

## Space Coast Transportation Planning Organization (SCTPO) Governing Board Meeting



Center for Collaboration  
1100 Rockledge Blvd., Rockledge, Florida 32955

Meeting Date: March 14, 2024

### **MEETING MINUTES**

#### ***Agenda***

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- 1. Call to Order of the SCTPO Governing Board and Pledge of Allegiance**
- 2. Public Comment**
- 3. Reports**
  - A. Executive Director's Report
  - B. Technical and Citizen's Advisory Committees (TAC/CAC) Report
  - C. Bicycle, Pedestrian, and Trails Advisory Committee (BTPAC) Report
  - D. Transportation Disadvantaged Local Coordinating (TDLCB) Report
  - E. Florida Department of Transportation (FDOT) Report
- 4. Consent Agenda**

(The entire Consent Agenda will be passed in one motion and read aloud for the record)

  - A. Approval RE: TPO Governing Board Meeting Minutes – February 8, 2024
  - B. Approval RE: Committee Appointments
  - C. Finance and Budget
    1. Resolution 24-15, FY 23-24 Unified Planning Work Program Amendment
    2. FY 24 Operating Budget Amendment
    3. Operating Budget FY 23 Q4 and FY 24 Q1 Reports
  - D. FY 2023 Community Transportation Coordinator Evaluation
- 5. Actions**
  - A. Approval RE: Transmittal of Draft FY 25 – FY 26 Unified Planning Work Program (UPWP)
  - B. Approval RE: Resolution 24-16, FY 24-28 Transportation Improvement Program Amendment
- 6. Presentations**
  - A. Emerging Trends in Transportation by Gil Ramirez
- 7. Adjourn**

### **SCTPO Board Members Present:**

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Commissioner Jerry Allender, *Canaveral Port Authority*  
Mayor Michael Blake, *City of Cocoa*  
Deputy Mayor Donny Felix, *City of Palm Bay*  
Commissioner Rob Feltner, *BOCC District 4*  
Deputy Mayor Frank Forester, *City of Rockledge*  
Councilmember Stuart Glass, *South Beaches Coalition*  
Council Member Mimi Hanley, *City of Melbourne*  
Vice Mayor Yvonne Minus, *City of Melbourne*  
Vice Mayor Joe Robinson, *City of Titusville*  
Council Member Don Willis, *North Beaches Coalition (Alternate)*  
Council Member Andrea Young, *City of West Melbourne*

### **Others Present:**

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Keith Alward, *BoCC District 1 Staff*  
Anneliese Battu, *FDOT*  
Laura Carter, *Space Coast TPO staff*  
Debbie Flynn, *Space Coast TPO staff*  
Georganna Gillette, *Space Coast TPO staff*  
Paul Gougelman, *SCTPO Legal Counsel*  
Kenneth Harley, *Space Coast Area Transit*  
Jillian John, *Space Coast TPO staff*  
Chuck Koppernolle, *FDOT*  
Katina Kavouklis, *Turnpike/FDOT*  
Lorraine Koss, *City of Cocoa*  
Zoe McNeely, *Space Coast TPO staff*  
Veronica Narvaez-Lugo, *Port Canaveral*  
Gil Ramirez, *LTG Engineering & Planning*  
Jon Scarfe, *FDOT*  
Shelby Villatoro, *Space Coast TPO staff*

## **Agenda Items:**

### **Item 1. Call to Order of the Space Coast TPO Governing Board and Pledge of Allegiance**

SCTPO Governing Board Chair, Andrea Young called the meeting to order at 1:32 p.m. and welcomed those in attendance. All stood for the Pledge of Allegiance.

### **Item 2. Public Comment**

None.

## **Reports:**

### **Item 3A. Executive Director's Report**

Georganna Gillette, SCTPO Executive Director, advised the Governing Board of any pertinent items not covered on the agenda, including the 2024 Legislative Session, Transportation Bills, and upcoming Law Enforcement tours to discuss safety.

Georganna Gillette also shared that Brightline has made the official announcement to begin the formal process to develop a station in Cocoa, Florida.

Mayor Michael Blake commented gratitude toward the TPO and County representatives on behalf of the City of Cocoa for commitment and dedication to the community.

Don Willis commented that he recently attended the MPOAC Weekend Institute and that it was an informative and helpful experience.

### **Item 3B. Technical and Citizen's Advisory Committees (TAC/CAC) Report**

Staff reported on the actions taken by the Technical Advisory and Citizens Advisory Committee at their meeting on March 11, 2024.

### **Item 3C. Bicycle, Pedestrian and Trails Advisory Committee (BPTAC) Report**

Sarah Kraum reported on Bicycle, Pedestrian, & Trails Advisory Committee (BPTAC) and related Space Coast TPO activities.

The BPTAC met on Monday, February 26, 2024, with the following major agenda items:

- Approval Re: Transmittal of SUN Trails Regional Trail Prioritization Letter of Support
- Strategic Visioning Workshop

The Southern Brevard Trails Master Plan has kicked off with their Working Group meeting on February 22, 2024, and the North Merritt Island Pioneer Trail Feasibility Study grant agreement and notice to proceed has been issued.

