

**PINELLAS COUNTY METROPOLITAN PLANNING ORGANIZATION  
MINUTES – MEETING OF OCTOBER 9, 2013**

The Pinellas County Metropolitan Planning Organization, created by the State of Florida in accordance with Title 23 United States Code, Section 134 and Chapter 339.175 Florida Statutes, met in regular session on Wednesday, October 9, 2013 in the chambers of the Pinellas County Commission, 315 Court Street, Clearwater, Florida.

**MEMBERS PRESENT**

Karen Seel – *Chairman* – Board of County Commissioners  
Jeff Danner – *Vice Chairman* – Councilman, City of St. Petersburg  
Harriet Crozier – *Secretary/Treasurer* – Commissioner, City of Largo  
Sandra Bradbury – Mayor, City of Pinellas Park  
Julie Bujalski – Commissioner, City of Dunedin, representing PSTA  
Doreen Hock-DiPolito – Councilmember, City of Clearwater (arrived at 1:07 p.m.)  
David Eggers – Mayor, City of Dunedin  
Charlie Justice – Board of County Commissioners  
Jim Kennedy – Councilman, City of St. Petersburg  
Ken Welch – Board of County Commissioners  
Debbie Hunt, non-voting advisory – (representing the Secretary, Florida Department of Transportation District 7)

**MEMBERS ABSENT**

David Archie – Mayor, City of Tarpon Springs representing Tarpon Springs/Oldsmar/Safety Harbor

**OTHERS PRESENT**

Sarah Ward – MPO Interim Executive Director  
Al Bartolotta – Pinellas County MPO  
Gina Harvey – Pinellas County MPO  
David Sadowsky – County Attorney's Office  
Lee Royal – Florida Department of Transportation (FDOT)  
Brian Beaty – Florida Department of Transportation (FDOT)  
Alicia Parinello – Pinellas County MPO  
Chelsea Favero – Pinellas County MPO  
Joe Kubicki – City of St. Petersburg  
Tom Whalen – City of St. Petersburg  
Bob Bray – City of Pinellas Park  
David Chase – City of Pinellas Park  
Patrick Murphy – City of Pinellas Park  
Paul Bertels – City of Clearwater  
Bill Jonson – City of Clearwater  
Brad Miller – Pinellas Suncoast Transit Authority (PSTA)  
Vivian Peters – TAC  
Jim Green – Care Ride, LLC  
Brian Smith – BAC Chairman  
Carolyn Kuntz – MPO Recorder

**I. CALL TO ORDER**

Chairman Karen Seel called the meeting to order at 1:04 p.m.

**II. INVOCATION AND PLEDGE**

Commissioner Welch performed the invocation and Councilman Danner led the Pledge of Allegiance.

**III. CITIZENS TO BE HEARD**

There were no citizens who came forward to be heard.

\*\*Councilmember Hock-DiPolito arrived at 1:07 p.m.\*\*

**IV. CONSENT AGENDA**

- A. Approval of Minutes – Meeting of September 11, 2013
- B. Approval of Invoices
  - 1. Tindale-Oliver and Associates
  - 2. URS
  - 3. Laughlin and Associates (MPO Accountant)
  - 4. TBARTA (CCC Services) (3 additional invoices in MPO folders)
  - 5. Invoice for MPO Share of Copier With Pinellas Planning Council
- C. Approval of Disadvantaged Business Enterprise (DBE) Goal
- D. Approval of Agreement With the City of St. Petersburg for Intermodal Study
- E. Approval of TBARTA as FTA Section 5307 Direct Recipient

Ms. Ward reported there were additional invoices from TBARTA included in the MPO folders. ***Commissioner Welch moved, Commissioner Crozier seconded, and motion carried to approve the Consent Agenda (including the invoices in the folders) (Vote 10-0).***

**V. PUBLIC HEARING ITEM**

**A. Proposed Truck Route Plan Amendment – Sections of Keene Road and Sunset Point Road as Day-Time Only**

Ms. Ward summarized the request from the City of Clearwater to amend the Truck Route Plan to add the section of Keene Road from Gulf-to-Bay Boulevard (S.R. 60) to Sunset Point Road and Sunset Point Road from Keene Road to Hercules Avenue as day-time only truck routes. Both the Technical and Citizens Committees recommended approval of the amendment.

Upon call for public comment, no one came forward.

