



EXECUTIVE COMMITTEE MEETING

Date: Monday, November 23, 2015

Time: 3:30 pm

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

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes**
 - *September 29, 2015*
4. **Comments from the Public**
5. **Approval of Agenda**
6. **By-Laws, Rules, and Procedures:** Review and provide input on updating the TPO's By-Laws, Rules, and Procedures.
7. **Executive Director's Compensation:** Review and form a recommendation for the TPO Board to consider pertaining to the compensation of the TPO Executive Director.
8. **Go2040 Long Range Transportation Plan (Go2040 LRTP) Potential Alternative Local Funding Sources:** Review and provide input on the potential alternative local funding sources for the Go2040 LRTP.
9. **2016 Legislative Priorities:** Review and provide input on the proposed Legislative Priorities for the St. Lucie TPO for 2016.
10. **Recommendations/Comments by Members**
11. **Staff Comments**
12. **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.

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, 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.

Kreyol Ayisyen: Si ou ta rinmin recevoua information sa en crèole si l bous plait rèlè 772-462-1593.

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

EXECUTIVE COMMITTEE MEETING

Date: Tuesday, September 29, 2015

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 Chairman Darrell Drummond called the meeting to order at 3:05 pm.

2. Roll Call

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

Member

TPO Chairman Darrell Drummond
TPO Vice-Chairwoman Kathryn Hensley
Mayor Linda Hudson
Commissioner Frannie Hutchinson

Representing

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

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

No changes to the agenda were proposed.

5. **Executive Director's Compensation:** Review and form a recommendation for the TPO Board to consider pertaining to the compensation of the TPO Executive Director.

The Executive Committee discussed the salary information provided by the Florida Metropolitan Planning Organization Advisory Council, the current compensation and benefits provided to Mr. Buchwald, his performance and extra duties, and the comparison to similar Metropolitan Planning Organizations in Florida. Based on the discussion, Ms. Hensley moved and Mayor Hudson seconded a recommendation to be provided at the next TPO Board Meeting that the Executive Director's salary be increased to \$105,000 retroactive to May 1, 2015. The motion carried unanimously.

6. **Go2040 Long Range Transportation Plan (Go2040 LRTP) Potential Alternative Local Funding Sources:** Review and provide input on the potential alternative local funding sources for the Go2040 LRTP.

The Executive Committee reviewed the potential alternative local funding sources for the Go2040 LRTP Cost Feasible Plan scenarios and discussed that government entities can only educate and not promote sales tax increases, that a specific list of projects would need to be provided, that the TPO Executive Director should be involved in the development of the specific list of projects, and that the list should include the TPO's Priority Projects. Based on the discussion, consensus was obtained for the potential alternative local funding sources for the Go2040 LRTP Cost Feasible Plan scenarios to be presented as a discussion item at the next TPO Board Meeting. In addition, the Executive Committee reviewed the most recent population data for the Port St. Lucie Urbanized Area (PSL UZA) that was prepared by the Florida Department of Transportation (FDOT) Office of Policy Planning in August 2015. The Executive Committee discussed that this data indicates that the allocations of Federal Funds attributable to the PSL UZA as part of the revenue projections for the Go2040 LRTP Cost Feasible Plan should be split with 68 percent of the funds being received by the St. Lucie TPO and 32 percent of the funds being received by the Martin Metropolitan Planning Organization (Martin MPO). Based on the discussion, consensus was obtained that a letter which documents these allocations be prepared for the TPO Board to consider submitting to the Martin MPO.

7. **2016 Legislative Priorities:** Review and provide input on the proposed Legislative Priorities for the St. Lucie TPO for 2016.

The Executive Committee reviewed the proposed Legislative Priorities for the St. Lucie TPO for 2016 and discussed the addition of a "locally-acceptable" qualifier to the safety improvements referenced in the fourth priority. Based on the discussion, consensus was obtained to include the qualifier in the fourth priority and forward the proposed 2016 Legislative Priorities to the TPO Board for consideration of adoption.

8. Recommendations/Comments by Members

No recommendations/comments were provided.

9 Staff Comments

A potential issue was identified to be associated with the maintenance of landscaping that is part of the Kings Highway Project from State Route 70 to Picos Road and is programmed in the FDOT Draft Tentative Work Program for FY 2020/21. It was discussed that the property owners along Kings Highway desired enhanced landscaping as it was a gateway corridor and that a request from FDOT for a commitment from St. Lucie County to maintain the enhanced landscaping is premature at this time.

10. Adjourn

The meeting was adjourned at 4:26 pm.

DRAFT

AGENDA ITEM SUMMARY

Board/Committee:	Executive Committee
Meeting Date:	November 23, 2015
Item Number:	6
Item Title:	By-Laws, Rules, and Procedures
Item Origination:	TPO Staff
UPWP Reference:	Task 1.1: Program Management
Requested Action:	Review and provide input on updating the TPO's By-Laws, Rules, and Procedures
Staff Recommendation:	It is recommended that the Executive Committee review and provide input on the proposed revisions to update the By-Laws, Rules, and Procedures indicated by strikethroughs and underlines on the attachment.

Attachments

- By-Laws, Rules, and Procedures with Proposed Revisions
- Adopted By-Laws, Rules, and Procedures



St. Lucie Transportation
Planning
Organization

Coco Vista Centre
466 SW Port St. Lucie Blvd, Suite 111
Port St. Lucie, Florida 34953
772-462-1593 www.stlucietpo.org

DRAFT

BY-LAWS, RULES, AND PROCEDURES

Adopted

TABLE OF CONTENTS

1.0 OVERVIEW..... 1

1.1 ESTABLISHMENT 1

1.2 PURPOSE..... 1

1.3 AUTHORITY 1

2.0 STRUCTURE 2

2.1 BOARD..... 2

2.1.1 Composition, Membership, Terms of Office 2

2.1.2 Alternates 2

2.1.3 Officers 2

2.1.4 Minutes..... ~~3~~

2.1.5 Voting..... 3

2.1.6 Quorum 3

2.2 COMMITTEES 3

2.2.1 Technical Advisory Committee (TAC) 3

2.2.2 Citizens Advisory Committee (CAC) 5

2.2.3 Bicycle-Pedestrian Advisory Committee (BPAC) ~~7~~

3.0 OPERATING PROCEDURES ~~11~~

3.1 ADMINISTRATIVE OPERATIONS ~~11~~

3.2 PUBLIC ACCESS ~~11~~

3.3 NOTICE OF MEETINGS AND WORKSHOPS..... ~~11~~

3.4 AGENDA..... ~~12~~

3.5 EMERGENCY MEETINGS AND WORKSHOPS..... ~~12~~

3.6 MEETING RULES AND PROCEDURES ~~12~~

3.7 AMENDMENTS ~~13~~

1.0 OVERVIEW

1.1 ESTABLISHMENT

The St. Lucie Transportation Planning Organization (TPO) is created pursuant to 23 U.S.C. Section 134, 49 U.S.C. Sections 5303-5307, 23 C.F.R. Section 450.310, Florida Statutes Section 339.175, and the *Interlocal Agreement for Creation of the Metropolitan Planning Organization*, dated September 13, 2006 (Creation Agreement). The parties to the Creation Agreement are as follows:

City of Fort Pierce
City of Port St. Lucie
St. Lucie County
St. Lucie County School Board
Council on Aging of St. Lucie, Inc.
~~Martin Metropolitan Planning Organization (Martin MPO)~~
Florida Department of Transportation (FDOT)

1.2 PURPOSE

The TPO was created for the purpose as described in Article 2 of the Creation Agreement. The purpose of the By-Laws, Rules, and Procedures contained herein are to establish rules and procedures that effectuate the powers, responsibilities, and obligations enumerated in the Creation Agreement.

1.3 AUTHORITY

The TPO is provided with the general and specific authorities specified in Article 5 of the Creation Agreement. The By-Laws, Rules, and Procedures contained herein are established pursuant to Article 5 of the Creation Agreement.

The State and Federal Authorities are further enumerated as follows:

163.01 F.S.; 339.175 F.S.; 23 USC Sections 134 as amended by 49 USC Sections 1602(a) (2) and (e) (1), 1603(a), 1604(g) (1) and (1); 23 CFR, Part 450. Law Implemented Sections 163.01, F.S.; 120.54 F.S.; 339.175 F.S., 23 USC Section 134 as amended by 49 USC Sections 1602(a) (2) and (e) (1), 1603(a), 1604(g) (1) and (1); 23 CFR, Part 450. History - New.

2.0 STRUCTURE

2.1 BOARD

2.1.1 Composition, Membership, Terms of Office

The composition, membership, and terms of office of the Governing Board (Board) of the TPO are specified by Article 4 of the Creation Agreement.

