

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



Center for Collaboration

1100 Rockledge Blvd., Rockledge, Florida 32955

Meeting Date: May 16, 2024

MEETING MINUTES

Agenda

- 1. Call to Order and Pledge of Allegiance**
- 2. Public Comment**
- 3. Reports**
 - A. Executive Director's Report
 - B. Technical and Citizens Advisory Committees (TAC/CAC) Report
 - C. Bicycle, Pedestrian, and Trails Advisory Committee (BPTAC) Report
 - D. Space Coast Area Transit Report
 - E. Florida Department of Transportation (FDOT) Report
- 4. Consent Agenda**
 - A. Approval RE: TPO Governing Board and Executive Committee Meeting Minutes – March 14, 2024
 - B. Approval RE: Committee Appointments
 - C. Acceptance RE: Annual Audit for Fiscal Year ending September 30, 2023
 - D. Adoption RE: Resolution 24-17, Final FY 25 – 26 Unified Planning Work Program
 - E. Approval RE: Submission of Consolidated Rail Infrastructure and Safety Improvements Grant
 - F. Approval RE: Work Order 24-12K, Railroad Crossing Safety Study and Grant Support
 - G. Approval RE: Work Order 24-13K, Dixon Boulevard Complete Streets Analysis
 - H. Approval RE: Work Order 24-14K, 2023 State of the System Report
 - I. 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. Adjourn**

SCTPO Governing Board Members Present:

Commissioner Jerry Allender, *Canaveral Port Authority*
 Mayor Michael Blake, *City of Cocoa*
 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:

Acosta-Anderson, Libertad; *FDOT*
 Alexander-Corbin, Katherine; *FDOT District 5*
 Carter, Laura; *Space Coast TPO staff*
 Dennington, Alison; *Mayor of Melbourne Beach*
 Flynn, Debbie; *Space Coast TPO staff*
 Garrison, Andrew; *Kittelson & Associates*
 Gillette, Georganna, *Space Coast TPO staff*
 Harley, Kenneth; *Space Coast Area Transit*
 Hills, Travis; *Kittelson & Associates*
 John, Jillian; *Space Coast TPO staff*
 Jordan, Terry; *Space Coast Area Transit*
 Koppernolle, Chuck; *FDOT*
 Kraum, Sarah; *Space Coast TPO staff*
 Lim-Yap, June; *Kittelson & Associates*
 McCall, John; *City of Palm Bay*
 McCuddy, Allison; *FDOT District 5*
 McNeely, Zoe; *Space Coast TPO staff*
 Spencer, Anna; *Canaveral Port Authority*
 Stanger, Brian; *FDOT District 5*
 Stoll, Gregg; *Citizens Advisory Committee*
 Villatoro, Shelby; *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 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.

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 May 6, 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 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 3D. Space Coast Area Transit Report

Terry Jordan, Director of Space Coast Area Transit, provided an update on recent activities and any changes to the transit system.

Terry Jordan reviewed items that were discussed at the recent Transportation Disadvantaged Local Coordinating Board (TDLCB) meeting including a consistent increase in ridership, the grant application for electric vehicles and charging infrastructure, another grant that would provide funding for paratransit vehicles, and implementation of paratransit booking software. Space Coast Area Transit has recently collaborated with Aging Matters to implement the seniors at lunch program. Jordan also summarized the Transportation Disadvantaged Service Plan update which was presented by Ken Harley at the recent TDLCB meeting.

Yvonne Minus commented her appreciation for the benches that were added in South Melbourne.

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

Chuck Koppernolle, FDOT MPO Liaison, reported to the Space Coast TPO Governing Board 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.