Councilmember Hock-DiPolito added the City of Dunedin has also concurred with the proposed amendment.

Following the public hearing, ***Councilmember Hock-DiPolito moved, Mayor Eggers seconded, and motion carried to approve the amendment to the Truck Route Plan (Vote 10-0).***

**VI. PRESENTATION AND/OR ACTION ITEMS**

**A. PSTA Items**

**1. Greenlight Pinellas – Financial Analysis**

Brad Miller, PSTA, reviewed a PowerPoint presentation, which included a schedule that indicated the progress to date and that the Board of County Commissioners will hold a workshop on December 3 and then vote on the referendum language at their December 10 meeting. The MPO will consider taking action at their November meeting. PSTA has tasked the engineering firm of HNTB to perform a line-by-line audit of the 2011 Jacobs Engineering cost estimate for the rail project. In addition, PSTA has tasked the financial firm of Ernst & Young with developing a financial model and with undertaking a financial feasibility analysis of PSTA's expanded bus program and proposed light rail transit system and how it can be sustained over a 50-year period. Ernst & Young has also been tasked with analyzing alternative project delivery strategies that include a public-private partnership structure for

PSTA's proposed light rail transit system. This is a two-phase scope with the second phase occurring at a later date. The firm of Transportation Management Design has been tasked with refining the costs associated with the bus element of the Plan. The Alternatives Analysis conceptual financial plan is based on cost and revenues in 2011 dollars. Ernst & Young built on the Alternatives Analysis approach and developed a PSTA systemwide financial model. Preliminary results indicate HNTB capital cost review validates the Alternatives Analysis estimate and that a long-term sustainable program is possible. Mr. Miller invited everyone to attend Monday's ACPT meeting at 1:00 at PSTA's office for a more detailed financial presentation.

Discussion followed regarding potential funding percentages (State – 13%, Federal – 40%, local – 47%); reserve funds (Ernst & Young is still working on allocating reserve amount); availability of detailed analysis (charts and tables available at Monday's ACPT meeting); the importance of having the financial analysis and the need to follow the financial plan; and whether elimination of property tax upon approval of the referendum would be permanent (would require legislative action).

**2. PSTA Activities Report**

Mr. Miller indicated that ridership for 2013 set a new record.

**B. Approval of Functional Classification Map**

Ms. Ward reported that staff is recommending deferral until next month at the request of FDOT and the local governments since there are several facilities still under review. The MPO staff will follow-up with the local governments and forward comments to FDOT.

***Councilman Danner moved, Commissioner Crozier seconded, and motion carried to defer approval of the Functional Classification Map until next month.***

**C. Follow-Up on Multi-Named Roadways Working Group Meeting**

Ms. Ward summarized the recommendations of the Working Group that met on September 18. The recommendations include:

- Renaming C.R. 296 (102<sup>nd</sup> Avenue North) to Bryan Dairy Road west of Starkey Road,
- Replacing street signs to reflect the County or State Road number on the top line and local road name on the bottom line (estimated at \$130 each), and
- MPO staff to meet with the FDOT to discuss the naming and numbering convention of the new C.R. 296/S.R. 690/S.R. 686 corridors

The segment of C.R. 296 recommended to be renamed to Bryan Dairy Road would extend to Hamlin from Starkey Road. The MPO had previously taken up this issue and had received resolutions of support from the cities of Pinellas Park and Seminole. The MPO also received a resolution of support from the City of St. Petersburg with the exception of the segment that connects to the Interstate. At the September meeting, there was concurrence to proceed with the segment to the west. The segment to the east will require further discussions with FDOT. The second recommendation concerned the other multi-named roadways, such as Alternate 19. The Working Group recommended dual signage to include the roadway number that would be constant throughout the length of the corridor, as well as the local road name. The MPO staff followed up with local governments on the cost of the signs and found the signs cost approximately \$130 each.

There was discussion as to which signs the Working Group was referring to: the smaller side road signs or the overhead intersection signs. The MPO staff had researched the smaller side road signs. It was the consensus of the MPO that the use

of dual signage was a good plan. Upon query whether the MPO had authority over the signage, Chairman Seel responded that the local government has control over the segment that traverses through their jurisdiction. Ms. Ward explained that one of the roles of the MPO is to be a convener when there are multi-jurisdictional issues involving transportation matters such as this. Upon further query as to whose budget would pay for the replacement of the signs, Ms. Ward responded that it would be the budget of the local government that has jurisdiction but the signs could be replaced with the dual signage as part of the normal routine maintenance.

