

# STAFF DIRECTORS AND GOVERNING BOARD MEETING

**April 24, 2025 1:00 PM – 3:00 PM**

**Facilitated by Commissioner Mayra Uribe, Governing Board Chair  
and David Hutchinson, Staff Directors Chair**

TIME	ITEM	PRESENTER
<b>1:00 PM</b>	Call to Order and Welcome » Pledge of Allegiance » Roll Call » Approval of Minutes ▪ Staff Directors - February 27, 2025 ▪ Governing Board - October 24, 2024 and February 27, 2025	<i>Chair Uribe and Chair Hutchinson</i>
<b>1:10 PM</b>	Welcome Address from the Secretary	<i>FDOT Secretary Jared W. Perdue, PE</i>
<b>1:25 PM</b>	Public Comment	<i>Chair Uribe</i>
<b>1:35 PM</b>	Governing Board Election of Officers	<i>Kristin Ottinger, MPOAC General Counsel</i>
<b>1:50 PM</b>	Hiring of the New Executive Director	<i>Chair Uribe</i>
<b>2:05 PM</b>	Review of Bylaws	<i>Kristin Ottinger, MPOAC General Counsel</i>
<b>2:15 PM</b>	Legal Services Agreement	<i>Chair Uribe</i>
<b>2:25 PM</b>	Freight and Rail Priority List	<i>Nick Torres, AICP, Whitehouse Group</i>
<b>2:35 PM</b>	FHWA Update	<i>Karen Brunelle, PE, FHWA</i>
<b>2:45 PM</b>	FDOT Update	<i>Dana Reiding, FDOT</i>
<b>2:55 PM</b>	Wrap up	<i>Chair Uribe and Chair Hutchinson</i>
<b>3:00 PM</b>	Adjourn	<i>Chair Uribe and Chair Hutchinson</i>



# Staff Directors and Governing Board Meeting

April 24, 2025, 1:00 PM – 3:00 PM

Facilitated by Commissioner Mayra Uribe, Governing Board Chair  
and David Hutchinson, Staff Directors Chair

# Agenda

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1:00 pm – 1:10 pm	Call to Order and Welcome <ul style="list-style-type: none"><li>• Pledge of Allegiance</li><li>• Roll Call</li><li>• Approval of Minutes<ul style="list-style-type: none"><li>• Staff Directors – February 27, 2025</li><li>• Governing Board – October 24, 2024, and February 27, 2025</li></ul></li></ul>	Chair Uribe Chair Hutchinson
1:10 pm – 1:25 pm	Welcome Address from the Secretary	Jared W. Perdue, PE, FDOT Secretary
1:25 pm – 1:35 pm	Public Comment	Chair Uribe
1:35 pm – 1:50 pm	Governing Board Election of Officers	Kristin Ottinger, MPOAC General Counsel
1:50 pm – 2:05 pm	Hiring of the New Executive Director	Chair Uribe
2:05 pm – 2:15 pm	Review of Bylaws	Kristin Ottinger, MPOAC General Counsel



# Agenda

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2:15 pm – 2:25 pm	Legal Services Agreement	Chair Uribe
2:25 pm – 2:35 pm	Freight and Rail Priority List	Nick Torres, AICP, Whitehouse Group
2:35 pm – 2:45 pm	FHWA Update	Karen Brunelle, PE, FHWA
2:45 pm – 2:55 pm	FDOT Update	Dana Reiding, FDOT
2:55 pm – 3:00 pm	Wrap Up	Chair Uribe Chair Hutchinson
3:00 pm	Adjourn	Chair Uribe Chair Hutchinson



# Call to Order and Welcome

Chair Uribe and Chair Hutchinson

# Pledge of Allegiance

# Roll Call

- In-person
- Virtual

# Approval of Minutes

- Staff Directors
  - February 27, 2025
- Governing Board
  - October 24, 2024
  - February 27, 2025







## Staff Directors Advisory Committee Meeting

February 27, 2025, 10:30 AM – 12:00 PM

### Attendees

#### Staff Directors

##### In Person:

- Chair Dave Hutchinson, Sarasota/Manatee MPO
- Rob Balmes, Ocala Marion County TPO
- Beth Beltran, Martin MPO
- Ryan Brown, Sarasota/Manatee MPO (alternate)
- Peter Buchwald, St. Lucie TPO
- Julia Davis, Polk TPO (alternate)
- Robert Esposito, Hernando/Citrus MPO
- Chelsea Favero, Forward Pinellas (alternate)
- Brian Freeman, Indian River County MPO
- Georganna Gillette, Space Coast TPO
- Lakshmi Gurram, Charlotte County-Punta Gorda MPO
- Gary Huttman, MetroPlan Orlando
- Sean Kingston, Collier MPO (alternate)
- Colleen Nicoulin, Volusia-Flagler TPO
- Don Scott, Lee County MPO
- Gregory Slay, Capital Region TPA
- Elizabeth Watkins, Hillsborough TPO (alternate)

##### Virtual:

- Vice Chair Kandase Lee, Emerald Coast Regional Council
- Ron Gogoi, Lee County MPO (alternate)
- Chris Rosenberg, Miami-Dade TPO (alternate)
- Dawn Schwartz, Okaloosa-Walton TPO

#### Other Attendees

##### In Person:

- Karen Brunelle, Federal Highway Administration
- Donna M. Green, Florida Department of Transportation
- Harrison Nichols, Kimley-Horn
- Ryan Nuckols, Kimley-Horn
- Kristin Ottinger, MPOAC
- Teresa Parker, Federal Highway Administration
- Dana Reiding, Florida Department of Transportation
- The Honorable Mayor Dan Saracki, Forward Pinellas
- Huiwei Shen, Florida Department of Transportation
- Lisa Stone, MPOAC



## FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL

The Florida Hotel and Conference Center 1500 Sand Lake Road, Orlando, Florida 32809

- Nick Torres, Whitehouse Group
- Commissioner Mayra Uribe, MetroPlan Orlando
- The Honorable Mayor Andrea Young, Space Coast TPO

### **Virtual:**

- Achaia Brown, Florida Department of Transportation
- Romero Dill, Florida Department of Transportation
- Macy Falcon, Kimley-Horn
- Dusty Hansen, Collier MPO
- Laura Herrscher, Florida Department of Transportation
- Eric Hill, MetroPlan Orlando
- Chuck Koppertolle, Florida Department of Transportation
- Gary Kramer, Emerald Coast Regional Council
- Nick Lepp, HDR
- Mike McDaniel, Heartland Regional TPO
- Mike Neidhart, Florida Department of Transportation
- Kia Powell, Florida Department of Transportation
- Jonathan Scarfe, Florida Department of Transportation

### Call to Order & Welcome

- Chair Dave Hutchinson, Sarasota/Manatee MPO, called the MPOAC Staff Director's Advisory Committee meeting to order at 10:30 am. Chair Hutchinson led the Pledge of Allegiance and the roll call of meeting attendees.
- Chair Hutchinson requested a motion to allow members of the Staff Directors Advisory Committee attending virtually to participate in any decisions, in recognition of the hardship of travel which prevented their attendance at the meeting in-person.
  - **Motion:** Gregory Slay, Capital Regional TPA, motioned to allow members of the Staff Directors Advisory Committee attending virtually to participate in meeting discussions.
    - **Second:** Garry Huttman, MetroPlan Orlando
    - **Point of Order:** Peter Buchwald, St. Lucie TPO, asked Kristen Ottinger, MPOAC legal counsel, if hardship of travel was a permissible reason for allowing committee members to participate in the meeting virtually.
      - Ms. Ottinger clarified that committee members are allowed to participate in discussions virtually, but they are not allowed to vote.
  - **Vote:** None opposed, motion passed.
- Chair Hutchinson asked for a motion to approve the October 24, 2024, MPOAC Staff Directors Advisory Committee Meeting Minutes



- **Motion:** Gary Huttman, MetroPlan Orlando, motioned to approve the October 24, 2024, MPOAC Staff Directors Advisory Committee meeting minutes
  - **Second:** Robert Esposito, Hernando/Citrus MPO
- **Vote:** None opposed, motion passed.
- Chair Hutchinson led a moment of silence in memoriam of Paul Gougelman, former legal counsel for MPOAC. Chair Hutchinson introduced Kristin Ottinger, Mr. Gougelman's colleague and replacement as MPOAC legal counsel.

### Remarks from the Chair

- Chair Hutchinson introduced Lakshmi Gurram, the new interim director of the Charlotte County-Punta Gorda MPO.
- April 24, 2025, MPOAC Quarterly Meeting
  - Chair Hutchinson informed the committee that the MPOAC Executive Committee requested that the MPOAC Governing Board move the next quarterly meeting, scheduled for April 24, 2025, to Tallahassee, to be hosted by the Capital Region TPA.
  - Commissioner Mayra Uribe, MetroPlan Orlando, Governing Board Chair, stated that moving the meeting to Tallahassee was an excellent opportunity for MPOAC members to meet with state legislators and officials while strengthening the existing relationship with Florida Department of Transportation (FDOT).
  - The Honorable Mayor Dan Saracki, Forward Pinellas motioned to endorse moving the April MPOAC meeting to Tallahassee.
    - Chair Hutchinson clarified that a Staff Directors Advisory Committee member needed to initiate the motion.
  - **Motion:** Peter Buchwald, St. Lucie TPO, motioned to endorse moving the April MPOAC meeting to Tallahassee.
    - **Second:** Gary Huttman, MetroPlan Orlando
    - **Discussion:** Mr. Buchwald requested that meeting agendas, packets, quorum calls, and action items for the April MPOAC meeting be prepared as early as possible to ensure that a quorum can be achieved, noting that the previous tradition of holding one quarterly meeting each year in Tallahassee was stopped due to a consistent lack of quorum.
  - **Vote:** None opposed, motion passed.
- MPOAC Weekend Institute
  - Chair Hutchinson informed the committee that the MPOAC Weekend Institute was on track to be held on May 16-17, 2025. Chair Hutchinson thanked FDOT for their

support in preparing material for the institute and ensuring preparations stayed on track.

