



Polk Transportation Planning Organization (TPO) Board

**Draft MEETING MINUTES
Thursday, April 14, 2016**

Neil Combee Administration Building, Commission Boardroom
330 West Church Street
Bartow, FL 33830

Voting Members Present:

Commissioner Jack Myers (late)
Commissioner Roy Tyler
Mayor Eugene Fultz
Commissioner Jim Malless
Commissioner Bill Read
Commissioner Don Selvage, *Chairman*
Commissioner Phillip Walker
Commissioner Steven Hunnicut
Commissioner Melony Bell
Commissioner John Hall
Commissioner Todd Dantzler

East County Block Voting Members:

Mayor Charles Lake

South County Block Voting Members:

Vice Mayor Collins Smith

East County Block Alternate Members:

Commissioner Willie Quarles

South County Block Alternate Members:

None

Advisory Members Present:

Laura Lockwood
Tom Deardorff
Randy Mink

Others Present:

JC Martin
Jean Read
Brenda Mitchell
Addie Javed
Chuck Barmby
Lori Carlton
Laura Lockwood
Christopher Hatton
William Roll
Dave Walters
Rodney Wetzel
Madison Fantozzi
Rebecca Leng

Representing:

City of Auburndale
City of Haines City
City of Lake Wales
City of Lakeland
City of Lakeland
City of Lakeland
City of Lakeland
City of Winter Haven
Polk County BoCC
Polk County BoCC
Polk County BoCC

Representing:

City of Lake Alfred

Representing:

City of Mulberry

Representing:

Representing:

Representing:

FDOT, District One
Polk County TPO
TPO Legal Advisor

Representing:

Citizen
Citizen
Citizen
City of Haines City
City of Lakeland
Florida Department of Transportation
Florida Department of Transportation
Kimley-Horn and Associates
Kimley-Horn and Associates
LAMTD
LAMTD
Ledger
Lighthouse for the Blind

Brenda Tajuri
Jeanna Cox
Cherie Simmons
Ronnie Blackshear
Curtis Knowles
Ryan Kordek
Xiomara Meeks
Diane Slaybaugh
Tricia Pichette
Randy Willis
Representative John Wood
Richard Dryer

Polk County School Board
Polk County Social Services
Polk County TPO
Polk County TPO
Polk County TPO
Polk County TPO
Polk County TPO
Polk County TPO
Polk County TPO
Rep. John Wood's Office
State of Florida
Tindale Oliver

1. CALL TO ORDER

Chairman Don Selvage called the TPO Board meeting to order at 9:00 a.m.

2. CHAIRMAN'S ANNOUNCEMENTS

Chairman Selvage had no announcements.

3. CONFIRMATION OF QUORUM

Cherie Simmons, TPO Office Manager confirmed a quorum with 12 voting members and 1 alternate in attendance. Vice Mayor Collins Smith represented the South County Block and Mayor Charles Lake represented the East County Block.

4. OPPORTUNITY FOR PUBLIC COMMENT

Chairman Lindsey opened the floor for public comment. With no comment heard floor was closed.

5. AGENDA REVIEW

Tom Deardorff, TPO Executive Director briefly reviewed the agenda. He noted that there was additional information for the board in the red folder at their places.

6. CONSENT AGENDA

Motion: Commissioner Phillip Walker motioned to approve the Consent Agenda. Commissioner Jim Malless seconded the motion. Motion carried without dissent.

7. OTHER ACTION ITEMS

A. Review/Approve Two Year Budget – Ryan Kordek, TPO Staff presented action items.

i. Draft Fiscal Years 2016/17 – 2017/18 Unified Planning Work Program (UPWP)

Staff presented an overview of the UPWP and Highlighted some of the planning tasks and funding sources. 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). Initiatives from TPO’s Momentum 2040 (LRTP) and Strategic Plan are the basis of developing the planning tasks contained in the draft UPWP. Draft UPWP includes new requirements from FHWA. TPO staff and the TAC recommend approval of the Draft UPWP.

Motion: Commissioner Steven Hunnicut motioned to approve the Draft UPWP and authorize staff to make any needed changes based on additional agency review and comment. Commissioner Phillip Walker seconded the motion. Motion carried without dissent.

ii. Draft TPO Resolution 2016-05 Authorizing the Chairman to Execute the Amendment to Transportation Planning Funds Joint Participation Agreement

TPO staff gave a brief review of Resolution 2016-05 which will give the TPO Board Chairman authorization to execute an amendment to the current agreement to set its expiration date at June 30, 2016. This is being done because FDOT is requiring all Metropolitan Planning Organizations to approve a new agreement for the receipt of Federal Highway Administration grant funds.

Motion: Commissioner Jim Malless motioned to approve the authorization. Commissioner Steven Hunnicut seconded the motion. Motion carried without dissent.

iii. Draft TPO Resolution 2016-06 Authorizing the Chairman to Execute the Florida Department of Transportation Metropolitan Planning Organization agreement

TPO staff gave a brief review of Resolution 2016-06 which will give the TPO Board Chairman authorization to execute the new funding agreement effective July 1, 2016. This is being done because FDOT is requiring all Metropolitan Planning Organizations to approve a new agreement for the receipt of Federal Highway Administration grant funds.

Motion: Commissioner Seven Hunnicut motioned to approve. Commissioner Melony Bell seconded the motion. Motion carried without dissent.

B. Public Hearing on Draft Amendments to the Fiscal Years 2015/16 – 2019/20 Transportation Improvement Program (TIP)

TPO staff presented the two TIP Amendments. Project #434942-1 Crews Lake Road is to amend the length of the project from 2.77 miles to 1.946 miles. Project #201210-3 SR400 (I-4) is to add funding to current year. TPO Staff and the TAC recommend approval of the amendments to the FY 2015/16 – 2019/20 TIP. Public Hearing was opened. With no comment heard, hearing was closed.