Commissioner Bujalski suggested using the same procedure that was done for the consistent school zones. A letter could be sent to each local government with an explanation that the dual signage would assist with wayfinding for residents and tourists and ask for their buy-in and include a time limit such as ten years.

Chairman Seel asked staff to explore the availability of State or Federal grant funds that could be used due to safety and wayfinding reasons.

Following discussion, ***Commissioner Bujalski moved, Commissioner Crozier seconded, and motion carried to approve the Working Group recommendations as outlined with the inclusion of prioritizing the larger overhead intersection signs with dual signage (Vote 10-0).***

**D. Update on Transportation Management Area Meeting of September 13, 2013**

Ms. Ward reported on the Tampa Bay TMA Working Group meeting of September 13, noting representatives from the three MPOs of Pinellas, Pasco, and Hillsborough were in attendance. This was a follow-up meeting to an earlier meeting where it was decided there needs to be a focus on the core urbanized area of the three MPOs. This also was a facilitated meeting with discussion centering on two main objectives: further define what the group would accomplish and the composition going forward. It was decided each MPO would appoint three representatives. The Hillsborough MPO has appointed their members and the Pasco MPO will appoint their members at their next meeting. The MPO staff is requesting the Board appoint their three members. The next meeting is tentatively scheduled for November 15. One of the items the Working Group will be discussing is how to allocate funding for the TMA. FDOT has agreed to provide a facilitator for the next several months to work with the Group. It was decided to keep the meeting in a central location around the airport area.

Chairman Seel thanked those who attended the meeting and indicated she would like to serve on the Working Group and asked for volunteers. Mayor Bradbury, Councilmember Hock-DiPolito, Commissioner Crozier, and Councilman Kennedy indicated their willingness to serve.

It was discussed that the meetings are open to everyone and that alternates could be appointed to attend the meetings and vote when a representative could not attend. It was decided that all five names be placed on a ballot and the MPO would vote on the representatives and alternates. Chairman Seel asked staff to prepare a ballot that could be voted on before the end of the meeting.

Mr. Royal, FDOT, indicated the next scheduled TMA meeting for November 15 is the same time as the autonomous vehicle summit. Ms. Ward responded that she has discussed this with the other MPOs and they felt that was not a major issue.

Ms. Ward added the TMA Working Group also discussed moving forward with the integration of the Chairs Coordinating Committee (CCC) with TBARTA. At Friday's

Staff Directors' meeting, the other MPOs are supportive; however, they will need to work on legislation since the CCC is recognized in State Statutes. The other issue is that Polk TPO is not currently part of TBARTA but they are looking at joining. In addition, the CCC, under its Interlocal Agreement, is required to set the priorities for regional Transportation Regional Incentive Program funds as well as other matters so there will be continued discussion over the next few months as staff works on legislation to integrate the two entities.

**E. Committee Recommendations**

**1. Bicycle Advisory Committee (BAC)**

• **Endorse Greenlight Program With Inclusion of Bicycle and Pedestrian Projects and Fund Loop Completion**

Ms. Ward indicated that BAC Motion #13-9 has three recommendations and staff is recommending deferral of Item C. At their recent meeting, the BAC was supportive of including bicycle and pedestrian provisions in the MPO's Long Range Transportation Plan (LRTP). The MPO staff indicated they are in the process of updating the Bicycle/Pedestrian Master Plan; therefore, the BAC established a subcommittee to meet on October 28 and invite members from the other committees to participate. The BAC also recommended that bicycle and pedestrian provisions be included in the Greenlight program as an integral part of the alternative transportation program. The third recommendation is to include the Pinellas Trail loop but there is still discussion as to whether that project would be eligible for that funding category, which is the reason the MPO staff is recommending deferral for Part C of the recommendations.