- Lisa Stone, MPOAC, indicated that a call for nominations for institute attendees will be issued soon, after which invitations will be sent to the selected attendees. Ms. Stone clarified that Weekend Institute participation is usually capped at 20 attendees.
- Mr. Buchwald asked who would prepare the materials and conduct the training and the Weekend Institute.
  - Dana Reiding, FDOT Office of Policy Planning (OPP), responded that OPP has been working with their consultants to update existing Weekend Institute materials. FDOT and MPOAC intend to have FDOT staff, Federal Highway Administration (FHWA) staff, and perhaps external experts present material at the Weekend Institute. OPP will work with FDOT and FHWA staff to figure out who will be presenting. Consultants will not solely be used to conduct the institute.
- Mr. Huttman asked for clarification on the date and location of the Weekend Institute.
  - Chair Hutchinson clarified that the Weekend Institute will be held in Tampa on May 16-17, 2025. There will be a meet-and-greet on the evening of May 16 and all-day training on May 17.

### Public Comment

- Chair Hutchinson called for public comments at 10:49 am.
- No public comments were provided.

### Hiring of a New Executive Director and Managing the Transition

- Commissioner Uribe discussed the interview and selection process for hiring a new MPOAC executive director.
  - The job opening was initially posted in December 2024. 22 people applied.
  - An initial qualifications screening narrowed the number of applicants down to 5.
  - The MPOAC Executive Committee met on January 23, 2025, and further refined the list of candidates down to 4.
  - On February 7, the Executive Committee interviewed the 4 candidates. FDOT Central Office staff were present during the interviews as observers.
  - After the February 7 interviews, 2 candidates were selected to move forward.
  - One candidate was selected as the primary choice by a 5-1 vote. To take the job, it would be necessary for the primary candidate to relocate to Tallahassee.



- The primary candidate had previous experience working for an MPO and dealing with elected officials in the MPO context, which gave this candidate a slight advantage.
  - However, between the interviews on February 7 and today, the primary candidate politely declined the position. Nonetheless, the Executive Committee still felt confident recommending the secondary candidate for the job. Despite having less direct experience with MPOs, the secondary candidate has extensive experience working for FDOT and engaging with elected officials and the public.
  - Uribe emphasized that she and the other members of the Executive Committee and the Governing Board wanted the Staff Directors Advisory Committee to be informed and involved in the hiring process, even though the Governing Board makes the ultimate decision.
- The Honorable Mayor Andrea Young, Space Coast TPO, offered a statement of support of the secondary candidate who was offered the job. Mayor Young emphasized that the candidate's existing relationships with FDOT would be a great advantage, and she thanked Commissioner Uribe for her leadership throughout the interview and hiring process.
- Chair Hutchinson revealed that Amanda Carpenter, current Community Planning Administrator in FDOT's Office of Policy Planning, was the secondary candidate recommended for the MPOAC Executive Director job after the first candidate declined.
  - The next step is for the MPOAC Governing Board to officially accept the recommendation of the Executive Committee and move forward with the hiring process.
- Mr. Buchwald asked who the primary candidate was, requested clarification on the candidate selection process and asked if it was expected that the Governing Board would approve offering the job to Ms. Carpenter at their meeting later in the afternoon.
  - Chair Hutchinson replied that Jennifer Stults was the primary candidate.
  - Commissioner Uribe clarified that the final candidates were not necessarily "ranked." After the interviews, it was unanimously decided that 2 of the 4 interviewees were not good fits. The Executive Committee then voted on the final two candidates. Ms. Stults was selected as the primary candidate by a 5-1 vote.
  - Commissioner Uribe also clarified that it is the expectation that the Governing Board will approve moving forward with offering the position to Ms. Carpenter.
- Mr. Huttman asked if anyone has communicated with Ms. Carpenter to expect a decision and job offer from the Governing Board today.
  - Chair Hutchinson responded that the Staff Directors Advisory Committee has not communicated this to Ms. Carpenter, as that would be the responsibility of the Governing Board. However, Ms. Carpenter has been made aware that she is now the primary candidate for the job.

- Ms. Stone added that the primary and secondary candidates were notified that they were moving forward for consideration, while the other 2 candidates were informed that they would not be considered.
- Mr. Huttman asked if Ms. Carpenter would be notified and offered the position this afternoon, assuming the Governing Board approves the recommendation.
  - Ms. Stone replied that she can be notified that the Governing Board has approved her for the position, but before she can be officially hired, it will have to be reviewed and approved by the Governor's office.
- Mr. Huttman asked if there is an employment agreement associated with the MPOAC Executive Director position.
  - Ms. Stone replied that there is no employment agreement. The position would be similar to other FDOT employees, with a position description and periodic evaluations by the Executive Committee. The appointment letter will outline that this position serves at the pleasure of the MPOAC board.
- Vice Chair Kandase Lee, Emerald Coast Regional Council, offered a statement of support for recommending Ms. Carpenter for the position of MPOAC Executive Director. Ms. Lee noted that she has worked with Ms. Carpenter for the past 7 to 8 years and that Ms. Carpenter's experience meets the current needs of the MPOAC.
- Commissioner Uribe asked if there was a motion to support the recommendation of Ms. Carpenter for the role of the MPOAC Executive Director to the MPOAC Governing Board.
  - **Motion:** Gary Huttman, MetroPlan Orlando, motioned to support recommending Ms. Carpenter for the role of MPOAC Executive Director to the MPOAC Governing Board.
    - **Second:** Beth Beltran, Martin MPO
  - **Vote:** None opposed, motion passed.

### Elections of Chair and Vice Chair

- Ms. Ottinger discussed the procedures established in the MPOAC by-laws for electing a new chair and vice chair for the Staff Directors Advisory Committee.
  - According to by-laws, these positions are to be elected at the first meeting of each calendar year.
- Ms. Ottinger facilitated the election process for the chair and vice chair, noting that Chair Hutchinson had previously expressed interest in continuing in his role as Chair and that Vice Chair Kandase Lee had expressed interest in continuing in her role as Vice Chair.
- Vote for Chair

- **Motion:** Peter Buchwald, St. Lucie TPO motioned to nominate Gregory Slay, Capital Region TPA, as Chair of the Staff Directors Advisory Committee.
  - **Second:** Don Scott, Lee County MPO.
- **Motion:** Robert Esposito, Hernando/Citrus MPO, motioned to nominate Dave Hutchinson, Sarasota/Manatee MPO, as Chair of the Staff Directors Advisory Committee.
  - **Second:** Julia Davis, Polk TPO
- **Vote:** Chair Hutchinson won 11-5.
  - Votes for Chair Hutchinson: Beth Beltran, Julia Davis, Robert Esposito, Chelsea Favero, Brian Freeman, Lakshmi Gurram, Gary Huttman, Sean Kingston, Colleen Nicoulin, Gregory Slay, Elizabeth Watkins
  - Votes for Mr. Slay: Rob Balmes, Peter Buchwald, Georganna Gillette, Chair Hutchinson, Don Scott
- Vote for Vice Chair
  - **Motion:** Gary Huttman, MetroPlan Orlando, motioned to nominate Gregory Slay, Capital Region TPA, as Vice Chair of the Staff Directors Advisory Committee.
    - **Second:** Brian Freeman, Indian River County MPO
    - Julia Davis, Polk TPO, recommended closing the floor and holding the election.
  - **Vote:** None opposed, motion passed.
- Chair Hutchinson clarified that he intends to work through the end of 2025, noting that his current job contract runs through the end of the year.

## FHWA Update

- Teresa Parker introduced herself as the new FHWA Florida Division Planning Team Lead based in Tallahassee.
  - Ms. Parker noted her excitement to be back working in Florida and described her previous experience as a planning and program delivery team leader for the FHWA South Carolina Division, as a planner for the FHWA Florida Division District 2 and District 7 MPOs, and as a planner for the FHWA Eastern Federal Lands Highway Division.
- Ms. Parker stated that the annual Florida Federal Planning Findings meeting would be held on May 15, 2025, and an option for virtual participation would be provided. Ms. Parker strongly encouraged everyone's participation.
- Regarding MPO planning document approvals, Ms. Parker stated that there is an ongoing review of documents affecting the public prior to issuance to assure compliance with

current administration priorities, as has been standard during every presidential administration transition. FHWA and Federal Transit Administration (FTA) planning actions continue to be processed. FHWA will provide further clarification once administrative review and written guidance are completed. Ms. Parker noted that FHWA staff was recently notified that they do not have to have a pre-approval, so Statewide Transportation Improvement Program (STIP) and Unified Planning Work Program (UPWP) amendments should continue to be approved.

