



## EXECUTIVE COMMITTEE MEETING

Date: Wednesday, August 3, 2016

Time: Immediately following the TPO Board Meeting

Location: St. Lucie TPO Conference Room  
Coco Vista Centre  
466 SW Port St. Lucie Blvd, Suite 111  
Port St. Lucie, Florida

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### AGENDA

1. Call to Order
2. Roll Call
3. Comments from the Public
4. Approval of Agenda
5. Approval of Meeting Summary
  - *July 15, 2016*
6. Review of **Executive Director's** Compensation: Review and consideration of the TPO **Executive Director's compensation based on** the results of the performance review to be completed at the preceding TPO Board Meeting.
7. St. Lucie Advanced Transportation Management System (ATMS): Discuss potential local agency commitments pertaining to the installation of the ATMS.
8. Recommendations/Comments by Members
9. Staff Comments
10. Adjourn

## NOTICES

The St. Lucie TPO satisfies the requirements of various nondiscrimination laws and regulations including Title VI of the Civil Rights Act of 1964. Public participation is welcome without regard to race, color, national origin, age, sex, religion, disability, income, or family status. Persons wishing to express their concerns about nondiscrimination should contact Marceia Lathou, the Title VI/ADA Coordinator of the St. Lucie TPO, at 772-462-1593 or via email at [lathoum@stlucieco.org](mailto:lathoum@stlucieco.org).

Persons who require special accommodations under the Americans with Disabilities Act (ADA) or persons who require translation services (free of charge) should contact Marceia Lathou at 772-462-1593 at least five days prior to the meeting. Persons who are hearing or speech impaired may use the Florida Relay System by dialing 711.

Items not included on the agenda may also be heard in consideration of the best interests of **the public's health, safety, welfare, and as necessary to protect every person's right of access**. If any person decides to appeal any decision made by the St. Lucie TPO Executive Committee with respect to any matter considered at this meeting, that person shall need a record of the proceedings, and for such a purpose, that person may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based.

Kreyòl Ayisyen: Si ou ta renmen resevwa enfòmasyon sa a nan lang Kreyòl Ayisyen, tanpri rele nimewo 772-462-1593.

Español: Si usted desea recibir esta información en español, por favor llame al 772-462-1593.

## EXECUTIVE COMMITTEE MEETING

Date: Friday, July 15, 2016  
 Time: 3:00 pm  
 Location: St. Lucie TPO Conference Room  
 Coco Vista Centre  
 466 SW Port St. Lucie Blvd, Suite 111  
 Port St. Lucie, Florida

### MEETING SUMMARY

1. Call to Order

TPO Executive Committee Chairwoman Kathryn Hensley called the meeting to order at 3:45 pm.

2. Roll Call

The roll was called, and a quorum was confirmed with the following members present:

Member

Chairwoman Kathryn Hensley  
 Vice Chairwoman Linda Hudson  
 Darrell Drummond

Representing

St. Lucie County School District  
 City of Fort Pierce  
 Community Transit

Others present:

Peter Buchwald, Executive Director  
 Heather Young, Attorney

Representing

St. Lucie TPO  
 St. Lucie TPO

3. Comments from the Public

No comments were received from the public.

## 4. Approval of Agenda

\* MOTION – MOVED by Vice Chairwoman Hudson to approve the agenda.

\*\* SECONDED by Mr. Drummond Carried UNANIMOUSLY

## 5. Approval of Meeting Summaries

- *October 2, 2013*
- *May 23, 2014*
- *July 1, 2015*
- *November 23, 2015*

\* MOTION – MOVED by Vice Chairwoman Hudson to approve the Meeting Summaries.

\*\* SECONDED by Mr. Drummond Carried UNANIMOUSLY

6. Executive Director's Performance and Compensation: Review the Executive Director's performance for FY 2015/16 and form recommendations for the TPO Board to consider pertaining to the Executive Director's performance and compensation.

The Executive Committee reviewed the FY 2014/15 – FY 2015/16 Unified Planning Work Program (UPWP) end products and projects completed and the budget summaries of each of the grants received by the TPO. The summaries indicated that all of the UPWP end products and projects were completed within the budgets of each of the grants.

\* MOTION – MOVED by Vice Chairwoman Hudson to have the TPO Attorney distribute the Executive Director Performance Review Form to all of the TPO Board Members, receive the completed forms, and provide a report on the results of the review at the August 3rd TPO Board Meeting. In addition, the Executive Committee will convene immediately following the August 3rd TPO Board Meeting to consider the compensation of the TPO Executive Director based on the results of the Performance Review.

