Regional Transportation
Technical Advisory Committee (RTTAC)

Meeting Agenda

July 13, 2011 – 1:30 PM

South Florida Regional Transportation Authority Board Room,

800 NW 33rd Street

Pompano Beach, FL

I   Call to Order

II   June 15, 2011 Meeting Notes

III   RTTAC Modeling Subcommittee

IV   2040 Regional Long Range Transportation Plan Scope

V   HUD Sustainable Communities Grant Status Report

VI   SEFTC 5-Year Work Plan

VII   Regional Transit Operations Study

VIII SEFTC July Meeting

IX   Other Business

X   Next RTTAC Meeting – September 21

XI   Adjournment

Regional Transportation
Technical Advisory Committee (RTTAC)
June 15, 2011 Meeting Notes

The following is a summary of the RTTAC meeting held on June 15, 2011.

MEETING TIME AND LOCATION
SFRTA, 1:30 p.m.

MEETING ATTENDEES
1. Randy Whitfield, Palm Beach MPO, rwhitfie@pbcgov.com
2. Wilson Fernandez, Miami-Dade MPO, Wilson@miamidade.gov
3. Greg Stuart, Broward MPO, stuartg@browardmpo.org
4. Jonathan Roberson, BCT, jroberson@broward.org
5. Maria Batista, MDT, BPB@miamidade.gov
6. Nilia Cartaya, MDT, cartayn@miamidade.gov
7. Phil Steinmiller, FDOT D6, phil.steinmiller@dot.state.fl.us
8. Lois Bush, FDOT D4, lois.bush@dot.state.fl.us
9. Shi-Chiang Li, FDOT D4, shi-chiang.li@dot.state.fl.us
10. Steve Braun, FDOT D4, steve.braun@dot.state.fl.us
11. Scott Seeburger, FDOT D4, scott.seeburger@dot.state.fl.us
12. Joseph Quinty, SFRTA, quintyj@sfrta.fl.gov
13. Stephen Anderson, SFRTA, andersons@sfrta.fl.gov
14. Kim Delaney, TCRPC, kdelaney@tcrpc.org
15. Karen Kiselewski, Renaissance Planning Group, kkiselewski@citiesthatwork.com
16. Jessica Josselyn, Kittelson & Associates, Inc., jjosselyn@kittelson.com
17. Marie-Elsie Dowell, Parsons Brinkerhoff, dowell@pbworld.com
18. Bill Davidson, Parsons Brinkerhoff, Davidson@pbworld.com

MEETING NOTES
The following is a summary of the key points discussed at the meeting. The comments have been organized by agenda topic. Underlined text highlights deadlines/schedules/and motions.

I   Call to Order
         Randy Whitfield called the meeting to order.

II   May 25, 2011 Meeting Notes

 The meeting minutes were approved with minor changes made by Lois Bush.

III   RTTAC Modeling Subcommittee

Wilson Fernandez gave the group a brief overview of the June 1ˢᵗ RTTAC Modeling Subcommittee meeting. The agenda covered the SERPM TAZ delineation process/ status report; the status of the SERPM7 approach; SERPM Transportation Analysis Districts; 035 SERPM Dataset Status/Version Control Update; and a future meeting schedule.

In regards to the TAZ and TAD discussion, Miami has submitted to the census both pieces of information. Palm Beach is unsure of their status at this time.

The staff directors' meeting that was held in Tampa in early June was also discussed. At that meeting, discussions and presentations were held on activity-based modeling. It was stated that the group in Tampa did not take a position one way or the other in terms of what approach each MPO should be taking.

Wilson Fernandez asked if there were any reactions from the Tampa group in regards to use considering an Activity Based Model. Randy Whitfield stated he didn't recall any reactions.

IV   Regional Model Discussion

Bill Davidson from PB presented to the group a follow-up presentation on Activity-Based Modeling (ABM) per the RTTAC's request last meeting. The presentation he gave was a condensed version from a similar one given to the modeling group the morning of the RTTAC.