- Karen Brunelle, PE, FHWA, shared that FHWA was under a continuing resolution until March 14, 2025, and that FHWA has posted Fiscal Year 2025 Supplementary Funding Tables to their website under the Notices section.
  - Julia Davis, Polk TPO, asked for clarification about the information Ms. Parker shared.
    - Ms. Brunelle answered that the bottom line is that planning approvals continue to be reviewed and approved.
  - Mr. Buchwald asked for further clarification about the comment regarding TIP/STIP pre-approvals.
    - Ms. Brunelle clarified that STIP and UPWP amendments continue to be approved. The comment about pre-approvals was in reference to internal FHWA conversations and could be disregarded.
  - Chair Hutchinson asked if there was a timetable on when the MPOs might see updated Long-Range Transportation Plan (LRTP) guidance and/or expectations.
    - Ms. Brunelle responded that FHWA did not have a timetable at this time.
  - Mr. Huttman stated that he recently heard that TIPs need to undergo further review by FHWA, but not STIPs. Mr. Huttman asked if this additional review required Florida MPOs to adopt their TIPs earlier than the usual July timeframe, and, if so, would the MPOs receive the snapshot from FDOT earlier as well, enabling the MPOs to go through their review.
    - Ms. Brunelle replied that since FHWA's existing process has not changed, the MPOs do not need to change their existing processes.

## MPOAC Coordination Workshop Report Out

- Dana Reiding introduced herself as the new Director of FDOT's Office of Policy Planning (OPP), noting that the former OPP Director, Jennifer Fortunas, was now FDOT's Chief Data Officer.
  - Ms. Reiding thanked the MPOAC Executive Committee for their partnership in the hiring process for the new MPOAC Executive Director.



- Ms. Reiding noted that the meeting packet for the MPOAC Governing Board included a tracking sheet that OPP created which featured information about MPOAC's ongoing planning activities and statutory responsibilities.
- Donna M. Green, FDOT Office of Policy Planning, provided an update on OPP's ongoing collaborative efforts to enhance the project prioritization and programming process.
  - Ms. Green first thanked the MPOs that had been able to send representatives to attend recent hearings of the Florida Senate Committee on Transportation.
  - Ms. Green clarified Mr. Huttman's previous question regarding TIP review and approval, stating that FDOT intended to send out TIP snapshots in April 2025.
- Ms. Green gave an overview of FDOT's previous collaboration with Florida MPOs to discuss the project prioritization and programming process.
  - The process began with a workshop at the January 2024 MPOAC meeting.
  - At the April 2024 MPOAC meeting, OPP presented their findings from the January workshop.
  - During this same time, OPP interviewed 12 MPOs to discuss their perspectives on the prioritization and programming process.
  - At the October 2024 MPOAC meeting, OPP shared a set of best practices based on the previous collaborative efforts.
  - Ms. Green reiterated some key takeaways from the collaboration, including:
    - The importance of MPOs as representatives of local community transportation priorities and needs.
    - FDOT tries to build a robust Work Program based on the MPOs' priorities representing the entire state.
  - Ms. Green discussed some of the opportunities for improvement revealed through the collaboration:
    - Need for a better understanding of roles and responsibilities.
    - Need for better coordination and communication within FDOT Districts and District staff.
    - Need for improved List of Priority Projects (LOPP) format and content so there is a clear understanding of the MPO's priorities.
  - Ms. Green concluded that FDOT and OPP intended to continue communicating and collaborating with MPOs about best practices for the prioritization and programming process.
- Mr. Buchwald asked which MPO directors testified at the Senate committee hearings.
  - Ms. Green replied that staff from Forward Pinellas (Whit Blanton), Pasco County MPO (Tania Gorman), Hillsborough TPO (Dr. Johnny Wong) attended. Ms. Green also added that at the hearings, Mr. Huttman (MetroPlan Orlando) discussed the process of merging MPOs.

- Ms. Reiding also shared that all the Senate committee meetings were recorded and are available online on the Senate and House websites and the Florida Channel website.

### Passenger Rail Priorities Program (PRPP)

- Nick Torres, AICP, Whitehouse Group, provided an update on the Passenger Rail Priorities Program (PRPP).
  - The PRPP originated from the MPOAC Freight and Rail Committee, which updated their goals and objectives to include passenger rail. That led to a pilot program, started in 2024, to gauge Florida MPOs' interest in expanding, reviewing, or enhancing passenger rail service in their area.
  - The pilot program established a web portal for MPOs to submit funding requests for potential projects. 6 applications were received with 11 MPOs participating. All projects meet at least 5 of FDOT's state rail plan goals.
  - These 6 funding requests, totaling \$61.3 million, included studying enhancing service between Orlando and Tampa, building new service between Naples and Tampa, and building stations and intermodal facilities between Miami and Orlando and Jacksonville and New Orleans.
- Chair Hutchinson asked if the intent of this agenda item was for the Staff Director's Advisory Committee to provide a recommendation to the Governing Board to adopt the new list of 6 passenger rail priority projects.
  - Mr. Torres confirmed that was the intent. Mr. Torres added that the PRPP is following the same process as the Freight Priorities Program, where the Freight and Rail Committee makes recommendations to the Staff Director's Advisory Committee, who then endorse the recommendations and send them to the Governing Board, who then sends a letter to FDOT establishing the MPOs' collectively develop priorities.
- Chair Hutchinson thanked Don Scott and Ron Gogoi of the Lee County MPO for taking the lead in working with FDOT and their neighboring MPOs, noting the importance of significant, long-term project efforts.
- Chair Hutchinson asked for motion recommending that the MPOAC Governing Board adopt the PRPP 2024 Project Priority List. Chair Hutchinson also requested that the name "2024 Project Priority List" be updated to reflect the current year (2025).
- Staff Directors' support of rail priorities to the Governing Board
  - **Motion:** Sean Kingston, Collier MPO, motioned to support recommending the PRPP 2025 Project Priority List to the MPOAC Governing Board.
    - **Second:** Georganna Gillette, Space Coast TPO



- **Vote:** None opposed, motion passed.

### Member Comments and Adjourn

- Chair Hutchinson commented that, pending approval by the Governing Board, the next MPOAC quarterly meeting would be held in Tallahassee on April 24, 2025. Chair Hutchinson encouraged everyone to attend to ensure a quorum.
- Hearing no additional comments, Chair Hutchinson adjourned Staff Director's Advisory Committee Meeting at 11:43 am.

**Florida Metropolitan Planning Organization Advisory Council**

**Governing Board Meeting**

**Florida Hotel – Orlando, Florida**

**October 24, 2024**

**ATTENDEES**

**GOVERNING BOARD**

**IN-PERSON:**

Andrea Young, Space Coast TPO  
Dick Rynearson, Okaloosa-Walton TPO  
Jim Hilty, Ocala/Marion County TPO  
Joseph Nuender, Sarasota/Manatee MPO  
Josh Street, Bay County TPO (Alternate)  
Mayra Uribe, MetroPlan Orlando  
Sara Roberts McCarley, Polk TPO  
Stephanie Morgan, St. Lucie TPO  
Tim Stanley, Heartland Regional TPO  
William (Bill) McDaniel, Collier MPO  
Yvette Colbourne, Broward MPO  
Eric Sander, River to Sea MPO

**VIRTUAL:**

Charles Klug, Hillsborough TPO (Alternate)  
Christopher Constance, Charlotte County-Punta Gorda MPO (Alternate)  
Ken Cornell, Gainesville MTPO (Alternate)  
Nick Maddox, Capital Region TPA  
Maria Marino, Palm Beach TPA (Alternate)

**OTHERS**

**IN-PERSON:**

Alex Trauger, MetroPlan Orlando (Alternate)  
Anne McLaughlin, Collier MPO  
Kandase Lee, Bay County TPO  
Kandase Lee, Florida/Alabama TPO  
Beth Beltran, Martin MPO  
Chris Rosenberg, Miami-Dade TPO (Alternate)  
Colleen Nicoulin, River to Sea MPO  
Curlene Thomas, FHWA  
David Hutchinson, Sarasota/Manatee MPO  
Donna Green, FDOT  
Gary Huttman, MetroPlan Orlando



Georganna Gillette, Space Coast TPO  
Greg Stuart, Broward MPO  
Jeff Kramer, CUTR  
Jennifer Fortunas, FDOT  
Johnny Wong, Hillsborough TPO  
Lisa Stone, MPOAC  
Mark Reichert, MPOAC  
Marybeth Soderstrom, Heartland Regional TPO  
Nicole Estevez, Renaissance Planning  
Paul Gougelman, MPOAC General Counsel  
Peter Buchwald, St. Lucie TPO  
Rob Balmes, Ocala/Marion County TPO  
Ronnique Bishop, FHWA  
Ryan Kordek, Polk TPO  
Scott Ferry, Pasco County MPO (Alternate)  
Whit Blanton, Forward Pinellas

**VIRTUAL:**

Amy Beckmann, FDOT  
Andrew Uhler, Palm Beach TPA (Alternate)  
Dana Reiding, FDOT  
Gerald Goosby, FDOT  
Maria Tery Vilches, Miami-Dade TPO  
Robert Esposito, Hernando/Citrus MPO

**CALL TO ORDER & PLEDGE OF ALLEGIANCE – GOVERNING BOARD & STAFF DIRECTORS**

Chair Uribe called the meeting to order at 2:00 p.m. All introduced themselves and rose for the pledge of allegiance. Commissioner Bill McDaniel motioned to allow online participants to participate; Commissioner Sara Roberts McCarley seconded the motion. The motion passed unanimously.

