairman	City of Rockledge		Present
Mayor Jim Tulley	City of Titusville		Present
Councilman Jake Williams	City of Cocoa	Absent	

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
Leigh Holt	Space Coast TPO Staff
Steven Bostel	Space Coast TPO Staff
Carol Holden	Space Coast TPO Staff
Lorena Valencia	Florida Department of Transportation
Paul Gougelman	Space Coast TPO Legal Counsel
Georgia Phillips	Alternate Councilwoman City of Rockledge
Dennis Kyle	FDOT Brevard Operations
Mary Schoelzel	Florida Department of Transportation
John Denninghoff	Brevard County Public Works
Arturo Interiano	COT
Jim Liesenfelt	Space Coast Area Transit
Bob Wille	Former TPO Member
Sue Hann	City of Palm Bay

Item 1. Call to Order of the Space Coast TPO Board

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

Item 2. Approval of Minutes – October 13, 2011

Motion by Mayor Tulley, second by Mr. Nowlin to approve the TPO minutes of October 13, 2011. Hearing no objections, the motion passed unanimously.

Item 3A. Technical Advisory/Citizens Advisory Committee Report

Mr. Kamm reported the November Technical Advisory/Citizens Advisory Committee Meeting was cancelled due to no action items on the agenda.

Motion by Mr. Allender, second by Ms. Paccione to be in receipt of the TAC/CAC meeting minutes from October 10, 2011. Hearing no objections, the motion passed unanimously.

Item 3B. Bicycle/Pedestrian/Trails Advisory Committee Report

Ms. Gillette reviewed the status of work on the Rail Trail and Sea Loop Trail. She also noted a news release from the Department of Interior stating the East Central Regional Rail Trail would be included in the agency's report highlighting the best investment projects in the nation that support outdoor recreation and conservation.

Ms. Gillette invited members to attend the BPTAC Committee meeting on November 21st where they will be discussing the Bicycle/Pedestrian Mobility Plan scope.

Ms. Gillette requested any groups planning to give away bicycles as part of the upcoming holiday season to provide helmets with the bicycles, or contact the TPO office for assistance in getting helmets.

Item 3C. Transportation Disadvantaged Local Coordinating Board Report

Mr. Liesenfelt stated the Community Transportation Coordinator 2010-2011 Compliance Monitoring report found the need for better reporting of bus accidents with property damage over \$1,000 which will now be done via email to the Federal, State, and Transportation Disadvantaged (TD) Commission. Additional TD Helpline number signs have been ordered and will be incorporated into the leads' safety checklist. The CPR requirement for drivers is a local issue, not a State issue, but has not been monitored. During the December meeting the necessity of having this policy will be discussed. The annual operating report showed ridership up 10% over the previous year.

Motion by Mr. Anderson, second by Mr. Nowlin to be in receipt of the TDLCB meeting minutes from August 29, 2011. Hearing no objections, the motion passed unanimously.

Item 3D. Space Coast TPO Executive Committee Report

Motion by Mr. Nowlin, second by Mayor Tulley to be in receipt of the TPO Executive Committee meeting minutes from October 13, 2011. Hearing no objections, the motion passed unanimously.

Item 3E. Central Florida MPO Alliance and MPOAC Reports

Mr. Kamm reported the Central Florida MPO Alliance met on October 14th, and the MPO Advisory Council met November 4th. Some legislative issues being discussed include the current FDOT bill, which is essentially the same as last year's failed bill, including a pilot program to evaluate bicycles on limited access facilities. In anticipation of the Pineda Extension being selected as one of the three statewide pilot programs, if the bill passes, modest modification monies have been set aside in the FDOT operating budget.

Mr. Kamm stated the Strategic Port Infrastructure Initiative set aside \$35 million per year to implement strategic port projects. Under the bill approved last year, all ports were instructed to develop strategic plans to be submitted to the Department. The plans from ports around the state will be evaluated for a master list of projects for funding consideration.

Mr. Kamm mentioned Senate Transportation Committee Chairman Latvala is attempting to find incentives to further encourage MPO/TPO regional cooperation.