Highlights from this presentation were:

- PB found that the southeast Florida data is appropriate and at a level needed to do the ABM
- A SEFL model would be started with a recycled one from another area and then updated with our data as a starting point
- PB stated that an 18-month period is sufficient to build a full ABM; however, seasonal models could not be created within that timeframe.
- It would cost $1Million to create the ABM for SEFL
- The model design component would no longer be needed in the full ABM conversion process
- Public agencies will be expected to help gather information as needed throughout the process for efficiency/resource reasons

Questions and comments from the group included:

- Shi-Chiang Li stated that everyone from the morning presentation is on-board for the ABM conversion
- A question was raised as to what implication would this have with FTA and their acceptance of the model. It was answered that FTA has accepted ABM's before for other

areas. .FTA is skeptical in general, not with the model, but with the quality of information being pulled from it.. PB is very close with FTA and commit to keeping them in the loop throughout the whole process so that FTA is comfortable with the quality of the product upon completion.

- Wilson looked to the group for a decision as to when consultants and the profession in general can begin to use the ABM once completed. It was his understanding that the ABM could not be used until the 2040 LRTP's were adopted. The group discussion the different options for integrating the new model. Ultimately Randy Whitfield stated that we need to assess the integration on an incremental basis. At this time the group wasn't comfortable to make a hard decision as to when it can be used at a project level.
- It was stated that the 2060 Plan will guide the 2040 plans, so we need consistency between those two models.

A motion was made by Shi-Chiang Li to use the ABM model for the SERPM7 upgrade. Greg Stuart seconded the motion. The motion passed unanimously.

V   2040 Regional Long Range Transportation Plan Scope

At previous meetings, preparation of the scope for the 2040 RLRTP has been discussed. Randy Whitfield had asked members to come prepared with any issues or items from the 2035 RLRTP effort that should be incorporated into the 2040 scope. Some of the items already mentioned included:

- Transit Services Map and Information
- Transportation System Management and Operations
- Performance Measures
- Greenhouse Gas Emissions
- Coordination with the HUD Sustainable Communities Initiative
- Regional Prioritization
- Regional Freight Movement
- Airport and Seaport Activities

Some additional items mentioned included:

- o The topic of regional modeling needs to be addressed in the scope. Previously FDOT took on the responsibility of funding that piece and providing the resources. After discussion, the group agreed that the Regional Consultant should be responsible for the regional modeling and not the DOT.

- o Lois Bush suggested that the group look through the Puget Sound Transportation 2040 Plan for potential ideas.

- o Wilson brought up the topic about a 'top down' versus 'bottom up' approach for the RLRTP and LRTP work. He stated that a portion of the planning work ought to start at the regional level and then feed into the local plans. One example piece he noted was the Regional Transit Master Plan. He stated it should be done in a regional context, and then individuals can create their own Transit Systems Plan separate, although compatible, with the regional transit plan.

- o After much discussion about the Regional Transit Plan approach, Broward, Palm Beach and Miami-Dade MPO's agreed to a two-prong approach where a regional transit master

plan is prepared based on agreed upon scope, while any MPO that wanted to prepare an independent Transit Plan may do so to fit their own needs.

   o   It was noted that the RLRTP should have included a regional greenways plan.

   o   In terms of funding, the group discussed the potential for the RLRTP to be funded up front by each MPO for some of the data and analysis work that would have been part of the LRTP original list of duties.

Randy Whitfield asked the group to send comments on the RLRTP scope by July 6th to either him or Jessica Josselyn. Also, at the previous meeting there had been discussion relative to coordination of the RLRTP and local plan scopes as to transportation planning activities and which level to perform the tasks. Karen Kiselewski of Renaissance Planning Group presented to the RTTAC her initial structure for determining the critical paths for information sharing and general schedule needs under the HUD Agenda Item below.