**PUBLIC COMMENTS**

No public comments.

**APPROVAL OF MINUTES: JULY 24, 2024**

The members reviewed the July 24, 2024, meeting minutes. Commissioner Sara Roberts McCarley motioned to approve the minutes; Commissioner Yvette Colbourne seconded the motion. The motion passed unanimously.

**EXECUTIVE DIRECTOR PERFORMANCE EVALUATION**

Chair Uribe introduced the Executive Director's performance evaluation, noting it was approved during the Executive Board meeting earlier. Chair Uribe summarized the Executive Committee's discussions, noting that the Executive Committee agreed for Mark Reichert to conduct a self-evaluation to identify

areas for improvement or concerns. In addition, because some of the Executive Committee members only see the Executive Director during board meetings, Chair Uribe underscored the importance of the Executive Director and his role and responsibilities, especially given his position in Tallahassee as the primary liaison to FDOT. Chair Uribe emphasized the need for clear communication and alignment before the upcoming legislative session to avoid missteps and ensure the organization is well-prepared. A follow-up Executive Committee meeting will be held, likely in early December, to refine the Executive Director's role and actions in representing the MPOAC in Tallahassee. Members were encouraged to participate to ensure consistency and preparedness for the challenges ahead. The board concluded the agenda item without additional comments or questions.

## STRATEGIC DIRECTIONS PLAN APPROVAL

The board discussed the final approval of the Strategic Directions Plan, emphasizing its importance for guiding the organization's future actions. Chair Uribe acknowledged the significant efforts over the past year to develop the plan, which was conditionally approved in July, pending its transition from a presentation format to a final document. Mark Reichert, the Executive Director, confirmed that the updated plan includes an annual work plan to be presented each January to ensure continued progress toward implementing the organization's strategic goals.

Peter Buchwald raised concerns regarding including language in the plan addressing the ongoing evaluation of the MPOAC's organizational structure, referencing discussions from the July meeting. The board discussed whether these concerns could be incorporated into the work plan or if the strategic plan itself required further revision. Legal counsel Paul Gougelman provided background on why certain organizational changes, such as virtual meeting capabilities, are restricted by state law.

Board members debated the urgency of adopting the plan versus postponing approval to include additional language. Ultimately, a motion was made to approve the Strategic Directions Plan as presented, understanding that the work plan would address organizational evaluation and related concerns. The motion was seconded and passed unanimously. Commissioner Stephanie Morgan moved to approve the Strategic Directions Plan as presented, with the condition that the work plan includes specific actions to evaluate the MPOAC's organizational structure. Commissioner Sarah Roberts McCarley seconded the motion. The motion carried unanimously.

Chair Uribe expressed gratitude for the staffs' and consultant's efforts on the plan and emphasized the importance of moving forward to ensure legislative preparedness and organizational progress. Chair Uribe concluded the discussion by noting the importance of communicating the MPOAC's value to stakeholders and the legislature.

## EXECUTIVE DIRECTORS REPORT

Mark Reichert presented the MPOAC Budget Report, noting that expenditures through the first quarter of the fiscal year were at 18.5 percent of the operational budget, excluding upfront payments for dues to NARC and AMPO. The board expressed satisfaction with the organization's financial health.

Mark announced that Chair Mayra Uribe received the 2024 AMPO Outstanding Elected Official Leadership Award, marking the second recognition for a Florida representative in three years. The announcement highlighted the strong representation of Florida MPOs at the AMPO conference.

The 2024 MPOAC Annual Report was introduced, summarizing the past year's accomplishments. Members were encouraged to share the report with stakeholders to demonstrate MPOAC's value and achievements.

Mr. Reichert reviewed the MPOAC's plan for Long-Range Transportation Plan (LRTP) reviews in contiguous urbanized areas, as required by House Bill 425. He outlined three tasks: identifying MPOs in contiguous areas, surveying MPOs on their LRTP coordination and data consistency, and providing an annual report to the Florida Transportation Commission. Mr. Reichert also discussed a recent research project on best practices for prioritizing MPO projects, which would soon be available on the MPOAC website, and solicited ideas for future research initiatives.

## RESULTS OF MPOAC SURVEY

Chair Uribe opened the discussion by thanking participants for their input, noting a 52 percent overall response rate and a 70 percent response rate among governing board members. Mark Reichert presented an analysis of survey results, highlighting the consensus on several core priorities:

- Maintaining dedicated MPOAC staff to implement activities.
- Coordinating with FDOT on legislative and program decisions.
- Ensuring representation from USDOT and FDOT.
- Holding decision-driven and topically focused in-person meetings.

Lower-priority items included maintaining a governing board of elected officials and locating the MPOAC office within an FDOT facility. Mark pointed out differences between board members and staff directors, with board members emphasizing strategic goals and staff directors focusing on operational items.

Chair Uribe shared insights from a recent meeting with Secretary Perdue, emphasizing the importance of strong partnerships with FDOT and clear communication with the legislature. She highlighted the need to demonstrate MPOAC's value and proactively address any concerns about the organization.

The board discussed the survey results as a foundational tool for guiding future plans, particularly in light of last year's legislative challenges. Commissioners stressed the importance of preparing for potential legislative changes, fostering collaboration among MPOs, and focusing on common solutions to statewide transportation issues.

The survey results were acknowledged as a valuable resource for refining the MPOAC's strategic goals and ensuring alignment with member priorities. Chair Uribe concluded the discussion by reiterating the board's commitment to strengthening the organization's position before the legislative session.

## PARTNERING WITH THE FLORIDA ASSOCIATION OF COUNTIES

Davin Suggs, Deputy Executive Director of the Florida Association of Counties (FAC), and Eric Poole, Executive Director of FAC's Institute of County Government, presented an overview of their organization and partnership opportunities with the MPOAC. Mr. Suggs explained that FAC represents all 67 Florida counties and supports county commissioners and staff through legislative advocacy, training, and certification programs. He emphasized FAC's guiding principles, prioritizing home rule and opposing preemption, and outlined their legislative process, including developing an annual legislative plan approved at their December meeting. FAC also operates a Legislative Executive Committee to provide nimble decision-making during legislative sessions.

Mr. Suggs highlighted FAC's collaborative approach on topics like transportation, emergency management, and growth management. He described FAC's role in influencing legislative outcomes through advocacy and behind-the-scenes efforts. Eric Poole elaborated on FAC's training programs, including Transportation 101 for county commissioners, which integrates expertise from Florida planning professionals. Mr. Poole emphasized FAC's openness to partnerships for education, outreach, and training on transportation-related issues.

Mark Reichert noted the need to reestablish pre-COVID collaboration between MPOAC and FAC, particularly in providing MPO-related training to FAC members. Mr. Poole welcomed the opportunity, expressing FAC's commitment to partnering with MPOAC to enhance transportation education and foster collaboration. Both organizations affirmed their shared goals and commitment to supporting Florida's transportation and policy priorities.

## AGENCY REPORTS

### FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)

Donna Green, FDOT's Statewide MPO Administrator, highlighted findings from interviews with MPOs regarding the List of Priority Projects (LOPP) process. Feedback emphasized improving collaboration, transparency, and trust through more frequent meetings and better communication.

Jennifer Fortunas expanded on the findings, confirming they aligned with a concurrent CUTR research study. She stressed the importance of fostering trust through joint workshops, field tours, and clear communication. She recommended setting a minimum of three touchpoints for LOPP discussions annually but acknowledged feedback that additional engagement before March may be necessary as MPOs develop their draft project lists. In addition, she introduced polling questions to gather further input on meeting timing, purpose, and training needs. FDOT will share best practices and update progress at the spring MPOAC meeting.

Jennifer Fortunas also presented an update on the Florida Transportation Plan (FTP) 2055, a 30-year statewide blueprint under development. She highlighted the plan's goals: safety, multimodal connectivity, infrastructure resilience, and economic support. Opportunities for engagement include



focus groups, webinars, and community outreach events, with the next steering committee meeting scheduled for November 13. She encouraged members to get involved via the FTP website.