Consent Agenda:

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

Item 4A. Approval RE: TPO Governing Board and Executive Committee Meeting Minutes – March 14, 2024**Item 4B. Approval RE: Committee Appointments****Item 4C. Acceptance RE: Annual Audit for Fiscal Year ending September 30, 2023****Item 4D. Adoption RE: Resolution 24-17, Final FY 25 – 26 Unified Planning Work Program****Item 4E. Approval RE: Submission of Consolidated Rail Infrastructure and Safety Improvements Grant****Item 4F. Approval RE: Work Order 24-12K, Railroad Crossing Safety Study and Grant Support****Item 4G. Approval RE: Work Order 24-13K, Dixon Boulevard Complete Streets Analysis****Item 4H. Approval RE: Work Order 24-14K, 2023 State of the System Report****Item 4E. Approval RE: 2023 List of Project Priorities, Amendment No. 1**

Motion by Yvonne Minus, second by Michael Blake, to approve the Consent Agenda. Hearing no objections, the motion 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.

Motion by Michael Blake, second by Yvonne Minus to approve Resolution 24-16, PLC-01, Agency Organization and Operation. Hearing no objections, the 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 include 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.

Motion by Michael Blake, second by Stuart Glass to approve Resolution 24-18, 2045 Long Range Transportation Plan Amendment No. 6. Motion passed unanimously via roll call vote 10-0.

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.

Frank Forester asked for more information on the railroad crossing elimination grant. Georganna Gillette commented that Kittelson & Associates conducted a study on nine railroad crossings that could potentially benefit from safety enhancements above and beyond what Brightline installed. Gillette clarified that this grant is not pursuing the elimination of any crossings but is focused on safety enhancements. The next steps include approvals from Cocoa City Council, Melbourne City Council, and Brevard Board of County Commissioners to move forward with the grant.

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.

Georganna Gillette asked about CIGP and TRIP funding, and if the department looks to see that the funding is distributed fairly. Alexander-Corbin replied that department reviews with a funding triage. At that point, they look at CIGP and TRIP and allocate to projects in an equitable way. She also mentioned funding that is held in reserve so that there is contingency available for projects that are in design.

Georganna Gillette mentioned that the TPO is struggling to access SIS funding for highways. She asked if SIS funding that the TPO receives for other modal agencies could potentially affect the SIS funding that the TPO could receive for highways. Alexander-Corbin replied that the funding is independent of each other.

Frank Forester asked what the TPO can do to get the Ellis Road project more attention from the department. Commissioner Feltner responded that there is \$10 million for Ellis

Road in the Governor's Budget (yet to be signed) and that the county has been very vocal about the project. He mentioned that the big question is whether the project can survive line item veto. Feltner commented that there has been quite a bit of lobbying for that project, and it is important for the community leaders to communicate with legislators prior to session.

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

Andrea Young commented that Brevard County should be a priority to the department because of the high level of growth in tourism and residency that the County is experiencing.

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>

Yvonne Minus commented that she did not see Stone Magnet Middle School listed on the analysis even though it is a part of the Safe Routes to School program. Sarah Kraum replied that the City of Melbourne did receive a Safe Routes to School grant for Stone Magnet Middle School and it will go into the design phase soon. This project predated the School Routes Analysis program.

Terry Jordan commented that he noticed that traffic calming and enforcement were low on the recommendations and asked if that was representative of not seeing much speeding in the school zones. Debbie Flynn replied that there was speeding in the school zones but there was a recommendation to install a speed hump in front of the schools and the resource officers also provided information regarding the speeding issues and Rockledge and Cocoa police departments monitor the area.

Mayor Blake commented on a law recently signed by the Governor that can digitally radar a vehicle's speed and automatically issue a ticket and asked for elaboration on that. Shelby Villatoro replied that there is some hangup in the legislation. She mentions that the City of Palm Bay is working on this program, but it will have to go through a police department. She recommended being proactive and getting school zones up to par if a municipality wants to pursue this and she can connect anyone with the City of Palm Bay so see how they are getting ready to launch this program once the legislation is official.

Item 8. Adjourn

Meeting adjourned at 11:40 am.