

**Space Coast Transportation Planning Organization (SCTPO)  
Technical Advisory Committee (TAC)  
Citizens Advisory Committee (CAC)**



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

Meeting Date: May 6, 2024

## **MEETING MINUTES**

### ***Agenda***

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- 1. Call to Order and Pledge of Allegiance**
- 2. Public Comment**
- 3. Executive Director's Report**
- 4. Consent Agenda**
  - A. Approval RE: Technical/Citizens Advisory Committee Meeting Minutes – March 11, 2024
  - B. Adoption RE: Resolution 24-17, Final FY 25 – 26 Unified Planning Work Program
  - C. Approval RE: Work Order 24-13K, Dixon Boulevard Complete Streets Analysis
  - D. Approval RE: Work Order 24-14K, 2023 State of the System Report
  - E. Approval RE: 2023 List of Project Priorities, Amendment No. 1
- 5. Actions**
  - A. Approval RE: Resolution 24-16, PLC-01, Agency Organization and Operation
  - B. Approval RE: Resolution 24-18, 2045 Long Range Transportation Plan Amendment 6
- 6. Presentations**
  - A. Draft List of 2024 Project Priorities
  - B. FDOT Fair Share/Funding Distribution
  - C. Cocoa & Rockledge School Routes Analysis Presentation
- 7. Reports**
  - A. Florida Department of Transportation (FDOT) Report
  - B. Bicycle, Pedestrian, and Trails Advisory Committee (BPTAC) Report
  - C. Space Coast Area Transit Report
  - D. Public Engagement Report
  - E. Local Government Report
- 8. Adjourn**

**Technical Advisory Committee Members Present:**

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Black, Karen (ALT); *Brevard County School Board*  
Bostel, Steven (ALT); *Space Florida*  
Corwin, Todd (ALT); *City of Melbourne*  
Ehly, Erica (ALT); *City of Satellite Beach*  
Fischer, Christy (ALT); *City of West Melbourne*  
Graham, Cliff; *Melbourne Orlando Airport*  
Harley, Ken; *Space Coast Area Transit*  
Jarusiewick, Michael (ALT); *City of Rockledge*  
Kohler, Richard; *Town of Malabar*  
Mahaney, Jason; *Town of Grant-Valkaria*  
Miller, Lexi; *City of Cape Canaveral*  
Morgan, Abigail (ALT); *City of Cocoa*  
Musser, Robert (ALT); *Canaveral Port Authority*  
Narvaez-Lugo, Veronica; *Canaveral Port Authority*  
Ofosu, Kwabena; *City of Titusville*  
Scherff, Jim (ALT); *Space Coast Area Transit*  
Swanson Devin; *Brevard County Public Works*  
Szabo, Steve; *Space Florida*  
Watanabe, Frank (ALT); *City of Palm Bay*

**Citizen Advisory Committee Members Present:**

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DeBlauw, Arlyn (ALT); *North Beaches Coalition*  
Fielding, Eric; *City of Melbourne*  
Friedlander, Terri (ALT); *BoCC District 4*  
Honeycutt, Rodney; *BoCC District 1*  
Ramirez, Gil; *City of West Melbourne*  
Tucker, Guy; *City of Melbourne*  
Twigg, Ginger; *BoCC District 5*  
Stoll, Greg; *City of Cocoa*  
Vinci, Dana; *BoCC District 4*  
Vollmer, Bill; *BoCC District 2*  
Weinberg, Philip; *City of Palm Bay*  
Whitten, Laura; *City of Titusville*  
Wrazen, Michael; *Canaveral Port Authority*

**Others Present:**

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Alexander-Corbin, Katherine; *FDOT District 5*  
Carter, Laura; *Space Coast TPO staff*  
Flynn, Debbie; *Space Coast TPO staff*  
Gillette, Georganna; *Space Coast TPO staff*  
Holder, Tonya; *City of Palm Bay*  
John, Jillian; *Space Coast TPO staff*  
Koppernolle, Chuck; *FDOT*  
Kraum, Sarah; *Space Coast TPO staff*  
McCall, John; *City of Palm Bay*

McCuddy, Allison; *FDOT District 5*  
McNeely, Zoe; *Space Coast TPO staff*  
Stanger, Brian; *FDOT District 5*  
Swanke, Stephen; *Brevard County Planning & Development*  
Sarah Van Gundy; *FDOT District 5*  
Villatoro, Shelby; *Space Coast TPO staff*

### **Agenda Items:**

#### **Item 1. Call to Order of the Technical and Citizen Advisory Committees and Pledge of Allegiance**

Technical Advisory Committee Chair, Cliff Graham, called the meeting to order at 9:30 a.m. and welcomed those in attendance. All stood for the Pledge of Allegiance.

