

**MARTIN METROPOLITAN PLANNING ORGANIZATION
CITIZENS' ADVISORY COMMITTEE MEETING**

Martin County Administration Building
Growth Management Conference Room
2401 SE Monterey Road
Stuart, FL 34996
(772) 221-1498

www.martinmpo.com

Wednesday, February 8, 2017 - 9:00 a.m.

1. CALL TO ORDER

The meeting was brought to order by the Chair Amy Eason at 9:00 a.m.

2. ROLL CALL

Members in Attendance:

Amy Eason, Chair
Stephen Driver
Al Zilg
Saadia Tsafarides (arrived at 9:05 a.m.)
Dan Parz
John Patteson
Ann Kagdis
Trent Steele (Arrived at 9:08)

Members Excused:

Sheila Kurtz, Vice Chair

Members Absent

None

Staff in Attendance:

Beth Beltran, MPO Administrator
Margaret Brassard, Administrative Assistant III
Bolivar Gomez, Planner
Alice Bojanowski, Senior Planner
Ricardo Vazquez, Senior Associate Planner

Others in Attendance:

Tim Voelker, City of Stuart
Sam Amerson, City of Stuart

A quorum was present for this meeting.

3. APPROVE AGENDA

Ms. Beth Beltran advised that there would be an addition to the Agenda. She said that Agenda item 5H will be the Community Characteristics Report Update. Ms. Eason stated that a motion would be needed inclusive of Agenda item 5H.

Mr. Al Zilg made a motion to approve the Amended Agenda. The motion was seconded by Mr. Dan Parz. There were no questions, the motion passed unanimously.

4. APPROVE MINUTES

Ms. Eason advised that there are two sets of minutes, one from the September 7, 2016 Citizens' Advisory Committee (CAC) meeting, the other from the Joint Committee meeting of November 14, 2016. She requested a motion to include both meetings.

A motion to approve both sets of meeting minutes was made by Ms. Ann Kagdis. Mr. Steve Driver seconded the motion. No additions or deletions were forthcoming. The motion passed unanimously.

5. AGENDA ITEMS

A. ELECTION OF OFFICERS

Ms. Beltran stated that to elect a Chair and Vice Chair is an annual item at the first meeting of the calendar year. She advised that the Technical Advisory Committee reelected their standing officers as there are no term limits to the positions. Ms. Beltran said that it is up to the pleasure of the committee and if the officers are amenable to continue their positions. The floor was opened for nominations.

Mr. Dan Parz moved for the reappointment of the current Chair and Vice Chair; Ms. Amy Eason, Chair and Ms. Sheila Kurtz, Vice Chair. The motion was seconded by Mr. Stephen Driver. Seeing no additional nominations or objections, the question was called and the motion passed unanimously.

B. TRANSPORTATION ALTERNATIVE PROGRAM (TAP) - PROJECT APPLICATION

Ms. Beltran advised that the City of Stuart submitted an application for the Transportation Alternative Program (TAP) funds in response to the Call for Projects that was advertised in December, 2016. She said that it is a Federal grant program and the Metropolitan Planning Organization (MPO) set up a screening committee consisting of agency staff, the County Engineering Department, the Local Area Program (LAP) Coordinator, and others who have reviewed the application for feasibility, accuracy and sufficiency. Ms. Beltran introduced Mr. Timothy Voelker, City Engineer for the City of Stuart. He said that he is presenting the Dixie Highway and SE Florida Street Sidewalk Extension Project for the Fiscal Year (FY) 2017 Florida Department of Transportation (FDOT) TAP cycle. Mr. Voelker showed an aerial map of the project locations, noted the project limits of each and provided a brief description of the adjacent projects to which these projects will connect or enhance. He added that a complete streets project inclusive of sidewalks, bike lanes with traffic calming will begin this fall in the vicinity of SE Kindred Street and SE Johnson Avenue, noting that Kindred Street connects to Colorado which was completed in 2013. Mr. Voelker said that this project will complete connectivity in this section of the City and detailed the areas of County right of way (ROW) where the sidewalks will be constructed highlighting that they will be clear of the Florida East Coast (FEC) Railroad ROW. He went on with his presentation, stating that when the

