



**Polk Transportation Planning Organization
Technical Advisory Committee (TAC)
Draft MEETING MINUTES
Thursday, March 24, 2016**

Bartow Civic Center, Game Room
2250 S. Floral Avenue
Bartow, FL 33830

Members Present:

Sherry Carver
Amy Palmer, *Vice Chairman*
Bob Wieggers
Jennifer Salisbury-Codo (late)
Addie Javed (late)
Kathy Bangley, *Chairman*
Chuck Barmby
Teresa Maio
Angelo Rao
Sean Byers
Rodney Wetzel (late)
Jay Jarvis (late)

Others Present:

Walter O'Rourke
Adam Purcell
Eric Labbe
Lori Carlton
William Roll
Maureen Decker
Tom Deardorff
Ronnie Blackshear
Curtis Knowles
Xiomara Meeks
Cherie Simmons
Tricia Pichette
Wally Blain

Representing:

Central Florida Regional Planning Council (CFRPC)
City of Auburndale
City of Bartow
Town of Frostproof (CFRPC)
City of Haines City
City of Lake Wales
City of Lakeland
City of Lakeland
City of Lakeland
City of Winter Haven
LAMTD
Polk County Roads and Drainage

Representing:

Adviser Network
AECOM
City of Winter Haven
Florida Department of Transportation
Kimley Horn
Pennoni
Polk TPO Staff
Polk TPO Staff
Polk TPO Staff
Polk TPO Staff
Polk TPO Staff
Polk TPO Staff
Tindale Oliver

Call to Order, Roll Call

Chairman Kathy Bangley called the TAC meeting to order at 9:36 a.m. Roll call was taken. No quorum was present with only eight members in attendance. With the arrival of four additional member we now have a quorum with 12 members present

Approval of Minutes

Motion: Chuck Barmby motioned to approve the February 18, 2016 meeting minutes as presented. Amy Palmer seconded the motion. Motion carried without dissent.

Agenda Review

Ronnie Blackshear, TPO Director highlighted the significant topics and action items on the committee's agenda.

1. Rail Quiet Zone Study

Adam Purcell, AECOM staff provided a brief update on the existing conditions assessment of the CSX "S" Line. The purpose of the project is to evaluate the potential location of quiet zones along the CSX "S" Line in Polk County, Florida to reduce the impact of train noise on local communities. The analysis resulted in there being 52 public crossings at grade on the CSX "S" Line.

2. Review/Approve Draft Public Participation Plan (PPP)

Patricia Pichette, TPO staff gave a brief review of the draft plan. The federal requirements along with the communication techniques that were used were reviewed. TPO staff is asking the TAC to make a recommendation to the TPO Board to approve the plan.

Motion: Bob Wieggers motioned to make the recommendation for approval to the TPO Board. Amy Palmer seconded the motion. Motion carried without dissent.

3. Review/Approve Draft Amendments to the TPO's Fiscal Years 2015/16 – 2019/20 Transportation Improvement Plan (TIP)

Xiomara Meeks, TPO staff reviewed a request from FDOT to amend the draft FY 2015/16-2019/20 TIP. The request is to change the length of project #434942-1 from 2.770 miles to 1.946 miles. The project will now end at Beal Lane instead of Kitty Fox. It is important that projects appear in the TIP accurately in order to remain eligible for federal funding and therefore the TPO is requested by FDOT to make amendments to the TIP several times a year as certain refinements to programmed projects are made.

A public hearing is scheduled for this item at the TPO Board meeting on April 14, 2016 and the board will hear public comments prior to taking action on these items.

Motion: Sherry Carver motioned to make the recommendation to the TPO Board to approve the amendment. Rodney Wetzels seconded the motion. Motion carried without dissent.

4. Review/Approve the Draft Amendment to the FY 2016/17 – 2017/18 Unified Planning Work Program (UPWP)

Diane Slaybaugh, TPO staff presented an overview of the UPWP and Highlighted some of the planning tasks. The UPWP contains the planning tasks and associated grant budget for the two (2) year period beginning July 1, 2016 through June 30, 2018 (FY 2016/2017 –

2017/2018. The Draft UPWP has been submitted for agency review and comment with adoption scheduled for April 14, 2016. Initiatives from TPO's Momentum 2040 (LRTP) and Strategic Plan is the basis of developing the planning tasks contained in the draft UPWP. Draft UPWP includes new requirements from FHWA. TPO staff requests the TAC approve the Draft UPWP.

Motion: Chuck Barmby motioned to approve the Draft UPWP and give staff the authority to address any comments that are made. Bob Wieggers seconded the motion. Motion carried without dissent.

5. Bicycle and Pedestrian Safety Action Study

Xiomara Meeks, TPO staff gave a brief overview of the Draft Polk County Pedestrian Safety Action Plan, which was distributed at the meeting. Staff is requesting members review the document and provide staff with comments. This item was presented for informational purposes only.

6. Nature Coast to Peace River Greenway Regional Trail Corridor

Xiomara Meeks, TPO staff provided an overview of the Nature Coast to Peace River Greenway Regional Trail. Staff is seeking a recommendation from the committee on a resolution in support of the corridor.

7. Communications and Reports

A. Momentum 2040 Documentation

- Plan approved by TPO Board in December
- Final Document submitted to FDOT for final approval
- Document can be reviewed on TPO website

B. Advisor Network

- March 31, 2016, 4-6 pm
- Haines City Public Library

8. Adjournment

With no further business to discuss, the meeting adjourned at 10:35 a.m.

Respectfully transcribed by Cherie Simmons, TPO Office Manager

Section 286.0105, Florida Statutes, states that if a person decides to appeal any decision made by a board, agency or commission with respect to any matter considered at a meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.