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

None.

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

Georganna Gillette, SCTPO Executive Director, advised the TPO Governing Board of any pertinent items not covered on the agenda. Gillette discussed carbon reduction performance measures and a press release from FDOT Secretary Purdue. Gillette reviewed letters of support for the discretionary grant season including Space Coast Area Transit submission for the Federal Transit Administration, the City of Palm Bay's Safe Streets for All grant, the Ellis Road INFRA grant submitted by Brevard County, and the City of Cocoa CRISI grant.

Ginger Twigg asked to receive the plans for Emerson Drive. Frank Watanabe commented that the project is to install a sidewalk on the east side, speed management and safety improvements and that they will share the plans.

### **Consent Agenda:**

Greg Stoll commented that he would like Item 4E pulled for a discussion. Bob Musser commented that he would like Item 4C pulled for a discussion. Cliff Graham read aloud the remaining items on the Consent Agenda and these items were approved in one motion.

Discussion began regarding Item 4C, Approval RE: Work Order 24-13K, Dixon Boulevard Complete Streets Analysis. Bob Musser commented that the Dixon Boulevard Complete Streets Analysis does not address the connection to State Road 501 Clearlake and US-1. He also commented that the cost for what is being proposed for one mile seems high. Sarah Kraum responded that Clearlake was not included because there is a current project that is addressing safety improvements and the choice was made to wait to see if the improvements address the safety needs at that intersection. Regarding US-1, Kraum commented that an intersection control evaluation would dramatically increase this already expensive project. US-1 is a state road and the TPO wanted to keep the project within what the city and county could address. Those intersections are being considered during the process of this project. There is also a

high cost of public involvement on this project. Bob Musser insisted that US-1 should be looked at because of unsafe conditions near the rail. Laura Carter responded that US-1 will be addressed in another project that is identifying safety improvements to rail crossings throughout the county.

Eric Fielding asked if there was a request for proposal involved in this project. Sarah Kraum responded that there is an RFP (request for proposal) process to procure general planning consultants and that the TPO follows federal procurement requirements. The TPO has two consultants that are used routinely for studies. Laura Carter mentioned that rate increases due to inflation went into effect March 1<sup>st</sup> and are implemented in this work order. Carter confirmed that the TPO is receiving a reasonable rate from Kittleson Consultants on this project. This is also a very large project.

Discussion began regarding Item 4E, Approval RE: 2023 List of Project Priorities, Amendment No.1. Greg Stoll commented that after a railroad crossing is eliminated, it is hard to get back. He mentioned a discussion with Laura Carter that the grant is going after safety improvements, not towards elimination. He suggested that the community should not give up a crossing because there may be a need for it in the future due to growth. Gillette confirmed that this is being done as a part of the project.

Georganna Gillette commented that there will be meetings with Florida East Coast Railroad representatives, Brevard County, City of Cocoa, and City of Melbourne to discuss enhancement improvements at the crossings. Greg Stoll commented that the cost estimates for this project should consider the cost of the improvements as well as the cost of maintaining the improved crossings.

**Item 4A. Approval RE: TAC/CAC Meeting Minutes – March 11, 2024**

**Item 4B. Adoption RE: Resolution 24-17, Final FY 25 – 26 Unified Planning Work Program**

**Item 4C. Approval RE: Work Order 24-13K, Dixon Boulevard Complete Streets Analysis**

**Item 4D. Approval RE: Work Order 24-14K, 2023 State of the System Report**

**Item 4E. Approval RE: 2023 List of Project Priorities, Amendment No. 1**

***TAC motion by Erica Ehly, second by Christy Fischer, to approve Items 4A, 4B, & 4D of the Consent Agenda. CAC motion by Arlyn Deblauw, second by Gil Ramirez, to concur with the TAC motions. Hearing no objections, the CAC motion passed unanimously. The TAC motion passed unanimously.***

***Following discussion about Items 4C and 4E, TAC motion by Devin Swanson, second by Christy Fischer, to approve Items 4C and 4E. CAC motion by Bill Vollmer, second by Greg Stoll, to concur with the TAC motions. Hearing no objections, the CAC motion passed unanimously. The TAC passed unanimously.***

## **Action Items:**

### **Item 5A. Approval RE: Resolution 24-16, PLC-01, Agency Organization and Operation**

Georganna Gillette, Executive Director, presented Resolution 24-16. The composition and eligibility of the Technical Advisory Committee (TAC) membership. Clarification was sought and discussed with legal counsel and with the TPO Executive Committee in March.