2.1.2 Alternates

A TPO member agency may appoint, by action at an official meeting of the agency, an alternate for one (1) or more of its appointed members according to the following terms:

- (i) The alternate member must be an elected official or serve the same agency that the regular member serves as defined in Section 339.175(3), Florida Statutes.
- (ii) The alternate member's term shall be for no longer than the term of the member he or she represents as defined in Section 339.175(3), Florida Statutes.

The member agency shall notify the ~~TPO Chairperson and the~~TPO Executive Director in writing or by email that the appointed individual may act as an alternate member in accordance with Section 339.175(3), Florida Statutes, if the regular member cannot attend a meeting. ~~A copy of the agency's minutes of the meeting when the alternate member was appointed shall accompany this written notification.~~

The TPO ~~Board Secretary~~ shall maintain the records of such appointment and provide copies of the notification upon request.

2.1.3 Officers

The Board shall elect a Chairperson and a Vice Chairperson of the Board at its first meeting in December~~following the general elections held in November~~. The Chairperson and Vice Chairperson shall serve for a period of at least one (1) year ~~or and~~ until a successor is elected. The Chairperson and Vice Chairperson shall be voting members of the Board. The Chairperson shall call and preside at all meetings of the Board. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and the Vice Chairperson from a meeting, a temporary Chairperson shall be elected by the Board for the meeting.

2.1.4 Minutes

The staff of the TPO shall maintain the minutes and other records of the Board. The minutes shall accurately reflect the proceedings of the Board.

2.1.5 Voting

As long as it does not constitute a conflict of interest, all members of the Board that are present, including the Chairperson, shall be required to vote on any question involving TPO action.

An affirmative vote of fifty percent (50%) of the quorum plus one will be required in order for a motion to pass. In the event of a tie vote, the motion will fail.

2.1.6 Quorum

A majority of the voting members of the Board must be present for the TPO to conduct business.

2.2 COMMITTEES

Committees are established that are advisory to the Board and include the following:

2.2.1 Technical Advisory Committee (TAC)

(a) Duties and Responsibilities

The responsibility of the TAC shall be to serve the TPO in an advisory capacity on technical matters including promoting communication among members, promoting coordination of transportation planning and programming, reviewing technical sufficiency, accuracy, and completeness of appropriate studies, making recommendations for the transportation plan and program implementation, and providing technical responses on other transportation planning issues.

(b) Membership

The TAC shall consist of the following voting members:

St. Lucie County ~~Growth Management Director~~Planning and Services Department

Fort Pierce ~~Community Development Director~~Planning Department

Port St. Lucie Planning ~~Director~~Department

St. Lucie County Engineering Department

Fort Pierce ~~City~~-Engineering Department

Port St. Lucie ~~City~~-Engineering Department

~~St. Lucie County~~Treasure Coast International Airport
~~Director~~

~~Superintendent of~~ St. Lucie County Schools District

~~Council on Aging of St. Lucie, Inc.~~ Transit
~~Director~~Community Transit

St. Lucie County Fire District ~~Chief~~

~~FDOT District 4 Planning & Environmental Engineer~~

~~FDOT District 4 Modal Development Administrator~~

~~Florida Department of Environmental Protection Air Quality
Engineer~~

St. Lucie ~~County~~TPO Area Freight Representative

St. Lucie County Sheriff's Office

St. Lucie County Transit Managerment

In addition, the TAC shall include two (2) non-voting ~~members~~
advisors who are ~~ex-officio~~ representatives of ~~the Martin MPO~~
TACFDOT.

Each TAC member may designate an alternate to replace them in their absence.

(c) Officers

The TAC shall elect a Chairperson and a Vice Chairperson of the TAC at its first meeting of the calendar year. The Chairperson and Vice Chairperson shall serve for a period of one (1) year or until a successor is elected. The Chairperson and Vice Chairperson shall be voting members of the TAC. The Chairperson of the TAC shall call and preside at all meetings of the TAC. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and the Vice Chairperson from

a meeting, a temporary Chairperson shall be elected by the TAC for the meeting. During joint meetings with the Citizens Advisory Committee and/or the Bicycle-Pedestrian Advisory Committee, the Chairperson of the joint meeting shall rotate among the Chairpersons of the advisory committees.

(d) Minutes

The staff of the TPO shall maintain the minutes and other records of the TAC. The minutes shall accurately reflect the proceedings of the TAC.

(e) Quorum

A majority of the voting members of the TAC must be present for the TAC to conduct business.

(f) Voting

An affirmative vote of fifty percent (50%) of the quorum plus one will be required in order for a motion to pass. In the event of a tie vote, the motion will fail.

During joint meetings with the Citizens Advisory Committee and/or the Bicycle-Pedestrian Advisory Committee, the vote of the TAC on any motion will be tallied and recorded separately.

2.2.2 Citizens Advisory Committee (CAC)

(a) Duties and Responsibilities

The function of the CAC is to advise the TPO by reviewing, reacting to, and providing comment, including original suggestions, on transportation planning issues and needs.

(b) Membership

The CAC shall consist of the following voting members appointed by the Board:

Two (2) City of Fort Pierce Residents

Two (2) City of Port St. Lucie Residents

Two (2) Unincorporated St. Lucie County Residents

Two (2) Minority Residents of St. Lucie County

Two (2) At-Large Residents of St. Lucie County

One (1) Disabled Resident of St. Lucie County

~~In addition, the CAC shall include one (1) non-voting member who is an ex-officio representative of the Martin MPO CAC.~~

Each CAC member may designate an alternate, who is of the same membership type as the member, to replace them in their absence.

(c) Officers

The CAC shall elect a Chairperson and Vice Chairperson of the CAC at its first meeting of the calendar year. The Chairperson and Vice Chairperson shall serve for a period of one (1) year or until a successor is elected. The Chairperson and Vice Chairperson shall be voting members of the CAC. The Chairperson of the CAC shall call and preside at all meetings of the CAC. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and the Vice Chairperson from a meeting, a temporary Chairperson shall be elected by the CAC for the meeting. During joint meetings with the TAC and/or the Bicycle Pedestrian Advisory Committee, the Chairperson of the joint meeting shall rotate among the Chairpersons of the advisory committees.

(d) Minutes

The staff of the TPO shall maintain the minutes and other records of the CAC. The minutes shall accurately reflect the proceedings of the CAC.

(e) Quorum

A majority of the CAC members must be present for the CAC to conduct business.

(f) Attendance

A voting member shall be considered to have voluntarily resigned their membership after two (2) consecutive unexcused absences by the voting member and/or their designated alternate from regular CAC meetings.

(g) Voting

An affirmative vote of fifty percent (50%) of the quorum plus one will be required in order for a motion to pass. In the event of a tie vote, the motion will fail.

During joint meetings with the TAC and/or the Bicycle-Pedestrian Advisory Committee, the vote of the CAC on any motion will be tallied and recorded separately.

2.2.3 Bicycle-Pedestrian Advisory Committee (BPAC)

(a) Duties and Responsibilities

The function of the BPAC is to provide recommendations regarding the bicycle and pedestrian planning and programming activities for the St. Lucie TPO and to work with local and State government agencies to coordinate bicycle and pedestrian planning and programming activities.

(b) Membership

The BPAC shall consist of the following voting members appointed by the Board:

St. Lucie County Parks and Recreation ~~Director~~ Department

City of Port St. Lucie Parks and Recreation ~~Director~~ Department

City of Fort Pierce Public Works ~~Director~~ Department

St. Lucie County Environmental Resources ~~Director~~ Department

St. Lucie County School District PTA Representative

~~FDOT District 4 Bicycle/Pedestrian Coordinator~~

Two (2) Resident Bicycling Representatives

Resident Running/Hiking Representative

In addition, the BPAC shall include a non-voting advisor who is a representative of the FDOT.

Each BPAC voting member may designate an alternate, who is of the same membership type as the voting member, to replace them in their absence.

(c) Officers

The BPAC shall elect a Chairperson and Vice Chairperson of the BPAC at its first meeting of the calendar year. The Chairperson and Vice Chairperson shall serve for a period of one (1) year or until a successor is elected. The Chairperson and Vice Chairperson shall be voting members of the BPAC. The Chairperson of the BPAC shall call and preside at all meetings of the BPAC. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and the Vice Chairperson from a meeting, a temporary Chairperson shall be elected for the meeting. During joint meetings with the TAC and/or CAC, the Chairperson of the joint meeting shall rotate among the Chairpersons of the advisory committees.