## FEDERAL HIGHWAY ADMINISTRATION

Ronnique Bishop, FHWA Acting Planning Team Leader, announced the approval of Florida's adjusted urban area boundary maps. Functional classification maps require signatures by December. MPOs were encouraged to sign promptly, and amendments are available for future changes. In addition, she summarized FHWA's approval of Florida's 2024-2028 STIP and highlighted recent grant awards:

- Bridge Investment Program: Hillsborough County received \$1.67M for planning.
- Safe Streets and Roads for All (Round 2): Florida secured \$49.77M across 21 grants, including awards to Fort Lauderdale, CTRPA, Pinellas County, and others.
- Innovative Finance Program: \$4M awarded to Jacksonville, Tampa, and North Miami for technical assistance.
- INFRA Grants: Awards included the Long Key Bridge Replacement (FDOT Monroe County), Port Tampa Bay expansion, and Port Miami electrification.
- IBishop summarized FHWA's approval of Florida's 2024-2028 STIP, highlighting three commendations:

Curlene Thomas, FHWA Senior Planner, announced 2025 TMA certification review schedules, starting with Tampa Bay MPOs in January and continuing statewide through July. Adjustments to Sarasota-Manatee MPO's schedule are pending due to conflicts with MPOAC meetings. In addition, she highlighted several active Notice of Funding Opportunities (NOFOs):

- Bridge Projects (Closes Nov. 1, 2024).
  - Low Carbon Transportation Materials (Closes Nov. 25, 2024).
  - National Scenic Byways (Closes Dec. 16, 2024).
- Contact information and application links were provided.

## SIS COST FEASIBLE PLAN

Gerald Goosby, SIS Planning Manager for FDOT, presented an update on the 2050 SIS Cost Feasible Plan (CFP) and upcoming development of the SIS Multimodal Unfunded Needs Plan:

1. Overview of SIS Funding Strategy: The CFP outlines financially feasible capacity improvements for the next 25 years, leveraging \$28.5 billion in forecasted revenues. Projects not currently feasible are identified in the Multimodal Unfunded Needs Plan for future consideration.
2. Development Process: District staff provided project recommendations, supplemented by statewide analysis. Feedback from MPOs, TPOs, and local partners shaped the final plan, which was approved in July 2024.

3. Coordination with MPOs: The CFP aligns with MPO priorities and state goals, facilitating TIP and LRTP development and ensuring consistency for project implementation. Collaboration between FDOT and MPOs remains a key focus.
4. Modal Set-Asides and Highlights:
  - 20 percent of funding is reserved for non-highway modes, including airports, seaports, railways, and transit.
  - \$20.4 billion is allocated for 233 projects statewide.
  - The plan also accounts for P3 project payments and contingency reserves.
  - Projects in the "Moving Florida Forward" initiative were removed from the CFP, with funds reallocated to other priorities.
5. Next Steps: FDOT will begin updating the 2050 SIS Multimodal Unfunded Needs Plan, addressing projects not included in the CFP. A kickoff meeting is scheduled for November 2024.

## MEMBER COMMENTS

Commissioner McDaniel revisited the topic of MPOAC's role in reviewing MPOs LRTPs. Given the widespread growth across regions, he emphasized the importance of consistent population data used by individual MPOs and TPAs. Mark Reichert acknowledged the comment, confirming that consistency in data usage will be a focus during the review process.

## ADJOURNMENT

The next meeting of the MPOAC Governing Board and Staff Directors' Advisory Committee will be on January 23, 2025. The meeting was adjourned at 4:30 p.m.



## Governing Board Meeting

February 27, 2025, 1:00 PM – 3:15 PM

### Attendees

#### **Governing Board**

##### **In Person:**

- Commissioner Mayra Uribe, MetroPlan Orlando, Chair
- Councilmember Jim Hilty, Ocala Marion County TPO
- Commissioner Curtis Johnson Jr., St. Lucie TPO
- The Honorable Mayor Chelsea Reed, Palm Beach TPA
- Vice Mayor Eric Sander, Volusia-Flagler TPO
- The Honorable Mayor Dan Saracki, Forward Pinellas
- The Honorable Mayor Andrea Young, Space Coast TPO

#### **Other Attendees**

##### **In Person:**

- Rob Balmes, Ocala Marion County TPO
- Karen Brunelle, Federal Highway Administration
- Peter Buchwald, St. Lucie TPO
- Chelsea Favero, Forward Pinellas
- Brian Freeman, Indian River County MPO
- Dave Hutchinson, Sarasota/Manatee MPO
- Valerie Neilsen, Palm Beach TPA
- Harrison Nichols, Kimley-Horn
- Colleen Nicoulin, Volusia-Flagler TPO

- Ryan Nuckols, Kimley-Horn
- Kristin Ottinger, MPOAC
- Teresa Parker, Federal Highway Administration
- Dana Reiding, Florida Department of Transportation
- Huiwei Shen, Florida Department of Transportation
- Gregory Slay, Capital Region TPA
- Nick Torres, Whitehouse Group
- Elizabeth Watkins, Hillsborough TPO

##### **Virtual:**

- Achaia Brown, Florida Department of Transportation
- Regina Colson, Florida Department of Transportation
- Commissioner Ken Cornell, Gainesville MTPO
- Romero Dill, Florida Department of Transportation
- Macy Falcon, Kimley-Horn
- Ron Gogoi, Lee County MPO
- Dusty Hansen, Collier MPO
- Chuck Koppennolle, Florida Department of Transportation
- Gary Kramer, Emerald Coast Regional Council
- Kandase Lee, Emerald Coast Regional Council
- Nick Lepp, HDR



- Commissioner Bill McDaniel, Collier MPO
- Mike McDaniel, Heartland Regional TPO
- Luke Motta, EcoInteractive
- Mike Neidhart, Florida Department of Transportation
- Wiley Page, AtkinsRéalis
- Kia Powell, Florida Department of Transportation
- Chris Rosenberg, Miami-Dade TPO
- Andrew Uhlir, Palm Beach TPA
- Rolando Valdes, Florida Department of Transportation

### Call to Order and Welcome

- Commissioner Mayra Uribe, MetroPlan Orlando, Chair called the MPOAC Governing Board meeting to order at 1:10 pm still, noting that the group did not have quorum, but some members were expected to arrive late.
- Chair Uribe led the Pledge of Allegiance and the roll call of meeting attendees.
- With no quorum established, Chair Uribe moved past the agenda item for approving past meeting minutes.
- Chair Uribe led a moment of silence in memoriam of Paul Gougelman, former legal counsel for MPOAC. Chair Uribe introduced Kristin Ottinger, Mr. Gougelman's colleague and replacement as MPOAC legal counsel.
- Chair Uribe shared that the next quarterly MPOAC meeting will be held in Tallahassee on April 24, 2025.
  - Chair Uribe clarified that, according to MPOAC legal counsel, a formal motion and vote by the Governing Board is not needed to move April's meeting to Tallahassee.
  - Chair Uribe expressed her opinion that holding the meeting in Tallahassee was important considering proposed legislation that would impact MPOAC's existence.
  - Information about the meeting and travel arrangements will be coordinated and shared with MPOAC members as soon as possible.
- At 1:20 pm, Chair Uribe stated that the board was still one member short of a quorum.
  - The Honorable Mayor Chelsea Reed, Palm Beach TPA, added that some members may arrive late if they misread the updated meeting agenda, noting that she and her organization thought the meeting started at 2:00 pm.
- Chair Uribe discussed the upcoming MPOAC Weekend Institute scheduled for May 16 and 17 in Tampa, Florida.
  - FDOT and OPP are coordinating the institute and will soon be soliciting nominations from staff directors for attendees.
  - More information about the institute will be shared soon.



## Public Comment

- Chair Uribe called for public comments at
- No comments were received.

## Hiring of a New Executive Director and Managing the Transition

- Chair Uribe discussed the interview and selection process for hiring a new MPOAC executive director.
  - Chair Uribe described the background of the hiring process, shared that Amanda Carpenter was the final candidate, and thanked Dave Hutchinson, Sarasota/Manatee MPO and Chair of the Staff Directors Committee, for his leadership and support throughout the process.
- Mr. Hutchinson thanked FDOT for their support during the hiring process and expressed his support for Ms. Carpenter.
  - Mr. Hutchinson described Ms. Carpenter's qualifications for the job, noting that she had worked as FDOT's Director of External Affairs and has been involved in MPO activities and FDOT policy initiatives.
- The Honorable Mayor Andrea Young, Space Coast TPO, offered a statement of support for Ms. Carpenter, noting that she was enthusiastic and knowledgeable and had established working relationships needed for the MPOAC Executive Director position.
- At 1:28 pm, Charles Klug, alternate for Hillsborough TPO, arrived at the meeting, establishing a quorum.
  - Roll call was repeated to confirm the quorum.
- Chair Uribe asked if there was a motion to approve minutes from the October 24, 2024, Governing Board meeting.
  - **Motion:** Councilmember Jim Hilty, Ocala Marion County TPO, motioned to approve the October 24, 2024, Governing Board meeting minutes.
    - **Second:** Commissioner Curtis Johnson Jr., St. Lucie TPO
  - **Vote:** None opposed, motion passed.\*
  - Peter Buchwald, St. Lucie TPO, noted that in the past the Governing Board held one meeting per year in Tallahassee, but this tradition was stopped by formal Governing Board action due to issues achieving quorum at the Tallahassee meetings. Therefore, Mr. Buchwald felt it was appropriate for the current Governing Board to pass this motion of approval and thanked the Board for doing so.

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\* All actions on motions are void due to a lack of quorum.



