

**MARTIN METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD SPECIAL MEETING**

Martin County Board of County Commissioner Chambers
2401 S.E. Monterey Road
Stuart, FL 34996
(772) 221-1498

www.martinmpo.com

Monday, Oct. 22, 2012 @ 9:00 A.M.

Minutes

1. CALL TO ORDER.

The meeting was called to order by Chairman Doug Smith at 9:00 AM.

2. PRAYER –Reverend James Brocious, Stuart Alliance Church

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

Members in Attendance:

Doug Smith, Martin County Board of County Commissioners
Tom Bausch, Town of Sewall's Point Commissioner
Eula R. Clarke, City of Stuart Commissioner (arrived at 9:05 A.M.)
Kelli Glass-Leighton, City of Stuart Commissioner
Edward Ciampi, Martin County Board of County Commissioners
Sarah Heard, Martin County Board of County Commissioners
Patrick Hayes, Martin County Board of County Commissioners
Councilman Jack Kelly, (Ex-officio), City of Port St. Lucie

Members Excused:

None

Members Absent:

Guy Parker, (Ex-Officio), Indiantown

Staff in Attendance:

Beth Beltran, MPO Administrator
Margaret H. Brassard, Administrative Specialist II

Others in Attendance:

Reverend James Brocious
Stewart Robertson, Kimley-Horn
Vikas Jain, T. Y. Lin International
Don Donaldson

A quorum was present for this meeting.

5. APPROVE AGENDA

Ms. Beltran clarified that the first item on the Agenda, item 8A, is an informational item only, it is not approval as noted on the agenda.

A motion was made by Mr. Ed Ciampi to approve the Agenda with the change as noted. The motion was seconded by Ms. Sarah Heard. There was no additional discussion. The motion passed unanimously.

6. APPROVE MINUTES

A motion was made to approve the minutes from the meeting dated September 17, 2012, by Mr. Ed Ciampi, the motion was seconded by Ms. Sarah Heard. No additional comments were made. The motion passed unanimously.

7. PUBLIC COMMENTS

(PLEASE LIMIT YOUR COMMENTS TO THREE MINUTES; COMPLETE CARD TO COMMENT)
None.

8. BUSINESS ITEMS

A. METROPOLITAN PLANNING ORGANIZATION (MPO) PUBLIC AWARENESS SURVEY

MEMO: temp13MPOa02.01

Ms. Beltran stated that in recent years FDOT implemented a “Best Practices” meeting which was to get all the T/MPO directors together to discuss current projects, and ways to learn from one another. There have been two meetings to date and the next meeting will be in Stuart. As a result of last year’s meeting, FDOT engaged Kimley-Horn to perform a Public Awareness Survey to determine the public’s knowledge of their local T/MPO’s transportation planning process. Ms. Beltran introduced Mr. Stewart Robertson from Kimley-Horn and Associates to present the results of that Public Awareness Survey performed by FDOT District IV. Mr. Robertson advised that the survey was a region wide assessment which included MPOs from Indian River, Palm Beach, Broward and Martin as well as the St. Lucie TPO. The goal was to determine the public awareness of T/MPOs in the district and to query people regarding their perceptions regarding transportation and how they would like to provide input to the transportation planning process. This was a telephone survey conducted by their partners at the Florida International University (FIU) Metropolitan Center and Clear Light Communication a sub-consultant for marketing and outreach. There were 830 responses used in the 25 question survey, 19 questions were about transportation and 6 demographic questions to insure regional demographic compliance. The survey was evenly distributed in the survey area in English, Spanish and Creole, and there were 166 responses for each T/MPO. This

number was determined to achieve a level of significance in Broward County, which has the largest population. It is a statistically representative sample of the public within the south Florida region at a 97% confidence interval with a variance of three percent up or down margin of error. Mr. Robertson went on to present the results of the Public Awareness Survey, noting that the Martin MPO had the highest response rate, 10.8%, for general awareness of the T/MPO. The smaller MPOs by population had a higher response rate of awareness than the larger MPOs. As no public awareness surveys had been performed prior to this one, there is now a baseline to compare to in the future to measure improvements. Mr. Robertson added that 42% of the respondents provided their email addresses in order to be informed of future T/MPO public meetings or events. Mr. Jack Kelly stated that this survey directly referred to MPOs. St. Lucie County is a TPO Transportation Planning Organization, he stated, and that he was the one who initiated that change about six years ago. Mr. Kelly stated that he is of the opinion that all of the MPO's should be changed to be TPOs. He stated that the name change has greatly increased the awareness in St. Lucie County. Mr. Kelly implored Martin County to consider this change. Mr. Robertson stated that in the survey the respondents in St. Lucie County were asked about their Transportation Planning Organization to be respective of the name of the St. Lucie TPO. Ms. Beltran stated that this subject came up at the last Best Practices meeting. She advised that Mr. Greg Stewart, the Administrator of the Broward MPO and Mr. Randy Whitfield, who has been with the Palm Beach MPO for over 30 years, were very adamant in saying that the term MPO was more comprehensive, inclusive of economic impact and land use, other areas addressed by MPOs.