\*\* SECONDED by Mr. Drummond Carried UNANIMOUSLY

7. 2016 Staff Performance Bonus Program: Discuss and form recommendations for the TPO Board to consider pertaining to the Performance Bonus Program for the TPO Staff for 2016.

The Executive Committee reviewed the salary increases, consisting of various cost of living adjustments and performance multipliers, approved by the TPO Board as part of the Staff Performance Bonus Program since 2013. The Executive Committee then discussed the proposed 2016 performance bonus program multiplier of 2.5 and that there is no cost of living adjustment proposed for 2016 because of the current lack of significant inflation. The use of this multiplier would result in potential salary increases for the staff ranging from zero to five percent. The discussion also included comments regarding the TPO's FY 2016/17 budget accommodating staff salary adjustments, salary increases for staffs in the proposed FY 2016/17 budgets for the other local jurisdictions and agencies, and the economies of the TPO staff.

- \* MOTION – MOVED by Vice Chairwoman Hudson to recommend to the TPO Board that a performance multiplier of 2.5 be approved for the 2016 Staff Performance Bonus Program.

\*\* SECONDED by Mr. Drummond Carried UNANIMOUSLY

8. St. Lucie Advanced Transportation Management System (ATMS): Discuss potential local agency commitments pertaining to the installation of the ATMS.

The Executive Committee reviewed the background and scope of the ATMS project and that with the programming of the project, FDOT now desires to understand how the local agencies would operate and maintain the system once it is installed. The Executive Committee discussed the estimated local costs to operate and maintain the ATMS and how FDOT is requesting commitments in the form of memorandums of understanding between FDOT and the local agencies. Because TPO Board Member representatives from the City of Port St. Lucie and St. Lucie County were not present at the Executive Committee meeting, consensus was obtained by the Executive Committee to continue the discussion of this agenda item at the next Executive Committee meeting.

9. Recommendations/Comments by Members

No recommendations/comments were provided.

## 10. Staff Comments

Copies of the recently-released Metropolitan Planning Organization Coordination and Planning Area Reform Notice of Proposed Rulemaking (NPRM) were provided to the Executive Committee. It was identified by staff that no action by the TPO appears to be warranted with regard to the NPRM at this time due to the uncertainties regarding the outcome of the rulemaking, the considerable comments that will be provided by other organizations of which the TPO is a member including the Florida Metropolitan Planning Organization Advisory Council, and the perspective of the TPO Board in the past with regard to the reforms proposed in the NPRM.

## 11. Adjourn

The meeting was adjourned at 4:05 pm.

## AGENDA ITEM SUMMARY

Board/Committee: St. Lucie TPO Executive Committee

Meeting Date: August 3, 2016

Item Number: 6

Item Title: Review of Executive Director's Compensation

Item Origination: TPO Executive Committee

UPWP Reference: Task 1.1 - Program Management

Requested Action: Review and consider the TPO Executive Director's compensation

Staff Recommendation: It is recommended that the TPO Executive Director's compensation be reviewed and considered.

### Attachments

- Staff Report



Coco Vista Centre  
466 SW Port St. Lucie Blvd, Suite 111  
Port St. Lucie, Florida 34953  
772-462-1593 [www.stlucietpo.org](http://www.stlucietpo.org)

## MEMORANDUM

TO: St. Lucie TPO Executive Committee

FROM: Peter Buchwald  
Executive Director

DATE: July 27, 2016

SUBJECT: Review of Executive Director's Compensation

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### BACKGROUND

At its meeting on July 15th, the TPO Executive Committee requested that the TPO Attorney distribute the Executive Director Performance Review Form to all of the TPO Board Members, receive the completed forms, and provide a report on the results of the review at the August 3rd TPO Board Meeting. The performance review then would be concluded at this Board Meeting. In addition, the Executive Committee decided to convene immediately following the Board Meeting to consider the compensation of the TPO Executive Director based on the results of the performance review.

### ANALYSIS

At the August 3rd Board Meeting, the Executive Committee intends to request authority from the Board to consider the compensation for the Executive Director based on the results of the performance review. If such authority is granted by the Board, the Executive Committee intends to convene immediately following the conclusion of the Board Meeting to review and consider the compensation for the Executive Director.

### RECOMMENDATION

It is recommended that the TPO Executive Director's compensation be reviewed and considered.