(d) Minutes

The staff of the TPO shall maintain the minutes and other records of the BPAC. The minutes shall accurately reflect the proceedings of the BPAC.

(e) Quorum

A majority of the BPAC members must be present for the BPAC to conduct business.

(f) Attendance

A voting member shall be considered to have voluntarily resigned their membership after two (2) consecutive unexcused absences by the voting member and/or their designated alternate from regular BPAC meetings.

(g) Voting

An affirmative vote of fifty percent (50%) of the quorum plus one will be required in order for a motion to pass. In the event of a tie vote, the motion will fail.

During joint meetings with the TAC and/or CAC, the vote of the BPAC on any motion will be tallied and recorded separately.

2.2.4 Executive Committee

(a) Duties and Responsibilities

The function of the Executive Committee is to provide recommendations to the TPO Board regarding the operations, tasks, and activities of the St. Lucie TPO.

(b) Membership

The Executive Committee shall consist of the following five (5) voting members:

Current Chairperson of the TPO Board

Current Vice-Chairperson of the TPO Board

Past Chairperson of the TPO Board

One representative each appointed by the Board from the City of Fort Pierce, City of Port St. Lucie, St. Lucie County, St. Lucie County School Board, or Council on Aging of St. Lucie, Inc. that is not represented by the Current Chairperson, Current Vice-Chairperson, or the Past Chairperson.

(c) Officers

The current Chairperson of the TPO Board shall serve as Chairperson of the Executive Committee. The current TPO Vice-Chairperson of the TPO Board shall serve as the Vice-Chairperson of the Executive Committee. The Chairperson and Vice Chairperson shall serve for a period of at least one (1) year and until a successor is elected. The Chairperson of the Executive Committee shall call and preside at all meetings of the Executive Committee. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and the Vice Chairperson from a meeting, a temporary Chairperson shall be elected for the meeting.

(d) Minutes

The staff of the TPO shall maintain the minutes and other records of the Executive Committee. The minutes shall accurately reflect the proceedings of the Executive Committee.

(e) Quorum

A majority of the Executive Committee members must be present for the Executive Committee to conduct business.

(g) Voting

An affirmative vote of fifty percent (50%) of the quorum plus one will be required in order for a motion to pass. In the event of a tie vote, the motion will fail.

3.0 OPERATING PROCEDURES

3.1 ADMINISTRATIVE OPERATIONS

The administrative operations of the TPO shall be in accordance with the *Interlocal Agreement between the St. Lucie Transportation Planning Organization and St. Lucie County for Administrative Support Services*, ~~dated October 7, 2009~~; applicable State and federal regulations; and as directed by the Board or delegated by the Board to the Executive Director of the TPO.

3.2 PUBLIC ACCESS

All public records of the TPO are available for inspection and examination in accordance with applicable State and federal regulations. Public records inquiries may be submitted during regular business hours to the offices of the St. Lucie TPO, ~~2300 Virginia Avenue, Fort Pierce, Florida, 34982~~ located at 466 SW Port St. Lucie Boulevard, Suite 111, Port St. Lucie, Florida, 34953.

All meetings, workshops and proceedings shall be open to the public. Persons who require special accommodations under the Americans with Disabilities Act (ADA) or persons who require translation services (free of charge) should contact the TPO 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. ~~Anyone with a disability requiring accommodation to attend a meeting, workshop, and/or proceeding should contact the St. Lucie County Community Services Director at (772) 462-1177 or TDD (772) 462-1428 at least forty-eight (48) hours prior to the meeting.~~

3.3 NOTICE OF MEETINGS AND WORKSHOPS

Except in the case of emergency meetings or workshops, the TPO shall provide generally at least seven (7) days public notice in a newspaper of general circulation in the St. Lucie County area of any Board meeting or Board workshop at which policy-making decisions will be made. The notice of such meeting or workshop shall provide the following information:

- (i) The date, time, and location of the meeting or workshop.
- (ii) A brief description of the agenda or of the nature of the meeting or workshop.
- (iii) Contact information where interested persons may obtain a copy of the agenda.

3.4 AGENDA

At least seven (7) days prior to a Board meeting or Board workshop at which policy-making decisions will be made, an agenda shall be available for distribution on request by any interested person. The agenda shall list the items in the general order they are to be considered provided, however, that for cause stated in the record by the Chairperson, items may be considered at the Board meeting out of their listed order. The agenda shall be specific as to items to be considered. All matters involving the exercise of Board discretion and policy making shall be listed on the agenda.

Any person desiring to have an item placed on the agenda of a regular Board meeting shall request of the Board in person or in writing that the item be considered for placement on the agenda. Requests in person shall be made at a regular Board meeting, and the Board will consider whether to place the item on the agenda for a subsequent regular meeting. Requests in writing must be received by the TPO at least fourteen (14) days in advance of a scheduled regular Board meeting and must describe and summarize the item. The written requests shall be mailed or delivered to the TPO at the address specified in Section 3.2. The Board then will consider at the scheduled regular meeting whether to place the item requested in writing on the agenda for a subsequent regular meeting.

Upon approval by the Chairperson or the Board, additional items not included on the meeting agenda may be considered at a meeting of~~by~~ the Board for the purpose of acting upon matters affecting the public health, safety, or welfare or which are in the best interests of the public.

3.5 EMERGENCY MEETINGS AND WORKSHOPS

The TPO may conduct an emergency meeting or workshop for the purpose of acting upon matters affecting the public health, safety, or welfare or which are in the best interests of the public. Whenever an emergency Board meeting or workshop is scheduled to be held, the TPO shall provide public notice of such meeting or workshop as soon as possible for publication in a newspaper of general circulation in the St. Lucie County area. Such notice shall contain the information specified in Section 3.3.

3.6 MEETING RULES AND PROCEDURES

All meetings of the Board and the Committees shall be governed by the rules and procedures contained in Robert's Rules of Order which are applicable and which are not inconsistent with these By-Laws, Rules, and Procedures or with any special rules of order that the Board may adopt.

3.7 AMENDMENTS

These By-Laws, Rules, and Procedures may be amended at any Board meeting by the affirmative vote of the majority of the voting members of the Board provided that a copy of the proposed amendment(s) shall have been mailed or e-mailed to each Board member at least four calendar days prior to the meeting.



**ST. LUCIE TRANSPORTATION PLANNING ORGANIZATION
BY-LAWS, RULES, AND PROCEDURES**

Adopted

October 7, 2009

Revised

October 6, 2010

TABLE OF CONTENTS

1.0 OVERVIEW..... 1

1.1 ESTABLISHMENT..... 1

1.2 PURPOSE..... 1

1.3 AUTHORITY..... 1

2.0 STRUCTURE..... 2

2.1 BOARD..... 2

2.1.1 Composition, Membership, Terms of Office..... 2

2.1.2 Alternates..... 2

2.1.3 Officers..... 2

2.1.4 Minutes..... 3

2.1.5 Voting..... 3

2.1.6 Quorum..... 3

2.2 COMMITTEES..... 3

2.2.1 Technical Advisory Committee (TAC)..... 3

2.2.2 Citizens Advisory Committee (CAC)..... 5

2.2.3 Bicycle-Pedestrian Advisory Committee (BPAC)..... 7

3.0 OPERATING PROCEDURES..... 9

3.1 ADMINISTRATIVE OPERATIONS..... 9

3.2 PUBLIC ACCESS..... 9

3.3 NOTICE OF MEETINGS AND WORKSHOPS..... 9

3.4 AGENDA..... 9

3.5 EMERGENCY MEETINGS AND WORKSHOPS..... 10

3.6 MEETING RULES AND PROCEDURES..... 10

3.7 AMENDMENTS..... 10

1.0 OVERVIEW

1.1 ESTABLISHMENT

The St. Lucie Transportation Planning Organization (TPO) is created pursuant to 23 U.S.C. Section 134, 49 U.S.C. Sections 5303-5307, 23 C.F.R. Section 450.310, Florida Statutes Section 339.175, and the *Interlocal Agreement for Creation of the Metropolitan Planning Organization*, dated September 13, 2006 (Creation Agreement). The parties to the Creation Agreement are as follows:

City of Fort Pierce
City of Port St. Lucie
St. Lucie County
St. Lucie County School Board
Council on Aging of St. Lucie, Inc.
Martin Metropolitan Planning Organization (Martin MPO)
Florida Department of Transportation (FDOT)

1.2 PURPOSE

The TPO was created for the purpose as described in Article 2 of the Creation Agreement. The purpose of the By-Laws, Rules, and Procedures contained herein are to establish rules and procedures that effectuate the powers, responsibilities, and obligations enumerated in the Creation Agreement.

