



## Space Coast Transportation Planning Organization (TPO)

Brevard County Government Center  
2725 Judge Fran Jamieson Way, Melbourne, Florida  
Florida Room, Building C, 3<sup>rd</sup> Floor

Meeting Date: May 11, 2017

### APPROVED MEETING MINUTES

1. **Call to Order of the Space Coast Transportation Planning Organization Governing Board**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Bicycle/Pedestrian/Trails Advisory Committee (BPTAC) & TPO, TAC/CAC Member Recognition Awards**
5. **Reports from Committees**
  - A. Technical Advisory Committee (TAC)/Citizens Advisory Committee (CAC)
  - B. Bicycle Pedestrian/Trails Advisory Committee (BPTAC)
6. **Consent Agenda**
  - A. Approval RE: TPO Board Minutes – April 13, 2017
  - B. Approval RE: Committee Appointments
  - C. Approval RE: Work Order 17-01K, 2016 State of the System (SOS)
7. **Action Items**
  - A. Approval RE: SCTPO Executive Director 2016 Performance Evaluation
  - B. Approval RE: Sea Level Rise Vulnerability Assessment Scope of Services
  - C. Approval RE: Resolution 17-23, FY 17-FY 21 Transportation Improvement Program (TIP) Amendment
8. **Reports and Presentations**
  - A. Space Florida Master Plan Update
  - B. Roundabouts Overview
  - C. Staff Report
  - D. Local Government Report
  - E. Regional Coordination Report
  - F. Florida Department of Transportation Report
7. **Public Comment**
8. **Adjourn**

#### Space Coast Transportation Planning Organization Board Members:

Commissioner Jerry Allender	Canaveral Port Authority		Present
Council Member Jeff Bailey	City of Palm Bay		Present
Commissioner Jim Barfield	BOCC District 2		Present
Deputy Mayor Don Boisvert	City of Cocoa		Present
Deputy Mayor Stuart Glass	South Beaches Coalition		Present
Council Member Tres Holton	City of Palm Bay	Absent	
Commissioner Kristine Isnardi	BOCC District 5		Present
Mayor Walt Johnson	City of Titusville		Present
Council Member Teresa Lopez	City of Melbourne		Present
Chairwoman Kathy Meehan	City of Melbourne		Present
Council Member Betty Moore	City of Melbourne		Present
Council Member Jo Lynn Nelson	City of Titusville	Absent	
Council Member Pat O'Neill	City of Rockledge		Present
Commissioner Rita Pritchett	BOCC District 1		Present
Council Member Harry Santiago, Jr.	City of Palm Bay		Present
Council Member Barbara Smith	City of West Melbourne		Present
Commissioner Curt Smith	BOCC District 4		Present
Commissioner John Tobia	BOCC District 3	Absent	
Commissioner Skip Williams	North Beaches Coalition	Absent	
Council Member Brendan McMillin (ALT)	North Beaches Coalition		Present
Janna Taylor (non-voting)	Florida Department of Transportation		Present
Paul Gougelman (non-voting advisor)	Space Coast TPO Legal Counsel		Present

**Others Present:**

Lisa Hickman	Space Coast TPO staff
Carol Holden	Space Coast TPO staff
Sarah Kraum	Space Coast TPO staff
Georganna Gillette	Space Coast TPO staff
Laura Carter	Space Coast TPO staff
Steven Bostel	Space Coast TPO staff
Kim Smith	Space Coast TPO staff
Abby Rex	Space Coast TPO staff
Mel Scott	Atkins Global
Kellie Smith	FDOT
Travis Mills	Kittelson and Associates, Inc.
Zachary Zalneraitis	FDOT
Michael Sanders	FDOT
Steve Szabo	Space Florida
Brenda Sadowski	Hoover Middle School
Eva Rey	Transit One
Marcia Newell	D1 Staff
Drew Thombon	Town of Malabar T&GC
Murray Hann	BPTAC Chair
John Rice	RS&H
Susanne Rosewell	GVCA
David Cooke	FDOT
Jason Klempia	FDOT
Steven Tagye	D1 Staff
Susan Clarcy	GVCA
Iva Mulla	Housing & Human Services
Pat Woodward	Brevard County
Juanita Davis	Housing & Human Services
Jim Tulley	Citizen
Kathleen Tulley	Citizen
Jim Liesenfelt	Space Coast Area Transit
William Ferrell	Friends of the Parkway
Carol Scott	FDOT/Turnpike
Gloria Parra	SC League of Women Voters
Charles Tovey	Lagoon Man USA
Veronica Narvaez-Lugo	Canaveral Port Authority
Eric Garvey	Tourism Development Office
Margaret Stecivk	Citizen

**Item 1. Call to Order of the Space Coast TPO Board**

Chairwoman, Mayor Kathy Meehan, called the meeting to order at 9:00 a.m.