III   **HUD Sustainable Communities Grant Status Report**
        Randy Whitfield opened the discussion about the HUD grant status report, by stating that as a region, we need to ensure that efforts are not being duplicated under varying programs and plans that run concurrent to the grant work.

        Karen Kiselewski from Renaissance Planning Group presented a first attempt of a timeline among the various efforts. It was noted that it was a rough sketch and that many of the items need to still be fleshed out by the RTTAC members.

        Kim Delaney of the SFRPC stated that funding for pilot projects after the HUD work is completed has been identified.

        Randy emphasized the need for the HUD and LRTP efforts to support one another and not create redundancy in work. Greg Stuart requested that the individual MPOs bring to the next RTTAC meeting their respective LRTP components for sharing. Miami stated that they will have an LRTP scope by the end of 2011. Broward will have their scope by the beginning of 2012. Palm Beach MPO will have a scope by the Fall of 2011.

VII   **SEFTC 5-Year Workplan**
        Randy Whitfield opened this topic by stating that several recent meetings have included discussion of a Five-Year Work Plan for SEFTC to serve as a guide to its activities and a resource for allocation of funding and staff. The Plan would identify the activities associated with regional transportation planning and coordination among the MPOs, FDOT districts and other partners. The Plan could be similar to the current Unified Planning Work Programs adopted by each MPO and reflect each MPO's activities related to regional planning. Randy listed that some of the activities that could be included in the Work Plan include:

        •   SERPM model preparation and maintenance
        •   RLRTP preparation and maintenance
        •   Performance measures evaluation

- Regional Prioritization activities
- TRIP project identification and ranking
- SEFTC Staffing
- Regional Public Involvement
- Integrated Transportation Information System
- Web Site hosting and maintenance
- Regional Freight Planning
- Regional Greenways Planning
- TIP coordination
- Regional Transit Planning
- Regional reporting

Randy stated that a level of detail is needed for each task. The group needs to collectively understand how the work program would fit into the overall transportation planning process for South Florida.

A comment was stated regarding the current Regional Consultant Support and that if it is extended it needs to be added to the MPO UPWPs.

The group discussed the potential of having a separate regional consultant supporting the group outside the RLRTP 2040 consultant.

A question was raised that if the group agrees on a 5-yr work program, could that go into each UPWP? Randy stated it would be represented in the UPWP as the item comes into play within that specific 2-yr period.

The group discussed the pots of money for their LRTP in the UPWP: $1.5million Broward LRTP, $750,000 Palm Beach LRTP, and $1.2million for the Miami-Dade LRTP (of which $250,000 is for pre-tasks).

The group wants to look for efficiencies on budgets/scopes and sharing information. They may end up putting more money in the regional and less in the local plans for cohesion and efficiency purposes. The group wants to determine efficiencies from the HUD work for the LRTP budgeting as well.

VIII   Other Business
A RTTAC Modeling Subcommittee meeting is being scheduled for early July. Shi-Chiang Li and Wilson Fernandez are coordinating on dates. [h]

IX   Next RTTAC Meeting – July 13, 2011

XI   Adjournment

MEMORANDUM

TO: RTTAC Members

FROM: Randy M. Whitfield, P.E.
           Director Palm Beach MPO

DATE: July 13, 2011

RE: **2040 Regional Long Range Transportation Plan Scope**
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The committee has discussed developing the 2040 Regional Long Range Transportation Plan (RLRTP) scope at recent meetings. Several items have been identified for inclusion in the scope with additional items added at the last meeting.

These items are listed below.