1.3 AUTHORITY

The TPO is provided with the general and specific authorities specified in Article 5 of the Creation Agreement. The By-Laws, Rules, and Procedures contained herein are established pursuant to Article 5 of the Creation Agreement.

The State and Federal Authorities are further enumerated as follows:

163.01 F.S.; 339.175 F.S.; 23 USC Sections 134 as amended by 49 USC Sections 1602(a) (2) and (e) (1), 1603(a), 1604(g) (1) and (1); 23 CFR, Part 450. Law Implemented Sections 163.01, F.S.; 120.54 F.S.; 339.175 F.S., 23 USC Section 134 as amended by 49 USC Sections 1602(a) (2) and (e) (1), 1603(a), 1604(g) (1) and (1); 23 CFR, Part 450. History - New.

2.0 STRUCTURE

2.1 BOARD

2.1.1 Composition, Membership, Terms of Office

The composition, membership, and terms of office of the Governing Board (Board) of the TPO are specified by Article 4 of the Creation Agreement.

2.1.2 Alternates

A TPO member agency may appoint, by action at an official meeting of the agency, an alternate for one (1) or more of its appointed members according to the following terms:

- (i) The alternate member must be an elected official or serve the same agency that the regular member serves as defined in Section 339.175(3), Florida Statutes.
- (ii) The alternate member's term shall be for no longer than the term of the member he or she represents as defined in Section 339.175(3), Florida Statutes.

The member agency shall notify the TPO Chairperson and the TPO Executive Director in writing that the appointed individual may act as an alternate member in accordance with Section 339.175(3), Florida Statutes, if the regular member cannot attend a meeting. A copy of the agency's minutes of the meeting when the alternate member was appointed shall accompany this written notification.

The TPO Board Secretary shall maintain the records of such appointment and provide copies of the notification upon request.

2.1.3 Officers

The Board shall elect a Chairperson and a Vice Chairperson of the Board at its first meeting following the general elections held in November. The Chairperson and Vice Chairperson shall serve for a period of one (1) year or until a successor is elected. The Chairperson and Vice Chairperson shall be voting members of the Board. The Chairperson shall call and preside at all meetings of the Board. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and the Vice Chairperson from a meeting, a temporary Chairperson shall be elected by the Board for the meeting.

2.1.4 Minutes

The staff of the TPO shall maintain the minutes and other records of the Board. The minutes shall accurately reflect the proceedings of the Board.

2.1.5 Voting

As long as it does not constitute a conflict of interest, all members of the Board that are present, including the Chairperson, shall be required to vote on any question involving TPO action.

An affirmative vote of fifty percent (50%) of the quorum plus one will be required in order for a motion to pass. In the event of a tie vote, the motion will fail.

2.1.6 Quorum

A majority of the voting members of the Board must be present for the TPO to conduct business.

2.2 COMMITTEES

2.2.1 Technical Advisory Committee (TAC)

(a) Duties and Responsibilities

The responsibility of the TAC shall be to serve the TPO in an advisory capacity on technical matters including promoting communication among members, promoting coordination of transportation planning and programming, reviewing technical sufficiency, accuracy, and completeness of appropriate studies, making recommendations for the transportation plan and program implementation, and providing technical responses on other transportation planning issues.

(b) Membership

The TAC shall consist of the following voting members:

St. Lucie County Growth Management Director

Fort Pierce Community Development Director

Port St. Lucie Planning Director

St. Lucie County Engineer

Fort Pierce City Engineer

Port St. Lucie City Engineer

St. Lucie County International Airport Director

Superintendent of St. Lucie County Schools

Council on Aging of St. Lucie, Inc. Transit Director

St. Lucie County Fire District Chief

FDOT District 4 Planning & Environmental Engineer

FDOT District 4 Modal Development Administrator

Florida Department of Environmental Protection Air Quality Engineer

St. Lucie County Area Freight Representative

St. Lucie County Sheriff

St. Lucie County Transit Manager

In addition, the TAC shall include two (2) non-voting members who are ex-officio representatives of the Martin MPO TAC.

Each TAC member may designate an alternate to replace them in their absence.

(c) Officers

The TAC shall elect a Chairperson and a Vice Chairperson of the TAC at its first meeting of the calendar year. The Chairperson and Vice Chairperson shall serve for a period of one (1) year or until a successor is elected. The Chairperson and Vice Chairperson shall be voting members of the TAC. The Chairperson of the TAC shall call and preside at all meetings of the TAC. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and the Vice Chairperson from a meeting, a temporary Chairperson shall be elected by the TAC for the meeting.

(d) Minutes

The staff of the TPO shall maintain the minutes and other records of the TAC. The minutes shall accurately reflect the proceedings of the TAC.

(e) Quorum

A majority of the voting members of the TAC must be present for the TAC to conduct business.

(f) Voting

An affirmative vote of fifty percent (50%) of the quorum plus one will be required in order for a motion to pass. In the event of a tie vote, the motion will fail.

During joint meetings with the Citizens Advisory Committee and/or the Bicycle-Pedestrian Advisory Committee, the vote of the TAC on any motion will be tallied and recorded separately.

2.2.2 Citizens Advisory Committee (CAC)

(a) Duties and Responsibilities

The function of the CAC is to advise the TPO by reviewing, reacting to, and providing comment, including original suggestions, on transportation planning issues and needs.

(b) Membership

The CAC shall consist of the following voting members appointed by the Board:

Two (2) City of Fort Pierce Residents

Two (2) City of Port St. Lucie Residents

Two (2) Unincorporated St. Lucie County Residents

Two (2) Minority Residents of St. Lucie County

Two (2) At-Large Residents of St. Lucie County

One (1) Disabled Resident of St. Lucie County

In addition, the CAC shall include one (1) non-voting member who is an ex-officio representative of the Martin MPO CAC.

Each CAC member may designate an alternate, who is of the same membership type as the member, to replace them in their absence.

(c) Officers

The CAC shall elect a Chairperson and Vice Chairperson of the CAC at its first meeting of the calendar year. The Chairperson and Vice Chairperson shall serve for a period of one (1) year or until a successor is elected. The Chairperson and Vice Chairperson shall be voting members of the CAC. The Chairperson of the CAC shall call and preside at all meetings of the CAC. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and the Vice Chairperson from a meeting, a temporary Chairperson shall be elected by the CAC for the meeting.

(d) Minutes

The staff of the TPO shall maintain the minutes and other records of the CAC. The minutes shall accurately reflect the proceedings of the CAC.

(e) Quorum

A majority of the CAC members must be present for the CAC to conduct business.

(f) Attendance

A voting member shall be considered to have voluntarily resigned their membership after two (2) consecutive unexcused absences by the voting member and/or their designated alternate from regular CAC meetings.

(g) Voting

An affirmative vote of fifty percent (50%) of the quorum plus one will be required in order for a motion to pass. In the event of a tie vote, the motion will fail.

During joint meetings with the TAC and/or the Bicycle-Pedestrian Advisory Committee, the vote of the CAC on any motion will be tallied and recorded separately.

2.2.3 Bicycle-Pedestrian Advisory Committee (BPAC)

(a) Duties and Responsibilities

The function of the BPAC is to provide recommendations regarding the bicycle and pedestrian planning and programming activities for the St. Lucie TPO and to work with local and State government agencies to coordinate bicycle and pedestrian planning and programming activities.

(b) Membership

The BPAC shall consist of the following voting members appointed by the Board:

- St. Lucie County Parks and Recreation Director
- City of Port St. Lucie Parks and Recreation Director
- City of Fort Pierce Public Works Director
- St. Lucie County Environmental Resources Director
- St. Lucie County School District PTA Representative
- FDOT District 4 Bicycle/Pedestrian Coordinator
- Two (2) Resident Bicycling Representatives
- Resident Running/Hiking Representative

Each BPAC voting member may designate an alternate, who is of the same membership type as the voting member, to replace them in their absence.

(c) Officers

The BPAC shall elect a Chairperson and Vice Chairperson of the BPAC at its first meeting of the calendar year. The Chairperson and Vice Chairperson shall serve for a period of one (1) year or until a successor is elected. The Chairperson and Vice Chairperson shall be voting members of the BPAC. The Chairperson of the BPAC shall call and preside at all meetings of the BPAC. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and the Vice Chairperson from

a meeting, a temporary Chairperson shall be elected for the meeting.

(d) Minutes

The staff of the TPO shall maintain the minutes and other records of the BPAC. The minutes shall accurately reflect the proceedings of the BPAC.

(e) Quorum

A majority of the BPAC members must be present for the BPAC to conduct business.