Brian Smith, BAC Chairman, came forward and noted they received several presentations at their last meeting. In addition, he attended a Planning Conference in Orlando where there was a presentation on Sun Rail and other transit programs throughout the State. There is a requirement in most of the programs that bicycle and pedestrian access provisions need to be included as part of the transit program; therefore, the BAC wanted to go on record as supporting the inclusion of bicycle and pedestrian access in the Program. The BAC established a subcommittee to work with staff to assist with the update of the LRTP to spell out bicycle and pedestrian access so that it's more than just a concept. The second recommendation dealt with the Greenlight Program and whether it is a separate document that includes everything or if it refers to other documents such as the LRTP. The BAC wanted to ensure bicycle and pedestrian access be included in the program. The third recommendation concerned the Pinellas Trail and that people who did not want to drive to a station could use the Trail system to provide connection. The BAC concurs with approval of Items A and B and the deferral of Item C until there is additional information.

Commissioner Bujalski thought the capital program as part of the Greenlight Program included improvements that would provide pedestrian and bicycle access, such as sidewalks. Ms. Ward responded staff is performing a comprehensive detailed gap analysis to find out where there are needs for improvements such as bicycle lanes, sidewalks, connecting trails around station areas. This information was presented to the BAC. Staff is identifying the gaps in the system and funding will be through a combination of sources, such as during a roadway improvement project. Staff is updating the Bicycle/Pedestrian Master Plan with an emphasis on access to the station areas that were identified as part of the Alternatives Analysis, as well as major transit routes as part of the bus system.

Discussion followed whether the appropriate action is to defer the motion until the November MPO meeting when the analysis information is available or including the concept of bicycle and pedestrian access provisions. Councilman Kennedy suggested deleting “and recommends” under Part B so that the motion reads “the BAC supports the inclusion of bicycle/pedestrian provisions in the Greenlight Pinellas Program...” Mr. Smith was okay with that change. There was additional discussion as to the intent of the MPO’s action and the wording of the BAC motion and that Commissioner Crozier would contact Brad Miller and Cassandra of PSTA on the BAC motion.

Councilmember Hock-DiPolito stated that Clearwater is actively seeking a representative for the BAC and asked anyone listening who would be interested to contact the City.

**Based on discussion, Chairman Seel directed that BAC Motion #13-9 be deferred until the November MPO meeting.**

- **Endorse the Bicycle Road Safety Audits Recommendations**

Ms. Ward noted supplemental information to BAC Motion #13-10 is included in the members’ folders. At their last meeting, the BAC reviewed a roadway safety audit that was conducted for a segment of East Bay Drive. There was discussion regarding the accommodation of bicyclists in the roadway right-of-way and whether there were constraints that would preclude that provision. The BAC recommended that wider sidewalks be constructed along East Bay Drive as sidewalks are reconstructed to provide additional accommodations for bicyclists in addition to the recommendations included in the motion.

Upon query by Chairman Seel, Commissioner Crozier responded that she is comfortable with the recommendation and that she was making a note.

In response to Chairman Seel, Ms. Ward indicated that there have been several school safety audits, as well as roadway safety audits for certain facilities. The City of Largo had requested the BAC review the roadway safety audit for East Bay Drive due to the focus on bicycle and pedestrian provisions. She will provide future roadway safety audits to the MPO.

***Mayor Eggers moved, Commissioner Crozier seconded, and motion carried to approve BAC Motion #13-10 (Vote 10-0).***

- **Approve/Endorse Tri-County Trails Connection Study**

Ms. Ward recommended the MPO defer action on BAC Motion #13-11 since the MPO will receive a presentation on the final report at their November meeting.

Bill Jonson, Clearwater Councilman, came forward and noted the East Bay Drive is part of the rail corridor as part of the Greenlight Program and the previous motion expanded the trail and that future action will be taken related to the Greenlight Program on the same corridor.

**\*\* D. Update on TMA Meeting of September 13, 2013 (Distributed Ballots)**

At this time, ballots were distributed regarding the appointments to the Tampa Bay TMA Working Group. Chairman Seel asked that each MPO member vote for three people and sign the ballot. The three people with the highest number of votes will serve as representatives and the other two people will serve as alternates.

**VII. REPORTS/UPDATE**

**A. FDOT Updates**

**Gandy Boulevard Projects**

Brian Beaty, FDOT, provided an update regarding the project on Gandy Boulevard between 4<sup>th</sup> and 9<sup>th</sup> Streets. The agreement has not yet been executed due to a dispute between FDOT and Florida Gas Transmission. The two parties have reached a global agreement and an escrow account has been set up to facilitate the transfer of funds; however, the specific project agreements are still outstanding. The local agreement for Gandy Boulevard is proceeding and they have a 45-day extension with the contractor until November 15, which allows enough time for the specific project agreement to be executed.