- Chair Uribe continued the discussion of hiring a new Executive Director by informing the group that the Staff Directors unanimously passed a motion of support for Ms. Carpenter at their meeting.
- Chair Uribe requested a motion to approve hiring Ms. Carpenter as the MPOAC Executive Director.
  - **Motion:** The Honorable Mayor Dan Saracki, Forward Pinellas, motioned to approve hiring Ms. Carpenter as the MPOAC Executive Director.
    - **Second:** The Honorable Mayor Andrea Young, Space Coast TPO
  - **Vote:** None opposed, motion passed.\*
- Lisa Stone, MPOAC, explained the next steps in the hiring process.
  - Ms. Carpenter will be notified that she's been selected as the top candidate and the paperwork process will begin. Her personnel package and the recommendation will be submitted to FDOT's personnel office for approval. Due to the level of the position, it will then be forwarded to the Governor's Office for final approval. Once approved by the Governor's Office, the official job offer can be made. There is no set time frame for this process.

### Elections of Chair and Vice Chair

- Kristin Ottinger, MPOAC legal counsel, discussed the procedures established in the MPOAC by-laws for electing a new Governing Board chair and vice chair.
  - According to by-laws, these positions are to be elected at the first meeting of each calendar year. The Chair and Vice Chair shall take office upon election and shall serve until the next regular election is completed.
- Ms. Ottinger stated that Chair Uribe expressed interest in continuing as Chair and asked the group for nominations.
  - **Motion:** The Honorable Mayor Andrea Young, Space Coast TPO, motioned to nominate Commissioner Mayra Uribe, MetroPlan Orlando, for Governing Board Chair.
    - **Second:** Commissioner Curtis Johnson Jr., St. Lucie TPO
  - No other nominations received. Commissioner Uribe will continue to serve as Governing Board Chair.\*
- Ms. Stone noted that this election also establishes Chair Uribe as the Chair of the Executive Committee.

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\* All actions on motions are void due to a lack of quorum.



- Ms. Ottinger stated that the Honorable Mayor Dick Ryneearson, Okaloosa-Walton TPO, expressed interest in continuing in the role of Vice Chair and asked the group for nominations.
  - Mr. Hutchinson commented that Mayor Ryneearson's term was ending in 2025 and therefore he would no longer be eligible to serve as Vice Chair.
- Ms. Ottinger asked if there were any other nominations.
- Chair Uribe asked Mayor Young if she was interested in serving as Vice Chair, to which Mayor Young agreed.
  - **Motion:** Commissioner Mayra Uribe, MetroPlan Orlando, Chair, motioned to nominate the Honorable Mayor Andrea Young, Space Coast TPO, as Governing Board Vice Chair.
    - **Second:** Councilmember Jim Hilty, Ocala Marion County TPO
  - No other nominations received. Mayor Young will serve as Governing Board Vice Chair.\*
- Ms. Ottinger indicated that Mayor Young's election to the position of Governing Board Vice Chair created a vacancy in her former position as the At-Large Member of the Executive Committee. A vote for that position would be needed.
  - Chair Uribe indicated that Mayor Ryneearson expressed interest in continuing to serve on the Executive Committee until the end of his term and asked if anyone present at the meeting was interested in serving as the at-large member.
  - Commissioner Curtis Johnson Jr., St. Lucie TPO, asked for clarification on the responsibilities and commitment of serving on the Executive Committee
    - Chair Uribe responded that the Executive Committee meets quarterly, supports MPOs across the state, and periodically holds virtual meetings to discuss important issues. Chair Uribe compared the role of MPOs and MPOAC to home rule.
    - Ms. Ottinger added that the Executive Committee is responsible for the annual evaluation of the MPOAC Executive Director.
    - Ms. Stone added that the Executive Committee comprises 5 members: the Chair and Vice Chair of the Governing Board, the Chair and Vice Chair of the Staff Directors Advisory Committee, and one at large member of the Governing Board.
  - Commissioner Johnson stated his interest in serving on the Executive Committee, noting his previous experience serving in leadership at the Florida League of Cities

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\* All actions on motions are void due to a lack of quorum.



- **Motion:** Commissioner Curtis Johnson Jr., St. Lucie TPO, motioned to nominate himself as Executive Committee Member At-Large.
  - **Second:** Chair Uribe seconded Commissioner Johnson's nomination.
  - No other nominations received. Commissioner Johnson will serve as Executive Committee Member At-Large.\*

### Passenger Rail Priorities Program (PRPP)

- Chair Uribe stated that the PRPP presentation was being moved up in the agenda to accommodate the presenter's travel arrangements.
- Nick Torres, AICP, Whitehouse Group, provided an update on the Passenger Rail Priorities Program (PRPP).
  - The PRPP originated from the MPOAC Freight and Rail Committee, which updated their goals and objectives to include passenger rail. That led to a pilot program, started in 2024, to gauge Florida MPOs' interest in expanding, reviewing, or enhancing passenger rail service in their area.
  - The pilot program established a web portal for MPOs to submit funding requests for potential projects. 6 applications were received with 11 MPOs participating. All projects meet at least 5 of FDOT's state rail plan goals.
  - These 6 funding requests, totaling \$61.3 million, included studying enhancing service between Orlando and Tampa, building new service between Naples and Tampa, and building stations and intermodal facilities between Miami and Orlando and Jacksonville and New Orleans.
- The Honorable Mayor Chelsea Reed, Palm Beach TPA, asked for clarification on the project in the Fort Pierce/St. Lucie area.
  - Mr. Torres responded that the PRPP is only considering intercity passenger rail projects, not commuter rail. Commuter rail could be looked at in the future. The Fort Pierce/St. Lucie project is for building a station.
  - Mr. Buchwald added that Fort Pierce has a long history of passenger rail, being located halfway between Jacksonville and Miami. Rail was discontinued in the 1960s, but St. Lucie TPO's Long Range Transportation Plans have long identified the area for a new station. Fort Pierce applied for a Brightline station and St Lucie TPO supported it. Unfortunately, Brightline selected the city of Stuart for their station. However, the location could still serve Amtrak or Tri-Rail service.

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\* All actions on motions are void due to a lack of quorum.

- Commissioner Johnson echoed Mr. Buchwald's statements, noting Fort Pierce's rich rail industry history. He added that the Fort Pierce city commission supported the PRPP project and received letters of support from officials in Port St. Lucie, St. Lucie County, Indian River, and Fellsmere.
- **Motion:** Commissioner Curtis Johnson Jr., St. Lucie TPO, motioned to support the PRPP 2025 Project Priority List.
  - **Second:** The Honorable Mayor Dan Saracki, Forward Pinellas
- **Vote:** None opposed, motion passed.\*

### Overview of MPOAC Roles and Responsibilities

- Mr. Hutchinson discussed the MPOAC's roles and responsibilities.
  - The MPOAC is tasked with establishing and reviewing its bylaws, employing an executive director, and fiscally aligning with FDOT while functioning independently in control and direction.
  - The MPOAC's purpose is to support the planning process and deliver training on requirements and procedures related to the metropolitan planning process in Florida.
  - The MPOAC serves as a clearinghouse for the Florida Transportation Plan, verifies the LRTPs of the MPOs, reports to the Florida Transportation Commission, and develops and adopts a strategic plan.
  - The specifics are spelled out in Florida Statute 339.175.
  - In partnership with FDOT's Office of Policy Planning, MPOAC has identified some ongoing activities such as reviewing and updating the MPOAC bylaws.
  - The MPOAC serves as a forum for collective policy discussion and is important for putting into practice the collaboration that is called for in federal statute.
  - The MPOAC Weekend Institute is the primary training program. Reinstating this training was one of MPOAC's biggest priorities in 2024. MPOAC is working with FDOT and federal partners to create an updated training plan in 2025.
  - Mr. Hutchinson noted that the meeting agenda packet included detailed information on MPOAC's roles and responsibilities.
- Chair Uribe acknowledged that Mr. Hutchinson's presentation included a large amount of important information. Chair Uribe encouraged the Governing Board members to review the information in the meeting agenda packet and consider opportunities for the Governing

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\* All actions on motions are void due to a lack of quorum.

Board to have future discussion to dive into the details of MPOAC's statutory requirements and strategic plan goals.

- Commissioner Johnson stated that the presentation and meeting agenda packet included a lot of information to digest. He requested a virtual meeting with staff and other board members to explain the details of MPOAC's role for new board members and to review the strategic plan.
  - Chair Uribe remarked that the MPOAC wanted the updated strategic plan to be strong and purposeful. She emphasized that further sessions could be used to dive into the different parts of the strategic plan, especially with the new MPOAC Executive Director.
  - Mr. Buchwald added that the federal transportation process is a complex and funding is limited. Funding projects takes a lot of coordination and partnership with state and federal partners. Mr. Buchwald emphasized that the MPOAC provides an excellent opportunity for further collaboration to help MPOs and local jurisdictions understand the implications of new legislation, policies, or practices. Mr. Buchwald also emphasized the importance of MPOs in representing local interest and needs in the planning and development of transportation systems.
- Chair Uribe asked if there were any questions. Hearing none, she moved to the next agenda item.

## FDOT and FHWA Updates

- Dana Reiding, FDOT Office of Policy Planning (OPP), discussed the MPOAC statutory requirements and strategic directions matrix included in the meeting agenda packet.
  - Ms. Reiding first noted that former OPP Director Jennifer Fortunas had recently become FDOT's Chief Data Officer.
  - The first two pages of the matrix outline MPOAC's statutory responsibilities, while the rest of the matrix shows the goals and strategies of the MPOAC's strategic plan.
  - FDOT is happy to have had the opportunity to support the MPOAC while they have been without an executive director.
  - The next MPOAC Weekend Institute is scheduled for May 16-17, 2025. Ms. Carpenter has already been helping develop the updated curriculum for the MPOAC Weekend Institute.
  - MPO directors were recently surveyed about their top training needs. Using that information, FDOT will work with the new MPOAC Executive Director to develop relevant new training materials and opportunities.
- Ms. Reiding discussed the ongoing development of the Florida Transportation Plan (FTP).