roadway is resurfaced “sharrows” will be included. He said that the City of Stuart City Commission recently adopted Resolution R 11-2017 in support of this project in addition to the letter provided by City of Stuart’s Community Redevelopment Agency (CRA). Mr. Al Zilg inquired as to the width of the bike lanes. Mr. Voelker advised that the “sharrows” are actually included within the travel lane; they are travel lane markings which delineate that the roadway is to be shared between motorists and cyclists. He clarified that it alerts motorists that cyclists could be in the travel lane. Mr. Driver inquired how often cyclists use that area. Mr. Voelker advised that Florida Street gets a lot of pedestrian and cyclist traffic from the East Stuart area. He added that a crosswalk has been installed in that vicinity and since there isn’t a sidewalk, people are walking on the five foot road shoulder. Mr. Voelker said that by installing a curb with gutter and raising the sidewalk it will provide more safety for those pedestrians. Mr. Driver asked if that’s for the cyclist? Mr. Voelker noted that it’s for the pedestrians; the cyclists will use the sharrows in the roadway which will provide the connections to the complete street projects consisting of five foot bike lanes on Kindred/Johnson Streets and Colorado Avenue. He advised the committee that a sharrow symbol is a bicycle under a chevron. Ms. Eason inquired if there will be coordination with the County since it’s a County road. Mr. Voelker affirmed that an Interlocal Agreement will be entered into with the County so that it may be constructed within their ROW and there will be County review over the process. Ms. Beltran said that since these are Federal Funds it has gone through the LAP cycle adding that anytime the City received TAP funds an Interlocal Agreement is entered into. She introduced Mr. Sam Amerson who is the Director of the Public Works with the City of Stuart. Mr. Amerson advised that the CRA staff has requested bike lanes throughout the City. In this review, he said, it was learned that the majority of those roads are posted 25 miles per hour (MPH) though the larger collector roads have a higher speed. It was noted that bike lanes would not be cost effective on “neighborhood roads” so a consensus was derived between the City and the CRAs to provide sharrows on those lower speed roadways in lieu of bike lanes as it would be more cost effective. Discussion ensued regarding the criteria to make that decision. Mr. Amerson said that it will be easier/less expensive to let people know to anticipate cyclists in the roads with low speed limits than construct bike lanes. He added that since the completion of the sidewalk on A1A the pedestrian traffic has greatly increased, prompting suggestions to have additional street lights. Mr. Amerson said that the City has a Work Order with Florida Power and Light (FPL) to place six street lights along that segment of roadway. Mr. Voelker answered Mr. Driver’s question stating that the City has installed a five foot chain link fence from Florida to Sixth Street, which would be continued to Fifth Street. Mr. John Patteson advised that he suggested at a recent joint advisory meeting for members of the Bicycle Pedestrian Advisory Committee (BPAC) to bring a priority list of the cyclist’s heaviest traveled roads to the joint meetings and to different County departments, since it was advised that such a list exists. Ms. Beltran said that a newspaper article ran subsequent to that meeting prompting BPAC members to call staff expressing gratitude and appreciation that Martin County has over \$15 million in funds budgeted for bicycle facilities. She noted that Martin is the only County on the Treasure Coast which funds are budgeted though the other two Counties have projects planned. Ms. Beltran reminded the

committee that Martin has made great strides in the past few years to improve the bicycle facilities. She refreshed the committee that the Bicycle/Pedestrian Action Plan was completed in 2012 which is referred to by the City, County and State when considering resurfacing projects priorities. Ms. Beltran affirmed that the area being presented is a low speed road, which warrants the support of a sharrow. Mr. Patteson reflected on a time in Miami. There were people not following the appropriate “sharrow protocol” riding two or three abreast. He was of the opinion that it should be incumbent upon the bicycle committee to make this information available to educate and inform other residents the responsibilities of the cyclists and motorists involved. Ms. Eason inquired as to the coordination efforts that have been made with the railroad with the close proximity of the fence. Mr. Voelker advised there was no coordination as it’s within the County’s ROW. He returned to the typical section slide to show and explain the ROW of the FEC, the County and the City. Mr. Amerson said that the easement is in place from the St. Lucie River to Monterey Road but portions had to be redesigned due to the new rail which created a delay. Mr. Voelker said that the contractor will be advised that they will have to be vigilant and mindful not to store materials, drive vehicles or perform other potential infractions on the FEC property or within their ROW.

Mr. Dan Parz made a motion to approve the Transportation Alternative Program (TAP) Project Application. Mr. Stephen Driver provided the second. There was no additional discussion. The motion passed unanimously.