(f) Attendance

A voting member shall be considered to have voluntarily resigned their membership after two (2) consecutive unexcused absences by the voting member and/or their designated alternate from regular BPAC meetings.

(g) Voting

An affirmative vote of fifty percent (50%) of the quorum plus one will be required in order for a motion to pass. In the event of a tie vote, the motion will fail.

During joint meetings with the TAC and/or CAC, the vote of the BPAC on any motion will be tallied and recorded separately.

3.0 OPERATING PROCEDURES

3.1 ADMINISTRATIVE OPERATIONS

The administrative operations of the TPO shall be in accordance with the *Interlocal Agreement between the St. Lucie Transportation Planning Organization and St. Lucie County for Administrative Support Services*, dated October 7, 2009; applicable State and federal regulations; and as directed by the Board or delegated by the Board to the Executive Director of the TPO.

3.2 PUBLIC ACCESS

All public records of the TPO are available for inspection and examination in accordance with applicable State and federal regulations. Public records inquiries may be submitted during regular business hours to the offices of the St. Lucie TPO, 2300 Virginia Avenue, Fort Pierce, Florida, 34982.

All meetings, workshops and proceedings shall be open to the public. Anyone with a disability requiring accommodation to attend a meeting, workshop, and/or proceeding should contact the St. Lucie County Community Services Director at (772) 462-1177 or TDD (772) 462-1428 at least forty-eight (48) hours prior to the meeting.

3.3 NOTICE OF MEETINGS AND WORKSHOPS

Except in the case of emergency meetings or workshops, the TPO shall provide generally at least seven (7) days public notice in a newspaper of general circulation in the St. Lucie County area of any Board meeting or workshop at which policy-making decisions will be made. The notice of such meeting or workshop shall provide the following information:

- (i) The date, time, and location of the meeting or workshop.
- (ii) A brief description of the agenda or of the nature of the meeting or workshop.
- (iii) Contact information where interested persons may obtain a copy of the agenda.

3.4 AGENDA

At least seven (7) days prior to a Board meeting or workshop at which policy-making decisions will be made, an agenda shall be available for distribution on request by any interested person. The agenda shall list the items

in the general order they are to be considered provided, however, that for cause stated in the record by the Chairperson, items may be considered at the Board meeting out of their listed order. The agenda shall be specific as to items to be considered. All matters involving the exercise of Board discretion and policy making shall be listed on the agenda.

Any person desiring to have an item placed on the agenda of a regular Board meeting shall request of the Board in person or in writing that the item be considered for placement on the agenda. Requests in person shall be made at a regular Board meeting, and the Board will consider whether to place the item on the agenda for a subsequent regular meeting. Requests in writing must be received by the TPO at least fourteen (14) days in advance of a scheduled regular Board meeting and must describe and summarize the item. The written requests shall be mailed or delivered to the TPO at the address specified in Section 3.2. The Board then will consider at the scheduled regular meeting whether to place the item requested in writing on the agenda for a subsequent regular meeting.

Upon approval by the Chairperson or the Board, additional items not included on the meeting agenda may be considered at a meeting by the Board for the purpose of acting upon matters affecting the public health, safety, or welfare or which are in the best interests of the public.

3.5 EMERGENCY MEETINGS AND WORKSHOPS

The TPO may conduct an emergency meeting or workshop for the purpose of acting upon matters affecting the public health, safety, or welfare or which are in the best interests of the public. Whenever an emergency Board meeting or workshop is scheduled to be held, the TPO shall provide public notice of such meeting or workshop as soon as possible for publication in a newspaper of general circulation in the St. Lucie County area. Such notice shall contain the information specified in Section 3.3.

3.6 MEETING RULES AND PROCEDURES

All meetings of the Board and the Committees shall be governed by the rules and procedures contained in **Robert's** Rules of Order which are applicable and which are not inconsistent with these By-Laws, Rules, and Procedures or with any special rules of order that the Board may adopt.

3.7 AMENDMENTS

These By-Laws, Rules, and Procedures may be amended at any Board meeting by the affirmative vote of the majority of the voting members of the Board

provided that a copy of the proposed amendment(s) shall have been mailed or e-mailed to each Board member at least four calendar days prior to the meeting.

AGENDA ITEM SUMMARY

Board/Committee:	Executive Committee
Meeting Date:	November 23, 2015
Item Number:	7
Item Title:	Executive Director's Compensation
Item Origination:	Executive Committee
UPWP Reference:	Task 1.1: Program Management
Requested Action:	Review and form a recommendation for the TPO Board to consider pertaining to the compensation of the TPO Executive Director.
Staff Recommendation:	It is recommended that the Executive Committee review the salary survey information from the MPOAC, consider the results of the performance reviews for FY 2014/15, and form a recommendation for the TPO Board to consider pertaining to the Executive Director's compensation.

Attachments

- Staff Report
- Salary Survey Request Dated July 6, 2015
- Salary Survey Information

MEMORANDUM

TO: Executive Committee

FROM: Peter Buchwald
Executive Director

DATE: September 23, 2015

SUBJECT: **Executive Director's Compensation**

BACKGROUND

At the Executive Committee meeting on July 1st, consensus was obtained 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 reviews at the August 5th TPO Board Meeting. In addition, consensus was obtained for TPO Chairman Drummond to submit a letter to the Executive Director of the Florida Metropolitan Planning Organization Advisory Council (MPOAC) requesting salary information of the directors of metropolitan planning organizations in Florida that are similar to the St. Lucie TPO. It was further decided by the Executive Committee that upon receipt of the salary information, the Executive Committee will convene to form a recommendation for the TPO Board to consider regarding the compensation of the TPO Executive Director based on this information and the results of the Executive Director's Performance Review.

ANALYSIS

TPO Chairman Drummond submitted to the MPOAC Executive Director the attached salary survey request dated July 6, 2015. The salary survey information provided by the MPOAC Executive Director in response to Chairman Drummond's request also is attached.

At the August 5th TPO Board Meeting, the St. Lucie TPO Attorney provided the results of the Executive Director Performance Reviews that were received. The attorney indicated that that the evaluations tallied an average

of 19 out of 24 points and are within the 20 point range. The Performance Review Form contains 12 areas of review with each area allowing for 2 points for Outstanding, 1 point for Good, and 0 points for Needs Work. Based on an average total score of 19, the average score for each area of review is 1.58.

RECOMMENDATION

It is recommended that the Executive Committee review the salary survey information from the MPOAC, consider the results of the performance reviews for FY 2014/15, and form a recommendation for the TPO Board to consider pertaining to the Executive Director's compensation.



St. Lucie Transportation
Planning
Organization

Coco Vista Centre
466 SW Port St. Lucie Blvd, Suite 111
Port St. Lucie, Florida 34953
772-462-1593 www.stlucietpo.org

July 6, 2015

Carl Mikyska, Executive Director
THE FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL
605 Suwannee Street, MS 28B
Tallahassee, Florida 32399-0450

SALARY SURVEY

Dear Mr. Mikyska,

The Executive Committee of the St. Lucie County Transportation Planning Organization (TPO) is in the process preparing for our annual review of our Executive Director, Peter Buchwald. As part of this process, we are seeking to insure that we are fairly compensating him based on the market for similar sized organizations, as well as his performance.

We are requesting your organization's assistance in soliciting compensation package information on similar sized MPO agencies from members across the State. This need only be an informal gathering of salaries and benefits, size of budgets, number of employees and governing structure. It is our hope that we can utilize this information as we complete Mr. Buchwald's annual review.

I greatly appreciate your assistance in this matter and should you have any additional questions or need further information, please do not hesitate to contact me. I can be reached at (772)-216-1517. Again, thank you for your help and I look forward to hearing from you in the near future.