Current policy states, “members shall be employed by or be contracted by the respective appointing agency”. The clarification requested was related to if an elected official should be eligible to serve on the TAC. An elected official is not necessarily precluded from membership on the TAC currently, but to be eligible for nomination, the elected official would have to be employed or contracted by the nominating agency.

A second topic was to also consider adding two seats to the TAC and include a representative from Brevard County Housing and Human Services and the Space Coast Office of Tourism. With federal emphasis on equity and growing concerns over affordable housing, along with the effects of increased visitors to our area, the relationship and impacts to our transportation system would benefit from adding these representatives.

The Executive Committee recommended to revise the TAC eligibility language to clarify that no elected official from any local council or commission shall be able to serve as a representative on the TAC. This clarifies that elected officials shall only be eligible to serve as members of the TPO Governing Board. The TAC should consist of members who possess a technical specialty representing the nominating agency. The Executive Committee also recommend adding two additional seats to include a representative from Housing and Human Services and one from Space Coast Office of Tourism.

Philip Weinberg commented this clarification should be applied to the Citizen’s Advisory Committee also. Laura Carter confirmed that the SCTPO policy clearly states that elected officials may not serve on the CAC. Georganna Gillette commented that the citizens and TAC members have a specific role.

Christy Fischer asked how many members the TAC will have after the addition of these two seats. Laura Carter answered that this will go up to 28 seats. Fischer asked if agency membership is reviewed. Gillette replied that attendance is included in every agenda package and is reviewed by staff.

Ginger Twigg commented that she is concerned that Tourism will have a biased point of view and that they will be only focused on facilities for tourists and not for locals. Gillette replied that they will have a unique perspective.

Philip Weinberg commented that the addition of Tourism seat makes sense because transportation does affect tourism.

Greg Stoll agrees with Ginger Twigg. He commented a comparison of bus stops in Cocoa and bus stops on the beachside.

Cliff Graham commented that he agrees with the choice to specify TAC eligibility and that the committees should take notice of what the Executive Committee has recommended.

***TAC motion by Steve Szabo, second by Erica Ehly to approve Resolution 24-16, PLC-01, Agency Organization and Operation. CAC motion by Greg Stoll, second by Gil Ramirez, to concur with the TAC motions. Hearing no objections, the CAC motion passed unanimously. The TAC motion passed unanimously.***

**Item 5B. Approval RE: Resolution 24-18, 2045 Long Range Transportation Plan Amendment No. 6**

Georganna Gillette, Executive Director, presented the Long Range Transportation Plan Amendment No. 6. There are occasionally times when the Space Coast Transportation Planning Organization may find it necessary to amend the Long Range Transportation Plan (LRTP), outside of the 5-year update cycle.

The Cocoa Multimodal Station project in Cocoa has been added to the 2045 LRTP in Table 11.3: Mixed Funding Projects with an estimated total cost of \$75 million for Construction in FY 2027 and FY 2028.

Space Coast Area Transit's FTA FY 2024 Low or No Emission and the Buses and Bus Facilities Grant Programs project for purchasing electric buses, electric bus Infrastructure, and project maintenance has also been updated to add the project to the 2045 LRTP in Table 11.8: Grant Funded Projects of the LRTP with an estimated cost of \$13.6 million for vehicle purchase and asset management in FY 2024.

When applying for discretionary grants, projects must be included in the TPO's Long Range Transportation Plan. This amendment does not impact the cost feasibility of current or future projects.

The SCTPO seeks to amend the 2045 LRTP by Resolution 24-18, 2045 Long Range Transportation Plan Amendment No. 6 to comply with planning consistency requirements.

An amendment requires public review and comment in accordance with the Public Involvement Process for LRTP Amendments. Such notice was conducted with the posting of the SCTPO May 16, 2024 meeting notice and included with meeting agenda posted on the SCTPO website on May 6, 2024.

Michael Jarusiewick asked if Brightline is contributing financially. Georganna Gillette replied that it is yet to be determined. Brightline is looking at local contribution and there is a \$12 million land contribution. Brevard County Board of County Commissioners are going to discuss potentially giving \$5 million of the tourist development tax.

Eric Fielding asked for clarification on the costing estimates and how accurate the estimates are and if they are subject to change as more information is received. Gillette replied that the cost estimate is based on the Boca Raton Brightline station. The reason Brevard County's estimate is higher is because there is four miles of track that will need

to be double tracked. The feasibility study is still in progress, but the finalization of the study is projected for August.