C. PUBLIC INVOLVEMENT PROGRAM (PIP) -ANNUAL REPORT

Mr. Bolivar Gomez advised that this is the annual report for the MPO’s Public Involvement Program (PIP). He explained that the MPO must involve the local citizens in the transportation plan and other planning projects. Mr. Gomez stated that the Plan was originally adopted in 2009 and is reviewed annually to ensure that the five objectives are met. He went on to discuss the five objectives: (1) Advisory committee participation and involvement; (2) To provide equitable access to information; (3) To engage the public early and often; (4) Use a variety of methods to engage the public; and (5) Public input on the Program of Projects (POP) for public transit. Mr. John Patterson inquired as to the percentage of attendees at these Open Houses. Mr. Gomez said that Open Houses were held in the City of Stuart, Indiantown and Golden Gate, plus staff attended Neighborhood Advisory Committee (NAC) and Citizen Redevelopment Agency (CRA) meetings. He said that he doesn’t have the numbers from the events that were not held by the MPO, but for the Indiantown Open House there were 20-25 individuals. Ms. Beltran said that FDOT staff has commented that they are surprised at the number of people that attend the MPO’s Open Houses adding that Martin sometimes exceeds the numbers at Broward County’s public meetings. Mr. Patterson sought clarification as to what constitutes the “traditionally underserved populous”. Mr. Gomez advised that it consists of those with Limited English Proficiency (LEP) where their primary language is not English and those who are disabled. Mr. Patteson inquired if this outreach to the underserved is successful. Ms. Gomez said that an effort is made to include them in the planning process. Mr. Petteson asked if there was room for improvement. Ms. Beltran stated that is why staff is attending meetings of other agencies like the NAC or CRA.

A motion to approve was provided by Mr. John Patteson which was seconded by Ms. Ann Kagdis. There was no objection. The motion passed unanimously.

D. PIP – AMENDMENT

Mr. Bolivar Gomez said that staff reviewed the PIP Plan as well as attended a Pre-Certification Roundtable which was held by the Federal Highway Administration (FHWA) and FDOT. He advised that they reviewed planning documents one of which was the PIP. Mr. Gomez stated that Carey Shepherd, Civil Rights Coordinator for FHWA provided suggestions to amend the document making the PIP more user friendly. Mr. Al Zilg inquired as to the date for the last amendment on the PIP. Mr. Gomez advised that it was adopted in 2009 but has been reviewed and updated annually since. He said it is hoped that the Board will approve the document later this month. Mr. Gomez said that he would briefly cover a couple of the recommendations with the committee. Mr. Gomez advised that one addition was information advising the public what they can do to get involved. He provided a link on the website with information showing how people may get involved and even what they may do if they only want a small amount of interaction with the planning process. Another recommendation was to make the document a bit more appealing so pictures were added to improve the visuals and make it look less like a technical document. Mr. Gomez advised that the final addition he would cover was the addition of Appendix E which was provided in two languages. He said staff is looking for approval of these changes and any additional changes that may be determined necessary. Ms. Saadia Tsafarides said that documents should also be offered in French as there are a number of Haitian people who speak French. Ms. Eason suggested calling the “Sample Participant Survey” just “Participant Survey” and have the offered languages mentioned at the bottom. Ms. Beltran noted that English and Spanish are the only “legal” requirements and at the Open Houses, we frequently have someone from Language Line attend for translation. If there is a high populous of a third language we could have an interpreter in that language. Ms. Tsafarides said that frequently people come to her as she speaks French. Mr. Driver inquired as to how many languages are spoken in Martin County. Ms. Beltran advised that information will be covered in the Community Characteristics Report which will follow. Ms. Eason said that either all versions should be supplied or say something to the effect of here is this version and it is supplied in other languages in this location. Ms. Beltran advised that the final adoption of the PIP will be in April.

Mr. John Patteson motioned approval of the PIP as presented. Ms. Ann Kagdis offered a second. There were no additional discussions and the motion passed unanimously.

E. TITLE VI AND OTHER NONDISCRIMINATION POLICY AND PLAN – AMENDMENT

Mr. Bolivar Gomez advised that there was going to be a few amendments to the Title VI and Other Non-Discrimination Policy and Plan. He advised the committee that this Plan ensures that the MPO does not discriminate against race, color or national origin. Mr. Gomez added that Mr. Shepherd also reviewed this document and offered a couple of recommendations as well. Ms. Eason noted that currently the Title VI Coordinator

for Martin County Board of Commission is listed as “vacant” should there be a name shown. Mr. Gomez said that previously it was the Human Resource Manager, but Mr. Shepherd stated that as long as the County shows the coordinator position, even being vacant, that it complies. He said that will be updated when someone is hired. Mr. Gomez noted that and Organizational Chart was also added for clarity. He said that they also included a paragraph referencing the Community Characteristics Report as a prioritization tool for projects. In conclusion, an Activity Log was included which lists training events that staff has attended and with that staff will answer any questions while looking for approval to forward this on to the MPO Policy Board.