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## AGENDA ITEM SUMMARY

Board/Committee: St. Lucie TPO Executive Committee

Meeting Date: August 3, 2016

Item Number: 7

Item Title: St. Lucie Advanced Transportation Management System (ATMS)

Item Origination: Florida Department of Transportation District 4 (FDOT)

UPWP Reference: Task 3.4: Congestion Management Process

Requested Action: Discuss potential local agency commitments pertaining to the installation of the ATMS

Staff Recommendation: To assist with FDOT's request, it is recommended that the Executive Committee discuss the potential local agency commitments for the ATMS.

### Attachments

- Staff Report
- ATMS Master Plan Excerpts



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## MEMORANDUM

TO: St. Lucie TPO Executive Committee

FROM: Peter Buchwald  
Executive Director

DATE: July 27, 2016

SUBJECT: St. Lucie Advanced Transportation Management System (ATMS)

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*Please note that because TPO Board Member representatives from the City of Port St. Lucie and St. Lucie County were not present at the Executive Committee meeting on July 15th, consensus was obtained by the Executive Committee to continue the discussion of this agenda item at the next Executive Committee meeting on August 3rd.*

### BACKGROUND

In cooperation with the local agency and TPO staffs, the Florida Department of Transportation District 4 (FDOT) prepared the St. Lucie ATMS Master Plan (excerpts attached) in 2012/13. The TPO Board approved the ATMS concept and Phase I of the ATMS Master Plan in April 2013. The purpose of the plan is to provide recommendations for improving the existing traffic control system in the TPO area. The ATMS concept unifies the existing four individual traffic control systems to increase transportation system efficiency, enhance mobility, and improve safety through the installation of the latest technology and infrastructure. It proposes collaboration among the local partner agencies to provide highly effective transportation services which maximize safety and mobility to the public and ultimately provides significant benefits to the local agencies. It can be demonstrated that the benefits can exceed the costs of the ATMS by up to a 5 to 1 margin. Finally, the ATMS will support future connected and automated vehicle technologies.

The adoption of the Go2040 Long Range Transportation Plan (LRTP) by the TPO Board in February 2016 further reinforced the need for the ATMS concept. The Go2040 LRTP includes goals and objectives pertaining to the development of an efficient transportation system and improving the

efficiency of the existing transportation services. In addition, the Cost Feasible Plan of the Go2040 LRTP includes US-1 Corridor Retrofit and Congestion Management Process (CMP) funding that envisions alternatives to roadway widening, such as advanced traffic management technologies, to achieve enhanced efficiency. Therefore, the ATMS is consistent with the Go2040 LRTP.

As a result of the TPO's endorsement of the first phase of the ATMS Master Plan and adoption of the Go2040 LRTP, the project initially was programmed for inclusion in the FDOT Work Program. Subsequently, the TPO Board adopted the FY 2016/17 – FY 2020/21 Transportation Improvement Program (TIP) this past June which includes a total of \$10.34 million programmed for construction of Phase I in FY 2020/21. This is a design-build project for the design, procurement, and installation of the ATMS along US Highway 1 from the North Kings Highway intersection to the Savanna Club Boulevard intersection and along State Route 70 from the South Kings Highway intersection to the U.S. Highway 1 intersection. The construction consists of the installation of fiber optic communications infrastructure to interconnect 56 intersections, traffic monitoring cameras, poles, and data collection devices. In addition, the ATMS Traffic Management Center (TMC) will be installed at the FDOT District 4 Treasure Coast Operations Center on Oleander Avenue as part of the project.

Consistency in software, hardware, and control technologies is necessary for the ATMS to work. Therefore, consensus is needed among the local agencies on software and hardware systems as well as the traffic signal control technologies to be used such as controllers and communication equipment. In addition, collaboration is necessary to operate and manage the system with the local agencies further collaborating in the maintenance of the system.

## ANALYSIS

With the programming of the project, FDOT now desires to understand how the agencies would operate and maintain the system once it is installed. To move forward with the design and installation of the ATMS along U.S. Highway 1 and State Route 70, FDOT is requesting local partner commitments to operate and maintain the ATMS in the form of a memorandum of understanding. FDOT believes it will not be feasible to invest in the ATMS if the local agencies cannot commit to its operation and maintenance.