**Item 2. Pledge of Allegiance****Item 3. Public Comment**

No Comment was heard

**Item 4. Bicycle/Pedestrian/Trails Advisory Committee (BPTAC) & TPO, TAC/CAC Member Recognition Awards**

Ms. Smith, Mr. Murray Hann, and Ms. Gillette presented the 2016 BPTAC Awards to:

- Officer Graig Erenstoft, Enforcement Award (unable to attend)
- Malabar Greenways and Trails Committee (Drew Thompson), Get on a Trail
- Grant-Valkaria Community Association (Susan Clark & Susan Rosewell), Encouragement Award

- Debbie Morancie (unable to attend, Iva Mulla present), Encouragement Award
- Transit One (Eva Rey) and Space Coast Office of Tourism (Eric Garvey), Encouragement Award
- Brenda Sadowski of Hoover Middle School, Valerie Harville Education
- Jim Tulley and Kim Smith, Lifetime Achievement

Mr. Kamm stated Resolution 17-18 was a Recognition of Service Award for Board Member, Deputy Mayor Don Boisvert.

Mr. Kamm stated Resolution 17-19 was a Recognition of Service Award for Board Chairman Mayor Kathy Meehan.

Mr. Kamm stated Resolution 17-20 was a Recognition of Service Award for former Board Member Jim Tulley.

Mr. Kamm stated Resolution 17-21 was a Recognition of Service Award for TAC Member Jim Liesenfelt.

Mr. Kamm stated Resolution 17-22 was a Recognition of Service Award for CAC Member Rodney Honeycutt.

***Motion by Mr. O'Neill, second by Mr. Kamm, to approve Resolution 17-18 through 17-22 Recognition of Service Awards.  
Hearing no objections, the motion passed unanimously.***

#### **Item 5A. Technical Advisory Committee (TAC)/Citizens Advisory Committee (CAC)**

Mr. Kamm summarized the TAC/CAC action items to include:

- Approved April 10, 2017 Meeting Minutes
- Approved Work Order 17-01K, 2016 State of the System (SOS)
- Approved Resolution 17-23, amending the FY 2017 – FY 2021 Transportation Improvement Program
- Approved the Sea Level Rise Vulnerability Assessment Scope of Services

Mr. Kamm stated Jim Liesenfelt and Rodney Honeycutt received Member Service Recognition Awards.

#### **Item 5B. Bicycle/Pedestrian/Trails Advisory Committee (BPTAC)**

Ms. Kraum reported on the March 20, 2017 BPTAC meeting:

- Approved January 23, 2017 Meeting Minutes
- Discussed New Transportation Project Priorities
- Approved 2016 BPTAC Annual Award recipients
- Update on Road Safety Audit
- Presentation, Titusville Welcome Center and Map update

Ms. Kraum stated Bike to School Day will be observed on May 10, 2017. The Space Coast TPO has a meeting scheduled with Sheriff Ivey and staff to share information on pedestrian safety. The Sheriff's Office will consider producing a Public Safety Announcement (P.S.A.) on pedestrian safety, education and driver awareness.

#### **Item 6. Consent Agenda**

Ms. Meehan read aloud the consent agenda.

#### **Item 6A. Approval RE: TPO Board Minutes – April 13, 2017**

#### **Item 6B. Approval RE: Committee Appointments**

#### **Item 6C. Approval RE: Work Order 17-01K, 2016 State of the System (SOS)**

Ms. Lopez stated Ms. Meehan and herself were marked absent on April 13, 2017 attendance report.

Mr. Kamm stated that this will be corrected.

***Motion by Ms. Lopez, second by Mr. Boisvert, to approve the consent agenda as amended.  
Hearing no objections, the motion passed unanimously.***

**Item 7A. Approval RE:SCTPO Executive Director 2016 Performance Evaluation**

Mr. Gougelman stated the Executive Director's performance evaluation is contractually required to be conducted annually. The Board authorized the Executive Committee to perform the evaluation. The Executive Committee met earlier this morning and approved the evaluation score of 4.8 out of 5.0.

Mr. Gougelman stated the second part of the evaluation was consideration for a pay increase. The Executive Committee's consensus is a 2.5% merit increase for Mr. Kamm's performance for the past year.

***Motion by Ms. Moore, second by Mr. Allender, to approve the 2.5% merit increase for Mr. Kamm's performance.***

***Hearing no objections, the motion passed unanimously.***

**Item 7B. Approval RE: Sea Level Rise Vulnerability Assessment Scope of Services**

Ms. Sarah Kraum presented on Sea Level Rise Vulnerability Assessment Scope of Services and the deliverables. The total fee is \$8,000.00 and will be completed by the East Central Florida Regional Planning Council.