Mr. Kamm reviewed pending Federal legislative items including a two year reauthorization bill by Senator Boxer to make earmarks unlawful and eliminate the separate set aside monies for the Transportation Enhancement Program and the Safe Routes to School Program. These programs would be eligible to be funded as part of the regular federal DOT funding program, but monies would no longer be set aside specifically for them. The bill would also require performance measurements for state DOTs & MPOs to monitor progress towards specific targets. In anticipation of this the Space Coast TPO has been incorporating performance based planning into its programs.

Mr. Kamm noted a proposal in the Senate bill to raise the population threshold from 50,000 to 200,000 for MPOs. This would eliminate about one third of all MPOs in the nation.

Mr. Kamm reported his Complete Streets presentation at the CFMPO Alliance meeting in October was well received.

Consent Agenda:

Item 4A. Approval RE: Committee Appointments

Item 4B. Approval RE: Finance and Budget

Item 4C. Approval RE: Resolution 12-10, FY 12 Unified Planning Work Program Amendment

Item 4D. Approval RE: Resolution 12-11, Recommending Brevard County Board of County Commissioners Continue as the Community Transportation Coordinator for Brevard County

Mr. Kamm stated Item 4B, travel to Tampa for a Space Coast TPO staff member is being pulled as the staff member is unable to attend the training course.

Mr. Kamm further noted Item 4D pertains to a letter received by the Chairman from the Brevard Board of County Commissioners stating the County is interested in continuing as the Coordinated Transportation Provider through Space Coast Area Transit.

Motion by Mr. Allender, second by Mayor Randels to approve the consent agenda as presented. Hearing no objections, the motion passed unanimously.

Item 5A. Discussion RE: FDOT Five Year Tentative Work Program

Mr. Kamm stated new information is not yet available for the Work Program as negotiations are still ongoing between the DOT and the Expressway on the Wekiva Parkway. The Revenue Estimating Conference for state funds will be November 15th. The Work Program will have to be reconciled with the State Revenue Forecast; therefore the outcome for state project funding will not be decided until December.

Ms. Holt thanked everyone for their letters in support of space funding sent to Secretary Downs. The State will re-open the work program after the Revenue Estimating Conference meets on November 15th to take another look at opportunities for funding Space infrastructure.

Item 5B. Approval RE: Space Coast TPO Strategic Plan

Mr. Kamm reported staff has made only editorial changes to the Strategic Plan. A staff workshop will be held on December 16th to discuss implementation strategies, staff responsibilities, and measures of effectiveness.

Motion by Ms. Eley, second by Mayor Randels to approve the Space Coast TPO Strategic Plan. Hearing no objections, the motion passed unanimously.

Item 6A. Approval RE: Resolution 12-12, Amendment to FY 2012 thru FY 2016 Transportation Improvement Program

Ms. Gillette summarized the changes and additions being requested by the FDOT to the Transportation Improvement Program (TIP).

Motion by Mayor Randels, second by Ms. Paccione to approve Resolution 12-12 amending the FY 2012 thru FY 2016 Transportation Improvement Program. Hearing no objections the motion passed unanimously via roll call vote.

Item 6B. Approval RE: Classification and Pay Study, Cody & Associates, Inc.

Mr. Kamm reported the Executive Committee met on October 13th, and discussed the classification and pay study conducted by Cody & Associates, Inc. The Executive Committee recommended adopting the proposed minimum salary ranges reflected in the report, or a 2.5% increase for staff, whichever is greater. In addition, they recommended a 3.5% salary increase for the Executive

Director. All salary increases would be retro-active to October 1, 2011. The handout for Item 6B provides clarification of the changes needed to implement the Compensation and Pay Study.

Mr. Pellegrino from Cody and Associates reviewed the Study objectives and results of Phase I of the study. He stated Phase II is an evaluation of performance measurements and is currently under development.

Ms. Infantini stated she was opposed to any salary increases due to the current economic situation at this time.

Ms. Eley wanted the record to reflect she was not present for the second vote regarding the Executive Director's salary at the Executive Committee meeting. She replied to Ms. Infantini's objection and stated the proposed salary increases merely return to employees what was taken out for FRS contributions.