The estimated cost to maintain the system is \$300,000 per year. The estimated cost to operate the system is \$150,000 based on the use of a part

time staff member from each local agency who would monitor the network during peak periods, conduct trend analysis, and develop special signal timings for special events on an as needed basis. Therefore, the total estimated annual operations and maintenance cost for each local agency is \$150,000. As identified earlier, it can be demonstrated that the benefits can exceed these annual costs of the ATMS by up to a 5 to 1 margin.

FDOT District 4 staff and its consultant are planning to meet with local agency staff in August to discuss the necessary local agency commitments. Should support be received from local agency staff, FDOT District 4 desires to have resolutions from the local agencies by the end of September.

### RECOMMENDATION

To assist with FDOT's request, it is recommended that the Executive Committee discuss the potential local agency commitments for the ATMS.



**St. Lucie County**  **ATMS MASTER PLAN**

Table 5: Phase 1 Corridor Intersections

	Roadway	Intersection	Maintaining Agency	Intersection Number	MP	CCTV
<b>US 1 (Federal Highway)</b>						
1	US 1	Savanna Club Boulevard	SLC	036	3.743	CCTV
2	US 1	Spanish Lakes Road	SLC	035	4.532	
3	US 1	Prima Vista Boulevard	SLC	103	5.051	CCTV
4	US 1	Rio Mar Drive	SLC	034	5.461	
5	US 1	Lake Vista Trail	SLC	067	5.720	
6	US 1	Kitterman Road	SLC	048	6.240	
7	US 1	Easy Street	SLC	042	6.804	CCTV
8	US 1	Ulrich Road	SLC	068	7.403	
9	US 1	Midway Road (CR 712)	SLC	003	8.255	CCTV
10	US 1	Wetherbee Road	SLC	050	8.753	
11	US 1	Farmers Market Road	FP	001	9.813	CCTV
12	US 1	Edwards Road (CR 611)	FP	002	10.752	CCTV
13	US 1	Emil Avenue	FP	003	10.873	
14	US 1	Gardenia Avenue	FP	004	11.462	
15	US 1	Virginia Avenue	FP	005	11.777	
16	US 1	Ohio Avenue	FP	006	12.253	
17	US 1	Parkway Drive	FP	007	12.431	
18	US 1	Sunrise Boulevard	FP	008	12.741	
19	US 1	Delaware Avenue	FP	009	13.015	
20	US 1	Citrus Avenue	FP	010	13.049	
21	US 1	Orange Avenue	FP	011	13.249	
22	US 1	Avenue A	FP	012	13.334	
23	US 1	Avenue C (Backus Ave)	FP	013	13.515	
24	US 1	Avenue D	FP	014	13.634	
25	US 1	Seaway Drive	FP	015	13.824	
26	US 1	Avenue H	FP	016	13.972	
27	US 1	SR A1A	SLC	020	14.937	CCTV
28	US 1	St. Lucie Boulevard	SLC	014	16.016	CCTV
29	US 1	SR 615 (North 25 <sup>th</sup> Street)	SLC	032	17.032	CCTV
30	US 1	SR 614 (Indrio Road)	SLC	016	18.682	CCTV
31	US 1	SR 713 (Kings Highway)	SLC	017	21.292	CCTV
<b>Intersections Near US 1</b>						
32	North Beach Causeway	Old Dixie Highway	SLC	026	NA	
33	North Ocean Drive	Old Dixie Highway	SLC	019	NA	
34	North Ocean Boulevard	County Road 707	FP	043	NA	
35	Avenue D	North 7 <sup>th</sup> Street	FP	069	NA	
36	Orange Avenue	County Road 707	FP	035	NA	
<b>Edwards Road (CR 611)</b>						
37	Edwards Road (CR 611)	Oleander Avenue	SLC	005	NA	

