

**PINELLAS COUNTY METROPOLITAN PLANNING ORGANIZATION
MINUTES – MEETING OF FEBRUARY 12, 2014**

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, February 12, 2014 in the chambers of the Pinellas County Commission, 315 Court Street, Clearwater, Florida.

MEMBERS PRESENT

Karen Seel – *Chairman* – Board of County Commissioners
Jim Kennedy – *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 (arrived at 1:12 p.m.)
David Eggers – Mayor, City of Dunedin
Doreen Hock-DiPolito – Councilmember, City of Clearwater
Charlie Justice – Board of County Commissioners
Wengay Newton – Councilman, City of St. Petersburg
Ken Welch – Board of County Commissioners
Ming Gao, 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
Ming Gao – Florida Department of Transportation (FDOT)
Lee Royal – Florida Department of Transportation (FDOT)
Brian Beaty – Florida Department of Transportation (FDOT)
Alicia Parinello – Pinellas County MPO
Sarah Perch – 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
Walt Braun – City of Pinellas Park
Chris Hanninh City of Pinellas Park
Brad Miller – Pinellas Suncoast Transit Authority (PSTA)
Brian Smith – BAC Chairman
Peter Hsu – FDOT
Mashid Arasteh – FDOT Safety
Linda Lockhart – URS
Mike Carter – CliftonLarsonAllen
Roxana Acosta – CliftonLarsonAllen
George Edmiston – Largo PD
Vivian Peters – TAO
Carolyn Kuntz – MPO Recorder

I. CALL TO ORDER

Chairman Karen Seel called the meeting to order at 1:02 p.m.

II. INVOCATION AND PLEDGE

Councilmember Hock-DiPolito performed the invocation and Commissioner Justice led the Pledge of Allegiance.

III. WELCOME NEW MPO MEMBER WENGAY NEWTON REPRESENTING CITY OF ST PETERSBURG

The MPO welcomed Councilmember Wengay Newton as the new MPO member representing the City of St. Petersburg. Everyone on the dais introduced themselves.

At 1:06 p.m., Councilmember Hock-DiPolito left the meeting

IV. CITIZENS TO BE HEARD

Ms. Ward reported on an email received from a citizen, Bert Valery, expressing concern with recent incidents on the Pinellas Trail in the St. Petersburg area and that his email be forwarded to the Board of County Commissioners and the MPO members. Mr. Valery requested that the MPO's Pinellas Trail Security Task Force (PTSTF) devote its next quarterly meeting on April 8 to this issue and that community leaders be asked to attend. Ms. Ward noted she is working closely with the City of St. Petersburg staff and its law enforcement representatives on the PTSTF. She has provided a response to Mr. Valery that the issue will be addressed at the April 8 PTSTF meeting. In addition, Pinellas County staff is meeting with its volunteer rangers on February 26 to discuss safety measures they should take when patrolling the Trail. Ms. Ward is working closely with the County and the City of St. Petersburg to identify community leaders that would be invited to the April 8 PTSTF meeting. Chairman Seel asked that information regarding organizations that should be invited to attend the April 8 PTSTF be emailed to MPO staff.

Upon query by Mayor Bradbury, Joe Kubicki, Director of St. Petersburg Transportation and Parking Management, provided a description of the area where the recent incidents occurred, noting it's a residential area located west of the City's industrial park. It's more open than other areas of the Trail and the City and Police Department are closely monitoring the area.

At 1:11 p.m., Councilmember Hock-DiPolito returned

At 1:12 p.m., Commissioner Bujalski arrived

Several of the MPO members provided additional information. Ms. Ward provided information regarding the PTSTF as to their membership and topics. The MPO requested staff to copy them on the PTSTF meeting notice and to provide a report on Trail incidents for 2013 and to be kept updated on this issue.