Gil Ramirez suggested that a design of a vertiport should be included in the planning stages. Georganna Gillette commented that the grant is for final design and construction, so perhaps a vertiport can be discussed.

***TAC motion by Erica Ehly, second by Devin Swanson to approve Resolution 24-18, 2045 Long Range Transportation Plan Amendment 6. CAC motion by Greg Stoll, second by Arlyn Deblauw, to concur with the TAC motions. Hearing no objections, the CAC motion passed unanimously. The TAC motion passed unanimously.***

### ***Presentations:***

#### **Item 6A. Draft List of 2024 Project Priorities**

Sarah Kraum, Senior Transportation Planner, presented an overview of the 2024 List of Project Priorities. Pursuant to s. 339.175(8), Florida Statutes, the Space Coast TPO must annually adopt a list of transportation system priority projects and transmit the list to FDOT for use in developing the next draft Five-Year Work Program and Transportation Improvement Program (TIP).

The SCTPO List of Project Priorities (LoPP) are consistent with the goals, objectives, and values of the TPO's adopted Long Range Transportation Plan. Annually the TPO solicits requests for state and federally funded candidate projects from local governments and transportation agencies. Projects are then scored and ranked based upon quantitative criteria.

The SCTPO Transportation Subcommittee met on May 1, 2024 to review the Draft LoPP and recommended Draft LoPP presented today, be considered for adoption.

Christy Fischer commented on the Ellis Road Right of Way acquisition funding and if that phase will take longer than 2025 based on what she has seen from FDOT and some property owners. She also asked for clarification on the ranking of Minton Road and Hollywood Boulevard and if volume affected the positions. Sarah Kraum responded that other factors such as safety could have impacted the positions but that those two projects are closely ranked.

Eric Fielding asked for examples of funding sources. Sarah Kraum replied that the items in discussion are specifically from the Strategic Intermodal System (SIS) list and there is a dedicated funding source for projects on the SIS. However, at this time, the two SR 528 projects are not included in the draft Cost Feasible Plan which does present a challenge. Eric Fielding commented that he is surprised that the Federal Government does not have enormous grant programs that would help fund these projects. Gillette replied that Secretary Tyler has talkd about ways to get 528 and the 401 bridge funded

and the idea is potentially pursuing a mega-grant through the US DOT, but it does require a 40% match and therein lies the challenge.

Veronica Narvaez-Lugo asked why FDOT is not the applicant for State Road 401. Sarah Kraum replied that FDOT can be added as an applicant to read “FDOT/Port Canaveral”.

Philip Weinberg asked Frank Watanabe if he wanted to speak on the Malabar I-95 Interchange project. Frank Watanabe replied that this project is a priority for City of Palm Bay and Mayor Medina. Philip Weinberg reiterated the priority of this project for safety concerns. Design is not expected to be funded until FY 27 but he believes improvements need to be made sooner.

### **Item 6B. FDOT Fair Share/Funding Distribution**

Highlights of the Five-Year Tentative Work Program for transportation improvements scheduled for Fiscal Years 2025 through 2029 were presented by FDOT in December 2023.

Katherine Alexander-Corbin presented a summary of the funding distributions for both statewide and district allocations, as well as multimodal funding (airport, seaport, spaceport), and Brevard's fair share equity analysis.

Greg Stoll commented that it would be nice to see the districtwide funding pie chart overlaid with the actual ask from the county to compare how each county is doing compared to others.

Eric Fielding asked about statewide projects that go through certain counties that would disproportionately affect their allocation.

Katherine Alexander-Corbin clarified that this chart does not represent allocations, it represents the funding that has been programmed which can include different types of funds.

Georganna Gillette commented on where Brevard County is positioned, Brevard is not very low but not where she would like to be. This presentation allows an overall view of what is going on in the district from a funding perspective. Gillette asked about the statutorily required allocations and the 15% that goes to public transportation. Clarification was provided that this category includes aviation, port, and space.

Allison McCuddy began the FDOT presentation on the spaceport mission, FDOT's Spaceport Improvement Program, and Port Canaveral's Seaport.

Georganna Gillette commented on the return on investment from aerospace partners to put in 80%. She asked if this is included within the fair share. Katherine Alexander-Corbin clarified that is a part of the statewide programs.

Christy Fischer asked how the nation compares to a place like Guana, companies that were going to Guana found out that they did not have the support or technology.