- The FTP has 5 goals and 11 objectives. Ms. Reiding noted that FDOT is still open to any feedback or input on the goals and objectives and offered to set up additional agenda items or separate workshops to discuss any feedback.
  - The development of the FTP is guided by the 15-member steering committee, chaired by FDOT Assistant Secretary Kim Holland.
  - An important statutory requirement of the MPOAC is ensuring MPO LRTPs align with the FTP. FDOT reviewed the 8 recently completed LRTPs and confirmed they met these requirements.
- Ms. Reiding noted that two similar transportation industry bills have been filed that could impact the MPOAC (House Bill 567 and Senate Bill 462).
  - House Bill 567, filed by Representative Fiona MacFarland, proposes to strike the MPOAC. No companion bill that strikes the MPOAC. Senate Bill 462 is similar but does not include the specific language eliminating the MPOAC.
- Ms. Reiding reviewed FDOT's recent participation and presentation to the Florida Senate's Committee on Transportation. She also mentioned that the presentations were recorded and were available on the legislature's website or the Florida Channel website.
- Chair Uribe thanked all the MPO staff who went to Tallahassee and supported the Senate presentations.
- Mr. Hutchinson asked to clarify the differences between HB 567 and SB 462 and asked if they were companion bills.
  - Ms. Reiding responded that they are not companion bills because they are not identical. The Senate bill does not include the language striking the MPOAC.
- Commissioner Johnson remarked that the Florida League of Cities has faced similar challenges from legislation attempting to undermine or eliminate their organization. He then asked if there may be an opportunity to coordinate with Florida League of Cities to advocate for MPOAC.
  - Chair Uribe replied by first explaining legislation from 2024 that sought to eliminate the MPOAC. In 2024, MPOAC met with FDOT Secretary Jared Perdue and Assistant Secretary Holland to coordinate efforts and messaging to preserve the MPOAC. Because of what MPOAC went through last year, Chair Uribe expressed confidence that MPOAC is prepared to deal with this year's bill.
- Mayor Saracki remarked that the MPOAC should coordinate with the Florida League of Cities to get this issue on their radar at upcoming meetings by notifying the Florida League of Cities' legislative leader, Casey Cook.
  - Commissioner Johnson added that he would attempt to ensure his staff communicates with the Florida League of Cities to put this on the agenda.
- Mayor Reed expressed support for coordinating efforts and messaging with city and county organizations, especially in-person in Tallahassee.



- Teresa Parker introduced herself as the new planning team lead for the FHWA Florida Division and shared relevant announcements.
  - The 2025 Federal Planning Findings meeting is scheduled for May 15 starting at 9:00 am. There will be a virtual component and MPO participation is strongly encouraged.
  - Regarding the planning approvals, as has been standard in every transition, there is a review of the documents affecting the public prior to issuing to ensure compliance with current administration priorities. FHWA and FTA actions continue to be processed, and they are working to review and approve requested actions.
- Karen Brunelle, PE, FHWA, added that for legislation and regulation updates, FHWA is under a continuing resolution through March 14th, 2025. Federal Highway has posted those federal funds in the Fiscal Year 2025 Supplemental Funding Tables on their website.

### Member Comments

- Chair Uribe asked if there were any member comments.
- AT 2:33 pm, Chair Uribe informed the members of the Governing Board in attendance that there had been a miscount during the earlier roll call. Therefore, the board did not have a quorum, and the motion to approve the hiring of Amanda Carpenter as the MPOAC Executive Director could not be completed.
  - Ms. Ottinger confirmed that the previously issued executive order allowing boards to meet and vote virtually had lapsed and MPOAC bylaws stated that 9 members must be present in the room for a quorum. The bylaws also clarify that the Governing Board must appoint an executive director.
- Chair Uribe asked if the MPOAC Executive Committee had the authority to move forward with the position, knowing that the Executive Committee had previously had a majority vote to approve and offer Ms. Carpenter the job.
  - Ms. Ottinger responded that the bylaws as currently written did not support a retroactive decision such as that without a quorum. Ms. Ottinger also added that she would like to look into the possibility of extending a conditional offer to Ms. Carpenter, but that the formal vote would need to be rolled over to the next Governing Board meeting in April.
- Mr. Hutchinson remarked that the bylaws allow for the Executive Committee to act in place of the Governing Board if the Governing Board is unable to meet due to a weather-related emergency, as was the case at the January Executive Committee Meeting. Mr. Hutchinson asked if this provision would allow the Executive Committee to convene and act on extending a job offer to Ms. Carpenter.

- Ms. Ottinger replied that she did not think it was possible to retroactively apply the weather-related contingency from January to the current meeting.
- Mr. Hutchinson asked if FDOT could still move forward with all the administrative processes behind the scenes for hiring until the Governing Board could meet with a quorum.
  - Ms. Stone replied that she did not think there was any mechanism for this or for extending conditional offers.
- Mayor Young expressed concern that lack of an approval vote at this meeting would result in Ms. Carpenter taking another job or the MPOAC otherwise losing the opportunity to hire her.
  - Ms. Stone responded that the MPOAC could let Ms. Carpenter know she is the top candidate and explain where things are in the process. Ms. Stone added that she did not think Ms. Carpenter was actively looking for another job.
  - Chair Uribe added that Ms. Carpenter was currently employed by FDOT and felt comfortable letting Ms. Carpenter know that the MPOAC wants to hire her, but things were held up on a technicality.
- Mr. Hutchinson asked if, considering Ms. Carpenter's current role at FDOT involves supporting MPOAC, how much additional support could she be assigned pending the vote at the next Governing Board meeting.
  - Huiwei Shen, FDOT, replied that FDOT would need to discuss internally if Ms. Carpenter could support the MPOAC in an interim capacity. Ms. Shen emphasized that regardless of the hiring process, FDOT would continue to support the MPOAC as much as possible.
- Mr. Buchwald expressed confidence that FDOT and OPP would still provide valued support to MPOAC as they have done while the MPOAC had been without an executive director. Mr. Buchwald emphasized his opinion that the vote and hiring process should be done properly so that it could not be challenged in the future. He added that the most important thing for MPOAC is to continue to be made aware of legislation, especially since MPOAC cannot lobby.
- Councilmember Jim Hilty, Ocala Marion County TPO, asked if it was possible to conduct a vote by email.
  - Chair Uribe replied that the MPOAC bylaws do not allow such a vote.
  - Ms. Ottinger added that the MPOAC might consider that the bylaws should address staffing. Currently, the bylaws only establish 3 staff (clerk, executive director, and legal counsel).
  - Mr. Buchwald added that the MPOAC needs to do a better job of ensuring a quorum, noting they are only required to have 9 members (or 1/3 of the board) present to make a quorum.



## Adjourn

- Chair Uribe announced that all actions on motions in the Governing Board Meeting were now void due to a lack of quorum. Subsequently, the Executive Committee meeting was cancelled since there were no items to vote on. She reiterated that the next quarterly meeting would be held in Tallahassee on April 24.
- Chair Uribe adjourned the meeting at 2:49 pm.