Commissioner Hall inquired about some concerns from citizens in the Crews Lake project area and asked staff to follow up.

Motion: Commissioner Phillip Walker motioned to approve the amendments to the TIP as presented. Commissioner Jim Malless seconded the motion. Motion carried without dissent. Roll Call Vote was unanimous.

C. Review/Approve Draft TPO Public Participation Plan (PPP)

TPO staff gave a brief review of the draft PPP Plan. The federal requirements along with the communication techniques that were used were reviewed. On March 29, 2016 this revised PPP was formally approved by the FHWA as meeting the requirements of 23 CFR 450.316 and satisfies the requirements for corrective action #3 of the Federal Certification Review Report. TPO Staff and the TAC recommend approval of the plan.

Motion: Mayor Eugene Fultz motioned to approve PPP plan as presented. Commissioner Steven Hunnicut seconded the motion. Motion carried without dissent.

D. Review/Approve Draft TPO Resolution 2016-04 Supporting the Proposed Nature Coast to Peace River Greenway Trail Corridor

TPO staff briefly reviewed the resolution. The Sun Trail was created under Florida Statute 339.81 to develop a statewide system of paved non-motorized trails as a component of the Florida Greenways and Trails System (FGTS). \$25 million is annually funded from new vehicle tag revenues. The Sun Trail System in Polk County consists of 38.8 miles of existing trails. The PD&E Master Plan consists of an additional 18.8 miles. 16.1 miles are planned but not funded.

Motion: Commissioner Melony Bell motioned to approve the resolution as presented. Commissioner Steven Hunnicut seconded the motion. Motion carried without dissent.

8. PRESENTATIONS

A. Report on Sidewalks Near Schools

Xiomara Meeks, TPO staff presented a report on several school sidewalk issues. The schools mentioned in the presentation were New Beginnings High school, Haines City High School and Discovery Academy of Lake Alfred. The sidewalk Subcommittee will meet in May.

B. Project Highlight-Two Complete Street Corridors

William Roll. Kimley Horn staff presented an update on the Complete Streets Corridor Feasibility Study. The methodology for the corridor selection was reviewed. Two corridors that were highlighted were Combee Road (SR 659) and First Street (SR549). The cost of the Combee Road project is expected to be \$15.3 million, while the First Street project is \$4 million. The purpose of Complete Streets is to transform roadways from automobile-centric corridors to multi-modal corridors that are safe and accessible to all.

C. Polk County Quiet Zone Assessment for CSX "S" Line

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. Screening distance was determined through the use of the FTA Noise Model. The cost of the implementation of a quiet zone can cost from \$30,000 up to several millions of dollars. The locations of the top 20 crossings on the CSX "S" Line were reviewed.

9. AGENCY REPORTS

Florida Department of Transportation (FDOT)

Laura Lockwood, FDOT staff:

- Secretary Hattaway sent his regrets for his absence.
- Strategic Intermodal System Priority Projects list was submitted to FDOT's Central Office. Polk County has two projects on the list.
- FDOT is working with Polk TPO to repurpose funds from US 27 Corridor and Central Polk Parkway project.
- SR 37, Dixieland Corridor
 - Integrated Transportation and Land Use Study
 - Requested by the City of Lakeland
 - Host Committee formed
 - Joint effort: Treasure Coast and Central Florida Regional Planning Council
 - May 20, 2016 Presentation
 - Early 2017- final report due

Polk Transit

Tom Phillips, Polk Transit Authority

- Polk Transit will meet following the TPO Board meeting
- 1st quarter update
 - New Route- Lakeland Park Center Route
 - February-New regional multi-modal partnership with Greyhound in Winter Haven
 - March- Citrus Connection became Administrative agent for the Winter Haven Transit System.
 - April-LAMTD became the CTC for Polk County
 - April-7days a week transit service to Winter Haven and Lake Wales for the first time ever.

12. COMMUNICATIONS AND REPORTS

- Charlotte County/Punta Gorda MPO Summit
- I-4 Beyond the Ultimate Update
 - Commissioner hall and Tom Deardorff attended a Task force meeting to figure out how to get funding to connect the East Lanes to the West Lanes.
- Bartow Northern Collector Phase 2

- Delegation was successful in getting Language added to the State Budget.
- BoCC will sign letter to start Polk County ability to access funds.
- Commissioner Bell recognized and thanked Representative John Woods for his help with the Bartow Northern Connector funding issues.

13. OPPORTUNITY FOR PUBLIC COMMENT

Jean Reed, 27 Lake Eloise Lane:

- Representing neighborhood about quiet zones
- Asked about where funding comes from
- Concerned about 6 crossings
- Chuck Barmby will speak with Ms. Reed about her concerns.

14. BOARD MEMBER COMMENTS

- Commissioner Phillip Walker:
 - a. Kathleen Road
 - i. Road Diet in the Northwest area was done very well
- Commissioner Melony Bell:
 - a. June is Bicycle and Walking Safety Awareness Month
 - i. :
- Commissioner Malless
 - a. Freight Mobility and Trades Study
 - i. City of Lakeland objects to the proposed widening of Florida Avenue to 6 lanes through Dixieland in the plan. The City of Lakeland wrote a letter to FDOT objecting.
- Commissioner Lake
 - a. Questioning about Discovery High School Traffic Study
- Commissioner Don Selvage:
 - a. Congratulations to TPO staff for being the best run TPO in District One.

15. ADJOURNMENT

With no further business, meeting adjourned at 10:57 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 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.