The next bicycle/pedestrian focused project will be a Dixon Boulevard complete street analysis that is currently in scoping.

The next BPTAC meeting will be held April 29, 2024, at 5:30pm at the Viera Government Center.

### **Item 3D. Transportation Local Coordinating Board (TDLCB) Report**

Space Coast Area Transit reported on Transportation Disadvantaged Local Coordinating Board (TDLCB) and transit activities. The TDLCB met on February 12, 2024. Meeting highlights included:

- Approval of the Grievance Procedure
- The appointments of two new members to the Grievance Committee
- Approval of the Annual By-Laws; Policy PLC-8, TDLCB
- Approval of the FY 2023 Community Transportation Coordinator (CTC) Evaluation
- Transit Development Plan (TDP) Stakeholder Interview of the TDLCB

The next TDLCB Meeting is scheduled for Monday, May 13, 2024 at the Viera Government Center, Bldg. C, Space Coast Room, 10:30 a.m. to 12:00 p.m.

### **Item 3E. Florida Department of Transportation (FDOT) Report**

FDOT Staff reported to the Space Coast TPO Governing Board the status of various construction projects and engineering studies currently in progress in Brevard County.

### **Consent Agenda:**

Georganna Gillette read aloud the Consent Agenda for the record. The entire Consent Agenda can be passed in one motion.

### **Item 4A. Approval RE: TPO Governing Board Meeting Minutes – February 8, 2024**

### **Item 4B. Approval RE: Committee Appointments**

### **Item 4C. Finance and Budget**

- a. **Resolution 24-15, FY 23-24 Unified Planning Work Program Amendment**
- b. **FY 24 Operating Budget Amendment**
- c. **Operating Budget FY 23 Q4 and FY 24 Q1 Reports**

### **Item 4D. FY 2023 Community Transportation Coordinator Evaluation**

*Motion by Jerry Allender, second by Yvonne Minus, to approve the Consent Agenda. Hearing no objections, the motion passed unanimously.*

### **Actions:**

### **Item 5A. Approval RE: Transmittal of Draft FY 25 – FY 26 Unified Planning Work Program (UPWP)**

Every two years the TPO must develop and approve a Unified Planning Work Program (UPWP) that identifies the TPOs activities in which the TPO will engage in over the next two fiscal years. The draft is submitted to state and federal agencies, along with the public for review, and upon approval in June, becomes effective on July 1st and is the basis for the award of the TPO's planning grant funding for the next two fiscal years.

Staff has developed a draft UPWP that defines the planning activities to be undertaken in fiscal years 2025 (July 1, 2024 to June 30, 2025) and 2026 (July 1, 2025 to June 30, 2026).

Staff will present a summary of the significant work tasks that are included in the draft UPWP along with the estimated funding allocations for the TPO grants. A full copy of the draft UPWP is available upon request will be posted on the TPO website by March 15, 2024.

Comments on the draft UPWP will be accepted until April 15, 2024 and should be sent to the TPO office at 2725 Judge Fran Jamieson Way, Bldg. B, MS 82, Viera, FL 32940 via USPS or can be e-mailed to [laura.carter@sctpo.com](mailto:laura.carter@sctpo.com).

The final FY 25-26 UPWP, that will include addressing all comments, will be brought back to the board for adoption in May.

***Motion by Frank Forester, second by Yvonne Minus, to approve the Transmittal of Draft FY 25 – FY 26 Unified Planning Work Program (UPWP). Hearing no objections, the motion passed unanimously.***

### **Item 5B. Approval RE: Resolution 24-16, FY 24 – 28 Transportation Improvement Program Amendment**

The Florida Department of Transportation requested a modification to the adopted FY 24 – FY 28 Transportation Improvement Program to align with the Department's Work Program.

A project must be included in the approved TIP and State Transportation Improvement Program (STIP) for the FHWA and the FTA to participate in the cost of any federally funded transportation project.

The TIP reflects the TPO's priorities, consistent with port and aviation master plans, transit development plans and local government comprehensive plans, and are selected in part based on the public comment received under the TPO's Public Participation process.

Georganna Gillette clarified that this is a modification, not an amendment, and does not require a Resolution, roll call vote, or a motion to approve.

### ***Presentations:***

#### **Item 6A. Emerging Trends in Transportation**

Gil Ramirez, Chief Executive Officer, LTG Engineering and Planning, presented the latest trends and answered questions about the technologies that are quickly changing the transportation landscape.

Various topics include mobility electrification, mobility analysis, mobility automated and mobility connected.

Michael Blake asked about the seating capacity for the air mobility vehicles. Gil Ramirez answered 6 – 8 people, including the pilot.

Andrea Young asked if there is a plan to get people away from their vehicles such as manufacturing fewer cars to push people into the autonomous vehicles. Ramirez commented that there is no federal or state policy that is targeted to do that. He said that the thought is that naturally these systems will improve safety, reliability, and accessibility and it will create the market.

#### **Item 7. Adjourn**

Hearing no further discussion, Ms. Young adjourned the meeting at 2:32pm.