Sincerely,

Darrell J. Drummond, Board Chairman

Cc: Executive Committee Members
Peter Buchwald, Executive Director

MPO Salaries and Benefits

MPO	Urbanized Area Population	Federal Planning Funds (PL)*	Ex Director Hire Date	Salary	Contract	Severance	Number of Employees	Benefits/Allowances	Retirement
Space Coast (Brevard County)	517,914	\$644,661	1998	\$105,046	Yes	20 wks	8	Laptop Computer Cell phone \$75/mo \$125K Life Ins Auto mileage Reimburse Annual Lv - 24 days Annual Sick - 15 days	FRS
North Florida TPO (Duval, Clay Nassau and St. Johns counties)	1,073,717	\$960,879	2013	\$150,000 3% COLA Merit Pay Bonus (up to 15%)	Yes	6 mos	8	Auto - \$600/mo Cell phone provided	City of Jacksonville Defered Comp - \$10K/yr
Broward	1,770,800	\$1,357,476	2010	\$150,000 COLA Merit	Yes	3 mos	17	Auto - \$500/mo Cell phone \$125/mo Annual Lv - 10 days	FRS
Hernando/Citrus	217,327	\$473,646	2015	\$97,217	No	No	3	Cell phone provided County vehicle available 30 days paid time off annually (both sick and annual)	FRS
Sarasota/Manatee	678,297	\$735,909	2005	\$138,320 - FY 15 \$143,852 - FY 16 \$148,908 - FY 17	Yes	20 wks	7	Auto - \$450/mo Cell phone \$45/mo LT Disability - \$500/yr	FRS Defered Comp - \$7K/yr
MetroPlan (Orange, Osceola and Seminole counties)	1,786,395	\$1,366,349	1995	\$165,448	Yes	3 mos	16	incentive payment up to 3% Auto - \$600/mo Cell phone provided 12days sick - 32 days annually	10% contribution to 401 plan \$18,000 annual contribution to 457 plan
CRTPA (Gadsden, Jefferson, Leon and Wakulla counties)	242,163	\$487,776	2007	\$105,290	No	?	5	Auto - \$250/mo Cell phone provided Flex Bucks - \$294/mo Annual Lv - 24 days Annual Sick - 6 days Plus cumulative lifetime maximum of 1200 catastrophic illness leave hours	Choice FRS or City Plan
Collier	321,522	\$501,441	2011	\$110,000	Yes	12 weeks plus accrued vacation	3	Access to county pool car, Cell Phone provided Sick and Annual leave same as county emp.	FRS + \$1500 cash match in 457 plan
Lake-Sumter	322,388	\$531,543	2005	\$95,000	Yes	20 weeks	4	Auto - \$650/mo Cell phone - \$100/mo 1/2 paid life ins. policy Flexible medical benefits 300 hours annual leave	FRS

* - PL funds are federal planning funds allocated to each urbanized area over 50,000 population

AGENDA ITEM SUMMARY

Board/Committee:	Executive Committee
Meeting Date:	November 23, 2015
Item Number:	8
Item Title:	Go2040 Long Range Transportation Plan (Go2040 LRTP) Potential Alternative Local Funding Sources
Item Origination:	Go2040 LRTP Development Process
UPWP Reference:	Task 3.1 – Long Range Transportation Planning and MAP-21 Implementation
Requested Action:	Review and provide input on the potential alternative local funding sources for the Go2040 LRTP.
Staff Recommendation:	It is recommended that the Executive Committee provide input with regard to the likelihood of and local resolve for implementing the potential alternative local funding sources that have been identified for the Go2040 LRTP.

Attachments

- Staff Report
- Summary Tables of Potential Alternative Local Funding Sources
- Summary Tables of Existing Federal, State, and Local Funding Sources

MEMORANDUM

TO: Executive Committee

FROM: Peter Buchwald
Executive Director

DATE: September 24, 2015

SUBJECT: Go2040 Long Range Transportation Plan (Go2040 L RTP) Potential Alternative Local Funding Sources

BACKGROUND

The development of the Go2040 L RTP includes the development of a Cost Feasible Plan (CFP) based on the Needs Plan that was adopted by the TPO Board at its August 5th meeting. Consistent with input from the public and other stakeholders including the City Managers and County Administrator for the TPO area, the CFP that is being developed is a multimodal plan which includes the consideration of walking-biking projects, enhanced bus service, and the operations and maintenance of the existing roadway network in addition to the traditional roadway capacity projects.

As the costs of such a plan far exceed the projected revenues through 2040, potential alternative local sources may be considered to supplement the traditional State, Federal, and local funding sources for the plan. It is requested that the TPO Executive Committee review and provide input with regard to the potential alternative local funding sources for the Go2040 L RTP prior to their consideration by the TPO Board.

ANALYSIS

Consistent with input from the public and other stakeholders that suggests support for the implementation of additional local funding sources for transportation projects, three new or increased local funding sources have been identified for potential use in the CFP. These sources consist of increasing the existing Municipal Services Taxing Unit (MSTU) for transit from 0.1269 mill to 0.25 mill which is the current maximum rate allowed by

the ordinance, implementing a new MSTU of 0.10 mill for sidewalks, and increasing the local sales tax from 6.5 percent to 7 percent and using half of the 0.5 percent increase for transportation projects including pavement management. The projected revenues from these new local funding sources would not be considered to be available until FY 2020/21 and are summarized in the attached tables. The projected revenues from the existing Federal, State, and local funding sources also are summarized in tables which are attached.

RECOMMENDATION

It is recommended that the Executive Committee provide input with regard to the likelihood of and local resolve for implementing the potential alternative local funding sources that have been identified for the Go2040 LRTP.

Additional Revenue Considerations

Table 4 - Sales Tax

St. Lucie County - Sales Tax Revenue Projections

70% to capacity, 30 % to non-capacity

Jurisdiction	Revenue Source	2021-2025	2026-2030	2031-2040	Total (2021-2040)
Revenues (Year-of-Expenditure)					
County	Local Govt Infrastructure Sales Tax	\$23.1	\$29.0	\$78.8	\$130.9
Port St. Lucie	Local Govt Infrastructure Sales Tax	\$18.5	\$23.1	\$62.9	\$104.5
Ft. Pierce	Local Govt Infrastructure Sales Tax	\$4.6	\$5.7	\$15.6	\$26.0
St. Lucie Village	Local Govt Infrastructure Sales Tax	\$0.1	\$0.1	\$0.2	\$0.4
Total Sales Tax Revenues:		\$46.2	\$57.9	\$157.5	\$261.7
Net City Revenues for Capacity:		\$34.7	\$43.4	\$118.2	\$196.3
Net City Revenues for Non-Capacity:		\$11.6	\$14.5	\$39.4	\$65.4

Table 5- Transit

St. Lucie County - Transportation Millage Revenue Projections

all non-capacity except for .1082 at 50/50

Jurisdiction	Revenue Source	2021-2025	2026-2030	2031-2040	Total (2021-2040)
Revenues (Year-of-Expenditure)					
County	Countywide Transit Millage (0.1269)	\$13.9	\$16.3	\$40.6	\$70.9
County	Countywide Transit Millage (0.1231)	\$13.5	\$15.8	\$39.4	\$68.7
Total Transportation Millage Revenues:		\$27.4	\$32.1	\$80.0	\$139.6
Net Millage Revenues for Capacity:		\$5.9	\$7.0	\$17.3	\$30.2
Net Millage Revenues for Non-Capacity:		\$21.5	\$25.2	\$62.7	\$109.4

Table 6 - Sidewalks

St. Lucie County - Additional Millage Revenue Projections

100% non-capacity

Jurisdiction	Revenue Source	2021-2025	2026-2030	2031-2040	Total (2021-2040)
Year-of-Expenditure					
County	Additional Millage (0.10)	\$10.97	\$12.85	\$32.02	\$55.84
Total Millage Revenues:		\$10.97	\$12.85	\$32.02	\$55.84
Net Millage Revenues for Capacity:		\$0.0	\$0.0	\$0.0	\$0.0
Net Millage Revenues for Non-Capacity:		\$11.0	\$12.9	\$32.0	\$55.8

St. Lucie TPO
GO2040 LRTP Cost Feasible Plan Alternatives
Alternative 2C - All Existing and Additional Local Funds

State and Federal Revenues		2021-2025	2026-2030	2031-2040	Total
SIS	Revenue Available	\$9.90	\$174.64	\$0.00	\$184.54
	Project Costs	\$9.90	\$174.64	\$0.00	\$184.54
	Remaining Available	\$0.00	\$0.00	\$0.00	\$0.00
OA - Product Support	Revenue Available	\$11.00	\$10.41	\$22.75	\$44.15
	Project Costs	\$3.82	\$5.97	\$8.25	\$18.04
	Remaining Available	\$7.18	\$4.44	\$14.50	\$26.11
OA - ROW and CST*	Revenue Available	\$50.00	\$47.30	\$103.40	\$200.70
	Project Costs	\$49.78	\$33.11	\$107.55	\$190.44
	Remaining Available	\$0.22	\$14.19	-\$4.15	\$10.26
TMA	Revenue Available	\$17.24	\$17.24	\$34.48	\$68.95
	Project Costs	\$20.33	\$21.62	\$27.00	\$68.95
	Remaining Available	-\$3.10	-\$4.38	\$7.48	\$0.00

* 10% of OA Revenues were allocated to funding non State Highway System projects.