Upon query regarding the use of security cameras along the Trail, Chairman Seel responded there was an earlier meeting with the City of St. Petersburg staff regarding this issue. It was felt St. Petersburg could be the first installation of the cameras. The results of the discussion indicated there were several issues: cost, connectivity, and who would provide monitoring on a 24/7 basis. She requested MPO staff research information from that meeting and provide an update at the February 26 meeting. Commissioner Welch and other MPO members noted they seldom see rangers on the Trail asked that staff provide information on the rangers' coverage on the Trail. A follow-up report will be provided on the use of security cameras along the Trail, as well as ranger coverage. MPO staff will also provide information on the PTSTF at the next MPO meeting.

At 1:23 p.m., Commissioner Welch left the meeting

V. CONSENT AGENDA

- A. Approval of Minutes – Meeting of December 11, 2013**
- B. Approval of Invoice**
 - 1. Tindale-Oliver and Associates**
 - 2. URS**
 - 3. PSTA**
 - 4. CliftonLarsonAllen (MPO Auditors)**
 - 5. Laughlin and Associates**
 - 6. MPO Share of Copier With Pinellas Planning Council**
- C. Approval of Countywide Crash Data System Scope**

Commissioner Crozier moved, Councilmember Hock-DiPolito seconded, and motion carried to approve the Consent Agenda (Vote 10-0).

VI. PRESENTATION AND/OR ACTION ITEMS

A. FDOT District Seven Safety Summit Presentation

Peter Hsu, FDOT, reviewed a PowerPoint presentation that provided an overview of FDOT's traffic safety program. His presentation included fatal crash trends, FDOT safety focus areas, districtwide safety initiatives to reduce crashes, ways the local agencies are supporting the initiatives, 2013 safety funding/project awards for Pinellas County, information on the FDOT Safety Summit that will be held March 5 in the morning at FDOT, and the importance and involvement of the Community Traffic Safety Team.

During the presentation, Commissioner Welch returned at 1:23 p.m.

General discussion followed regarding the need for bikes to have lights so they are more visible to the motorists, the need to have a device that senses pedestrians and will activate the walk signal, and areas that have horse crossings where a push button is located at the horse rider's level and the pedestrian level. Mr. Kubicki noted the City of St. Petersburg is experimenting with a proximity sensor that picks up people and their voices and that anyone interested in more information should contact Mike Frederick with the City.

Councilman Newton reported there are signs that say "stop for pedestrians" located at crosswalks that are three feet from the ground located at various locations in St. Petersburg and motorists are not stopping. Mr. Kubicki responded he would check on those signs.

Commissioner Bujalski noted there are pads that sense when there are pedestrians near and will initiate the flashing lights. She urged Mr. Hsu to check into their availability, noting there are areas that are in need of such a device. She added that there is a School Transportation Safety Committee and asked that the next shipment of bike lights be brought to that Committee, along with safety information. It is important to make children aware of all safety equipment at an early age. Mr. Hsu responded he would work with the MPO staff.

B. Review of Projects in Pinellas and Hillsborough Counties Within the I-275/Howard Frankland Bridge Corridor

Ming Gao, FDOT, reviewed a PowerPoint presentation that provided information as to the need for improvements for the northbound bridge structure, what the future needs are related to premium transit and express lanes, the recommended build alternative,

options to accommodate the inclusion of premium transit and express lanes, summary of the two public hearings, and the next steps. He showed a map of the entire area that shows the managed lane study for I-4, I-275, and I-75, which includes looking at opportunities to implement Bus Rapid Transit or express bus service in Pinellas and Hillsborough Counties working with the MPO staffs and transit agencies. FDOT's next focus area is the S.R. 60 and I-275 interchange to look at ways to alleviate the bottleneck. The study and design are underway. Mr. Gao showed a map of the Westshore Intermodal Center that FDOT is studying to determine a suitable location. The Tampa International Airport updated their Master Plan and they are moving their rental car facility to the existing post office and extending their people mover from the terminal to the Westshore area. This provides an opportunity for FDOT to work with the airport for a future larger regional system.

Some general discussion followed.

