

**CAPITAL REGION TRANSPORTATION PLANNING AGENCY
BICYCLE-PEDESTRIAN ADVISORY COMMITTEE
MEETING MINUTES**

**March 1, 2005; 4:00 PM
Room 4F, Fourth Floor, City Hall**

MEMBERS PRESENT:

Pete Butler, Chair
Michael Jon Bithorn, Vice Chair
Llona Geiger, BPAC Member
Judy Lazzerini, BPAC Member
Deloris Lamb, BPAC Member
Donna O'Neal, BPAC Member
Dr. Francis Ventre, BPAC Member
Ms. Mary Ann Koos, FDOT

STAFF/OTHERS PRESENT

Greg Burke, CRTPA Staff
Glenda Francis, CRTPA Staff
Mr. Jack Kostrzewa, CRTPA Staff
Ms. Colleen Roland, CRTPA Staff
Mr. Jon Sewell, Kimley Horne
Mr. Paul Flavien, PBS&J
Mr. David Stotts, Citizen
Mr. William Benjamin, Fla. Council
Of the Blind
Mr. Bruce Weaver, Fla. Council
Of the Blind
Ms. Stephanie Stnefel
Mr. Paul Sexton, CRTPA Attorney
Mr. Rob Schiffer, Cambridge
Systematics
Mr. Michael Woodard, H. W. Lochner

The meeting was called to order by Mr. Pete Butler, at 4:10 PM.

A. AGENDA MODIFICATIONS

B. OPEN FORUM FOR PUBLIC COMMENT

Mr. William Benjamin spoke about a standard for how long traffic lights remain green. Ms. Koos stated there was an accepted standard and suggested that he contact Mr. Alan Otley, City Traffic Engineering.

C. PRESENTATIONS/DISCUSSION

Mr. Paul Sexton, CRTPA Legal Counsel, spoke about the Sunshine Law and explained how it affects the CRTPA subcommittee members. Committee members may not discuss topics that may be voted on outside of the subcommittee meetings and violations of the Sunshine Law were noted. Members were referred to a website providing more in-depth information.

1. Year 2030 Long Range Transportation Plan Kick-Off

Mr. Schiffer stated that a Long Range Transportation Plan is required of every MPO and updated every 3-5 years with areas of 50,000+ population. Keys issues will be identifying goals and objectives with assessment of needs and Cost Feasible Plan for a twenty year horizon.

The workload phases will include preparation that includes public involvement with a plan, identifying stakeholders and meeting sites and conducting a series of workshops. Goals and Objectives and evaluation criteria from the previous Long Range Transportation Plan will be reviewed and revised. A travel demand modal will be used and focus on special needs population. Implementation of this plan was discussed.

2. Capital Circle, Southwest, Cross Section

Mr. Michael Woodward presented information regarding the Project Development and Environment (PD&E) for the Capital Circle Northwest /Southwest project (West Tennessee to Orange Avenue). Staff presented the cross-section for Capital Circle NW/SW in light of the anticipated design year 2030 traffic volumes, the segment's inclusion on the emerging Strategic Inter-modal System and required level of service standard C.

For Committee discussion and Action: Requesting committee recommendation of CRTPA approval of the proposed cross-section at the March 14 CRTPA meeting.

BPAC Action: *Motion for recommendation of approval made by Llona Geiger, seconded by Michael Jon Bithorn and unanimously approved.*

3. Intelligent Transportation Systems (ITS) Regional Architecture

Colleen Roland presented a Resolution to adopt the ITS architecture for this region which includes pedestrian and special needs.

For committee discussion and action: Adopt the ITS architecture for this region of Florida.

BPAC Action: *Motion to recommend approval was made by Llona Geiger, seconded by Deloris Lamb and unanimously approved.*

4. FY 2005-FY 2009 Transportation Improvement Program (TIP) Amendment

The Florida Department of Transportation requested the CRTPA amend the Fiscal Year 2005-Fiscal Year 2009 Transportation Improvement Program to reflect the addition of a new project. This includes landscape funding for a portion of northern Thomasville Road (Kate Ireland Parkway) has been added to the State Work Program in FY 2005.