- Transit Services Map and Information/*Regional Transit Plan*
- Performance Measures
- Greenhouse Gas Emissions/*Climate Change*
- Coordination with the HUD Sustainable Communities Initiative
- Regional Prioritization
- Regional Freight Movement
- Airport and Seaport Activities
- *Regional Revenues and Sources*
- *Bicycle/Pedestrian/Greenways*
- *Land use Information*
- *Special Plans (i.e. Intracoastal Waterway Plan)*

The members also indicated the regional modeling should be included in the scope rather than a separate contract. Requirements for the Plan and the HUD grant activities must be coordinated to prevent duplication and complement each other. The discussion also identified a desire to incorporate regional transit master planning in the RLRTP with individual plans using it as a base for further studies. Members were asked to provide further comments on items for inclusion in the RLRTP and to begin determining what would be in the local plans. Further discussion will occur at the meeting.

Staff Recommendation: For information purposes.

RMW/eer

MEMORANDUM

TO: RTTAC Members

FROM: Randy M. Whitfield, P.E.
           Director Palm Beach MPO

DATE: July 13, 2011

RE: **HUD Sustainable Communities Grant Status Report**
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The initial activities for the planning project are moving forward. The project director and project manager are on board and working on the various activities. The Memorandum of Understanding is being executed by the various partners. The process of selecting a master consultant for the project is underway. A status report and further details will be provided at the meeting.

Staff Recommendation: For information purposes.

RMW/eer

MEMORANDUM

TO: RTTAC Members

FROM: Randy M. Whitfield, P.E.
           Director Palm Beach MPO

DATE: July 13, 2011

RE: **SEFTC Five-Year Work Program**
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During recent discussions of creating a Five-Year Work Program for SEFTC, FDOT has mentioned the Palm Beach MPO Multi-Year Business Plan. Attached is a copy of the plan from the UPWP. It is a simple plan with limited information since further detail is provided in corresponding UPWP tasks. It is intended to provide a longer view of the revenues and anticipated costs since some studies (i.e. LRTP) are outside of the two-year UPWP time frame but require funding from multiple years to meet the costs.

The proposal for a SEFTC Five-Year Plan would identify the tasks and activities for regional transportation planning. Costs estimates would be shown for specific regional activities (i.e. modeling, RLRTP) while others would indicate participation by various stakeholders without an associated cost (i.e. public involvement, coordination). Some of these activities would be carried out in a similar manner to the HUD grant activities where a dual purpose (local and regional) occurs. The information in the SEFTC plan would reflect local MPO UPWP activities at a generalized level of detail.

This proposal and process will be refined through further discussions at the committee meeting.

Staff Recommendation: For discussion purposes.

RMW/eer

Attachment

V. MULTI-YEAR BUSINESS PLAN

The transportation planning process is a continuing process with a number of required reports and activities occurring on a regular basis. Each year, the MPO produces and adopts a Unified Planning Work Program, a Transportation Improvement Program and other documents and plans. Other planning requirements occur over longer cycles, such as the Long Range Transportation Plan with a five-year major update cycle. To accommodate these differing schedules, the MPO must create a multi-year plan to ensure funding is available for preparing the various plans and programs required to meet the requirements of Federal and State law.

The primary funding sources for MPO planning activities are formula funds provided by FHWA and FTA. These funds are matched by FDOT and the local MPO. Since the funding is based on a formula, reasonable projections can be made for future funds. With the relative stability of the transportation planning requirements and staffing, portions of the annual costs can also be projected. The MPO can also anticipate major planning efforts in the near term based on the cycle set forth in Federal and State laws governing transportation planning. These efforts include the LRTP update to be initiated in FY 13 and continuing into FY 14. The MPO will also retain a consultant to maintain the LRTP and assist with model usage for various projects. The MPO proposes to continue working jointly with the Treasure Coast Regional Planning Council to provide land use planning linked to transportation planning in the vicinity of intermodal hubs along various transportation corridors with an initial focus on the South Florida East Coast Corridor and expanding to other corridors for premium transit services. The MPO programs include funding for special transportation studies to be defined as needed such as the recently completed Intracoastal Waterway, local area transit needs, roadway corridor congestion problems, multimodal hub locations and similar activities as they arise. Using the short term revenues and costs information, the MPO has prepared a multi-year business plan to provide a view of transportation planning for the next five years. These revenues and costs are summarized below.