C. URS Congestion Management Process Technical Memorandum (Presentation)

Gina Harvey, MPO staff, reviewed a PowerPoint presentation that highlighted the Congestion Management Process (CMP) that has been in place since 1997. The CMP identifies non-capacity solutions to relieve congestion. There are federally-recommended eight steps of actions for a successful CMP. She provided a review of the existing congested and constrained roads. The MPO has a list of previously-studied corridors and intersections that have identified operational improvements.

Linda Lockhart, URS, continued with the PowerPoint presentation, which contained the URS effort to identify corridors. URS developed a list of corridors for further study and prioritized the corridors based on safety (40%) and congestion (60%) factors. The corridors were combined and prioritized with the other CMP projects from earlier studies. She highlighted the areas for further study in North County and South County. She briefly reviewed the various recommendations for each of the 14 corridors.

During the presentation, Commissioner Welch left at 2:08 p.m. and returned at 2:10

Commissioner Welch asked how the sidewalk could be connected to the bus stop on Alternate 19 in Tarpon Springs without going through a complicated process. Ms. Lockhart responded it is located in FDOT right-of-way and that she has been working closely with PSTA on the transit issues. Mr. Gao came forward and responded that FDOT addresses these types of issues as part of the resurfacing projects.

During the presentation, Commissioner Justice left at 2:23 p.m.

During the presentation, Mayor Eggers left at 2:25 p.m. and returned at 2:26

Ms. Lockhart indicated the next steps are for the MPO to approve the final Technical Memorandum that will then be incorporated into the additional CMP efforts and the 2040 LRTP.

In response to Councilman Kennedy's comment regarding the coordination of this study with the Greenlight Plan, Ms. Ward indicated the MPO staff is working with the PSTA staff to ensure the various efforts, including the MPO's Bicycle and Pedestrian Master Plan, are coordinated and the recommendations are consistent.

In response to Councilman Kennedy and an earlier comment from Mayor Bradbury regarding the potential for making 62nd Avenue a three-lane roadway, Ms. Ward indicated that several of the corridors will require additional public outreach. In addition, a number of the roadways fall under the jurisdiction of Pinellas County.

Several of the roadways were included in the LRTP for enhancements but those enhancements were not specifically identified. The MPO staff has been meeting ongoing with Pinellas County staff regarding the roadways that fall under the County's jurisdiction regarding the results of the study. A lot of coordination has taken place with the CMP effort. Before a project moves forward for implementation, the MPO staff will seek input from the local jurisdiction, as well as the local community. There are only a few remaining major roadways in Pinellas County; therefore, there will be more of a focus for the 2040 LRTP on transit (Greenlight Plan) and management and operational projects (CMP). These are the various elements of the LRTP that are under evaluation for inclusion in the LRTP, which will be adopted at the December MPO meeting.

Councilman Kennedy emphasized the need to meld the Greenlight Plan with the LRTP.

Mayor Bradbury commented that she was pleased the U.S. 19 and Gandy Boulevard intersection was included in the CMP. She noted the area on 62nd Avenue to 49th Street was mostly residential and a center turn lane would be beneficial for people turning in and out of the subdivisions. She asked that 62nd Avenue from 66th Street to 34th Street be included. She noted the portion on 62nd Avenue from 49th Street to 34th Street is an industrial area where 62nd Avenue is only two lanes and there are 18 wheelers turning in and out of the area, which creates a bottleneck. MPO staff agreed to look at the area.

Commissioner Justice returned at 2:33 p.m.

Commissioner Welch commented on the recommendation that there be consideration for four laning 102nd Avenue noting the Board of County Commissioners had previously discussed this issue and there was a lot of public comment against four laning. Ms. Ward noted that 102nd Avenue has a Level of Service F and there is a need for operational and safety improvements. Ms. Lockhart responded that, during the committee review process, there were several comments that consideration for four laning 102nd Avenue should at least stay on the table.

Commissioner Bujalski asked staff to research an earlier discussion/determination for the section of Alternate 19 from Skinner Boulevard to Curlew Road for two lanes with a center turn lane. She also asked staff to look at removing the truck route designation. Ms. Ward responded Alternate 19 is a state facility, which means it would be an FDOT decision. Ms. Ward added that trucks are allowed on all state roads.