Existing Local Revenues		2021-2025	2026-2030	2031-2040	Total
County Impact Fees	Revenue Available	\$63.32	\$74.97	\$155.38	\$293.67
	Project Costs	\$60.57	\$75.47	\$157.92	\$293.96
	Remaining Available	\$2.75	-\$0.50	-\$2.54	-\$0.29
County Gas Tax	Revenue Available	\$2.92	\$6.40	\$16.41	\$25.72
	Project Costs	\$2.92	\$5.51	\$16.41	\$24.84
	Remaining Available	\$0.00	\$0.89	\$0.00	\$0.88
Port St. Lucie Impact Fee	Revenue Available	\$25.8	\$30.5	\$63.3	\$119.6
	Project Costs	\$27.8	\$33.1	\$58.3	\$119.3
	Remaining Available	-\$2.0	-\$2.6	\$5.0	\$0.4
Port St. Lucie Gas Tax	Revenue Available	\$20.79	\$20.15	\$37.14	\$78.08
	Project Costs	\$22.05	\$24.23	\$31.84	\$78.12
	Remaining Available	-\$1.26	-\$4.07	\$5.29	-\$0.04

Additional Local Revenues		2021-2025	2026-2030	2031-2040	Total
County Sales Tax	Revenue Available	\$23.13	\$28.96	\$78.81	\$130.90
	Project Costs	\$19.99	\$26.17	\$71.46	\$117.62
	Remaining Available	\$3.14	\$2.79	\$7.35	\$13.28
Port St. Lucies Sales Tax	Revenue Available	\$18.46	\$23.11	\$62.89	\$104.46
	Project Costs	\$17.96	\$23.11	\$51.68	\$92.75
	Remaining Available	\$0.50	\$0.00	\$11.21	\$11.70
Fort Pierce Sales Tax	Revenue Available	\$4.59	\$5.74	\$15.63	\$25.96
	Project Costs	\$1.79	\$2.20	\$6.04	\$10.03
	Remaining Available	\$2.80	\$3.54	\$9.58	\$15.92
Developer Revenues	Revenue Available	\$0.00	\$0.00	\$2,115.96	\$2,115.96
	Project Costs	\$0.00	\$0.00	\$2,115.96	\$2,115.96
	Remaining Available	\$0.00	\$0.00	\$0.00	\$0.00

LRTP Revenue Summary		2021-2025	2026-2030	2031-2040	Total
Federal and State Revenues	Revenue Available	\$88.14	\$249.58	\$160.63	\$498.34
	Project Costs	\$83.84	\$235.33	\$142.80	\$461.97
	Remaining Availble	\$4.30	\$14.25	\$17.82	\$36.37
Existing Local Revenues	Revenue Available	\$112.82	\$132.05	\$272.21	\$517.09
	Project Costs	\$113.38	\$138.35	\$264.45	\$516.17
	Remaining Availble	-\$0.56	-\$6.30	\$7.77	\$0.91
Additional Local Revenues	Revenue Available	\$46.17	\$57.82	\$157.32	\$261.31
	Project Costs	\$39.73	\$51.49	\$129.18	\$220.40
	Remaining Availble	\$6.44	\$6.33	\$28.14	\$40.91
Developer Revenues	Revenue Available	\$0.00	\$0.00	\$2,115.96	\$2,115.96
	Project Costs	\$0.00	\$0.00	\$2,115.96	\$2,115.96
	Remaining Availble	\$0.00	\$0.00	\$0.00	\$0.00
All Revenues	Revenue Available	\$247.13	\$439.45	\$2,706.11	\$3,392.70
	Project Costs	\$236.95	\$425.17	\$2,652.39	\$3,314.50
	Remaining Availble	\$10.18	\$14.29	\$53.73	\$78.19

AGENDA ITEM SUMMARY

Board/Committee:	Executive Committee
Meeting Date:	November 23, 2015
Item Number:	9
Item Title:	2016 Legislative Priorities
Item Origination:	Unified Planning Work Program (UPWP)
UPWP Reference:	Task 1.1 – Program Management
Requested Action:	Review and provide input on the proposed Legislative Priorities for the St. Lucie TPO for 2016.
Staff Recommendation:	It is recommended that the Executive Committee review and provide input on the proposed Legislative Priorities for the St. Lucie TPO for 2016.

Attachments

- Staff Report
- Draft 2016 Legislative Priorities
- 2015 Legislative Priorities
- Go2040 Vision, Goals, and Objectives

MEMORANDUM

TO: Executive Committee

FROM: Peter Buchwald
Executive Director

DATE: September 25, 2015

SUBJECT: **2016 Legislative Priorities**

BACKGROUND

Task 1.1, *Program Management*, of the FY 2014/15 - FY 2015/16 Unified Planning Work Program of the St. Lucie TPO includes the annual adoption of legislative priorities for the TPO. It is requested that the Executive Committee review and provide input with regard to the proposed 2016 Legislative Priorities (attached) prior to their consideration by the TPO Board

ANALYSIS

The proposed 2016 Legislative Priorities for the TPO are based on the attached 2015 Legislative Priorities that were adopted by the TPO Board last year, the draft Metropolitan Planning Organization Advisory Council (MPOAC) 2016 Legislative Priorities, and the recently-adopted Go2040 Long Range Transportation Plan Vision, Goals, and Objectives (attached).

Consistent with the Go2040 Vision of a balanced and "funded" transportation system, Priorities 1 and 4 pertain to transportation funding. Priority 1 identifies several options for increasing transportation funding by implementing recommendations from the MPOAC Transportation Revenue Study, and Priority 4 proposes the provision of State funding for safety improvements at railroad crossings.

Priority 4 also supports the Go2040 Goal of providing safer and more secure transportation. Priority 2 supports this goal by reducing the potential for

distracted driving by strengthening the current minimal legislation regulating the use of electronic wireless communications devices while driving.

Priority 3 supports the Go2040 Goal of ensuring transportation choices for all residents, visitors, and businesses by establishing uniform Statewide regulation that facilitates transportation network companies and ride-for-hire services such as Uber and Lyft.

RECOMMENDATION

It is recommended that the Executive Committee review and provide input on the proposed Legislative Priorities for the St. Lucie TPO for 2016.

DRAFT
2016
LEGISLATIVE PRIORITIES
(Adopted _____)

The St. Lucie Transportation Planning Organization (TPO) supports legislation that:

1. Implements the following recommendations from the Florida Metropolitan Planning Organization Advisory Council (MPOAC) Transportation Revenue Study:
 - Expand the Charter County and Regional Transportation System Surtax to allow municipalities over 150,000 in population (or the largest municipality in a county) and all counties located in MPO areas to enact up to a one cent local option surtax by referendum.
 - Index local option fuel taxes to the consumer price index in a manner similar to the current indexing of State fuel taxes.
 - Direct the Florida Department of Transportation to develop a plan and conduct one or more pilot tests to move Florida toward a Mileage Based User Fee, which protects individual privacy, in lieu of the traditional fuel tax.
2. Reduces distracted driving by regulating as a primary offense the use of electronic wireless communications devices and other similar distracting devices, unless they are in a hands-free mode of operation, while operating a moving motor vehicle.
3. Establishes uniform Statewide regulation that facilitates transportation network companies and ride-for-hire services.
4. Provides State funding for safety improvements, including improvements that facilitate quiet zones, at railroad crossings.

**DRAFT
2016
LEGISLATIVE PRIORITIES**

Background Information

1. In 2012, the MPOAC completed a two-year study to address the ever-widening gap between the cost of needed transportation infrastructure along with declining and unsustainable revenue sources. The study identified a \$74 billion funding shortfall in MPO areas over the next 20 years. The study proposes 14 policy recommendations that are intended to restore the purchasing power of Florida's transportation dollar to the year 2000 and to move Florida toward a Mileage Based User Fee in lieu of the traditional fuel tax.
2. The 2013 Florida Legislature enacted the "Florida Ban on Texting While Driving Law". The law prohibits the operation of a moving motor vehicle while manually typing, sending or reading interpersonal communication (texting, e-mailing, instant messaging, etc.) using a wireless communications device. The law provides for enforcement of the ban as a secondary offense meaning a driver would have to be pulled over for another violation to receive a ticket for violating the ban on texting. The 2014 and 2015 Florida Legislatures underscored the severity of distracted driving by considering bills that would have substantially increased the penalty for distracted driving. This legislative proposal would seek to strengthen the enforcement mechanism for the texting while driving ban by making it a primary offense.
3. The existence of transportation network companies and nontraditional ride-for-hire services, such as Uber and Lyft, have become more commonplace. While the rapidly-expanding use of these services by the public demonstrates their popularity, traditional ride-for-hire services, such as taxi cab and limousine companies, have challenged the lack of government regulation, such as mandatory driver background checks and liability insurance minimums, which have been imposed on their industry. In absence of Statewide regulations, local jurisdictions have attempted to enact various regulations, such as mandatory driver background checks and minimum liability insurance requirements, for the newer services. The newer services maintain that they are unlike the traditional ride-for-hire services and should not be subject to such regulation. Claiming that such regulation is onerous to their business model, the newer services have stopped operating in areas where local regulations have been adopted which has been unacceptable to the public. In addition, inconsistent regulations among the local jurisdictions further complicates the issue. This legislative proposal would seek to have uniform Statewide regulations established by the Legislature that facilitates transportation network companies and ride-for-hire services.
4. The recent emphasis by the Governor of Florida on the expansion of Florida's ports to capture a larger share of international shipments bound for the United States results in a significant increase in freight traffic including on Florida's railroads. Recently-implemented and proposed passenger rail projects also contribute to the increase in rail traffic. A large share of Florida's railroads extend through heavily-populated urban areas, and railroad crossings have not received the commensurate investments in upgrades to address safety issues. State funding should be provided for safety improvements at Florida's railroad crossings consistent with the funding that has been provided to upgrade other freight facilities.