	Roadway	Intersection	Maintaining Agency	Intersection Number	MP	CCTV
<b>Edwards Road (CR 611)</b>						
38	Edwards Road (CR 611)	Sunrise Boulevard	SLC	006	NA	
39	Edwards Road (CR 611)	South 25 <sup>th</sup> Street (CR 611)	SLC	007	NA	CCTV
40	Edwards Road	Selvitz Road	SLC	047	NA	
<b>South 25<sup>th</sup> Street (CR 615)</b>						
41	South 25 <sup>th</sup> Street (SR 615)	Forrest Grove	SLC	065	NA	
42	South 25 <sup>th</sup> Street (SR 615)	Bell Avenue	SLC	066	NA	CCTV
<b>SR 70 (Virginia Avenue/Okeechobee Road)</b>						
43	SR 70 (Okeechobee Road)	SR 713 (Kings Highway)	FP	034	20.523	CCTV
44	SR 70 (Okeechobee Road)	Crossroads Pkwy./Peters Rd.	FP	033	20.852	
45	SR 70 (Okeechobee Road)	I-95 SB Ramps	FP	032	21.091	
46	SR 70 (Okeechobee Road)	I-95 NB Ramps	FP	031	21.347	
47	SR 70 (Okeechobee Road)	South Jenkins Road	FP	030	21.853	CCTV
48	SR 70 (Okeechobee Road)	McNeil Road	FP	029	22.140	
49	SR 70 (Okeechobee Road)	West Mall Entrance	FP	028	22.453	CCTV
50	SR 70 (Okeechobee Road)	Central Mall Entrance	FP	027	22.500	
51	SR 70 (Virginia Avenue)	Okeechobee Road	FP	024	22.626	
52	SR 70 (Virginia Avenue)	South 35 <sup>th</sup> Street	FP	023	23.101	
53	SR 70 (Virginia Avenue)	SR 615 (South 25 <sup>th</sup> Street)	FP	022	23.723	CCTV
54	SR 70 (Virginia Avenue)	South 13 <sup>th</sup> Street	FP	021	24.538	
55	SR 70 (Virginia Avenue)	Sunrise Boulevard	FP	018	24.693	
56	SR 70 (Virginia Avenue)	Oleander Avenue	FP	017	24.859	

As mentioned, there are 17 CCTVs to be installed in this phase. On US 1, 11 CCTVs shall be installed with the remaining 6 CCTVs being installed on SR 615 (South 25<sup>th</sup> Street) and Bell Avenue. (SLC 066); Okeechobee Road and West Mall Entrance (FP 028); Virginia Avenue and SR 615 (South 25<sup>th</sup> Street); (FP 022), Okeechobee and Jenkins Road (FP 030); SR 615 (South 25<sup>th</sup> Street) and Edwards Road (SLC 007); and Okeechobee Road and Kings Highway (FP 034).

### 7.6.3.1 Phase 1 Cost Estimate

The Total cost estimate for design and installation is \$2,522,139.00. In addition to the cost of design and installation there is also a cost for Construction Engineering Inspection. For this phase the cost is projected to be approximately 10% of the cost estimate or \$252,213.00. However, an allowance of 15% for contingency and 3% for inflation purposes is added to all costs which will increase the cost estimate to **\$3,286,221.00**.

**Table 6** shows an estimate of the cost for the field work to bring 56 intersections online with a new ATMS and fiber optic communication network. The costs are rounded off and determined using the data:

### 7.6.7 Port St. Lucie

The City of Port St. Lucie has seven intersections and 3 demarcation points that will be part of the Master Plan. **Table 13** shows the seven intersections that need modifications to be added to the City of St. Lucie and proposed overall countywide ATMS system.

**Table 13: Port St. Lucie Intersections**

	Roadway	Intersection	Maintaining Agency	Intersection Number	MP	CCTV
<b>Floresta Drive</b>						
1	Floresta Drive	Thornhill Drive	PSL	NA	NA	
2	Floresta Drive	Southbend Drive	PSL	NA	NA	
<b>Prima Vista Boulevard</b>						
3	Prima Vista Blvd.	Irving Street	PSL	NA	NA	
<b>Port St. Lucie Boulevard</b>						
4	Port St. Lucie Boulevard	Paar Drive	PSL	NA	NA	
<b>St. James Drive</b>						
5	St. James Drive	St. James Blvd.	PSL	NA	NA	
<b>St. James Blvd.</b>						
6	St. James Blvd.	Selvitz Road	PSL	NA	NA	
<b>Westmoreland Drive</b>						
7	Westmoreland Drive	Gardens Way	PSL	NA	NA	