Ms. Harvey agreed to follow-up a request by Councilman Newton regarding 22nd Avenue South from 58th Street to 34th Street.

Ms. Harvey indicated the URS study effort was integrated into the previous CMP lists of previous corridors or intersections that had been studied. This is a complete CMP tracking list that will be a living document so that it can be modified as necessary. Ms. Harvey noted each corridor or intersection was ranked by congestion and safety into a priority list.

Regarding 22nd Avenue South, Commissioner Welch indicated the improvements had been included in the last two "Penny for Pinellas" sales tax projects; however, he noted the County has not received a strong push from the City of St. Petersburg to proceed with the improvements although the City of Gulfport has. He emphasized the need to have a unified effort from both cities before the County can proceed with the improvements.

Commissioner Bujalski moved, Commissioner Welch seconded, and motion carried to approve the Technical Memorandum with the caveat that the recommendations regarding the transit issues be coordinated with the Greenlight Pinellas Plan (Vote 10-0).

D. Advisory Committee for Pinellas Transportation Meeting of January 27, 2014

Ms. Ward provided a summary of the January 27 ACPT meeting, noting the focus was discussion as to their role and activities for 2014. The Committee approved the 2014 Work Plan that includes a review and input on several related studies and plans. The ACPT has a Memorandum of Understanding (MOU) with its member agencies (MPO, PSTA, TBARTA, PPC). The ACPT approved the MOU at their meeting; however, the PPC staff proposed some minor changes. The change modifies the language that the PPC would incorporate the portions of the Greenlight Plan that are relevant to the Countywide Plan. Ms. Ward discussed the changes with the PSTA staff and they didn't have any issues. The MPO staff is recommending approval of the modified MOU and, if there are significant changes as the other agencies review the MOU, she will bring it back to the MPO.

Following some discussion, ***Commissioner Bujalski moved, Councilman Kennedy seconded, and motion carried to approve the modified MOU (Vote 10-0).***

E. Multi-Named Roads – TCC Recommendation

Ms. Harvey noted the MPO had previously asked a subcommittee to review the multi-named roadway issues and to bring back a recommendation to the MPO. The MPO's Working Group developed a list of recommendations that were approved by the MPO that including renaming C.R. 296 to Brian Dairy Road west of Starkey Road and to include the County or State Road number in addition to the local road name on street signs. The Technical Coordinating Committee (TCC) had requested an opportunity to review the recommendation and report back to the MPO. Ms. Harvey reviewed the TCC's recommendations as outlined in their memo. Their recommendation is to include the County or State Route number of the overhead signs without eliminating the address range numbers or road suffix; the consistent location of Junction signs for Route numbers should also be installed at approaches to the corridors; and the installation of Route number signs should be consistently installed along corridors as either stand alone or preferably mounted below the speed limit sign. In addition, the TCC recommended the signs be replaced as part of the routine replacement of signs that occurs every seven to eight years to reduce the cost of replacement. The MPO staff will draft a letter to send to all the local jurisdictions.

Following some discussion, ***Councilmember Hock-DiPolito moved, Commissioner Bujalski seconded, and motion carried to approve the TCC recommendations and that the MPO staff will draft a letter to send to the local jurisdictions (Vote 10-0).***

F. Committee Recommendations

1. **Bicycle Advisory Committee/Pedestrian Transportation Advisory Committee**
 - **Support Request for BAC/PTAC to Review County's Gulf Boulevard Pedestrian Crossing Effort**
 - **Support BAC/PTAC Endorsement of the City of St. Petersburg's Booker Creek Trail Loop Project**

Commissioner Welch moved, Councilman Kennedy seconded, and motion carried to approve the two BAC/PTAC recommendations (Vote 10-0).