At the request of Ms. Tsafarides Mr. Gomez returned to the page with the Top Languages Spoken in Martin County which data was released in the past month by the 2011-2015 American Community Survey. He stated that the majority of people with LEP reside in Indiantown or Port Salerno. Ms. Alice Bojanowski explained that five years of Census data comes in between the ten years that everyone in the County is supposed to be counted. This American Community Survey is a random sample survey that is distributed to a lot of people which explains why you don’t see 100% of everyone in the County. Ms. Bojanowski mentioned that on the Census Bureau’s website there is a ton of information; one can review individual questions and the corresponding replies of which all is maintained by them. She said that in preparing our document the information was aggregated, if exact numbers are necessary, that could be obtained from the Census Bureau. Mr. Patteson mentioned that the survey’s don’t inquire if a person is bi-lingual nor in what languages. It was determined that the purpose of those surveys is for the Title VI Program in which it denotes those with LEP.

Mr. Stephen Driver made a motion to approve the Title VI and Other Non-Discrimination Policy and Plan-Amendment. Mr. Dan Parz seconded the motion. Seeing no opposition the motion passed unanimously.

F. LONG RANGE TRANSPORTATION PLAN (LRTP) –AMENDMENT

Ms. Beltran introduced the item as being the 2040 Long Range Transportation Plan (LRTP) Amendment and that the primary reason for the amendment is that FHWA staff recommended the changes. Every four years the MPO has an FHWA audit. After a preliminary review of the 2040 LRTP by FHWA staff to prepare for the audit, revisions were made to two chapters, nine and eleven, which were included in the agenda package. Ms. Beltran said that chapter nine was the Multimodal Cost Feasible Plan (CFP). The information that FHWA staff wanted changed was moving tables to chapter nine that were previously only shown in the appendices. Ms. Beltran went on to discuss the changes in the document, including giving examples of Livable Communities Initiatives (LCIs) projects like Bridge Road and Mapp Road. Mr. Trent Steele inquired as to what the CRA is doing about Bridge Road. Ms. Beltran informed him that from her understanding the prior Commission was not supportive of this CRA project but the current Commission desires to have it funded. She said that during a recent visit by some Commissioners with some Tallahassee Legislators, it was suggested that having the project in the LRTP would be helpful to show local support. Ms. Ann Kagdis advised that she will be going to Tallahassee. Ms. Beltran stated that

since she is Commissioner Smith's appointee to the CAC, maybe she would want to speak with him. Mr. Steele clarified that the segment in question is from US 1 to Dixie Highway and he was of the opinion that funds had been set aside for that project. Ms. Beltran advised that it was a CRA project so it would have been in the County's Capital Improvement Projects (CIP); Ms. Kate Parmelee would be the person to ask. Ms. Tsaftrides advised that she is on a CRA and whatever funds were there should still be there. No additional discussion was forthcoming.

Ms. Ann Kagdis made a motion to approve the LRTP Amendment. The Motion was seconded by Mr. John Patteson without objection. The motion passed unanimously.

G. SCOPE OF SERVICE - PROFESSIONAL SERVICES

Ms. Beltran advised that during the 2013 Federal Audit the MPO contracted with Kimley Horn, one of the MPO's General Planning Consultants (GPC) to provide assistance during the site visit as they had worked on the Model during the development of the LRTP. This, she said, is Scope of Services, in the amount of \$10,500 to assist the MPO with the upcoming Federal Audit.

Mr. John Patteson provided a motion to approve the Scope of Service which was seconded by Mr. Trent Steele. No opposition was forthcoming and the motion passed unanimously.