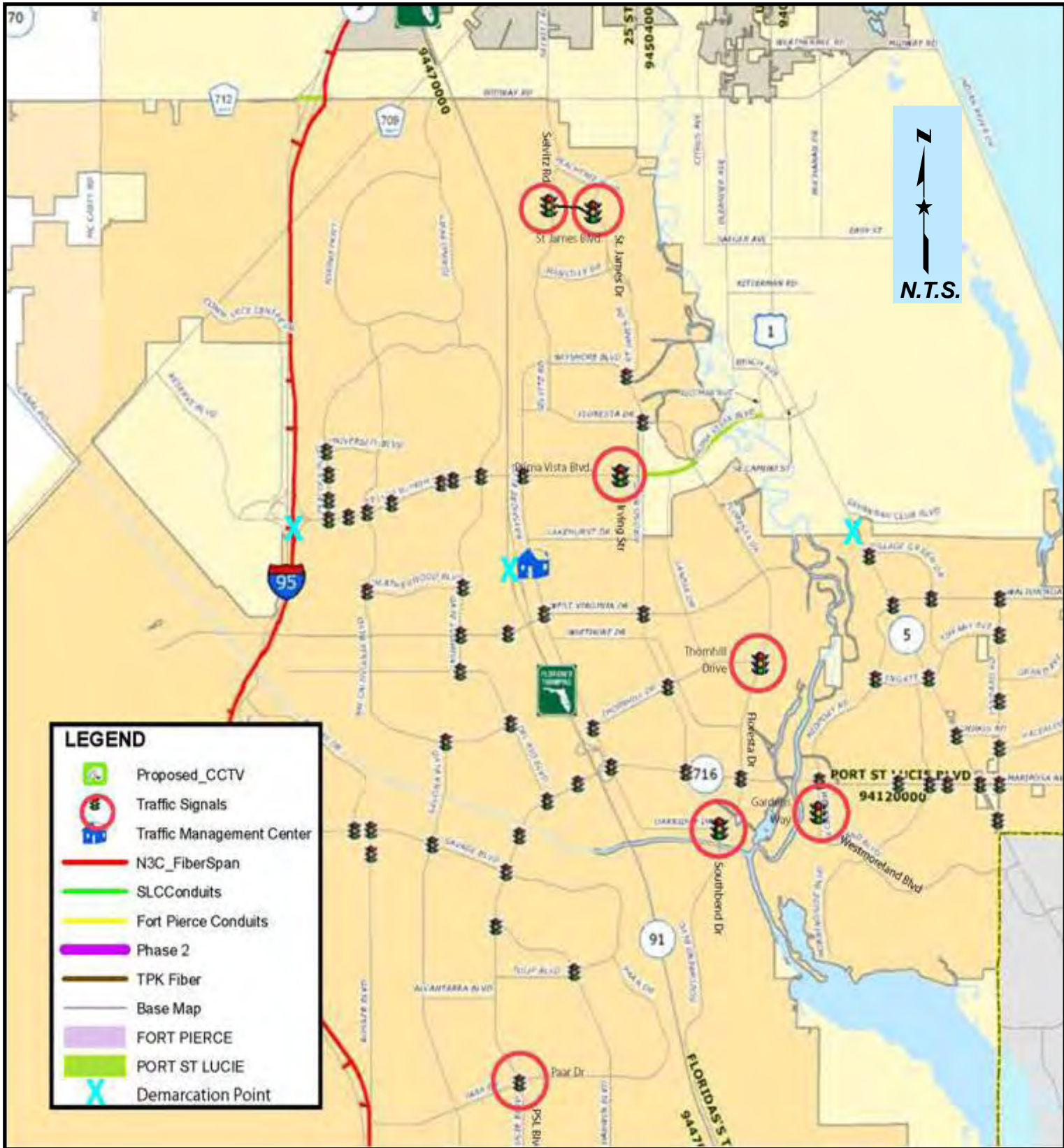
#### 7.6.7.1 City of St. Lucie Cost Estimate

**Table 14** shows the cost estimate for the City of St. Lucie intersections.

**Table 14: Port St. Lucie Cost Estimate**

	Agency			Cost Totals
	St Lucie County	City of Fort Pierce	City of Port St Lucie	
Total Intersections			7	\$140,367.00
New ASC 3 Controllers (EA)	0	0	7	
Cost of New Intersection Equipment (EA)	\$0.00	\$0.00	\$17,500	\$17,500.00
Cost of New Video Detection	\$0.00	\$0.00	\$0.00	
New CCTV Traffic Monitoring Cameras (EA)	0	0	0	
Cost of New CCTV Traffic Monitoring Cameras				
New Fiber Optic Cabling & Conduit				\$276,800.00
Cost of New Fiber Splice Vaults & Pull Boxes				\$71,001.45.00
			Cost of Design	\$101,200.00
			Cost of Design and Installation	\$506,000.00
			Cost of Construction	\$60,720.00
			Engineering Inspection	
			Contingency (15%)	\$100,188.00
			Total Cost	\$768,108.00
			Cost Adjusted for Inflation	\$791,150.00





**St. Lucie County**  **ATMS MASTER PLAN**