2. **School Transportation Safety Committee (STSC)**

- **Support of Senate Bill 518 and House Bill 225 Regarding the Expansion of Child Restraint Laws in Florida**
Commissioner Bujalski moved, Councilmember Hock-DiPolito seconded, and motion carried to approve the STSC recommendation (Vote 10-0).

G. **Committee Appointments**

Commissioner Crozier moved, Commissioner Bujalski seconded, and motion carried to approve the appointment of Sheila Martin as TBARTA's representative and Alex English as their alternate on the BAC/PTAC and Christina Caputo as TBARTA's representative and Sheila Martin as their alternate on the TCC, Tim Funderburk as the City of St. Petersburg's Engineering Department representative on the TCC and the ITS Advisory Committee, and Councilmember Patricia Johnson as the Chairman of the Local Coordinating Board (Vote 10-0).

Chairman Seel thanked Mayor Eggers for serving as the Local Coordinating Board Chairman for the last several years.

VII. **REPORTS/UPDATE**

A. **Tampa Bay TMA Leadership Group Meeting of February 7, 2014**

B. **Follow-Up on Joint Local Coordinating Board Meeting**

C. **Status of MPO Reapportionment Plan**

D. **PSTA Activities Report**

E. **Presentation and Acceptance of FY 2012/13 MPO Audit Report**

Mike Carter introduced himself and Roxana Acosta both from CliftonLarsonAllen, the firm that performed the MPO audit. He noted that Pages 1 -3 had format changes where the standards had changed to clarify what the sections mean and address. On Page 2, the verbiage changed from "unqualified" to "unmodified". The auditor's opinion is a clean opinion that the financial statements are fairly stated in accordance with generally-accepted accounting principles. He put together a six-year analysis of financial information to assist as the unification process continues. He provided an overview of the analysis, noting the MPO staff has been in ongoing discussion with the County regarding the amount due to the County.

Upon a request by the MPO, Mr. Carted responded he would email the six-year analysis.

Ms. Acosta presented the basic financial statements, highlighting certain sections, including the Internal Control Financial Report on Page 28. For the current year, the MPO received a finding regarding the year-end closing process procedure. She indicated it was better than prior years due to the MPO using an external accountant and that management has taken corrective action. Page 30 is a report on compliance with requirements that could have a direct and material effect on each major federal program and on internal controls. On Page 36, there were two issues that were current year findings that related to subrecipient monitoring and the timeliness of reporting that management has addressed. Page 39 is the management letter that includes has several sections for requirements. She provided an overview of each section and the MPO's compliance or condition.

Mr. Carter added that the MPO staff utilized an outside accountant to help assist with the books and that this was very helpful. There were only a couple adjustments that were included in the back of the governance letter. He summarized the two footnotes noting there were new accounting standards that went into effect this year. There were no difficulties with the audit, everything went smoothly this year, and there were no

waive adjustments. They will receive a letter of representation once the MPO approves the financial statements.

Upon query by Commissioner Welch as to whether the MPO had any reserves, Mr. Carter responded no; however, they have working capital. There will need to be a discussion as to what to do with the working capital that was advance to the MPO since the MPO uses that for its operations. Ms. Ward added that she has been in discussion with the County Administrator regarding options that she hopes to bring to the MPO soon. Chairman Seel noted that she has also been working on this.

Mayor Eggers left at 3:12 p.m.

Following some discussion, ***Councilmember Hock-DiPolito moved, Commissioner Welch seconded, and motion carried to accept the 2012/13 MPO Audit Report.***

VIII. INFORMATIONAL ITEMS

A. MPOAC Meeting of January 23, 2014

B. 2040 Long Range Transportation Plan Stakeholder and Public Outreach Report

C. Joint Chairs Coordinating Committee Meeting of December 13, 2013

D. Correspondence

E. Other

Commissioner Bujalski noted she has forwarded several letters to the MPO staff regarding the Dunedin Causeway Bridge and asked if the MPO could receive a report on that PD&E and a general schedule. The MPO concurred that this would be on the next MPO agenda.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:15 p.m.

Karen Seel, Chairman