B. GENERAL PLANNING CONSULTANT (GPC) CONTRACTS

MEMO: temp13MPOa02.02

Ms. Beltran stated that this Board approved the Unified Planning Work Program (UPWP) last spring which included a competitive selection for one or more General Planning Consultants (GPCs) to assist staff on projects listed in the UPWP. There were seven responses. The MPO had a selection committee who chose the top two firms, Kimley-Horn and Associates and T.Y. Lin, International. Stewart Robinson, Project Manager with Kimley-Horn, and Vikas Jain, Project Manager with T. Y. Lin International, are here at the meeting today. Staff is recommending approval of Kimley-Horn and T.Y. Lin International as the MPO's GPCs.

A supplement to this item is the first task order for Kimley-Horn one of the GPC's as the MPO has a Federal Audit planned in December, and the MPO will need assistance in preparing for this audit.

Ms. Sarah Heard made a motion to approve Agenda Item 8B and the Task Order 13-01 RFP#2012-2563. Ms. Eula Clarke provided a second

to the motion. There was no additional discussion. The motion carried unanimously.

C. MPO CONTINUITY OF OPERATIONS PLAN (COOP)

MEMO: temp13MPOa02.03

Ms. Beltran explained that this is the MPO's Continuity of Operations Plan (COOP) which is a requirement for the upcoming Federal Highway Audit. This document is to assure that the MPO could continue operations in the event of a man made or natural emergency. The Plan is in the Agenda Package. Since the County is the Host Agency of the MPO, the Plan follows the policies and procedures of the County.

A motion was made by Ms. Sarah Heard to approve of the COOP Plan. The motion was seconded by Mr. Tom Bausch. There was no additional discussion. The motion passed unanimously.

9. FDOT COMMENTS

None.

Ms. Beltran stated that Ms. Kim Delany from the Regional Planning Council, Mr. Don Donaldson the Martin County Engineering Director and she attended a recent Florida Inland Navigational District (FIND) Board meeting to present the proposed Waterway Plan in the UPWP and request that they fund 50% of the plan, (\$50,000 for the next two years totaling \$100,000) with the St. Lucie TPO and Martin MPO funding \$25,000 each for next the two years. This funding was approved. Mr. Smith requested that the Indian River MPO be copied with the presentation and ask if they would be interested in joining as they are in the Seven Fifty Plan (the seven Counties which make up that list) and they may choose to be included with the waterway study. He suggested a letter from Martin showing that the Plan has been approved and they may choose to be included.

10. COMMENTS FROM BOARD MEMBERS

Ms. Beltran stated that a couple of the Board members are leaving the Board and staff would like to offer thanks to Commissioners Ciampi and Hayes for serving on the MPO Board. Commissioners Ciampi and Hayes thanked Ms. Beltran.

Mr. Smith thanked Mr. Kelly for his efforts requesting the end of the discharges to the river and offering support from St. Lucie County and the City of Port St. Lucie. Mr. Kelly advised that this was going to be his last MPO meeting after seven years of being the liaison for Port St. Lucie. He expressed that the environmental concerns for Port St. Lucie are huge and the concerns align with Martin in many aspects. He expressed his pleasure having shared so many years with Martin County.

11. NOTES

None.

12. NEXT MEETING

December 17, 2012-Regular Meeting-Presentation of the Tentative Work Program.

13. ADJOURN

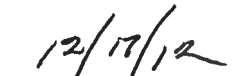
There was a motion to adjourn made by Mr. Bausch which was seconded by Ms. Heard. There were no additional comments. The motion passed unanimously and the meeting adjourned at 9:26 A.M.

Recorded and Prepared by:


Margaret H. Brassard, Administrative Assistant II


Date


MPO Chair


Date