2015
LEGISLATIVE PRIORITIES
(Adopted December 3, 2014)

The St. Lucie Transportation Planning Organization (TPO) supports legislation that:

1. Implements the following recommendations from the Florida Metropolitan Planning Organization Advisory Council (MPOAC) Transportation Revenue Study:
 - Redirect \$100 million annually to the State Transportation Trust Fund from General Revenue as was passed by the Florida House of Representatives during the 2014 legislative session in House Bill 5601.
 - Expand the Charter County and Regional Transportation System Surtax to allow municipalities over 150,000 in population (or the largest municipality in a county) and all counties located in MPO areas to enact up to a one cent local option surtax by referendum.
 - Index local option fuel taxes to the consumer price index in a manner similar to the current indexing of state fuel taxes.
 - Direct the Florida Department of Transportation to develop a plan and conduct one or more pilot tests to move Florida toward a Mileage Based User Fee, which protects individual privacy, in lieu of the traditional fuel tax.
2. Restores funding for the Transportation Regional Incentive Program (TRIP) in order to promote regional planning and project development.
3. Allows Strategic Intermodal System (SIS) funds to be used on roads and other transportation facilities not designated on the SIS if the improvement will enhance mobility or support freight transportation on the SIS.
4. Protects existing transportation programs from negative financial impacts that may arise from the recent passage of Amendment 1 (2014 Florida Water and Land Conservation Initiative), directs funds intended for recreational trails in a manner consistent with MPO plans and programs, and expands the eligibility of such funds to include maintenance activities.
5. Reduces distracted driving by regulating as a primary offense the use of electronic wireless communications devices and other similar distracting devices, unless they are in a hands-free mode of operation, while operating a moving motor vehicle.
6. Promotes interoperable and multi-modal, fare-payment technologies that are universal and compatible with and accessible by all other technology systems.
7. Authorizes a county, or two or more contiguous counties, to form a regional transportation finance authority for the purpose of financing, constructing, maintaining, and operating transportation projects that are coordinated with MPO plans and programs.

2015 LEGISLATIVE PRIORITIES

Background Information

1. In 2012, the MPOAC completed a two-year study to address the ever-widening gap between the cost of needed transportation infrastructure along with declining and unsustainable revenue sources. The study identified a \$74 billion funding shortfall in MPO areas over the next 20 years. The study proposes 14 policy **recommendations that are intended to restore the purchasing power of Florida's transportation dollar to the year 2000 and to move Florida toward a Mileage Based User Fee in lieu of the traditional fuel tax.**
2. The purpose of TRIP is to encourage regional planning by providing state matching funds (up to 50% of total project costs) for improvements to regionally-significant transportation facilities identified and prioritized by regional partners. TRIP is funded through documentary stamp tax proceeds which have declined substantially **over the past several years as a result of the economic decline in Florida's housing and land development industry.** Funds available for TRIP will be further reduced as the first \$60 million of the funds that would otherwise be allocated to TRIP will instead be allocated to the Florida Rail Enterprise.
3. Current State law does not permit SIS funds to be spent on roads or other transportation facilities that are not part of the SIS, even if proposed improvements would directly benefit users of SIS facilities by enhancing mobility options or supporting freight movement in a SIS corridor. This legislative proposal would broaden the **State's ability to improve passenger and freight** mobility on SIS corridors by making eligible the expenditure of SIS funds on non-SIS roads and other transportation facilities where the benefit to users of SIS facilities can be demonstrated.
4. The Florida Water and Land Conservation Initiative (Amendment 1 on the November 4, 2014 ballot), upon voter approval, would dedicate 33 percent of net revenues (an estimated \$648 million in FY 2015-16, growing to \$1.268 billion in FY 2034-35) from the existing excise tax on documents to the Land Acquisition Trust Fund. The funds will be used to acquire and improve conservation easements and other land, water, geological and historical sites, including recreational trails and parks. If approved, this diversion of revenues from the existing excise tax on documents could result in a substantial reduction in funds currently dedicated to the Transportation Regional Incentive Program, the Strategic Intermodal System, the New Starts Transit Program, the Florida Rail Enterprise and the Small County Outreach Program. This proposal seeks to protect those existing transportation programs in a manner consistent with MPO plans and programs and expand funding eligibility to include trail maintenance.
5. **The 2013 Florida Legislature enacted the "Florida Ban on Texting While Driving Law". The law prohibits the operation of a moving motor vehicle while manually typing, sending or reading interpersonal communication (texting, e-mailing, instant messaging, etc.) using a wireless communications device.** The law provides for enforcement of the ban as a secondary offense, meaning a driver would have to be pulled over for another violation to receive a ticket for violating the ban on texting. The 2014 Florida Legislature underscored the severity of distracted driving by considering a bill that would have substantially increased the penalty for distracted driving resulting in a fatality. This legislative proposal would seek to strengthen the enforcement mechanism for the texting while driving ban by making it a primary offense.
6. **Ideally, Florida's citizens would be able to use a single fare-payment technology to drive on a toll road, ride a transit vehicle, park a car, cross a toll bridge or use any other transportation facility or service anywhere in the State, regardless of the owner or operator of the system.** However, a variety of technological and institutional barriers obstruct the implementation of universal, multi-modal, fare-payment technologies. This proposal would provide support for a wide range of legislative initiatives intended to remove those barriers.
7. **The 2013 Florida Legislature introduced legislation titled the "Florida Regional Transportation Finance Authority Act" that was contained in SB 1132.** In 2014, the Florida Legislature considered SB 1052 which was a similar bill for a specific region of the state that would create the Northwest Florida Regional Transportation Finance Authority. Both legislative proposals would have established the governance and powers and duties of the authority and named FDOT as the agent of each authority for the purpose of performing all phases of a project, including constructing improvements and extensions to the system, and for the purpose of operating and maintaining the system. This proposal would authorize the creation of Regional Transportation Finance Authorities, subject to approval by the Legislature and the county commission of each county that will be part of the authority, and specify that there be only one authority created and operating within the area served by the authority.



Vision, Goals, and Objectives

VISION

A balanced and funded transportation system that meets the community’s needs

GOAL STATEMENTS

To realize this, we want to invest in:

Economic Prosperity and Growth: Provide for efficient transportation that serves local and regional needs and stimulates **economic prosperity and growth**

Choices: Ensure **transportation choices** for all residents, visitors, and businesses

Existing Assets and Services: Maintain the condition and improve the efficiency of transportation **assets and services**

Cooperation: Improve land use and transportation decision-making through **community participation and intergovernmental cooperation**

Health and Environment: Protect and enhance **public health and the environment**

Safety and Security: Provide **safer and more secure transportation**

OBJECTIVES

Goals		Objectives
1	Economic Prosperity and Growth	Enable people and goods to move around efficiently
		Increase the transportation options and improve access to destinations that support prosperity and growth
2	Choices	Improve the bicycle/pedestrian and public transportation networks
		Provide for transportation needs of the transportation disadvantaged that may include the use of automated vehicles
3	Existing Assets and Services	Maintain the condition of existing transportation assets
		Improve the efficiency of existing transportation services
4	Cooperation	Facilitate unified transportation decision-making through intergovernmental cooperation
		Ensure community participation is representative
5	Health and Environment	Support healthy living strategies, programs and improvements
		Make transportation investments that minimize impacts to the natural environment and allocate resources toward mitigation
6	Safety and Security	Improve the safety of the transportation system that may include the incorporation of infrastructure in support of automated vehicles
		Improve the transportation system’s stability/resiliency in the event of climate change, emergencies, or disasters