Ms. Infantini replied a one time 3% bonus is not the same as a 3% recurring item. She further stated the executive director's salary comparison is not relevant as other MPOs listed have larger populations than ours.

Mayor Tulley inquired as to the last time the TPO salaries had been adjusted.

Mr. Kamm replied it has been five years.

Mayor Tulley stated he struggles with the public sector being perceived as receiving better salaries and benefits than the private sector.

Ms. Paccione inquired which TPO is most comparable to ours in size and scope.

Mr. Kamm replied the Sarasota/Manatee TPO is most comparable in size and scope of services.

Mr. Nelson stated he doesn't feel the list of comparable TPOs is skewed in any way. He went on to review increases received by other departments in the past five years. He stated this increase will not put the TPO staff ahead; instead it attempts to keep them unchanged with the additional FRS and cost of benefits staff has incurred over the past few years.

Ms. Eley stated she would like to split the vote and decide upon the 2.5% salary increases separately from the vote for the executive director's salary increase.

Motion by Mr. Nelson, second by Ms. Paccione to approve the following:

- a. Pay Plan Salary Ranges as listed in Plan (page 102 of agenda package);***
- b. Authorize staff to amend TPO Personnel Policy to be consistent with Pay Administrative Practices section of Plan (agenda pages 85-89). Updated Personnel Policy to be brought back to TPO in December for approval;***

- c. **2.5% increase for all employees or increase to minimum of salary range listed on page 102 of agenda package, whichever is greater;**
- d. **Amending FY 12 Operating Budget and FY 12 Unified Planning Work Program to accommodate compensation changes; and**
- e. **All changes to be implemented with effective date of October 1, 2011.**

The motion passed by a simple majority with Ms. Infantini opposed.

Motion by Mr. Nelson, second by Ms. Paccione to approve a 3.5% salary increase for the SCTPO Executive Director. The motion passed by a simple majority. Members voting in opposition were: LaRusso, Infantini, Anderson, and Eley.

Item 7A. Staff Report

Mr. Kamm announced the TPO Audit Selection Committee will be meeting this afternoon to begin selection process of an auditing firm and stated his presentation to the AMPO Conference in Dallas was well received.

Item 7B. Local Government Reports

Mr. Kamm discussed the status of the City of Palm Bay's actions on the implementation of the Parkway from Malabar to Emerson.

Item 7C. Florida Department of Transportation Report

Ms. Valencia provided an update on current completed projects and projects under construction in Brevard County.

Ms. Eley inquired about landscaping at the US 192 interchange.

Ms. Valencia replied application materials have been sent to the City to initiate the landscaping process.

Mr. Kamm advised the members about an Open House on Intersection Improvements on Babcock Road at Malabar Road to be held next Tuesday, November 15th.

Item 8A. Public Comment

There was no discussion on this item.

Item 9. Recognition of Service for Chairman Larry Schultz

Bob Wille, Titusville, FL, recognized Chairman Schultz for his years of service to the community and noted his leadership will be missed.

Mary Schoelzel, FDOT, Orlando, FL, recognized and thanked Chairman Schultz for his years of cooperation and assistance with the FDOT.

Sue Hann, City of Palm Bay, FL, recognized Chairman Schultz for his years of service and their many years of working together.

Ms. Paccione, Councilwoman for City of Palm Bay, recognized Chairman Schultz for his many years of service.

John Denninghoff, Director of Public Works Dept., Brevard County, FL, recognized Chairman Schultz for his service, and presented him with a road sign.

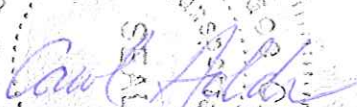
Mr. Kamm, Executive Director SCTPO, recognized Chairman Schultz for his service and presented him with a plaque and a TPO polo shirt.

Chairman Schultz thanked everyone for their kind words and help over the years.

Item 10. Adjourn

The meeting adjourned at 10:29 a.m.

Attest:



Carol Holden, SCTPO

As Approved by the TPO on 12/8/11