H. COMMUNITY CHARACTERISTIC REPORT UPDATE

Ms. Alice Bojanowski and Mr. Ricardo Vazquez were introduced by Ms. Beltran adding that they will present this item. Ms. Bojanowski advised that this report follows requirements of Title VI addressed by Mr. Gomez earlier today. She advised that Census data and GIS maps were used in this update inclusive of the most current five year data from the American Community Survey (ACS). Ms. Bojanowski provided a map of the Martin Planning Area assuring the committee that there are no overlapping lines, the Growth Management Department reviews nine different areas but the MPO expanded it into 11 areas to ensure the US 1 corridor, Hobe Sound, Port Salerno as well as Golden Gate are profiled noting that the Census Data is a much larger geographic area. She said that these 11 areas are being reviewed via Census Data and Community Characteristics focusing primarily on five categories: Minority, ages 65 or older, Households at or below poverty, Households without a vehicle, People with Limited English Speaking Proficiency (LEP). Ms. Bojanowski advised of the updates that have occurred since the last time the committee saw it, including the Golden Gate and Rio CRAs references, updated GIS maps with CRAs and community lines as well as website references to name a few. She provided a map which showed five CRAs, detailing each with its boundary and provided websites wherein people could obtain additional information. Ms. Bojanowski explained that the final handout was from the Florida Data Clearinghouse at the University of Florida who are contracted to FDOT. She said that the Census data was manipulated into pie charts and graphs so that Martin's information would be readily viewable. This information helps each County, the 11 study areas for the MPO as well as FDOT monitor their Demographic Profiles. In conclusion, she advised that Martin is only the second MPO to have obtained this information and it is the desire of the MPO to proactively reach out to those

underserved populous on this list. Ms. Bojanowski advised that this report will be brought to the MPO Policy Board this month as well as the complete document being on the MPO website for further review. Discussion ensued as to the many sources and derivation of the information obtained including income status noting the predominance in Martin's senior citizens population. Ms. Bojanowski said that they have been working with the School District as well because keeping track of students allows them to know the number of schools that are necessary for the future.

It was noted that the determination of the number of students receiving reduced or free lunches was obtained through the School District and that assisted in the MPO receiving the Safe Routes to School Grant which is specifically outlined to serve the needs of the underserved populous. The grant was awarded to Indiantown as J. D. Parker, though prioritized higher, already had sidewalks. Mr. Zilg mentioned that students in the southern portion of the County relied on buses to transport their children to school and asked if the number of students who ride buses to school was known. Ms. Bojanowski said that information, from the number of buses, students, to routes all are known by the School District and is available to the MPO.

A motion to approve the Community Characteristics Report was offered by Mr. John Patterson. Mr. Stephen Driver provided a second. There were no objections, the motion passed unanimously.

6. COMMENTS FROM COMMITTEE MEMBERS

Mr. Pattenon complemented the presenters and staff on their efforts, expressing pleasure to be a part of the committee.

Mr. Trent Steele asked if any plans were in the works for the Banner Lake area in Hobe Sound, adding that it seems to be an underserved community. He said that there are many complaints as students have to cross US 1 to get to the schools or the Boys' & Girls' Club. Mr. Steele said US 1 and Bridge Road is a scary intersection and it would be good if something could be done. Ms. Beltran stated that the MPO worked with them when they were developing the Transportation Development Plan (TDP) and held a workshop in the Banner Lake Recreation Center. She said that area is part of the Hobe Sound CRA and a couple of years ago when a Transportation Alternative Program (TAP) grant was being prepared, the CRA already had something going on and the timing of the sidewalk improvements didn't work out. She said that the MPO has worked with that area but most area projects will stem from the CRA.

Mr. Zilg inquired as to what criteria the County uses for placing bus shelters. Ms. Beltran advised that would need to be directed to the Transportation Manager, Ms. Claudette Mahan. It was noted that her information would be obtained for him. Mr. Zilg was of the opinion that bus shelters should be located near medical facilities. Ms. Beltran reiterated that Ms. Mahan is the one to speak to about that but that there are shelters at Martin Memorial South.

7. COMMENTS FROM THE PUBLIC

None.

8. COMMENTS FROM FDOT

None.

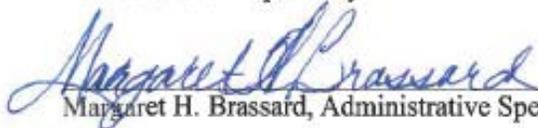
9. NEXT MEETING

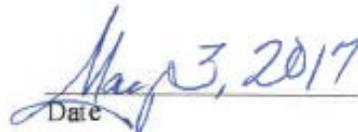
Joint Advisory Committee April 3, 2017 at 1:30 PM

10. ADJOURN

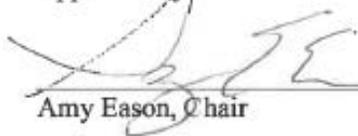
A motion by Mr. Dan Parz was made to adjourn the meeting. The motion to adjourn was seconded by Ms. Ann Kagdis. There were no objections, the motion passed unanimously and the meeting adjourned at 10:18 AM.

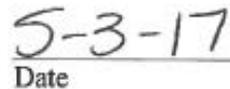
Recorded and Prepared by:


Margaret H. Brassard, Administrative Specialist III


Date

Approved by:


Amy Eason, Chair


Date