



**Polk Transportation Planning Organization  
Technical Advisory Committee (TAC)  
Draft MEETING MINUTES  
Thursday, August 27, 2015**

Neil Combee Administration Building, 2<sup>nd</sup> floor Training Room  
330 West Church Street  
Bartow, FL 33830

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**Members Present:**

Sherry Carver  
Amy Palmer, *Vice Chairman*  
Bob Wiegers  
April Brown  
Adnan Javed  
Valerie Ferrell  
Kathy Bangley, *Chairman*  
Chuck Barmby  
Celeste Deardorff  
Richard Lilyquist  
Sean Byers  
Thado Hays  
Rodney Wetzel  
Bill Skelton  
Jennifer Codo-Salisbury (late)

**Representing:**

Central Florida Regional Planning Council (CFRPC)  
City of Auburndale  
City of Bartow  
City of Fort Meade  
City of Haines City  
City of Lake Alfred  
City of Lake Wales  
City of Lakeland  
City of Lakeland  
City of Lakeland  
City of Winter Haven  
Polk County Land Development  
Polk County Transit Services  
Polk County Transportation  
Town of Dundee (CFRPC)

**Others Present:**

Lori Carlton  
Christopher Hatton  
Jeanna Cox  
Ronnie Blackshear  
Curtis Knowles  
Ryan Kordek  
Xiomara Meeks  
Cherie Simmons  
Diane Slaybaugh  
Tricia Pichette

**Representing:**

Florida Department of Transportation  
Kimley Horn & Associates  
Polk County Transit Services  
Polk TPO Staff  
Polk TPO Staff  
Polk TPO Staff  
Polk TPO Staff  
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## **Call to Order, Roll Call**

Chairman Kathy Bangley called the TAC meeting to order at 9:30 a.m. Roll call was taken. A quorum was present with 14 members in attendance.

## **Approval of Minutes**

**Motion:** Amy Palmer motioned to approve the May 28, 2015 meeting minutes. Richard Lilyquist seconded the motion. Motion carried without dissent.

## **Agenda Review**

Ryan Kordek, TPO staff highlighted the significant topics and action items on the committee's agenda.

### **1. Momentum 2040 – Long Range Transportation Plan Update**

#### **A. Project Schedule**

Ryan Kordek, TPO staff reviewed the Momentum 2040 project schedule. The Draft 2040 Cost-Feasible Plan will be presented to the TPO Board on September 17, 2015. The Final 2040 LRTP will be presented to the TAC on September 24, 2015 and to the TPO Board on December 3, 2015. The 2040 LRTP will be the topic at the Adviser Network in early December. The final LRTP will be scheduled for approval at the December 10, 2015 TPO Board meeting.

#### **B. Review/Approve Draft Cost-Feasible Plan for Momentum 2040**

William Roll, project consultant provided a presentation and details the projects being recommended in the Draft Cost-Feasible Plan. The Draft Cost-Feasible Plan includes highway, and priority freight, transit, bicycle, pedestrian and multi-use trail projects. In developing the Cost-Feasible Plan the TPO has identified the most important and critical projects for funding with available revenue (federal, state, and local) through the year 2040.

TPO staff is requesting the TAC and TPO Board to approve the projects for the purpose of public review and comment.

**Motion:** Celeste Deardorff motioned to recommend TPO Board approval of the Draft Plan for public review and comment. Richard Lilyquist seconded the motion. Motion Carried without dissent.

### **2. Review/Approve Draft Amendments to the FY 2015-16 – 2019/20 Transportation Improvement Program (TIP)**

Xiomara Meeks, TPO staff presented the Draft TIP for approval by the committee. In order to meet federal requirements, the TPO must adopt and maintain a TIP document annually. Projects included in the TIP are derived from FDOT's Five Year Work Program and local

government Capital Improvement Programs (CIP). The TIP is essentially an implementation tool for how state and federal funds will be spent on transportation projects in Polk County.

Projects included in the TIP must be listed accurately to include the proper funding source, amount, a precise description of the project, the year programmed, and correct project limits in order to receive federal funding. 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 these items at the TPO Board meeting on September 17, 2015. Today's amendments were contained in the "roll-forward" report.

**Motion:** Chuck Barmby motioned to approve amendments to the FY 2015/16 – 2019/20 TIP as presented. Sean Byers seconded the motion. Motion Carried without dissent.

### **3. Review/Approve Draft TPO Resolution 2015-03 Adopting the Florida Department of Transportation's (FDOT) District One Regional Intelligent Transportation Systems (ITS) Architecture**

Ronnie Blackshear, TPO staff gave a brief review of Resolution 2015-03 which adopts FDOT's ITS Architecture. The primary components, subsystems and information flows work together to make a transportation network more safe and efficient for movement of goods and people. As local ITS systems are developed, they will be linked together with FDOT's regional and statewide systems to provide an integrated ITS network.

**Motion:** Richard Lilyquist motioned to approve Resolution 2015-03 as presented. Bob Wiegers seconded the motion. Motion carried without dissent.

### **4. Polk TPO Transportation Management Area (TMA) Federal Certification**

Tom Deardorff, TPO staff provided an overview of the TPO's TMA certification schedule. Federal Law requires the Federal Highway administration (FHWA) and the Federal Transit Administration (FTA) to jointly certify the transportation processes at least every four years. There will be a public hearing held by the certification team following the September 17, 2015 TPO Board meeting.

### **5. Complete Streets Public Outreach**

Xiomara Meeks, TPO staff briefly update the committee on the public outreach activities. The next steps are to confirm corridor options and conduct outreach .The final step is the development of the action plans.

### **6. Communications and Reports**

### **7. Adjournment**

With no further business to discuss the meeting adjourned at 10:53 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.