Committee Action: For Committee discussion and action.

BPAC Action: *Motion to recommend approval was made by Deloris Lamb, seconded by Judy Lazzzerini and unanimously approved.*

5. Draft FY 2006-FY2010 Transportation Improvement Program (TIP)

CRTPA staff develops Transportation Improvement Program (TIP) in conjunction with the Florida Department of Transportation. This is a reflection of all transportation projects scheduled to occur in the next five-year period including but not limited to transit, airport, intersection, roadway and enhancement projects. Staff also requested Committee action to approve CRTPA transmittal of the Draft FY 2006-FY 2010 TIP to state and federal review agencies. Also, staff is seeking a recommendation of CRTPA approval of CRTPA staff scheduling a public meeting to present the Draft TIP in May.

Committee Action: *For committee discussion and action*

BPAC Action: *Motion to recommend approval was made by Llona Geiger, seconded by Dr. Ventre and unanimously approved.*

6. Draft FY 2006 Unified Planning Work Program (UPWP)

Mr. Greg Burke presented the United Planning Work Program (UPWP) in coordination with the Florida Department of Transportation (FDOT) and the Federal Highway Administration (FHWA) and presented the draft version to CRTPA members in March. The UPWP serves as the budgetary document and grant application for the funds dedicated to the completion and continuation of tasks contained in the document. Staff requested Committee action to approve CRTPA transmittal of the Draft FY 2006 UPWP to state and federal agencies for review.

Committee Action: *For committee discussion and action*

BPAC Action: *Judy Lazzzerini made a recommendation to approve, seconded by Deloris Lamb, and unanimously approved.*

7. Items from Committee Members

Ms. Donna O'Neal spoke about a vision for the BPAC. Mr. Butler thanked staff for covering while Jennifer Carver has left. He discussed the number of seats on this committee to be 20 seats and he would like to know what vacancies existed. Discussion ensued regarding 20 volunteers and consistently having a quorum. Mr. Kostrzewa explained the reason for considering a large number of people. A CRTPA subcommittee has been formed to address this issue and to bring back the outcome to the subcommittees.

A discussion ensued what a BPAC quorum may be and to ask Paul Sexton's legal opinion concerning this. Mr. Butler asked that this be placed on the agenda for the next meeting to look at the roster and see what the attendance has been. Ms. Koos requested a

meeting to discuss the Adams Street Project. A decision was made for BPAC to meet the first Tuesday in May.

Mr. Kostrzewa spoke about a required three-day series with the Federal Highways staff and requested attendance at a public hearing on the day of the CRTPA meeting, March 15.

Mr. Butler suggested a one-half day to discuss a “vision” for the BPAC to be held at a location away from the City. Mr. Burke suggested a staff retreat at Dorothy B. Owen Park. Ms. O’Neal suggested a facilitator be used. It was suggested that 6 possible dates be given at the next meeting. Mr. Burke suggested sending an email to all members. Ms. O’Neal will contact Judy Lazzerini and other members to set up a subcommittee. Mr. Kostrzewa stated that Lynn Barr will be working part-time for the BPAC and the School Board will prioritize projects and he will follow up with Dr. Croteau.

Ms. Koos invited the CRTPA staff to attend the Bicycle and Pedestrian Conference in Tampa.

8. Lake Jackson Ecopassage

Mr. Kostrozewa presented this agenda item and asked for approval to move forward with this project. Mr. John Sewell discussed the visual impacts.

Committee Action: For committee discussion and action

BPAC Action: *A motion to recommend approval was made by Judy Lazzerini, seconded by Deloris Lamb, and unanimously approved.*

E. INFORMATION

- 1. February 21, 2005, Capital Region Transportation Planning Agency CRTPA Meeting Action Summary**
- 2. March 14, 2005, Capital Region Transportation Planning Agency (CRTPA) Agenda**
- 3. Agenda Items for Next Meeting, Tuesday, May 23, 2005.**

ADJOURNMENT

Meeting was adjourned at 6:35 PM.