Table 6: Multi-Year Business Plan

	Fiscal Year				
	10/11	11/12	12/13	13/14	14/15
Funding Source					
FHWA PL Funds Allocated (Per FDOT)	1,246,902	1,279,155	1,304,738	1,330,833	1,357,450
FHWA PL Funds Available (w/ Carry Forward and Deobligation)	2,156,768	2,005,063	1,998,711	1,472,899	1,425,871
FTA Sec 5303 Funds Allocated (2% Annual Increase)	364,387	371,675	379,108	386,690	394,424
FTA Sec 5303 Funds Available (w/ Carry Forward)	1,517,688	1,284,868	1,168,006	1,041,428	904,421
Total Available	3,674,456	4,940,760	4,850,563	4,231,851	4,082,166
Staff Support					
PL (5% Annual Increase)	867,705	911,090	956,645	1,004,477	1,054,701
FTA (5% Annual Increase)	329,495	345,970	363,268	381,432	400,503
Direct Charges					
TCRPC (Land Use Planning)	125,000	125,000	125,000	125,000	125,000
General Planning Assistance (Consultant)	150,000	150,000	150,000	50,000	50,000
LRTP Update				450,000	150,000
Freight Study			100,000		
Regional Planning and Model Support (Palm Beach only)	100,000	100,000	100,000	100,000	100,000
Special Studies and Services (PL)	150,000	150,000	100,000	100,000	100,000
Special Studies (FTA Sec 5303)	150,000	150,000	150,000	150,000	150,000
Carry Forward					
PL Carry Forward	889,063	693,973	142,066	68,422	121,171
FTA Carry Forward	913,193	788,898	654,738	509,997	353,918

Revised 4/28/10

MEMORANDUM

TO: RTTAC Members

FROM: Randy M. Whitfield, P.E.
            Director Palm Beach MPO

DATE: July 13, 2011

RE: **Regional Transit Operations Study**

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At a recent Broward MPO meeting, Mayor Kaplan requested information regarding multiple transit operations within a large urban area. This request was repeated at the April SEFTC meeting and supported by the full board. Broward MPO staff has been compiling information on working arrangements in large urban areas with multiple operators. The staff will present a status report at the meeting.

Staff Recommendation: For information purposes.

RMW/eer

MEETING NOTICE
SOUTHEAST FLORIDATRANSPORTATION COUNCIL (SEFTC)
July 25, 2011
10:00 AM

Broward Metropolitan Planning Organization Board room
Trade Center South, 100 West Cypress Creek Road, Suite 850
Fort Lauderdale, FL
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AGENDA:

I.   CALL TO ORDER

    A.   Roll Call
    B.   Pledge of Allegiance

*II.   ADOPTION OF AGENDA**

*III.   APPROVAL OF MINUTES

    *A.   Approval of January 24, 2011 Minutes**

IV.   OPPORTUNITY FOR CITIZENS TO SPEAK ON TRANSPORTATION MATTERS

V.   OLD BUSINESS

    *A.   Transportation Regional Incentive Program Priorities**
    *B.   Southeast Florida Regional Partnership – HUD Sustainable
           Communities Planning Grant Program Status Report
    *C.   Regional Smart Card Update

VI.   NEW BUSINESS

    *A.   Regional Long Range Transportation Plan Process
    *B.   SEFTC Five-Year Work Plan
    *C.   Regional Transit Operations Study

VII.   <u>CORRESPONDENCE</u>

VIII.   <u>RECOMMENDATIONS/COMMENTS BY MEMBERS</u>

IX.   <u>STAFF COMMENTS</u>

X.   <u>NEXT MEETING</u> – <u>MONDAY, October 24, 2011</u>

XI.   <u>ADJOURNMENT</u>

   * Supporting Documentation Provided
   **Action Requested