Steve Szabo commented that the State of Florida is investing in the national asset being Kennedy Space Center and the Cape Canaveral Space Force Station. He mentioned that the Spaceport development funds fall within District Five and Brevard County, they are intended for statewide funding.

Michael Jarusiewick asked if there are any impacts or future projects planned at the Port in relation to the Baltimore bridge collapse. McCuddy replied that there have not been any changes across the state. She mentioned that the bridge in Port Canaveral does not see the same large ships.

Robert Musser commented that the ship that impacted the Baltimore bridge was a container cargo ship, and that Port Canaveral will probably not see a huge impact.

Cliff Graham commented that the FDOT is instrumental in supporting the local airports and that many of the projects would not be possible without their support or funding. He mentioned that the FDOT is more supportive than other state agency to aviation as a modal partner.

### **Item 6C. Cocoa & Rockledge School Routes Analysis**

Debbie Flynn, Transportation Planner, presented the Cocoa & Rockledge School Routes Analysis project. The presentation covered the project methodology, recommendations, deliverables, and an overview of the next steps.

The School Routes Analysis (SRA) analyzed existing conditions and developed safety and mobility recommendations for nine schools within the cities of Rockledge and Cocoa. The schools were: Rockledge High, John F Kennedy Middle, Hans Christian Andersen Elementary, Golfview Elementary Magnet, Ronald McNair Magnet Middle, Cocoa High, Endeavour Elementary, Saturn Elementary, and Cambridge Elementary. The nine study schools were selected by the cities of Rockledge and Cocoa in consultation with the Space Coast TPO and Brevard County.

The purpose of the SRA is to create a safer environment for students who live within the walk zone and choose to walk or bike, to and from the school, as well as student drivers. This was accomplished through a detailed study process that assessed study areas through observed vehicular, pedestrian, and bicycle circulation routes adjacent to the school sites, identified issues associated with student drivers, pedestrians, and bicyclists within the study area, and developed recommendations for improvement. Please visit the following website for the final reports and graphic summary booklets for each school: <https://www.spacecoasttpo.com/what-we-do/planning/safe-routes-to-school>

Ginger Twigg asked if any other schools will be analyzed. Debbie Flynn replied that the schools must submit for an analysis but there is currently no funding.

### **Reports:**

#### **Item 7A. Florida Department of Transportation (FDOT) Report**

Chuck Koppernolle, FDOT MPO Liaison, reported to the Space Coast Technical and Citizens Advisory Committee the status of various construction projects and engineering studies currently in progress in Brevard County.

The Space Coast TPO scored 100% on their 2023 state certification and are classified as 100% low risk, meaning that Space Coast TPO complied with all material significant items resulting in no findings or recommendations.

### **Item 7B. 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 April 29, 2024 and discussed/reviewed the following topics:

- Work Order 24-13K, Dixon Boulevard Complete Streets Analysis Scope of Services
- BPTAC Strategic Plan
- Bicycle & Pedestrian Master Plan Annual Report
- Cocoa & Rockledge School Routes Analysis Report
- Advance 2050 Bicycle, Pedestrian, and Trails Needs List Development

The North Merritt Island Pioneer Trail Feasibility Study and Southern Brevard Trails Master Plan are underway. The next BPTAC meeting will be held on June 24, 2024.

### **Item 7C. Space Coast Area Transit Report**

Jim Scherff presented highlights from the February 12, 2024, Transportation Disadvantaged Local Coordinating Board (TDLCB) meeting. The highlights included the appointment of two new members to the grievance committee, approval of the annual bylaws, approval of the FY 2023 Community Transportation Coordinator evaluation, and a review of the Transportation Development Plan stakeholder interviews.

Scherff reported that safety performances for public transportation are established via the public transportation agency's safety plan. Transportation Planning Organizations are required to either adopt targets established by the Transit Agency or adopt their own.

On April 25<sup>th</sup>, Space Coast Area Transit submitted a grant to the Federal Transit Administration for seven electric paratransit vehicles, five fixed route electric vehicles, and the necessary infrastructure. This would replace seven gas and five diesel vehicles in the current fleet which has exceeded their useful life.

Space Coast Area Transit is continuing to work with the Space Coast TPO on the Transit Development Plan and the Mobility on Demand study.

### **Item 7D. Public Engagement Report**

The Space Coast TPO's Public Involvement Officer, Abby Hemenway, provided updates on public participation efforts and initiatives.

### **Item 7E. Local Government Report**

Bob Musser commented his appreciation to Cliff Graham and the Melbourne Airport for hosting the recent 5K race event.

### **Item 8. Adjourn**

Meeting adjourned at 11:40 am.