Councilman Kennedy thanked FDOT, MPO staff, and Joe Kubicki for their efforts and asked this item be placed on next month's agenda for an update that all matters have been resolved.

Ms. Ward indicated FDOT will provide a presentation on the Gandy Boulevard segment for a partially-controlled access from the Interstate to east of U.S. 19 at the November MPO meeting. FDOT has been working with the property owners and the cities of St. Petersburg and Pinellas Park.

**Howard Frankland Bridge**

Ms. Ward indicated FDOT is holding public hearings on the replacement of the northbound span of the Howard Frankland Bridge and the transit evaluation study as part of that effort. The first public hearing was held yesterday at PSTA and the second public hearing will be held tomorrow night in Hillsborough. FDOT will provide a presentation to the Technical Coordinating Committee at their next meeting and then provide a presentation to the MPO at their November meeting.

**B. Long Range Transportation Plan Update**

Ms. Ward indicated this item was a follow-up to the Greenlight presentation where Mr. Miller indicated the MPO will be taking action at their next meeting. Regarding the MPO's action, the MPO is required to include all projects receiving federal funding in their Long Range Transportation Plan. The recommended action at the November meeting will be to accept the new revenue scenario for modeling purposes.

**\*\*Councilman Kennedy left the meeting at 2:30 p.m and returned at 2:33 p.m.\*\***

Mr. Bartolotta reviewed a few brief slides as to how the transit network fits into the MPO's Long Range Transportation Plan. The requested action of the MPO at their next meeting will be to accept the transit network for the modeling efforts.

Ms. Ward reminded the MPO that, although they are completing some of the transportation planning work under the direction of the ACPT, the MPO will adopt the Long Range Transportation Plan in December of 2014. The MPO staff will bring a draft Plan to the MPO in September of 2014 for initial action and open up a public comment period, with final action on the Plan in December.

**C. Status of MPO Reapportionment Plan**

Ms. Ward reported there is nothing new. There is still a hold up on the batch that has already been submitted to the Governor. The MPO staff has asked the FDOT Central office to submit our Reapportionment Plan separately from the next match but there is no indication yet when there will be final action. If notification as to final action is received prior to the next MPO meeting, information will be provided to the MPO so the next MPO/PPC Executive Committee meeting can be scheduled.

**D. Information Regarding MPOAC Institute Training**

Ms. Ward reported the Center for Urban Transportation Research (CUTR) schedules two training sessions a year, with one held in Tampa and Orlando. The date and location for Tampa has been confirmed for May 30 thru June 1 at the Renaissance Hotel. Included in the agenda packet is a summary of MPO attendance through 2013. CUTR is looking to ramp up the participation of MPO Board members for the Institute training especially since some of the MPO's programs and processes are complex. CUTR will have flyers with the details available over the next few months and she will provide those to the MPO when they are available. Any MPO member interested in attending is encouraged to register. The Orlando dates are firm but CUTR was still in negotiations with the hotel in Orlando so the location is not yet confirmed.

Upon query by Councilman Kennedy as to the process for those interested in attending, Ms. Ward responded the Institute has two slots per MPO and, after the deadline, it is opened up to all MPO members. She asked that anyone interested in attending to let her know.

**VIII. INFORMATIONAL ITEMS**

**A. Request for PSTA to Become Designated Recipient Update**

There is ongoing discussion with PSTA and other partners regarding the request.

**B. Committee Appointments**

Ms. Ward noted there were several committee openings and that Clearwater indicated they are looking for a Clearwater representative for the BAC.

**C. Advisory Committee for the Pinellas Transportation (ACPT)**

**D. 2040 Long Range Transportation Plan Stakeholder and Public Outreach Report**

**E. Correspondence**

**F. Other**

**\*\* D. Update on TMA Meeting of September 13, 2013 (Report on Ballot Results)**

Chairman Seel reported on the voting results: Doreen Hock-DiPolito, Jim Kennedy, and Karen Seel will serve as representatives and Sandra Bradbury and Harriet Crozier will serve as alternates on the Tampa Bay TMA Working Group. The next meeting will be held November 15 in the morning. Ms. Ward indicated she has a conference call on Friday and then will provide the information to everyone.

**IX. ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:38 p.m.

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Karen Seel, Chairman