Mr. Gougelman suggested starting to track from 1960 showing the effect of the sea level rise to date.

Mr. Barfield stated he is a member of the East Central Florida Regional Planning Council.

***Motion by Ms. Moore, second by Mr. Johnson, to approve the Sea Level Rise Vulnerability Scope of Services.***

***Hearing no objections, the motion passed unanimously.***

**Item 7C. Approval RE: Resolution 17-23, FY 17 – FY 21 Transportation Improvement Program**

Ms. Georganna Gillette presented on Resolution 17-23, FY 17 – FY 21 Transportation Improvement Program Amendment. The Florida Department of Transportation has requested an amendment to the currently adopted FY 17 – FY 21 TIP to incorporate the following project amendments:

- State Road A1A – South of International Drive to Long Point Road
- Babcock Street - St. John Heritage parkway to Malabar Road
- County Road 405 Bridge Replacement

***Motion by Mr. Boisvert, second by Mr. Barfield, to approve Resolution 17-23, FY 17 – FY 21 Transportation Improvement Program.***

***Hearing no objections, the motion passed 16-0 via roll call vote.***

**Item 8A. Space Florida Master Plan Update**

Mr. Steve Szabo presented an overview of the Space Florida Master Plan Update.

Mr. O'Neill stated he would like see the local and regional impact in these reports.

Mr. Szabo replied this is one of the studies they would like to commission.

Mr. McMillian asked about the satellites and if there is a critical mass that can be reached with the frequencies.

Mr. Szabo stated new frequencies are being released and they have a different technology.

**Item 8B. Roundabouts Overview**

Mr. Michael Sanders, FDOT District Studies Engineer presented an overview on roundabouts and discussed the safety benefits, current FDOT roundabout policies, screening, operations and multimodal considerations for pedestrian and bicycles.

Mr. Johnson asked for clarification on peanut shaped roundabouts.

Mr. Sanders stated peanut shaped roundabouts are used when you have two closely spaced intersections so traffic travels in a circular movement around both sides instead of two separate roundabouts operating independently.

Mr. O'Neill asked how many cars per hour a roundabout can accommodate.

Mr. Sanders replied a single lane can accommodate 1100 cars per hour, two lanes can accommodate 1800 per hour and more in-depth analysis would be needed for more than two lanes.

Mr. O'Neill asked if the roundabout would improve crossings for pedestrians.

Mr. Sanders replied a roundabout would promote a low speed environment, reduced competing movements, and it's a proven fact pedestrian are safer crossing at roundabouts. Enhancements can also be added such as, rectangular rapid flash beacons and high intensity activated crosswalk beacons.

Mr. Bailey asked if the crash data is available.

Mr. Sanders replied that the statistics are reported by the FHWA.

Mr. Johnson asked if someone has evaluated the roundabout in Viera since it has been built.

Mr. Sanders replied that they would be more than happy to take a look at it.

Mr. Santiago asked if there are any studies showing the cost savings to local and state governments reducing the need for widening the roads.

Mr. Sanders replied yes, it could be part of the overall benefit cost analysis.

Mr. Gougelman asked if there any standards or warrants established about roundabouts.

Mr. Sanders replied step one screening is to always consider roundabouts. There is not a standard formal warrant procedure.

#### **Item 8C. Staff Report**

- Wickham Road Operational Analysis Open House, May 9, 2017, went well
- Aurora Road Corridor Study Open House, May 16, 2017
- New staff member, Abby Rex as Public Involvement Officer

#### **Item 8D. Local Government Report**

No Report

#### **Item 8E. Regional Coordination Report**

Mr. Kamm stated Brevard County is now a part of the Central Florida Expressway Authority Board since the Bill passed the House and the Senate. Mr. Kamm would like to meet with Ms. Laura Kelley, Executive Director of the Central Florida Expressway Authority to discuss some procedural matters. Mr. Kamm would also like to discuss with Ms. Kelley about FDOT conducting a cost evaluation to take over the toll roads owned and operated by the Turnpike and how this will effect Brevard County. There is also a conflict of the meeting times that will need to be discussed.

#### **Item 8F. FDOT Report**

Ms. Taylor stated the draft Complete Streets Handbook is available for comments through May 26, 2017. The Handbook can be accessed on-line, [www.FLcompletestreets.com](http://www.FLcompletestreets.com). Ms. Taylor also stated May 18, 2017 there will be a Public Meeting at the Indian River Preserve Golf Club regarding State Road 46/West Main Street from West of Palm Avenue to U.S. 1.

There being no further discussion, the meeting adjourned at 10:59 a.m.