# Welcome Address from the Secretary

Jared W. Perdue, PE, FDOT Secretary





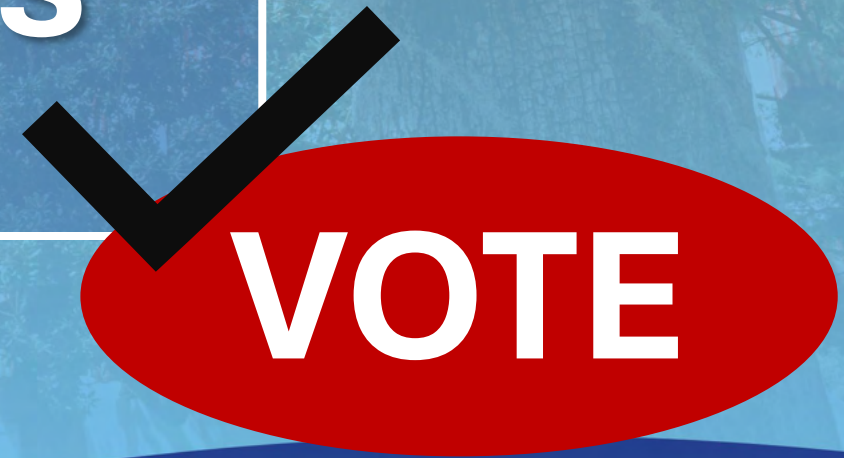
# Public Comment

Chair Uribe



# Governing Board Election of Officers

Kristin Ottinger, MPOAC General Counsel



# Election of Officers – Governing Board

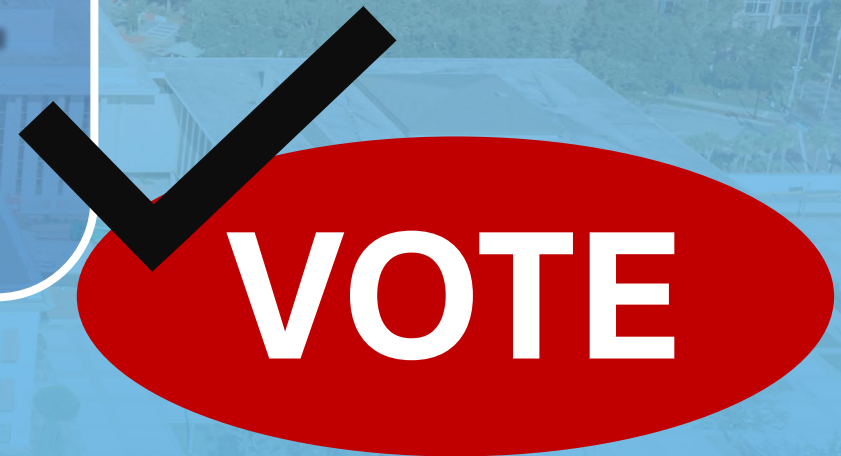
- Chair
- Vice Chair





# Hiring of the New Executive Director

Chair Uribe







# Review of Bylaws

Kristin Ottinger, MPOAC General Counsel

## RESOLUTION NO. 2022-02

### A RESOLUTION OF THE FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL; REVISING AGENCY BY- LAWS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 339.175(11)(c)4., Florida Statutes, provides that the MPOAC may from time to time adopt by-laws or revision thereto;

WHEREAS, *The MPOAC is not subject to Florida's Administrative Procedure Act. §120.52(1), F.S. Consequently, these rules of by-laws are not subject to a rule adoption proceeding pursuant to Section 120.54, F.S.; and*

WHEREAS, these by-laws were adopted by Resolution No. 15-1, effective January 22, 2015; and

WHEREAS, these by-laws were amended by Resolution No. 17-1, effective January 26, 2017; and

WHEREAS, these by-laws were further amended by Resolution No. 2020-02, effective October 29, 2020; and

WHEREAS, it is the desire of the MPOAC Governing Board to streamline and further amend these by-laws pursuant to this Resolution No. 2022-02, effective November 17, 2022,

NOW, THEREFORE, BE IT ENACTED BY THE GOVERNING BOARD OF THE FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL:

SECTION A. Recitals. Each and all of the foregoing recitals ("WHEREAS" clauses) are hereby declared to be true and correct and are incorporated herein by this reference.

SECTION B. That the By-Laws of the MPOAC are hereby amended to read as follows:

**Section 1. Definitions.** As used in these bylaws, the following terms shall be defined as follows:

(a) "MPO" means and refers to a metropolitan planning organization as provided for in 23 U.S.C. Section 134, 49 U.S.C. Section 5303, and Section 339.175, Florida Statutes. MPO may also mean a transportation planning organization ("TPO"), transportation planning agency ("TPA") or another name used by an MPO in Florida.



(b) "MPOAC" shall mean the State of Florida, Metropolitan Planning Organization Advisory Council as provided for in Section 339.175, Florida Statutes.

(c) "Record" shall include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, or other material, regardless of physical form or characteristics, made or received pursuant to law or ordinance or in connection with the transaction of official business by the MPOAC. A record shall be as specified in Section 119.011, Florida Statutes, or as determined pursuant to judicial interpretation of Chapter 119, Florida Statutes.

## **Section 2. MPOAC Organizational Structure.**

### **(a) The Governing Board**

(i) The MPOAC Governing Board consists of one representative from each of the duly designated MPOs in Florida. Pursuant to Section 2(a)(ii)(5), if a new MPO is created, the number of Governing Board members will increase. As of January 2022, the MPOs are:

- (1) Bay County Transportation Planning Organization;
- (2) Broward Metropolitan Planning Organization;
- (3) Capital Region Transportation Planning Agency;
- (4) Charlotte County-Punta Gorda Metropolitan Planning Organization;
- (5) Collier Metropolitan Planning Organization;
- (6) Florida-Alabama Transportation Planning Organization;
- (7) Forward Pinellas;
- (8) Heartland Regional Transportation Planning Organization;
- (9) Hernando/Citrus Metropolitan Planning Organization;
- (10) Hillsborough County Metropolitan Planning Organization;
- (11) Indian River County Metropolitan Planning Organization;
- (12) Lake-Sumter Metropolitan Planning Organization;
- (13) Lee County Metropolitan Planning Organization;
- (14) Martin Metropolitan Planning Organization;
- (15) MetroPlan Orlando;
- (16) Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area;
- (17) Miami-Dade Transportation Planning Organization;
- (18) North Florida Transportation Planning Organization;
- (19) Ocala-Marion County Transportation Planning Organization;
- (20) Okaloosa-Walton Transportation Planning Organization;
- (21) Pasco County Metropolitan Planning Organization;

- (22) Palm Beach Transportation Planning Agency;
- (23) Polk Transportation Planning Organization;
- (24) River to Sea Transportation Planning Organization;
- (25) Sarasota/Manatee Metropolitan Planning Organization;
- (26) Space Coast Transportation Planning Organization; and
- (27) St. Lucie Transportation Planning Organization.

(ii) Appointment of Governing Board representatives.

(1) Each individual MPO selects one representative, and may select at least one alternate representative, to serve on the Governing Board. An MPO may select a primary alternate representative and, at its option, a secondary alternate representative. Alternate representatives shall vote, participate for the purpose of forming a quorum, make or second motions, and otherwise act as a member of the MPOAC Governing Board, only in the absence of the representative that the alternate has been appointed to serve in place of; provided, however, that alternate representatives may always attend Governing Board meetings and participate in debate. A secondary alternate representative shall vote, participate for the purpose of forming a quorum, make or second motions, and otherwise act as a member of the MPOAC Governing Board, only in the absence of the Governing Board member, and the primary alternate representative, of the MPO that the secondary alternate represents. Regular Governing Board members or alternate members may be reappointed from time to time by their appointing MPO.

(2) The term for a representative and an alternate representative shall be from January 1st to December 31st of each calendar year. By no later than December 31st of each calendar year, each MPO should appoint its representative to the MPOAC to serve for the succeeding calendar year.

(3) No individual shall be eligible to vote on the MPOAC until the appointing MPO certifies in writing or electronically by e-mail to the MPOAC that such individual is authorized to act as the representative or alternate representative of the certifying MPO.

(4) Each representative and each alternate representative of a MPO shall serve at the pleasure of the appointing MPO; provided, that a representative or an alternate representative on the MPOAC Governing Board must at all times be a representative sitting on the Governing Board of the appointing MPO. Vacancies shall be filled only by an appointment by the original appointing MPO.

(5) Upon the creation of a new MPO pursuant to Section 339.175, Florida Statutes, said MPO is entitled to the appointment of one representative and, at its option, one (1) primary alternate representative, and one (1) secondary alternate representative, to serve as a member of the MPOAC Governing Board in the absence of the regular voting delegate to the Governing Board.

(6) Should two or more MPOs elect to merge, the apportionment of representatives to the MPOAC Governing Board shall reflect a decrease in membership accordingly.

(iii) Governing Board Governance.

(1) The MPOAC Governing Board shall at its first meeting of the calendar year elect a Chair and Vice-Chair as its officers. The Chair and Vice-Chair shall be selected by a majority vote of the membership of the Governing Board voting. The Chair and Vice-Chair shall take office upon election and shall serve until the completion of the next regular election which shall be held at the first meeting in the first quarter of the calendar year (or as soon thereafter as possible if a meeting is not held in the first quarter), or until a successor is elected, whichever event shall first occur. The Chair and Vice-Chair must at all times during their term of office be members of the MPOAC Governing Board.

(2) If a vacancy occurs in any MPOAC Governing Board office, the MPOAC Governing Board shall fill the vacancy, and the individual filling the vacancy shall serve until the completion of the next regular election which shall be held at the first meeting in the first quarter of the calendar year (or as soon thereafter as possible if a meeting is not held in the first quarter), or until a successor is elected, whichever event shall first occur.

(3) Chair; Vice-Chair. The Chair of the MPOAC shall call and preside at all meetings of the MPOAC Governing Board. The Chair is authorized to execute on behalf of the MPOAC all documents which have been approved by the MPOAC Governing Board. The Vice-Chair shall act as Chair in the absence of the Chair.

(4) Quorum. At least nine (9) of the voting members of the MPOAC Governing Board must be present for the MPOAC Governing Board to conduct business. All votes must pass by a vote of a majority of those members present and voting or by seven (7) votes, whichever number shall be greater.

(5) Meetings. The MPOAC Governing Board shall meet no less often than once each calendar quarter during the year based on an annual schedule established by the Governing Board which schedule may be amended from time to time by the Governing Board, unless said meeting is cancelled or rescheduled by the Chair. The Chair shall be empowered to cancel any of the foregoing regular meetings, as necessary. Regular meetings may be held at a location, date, and time, to be determined annually by a majority of the Governing Board members voting.

(6) Special meetings may be called by the Governing Board Chair at a date, location, and time in the Chair's call for the special meeting or through a letter of petition from at least four (4) members of the Governing Board; provided,

that all public notice requirements are satisfied. The letter shall state the purpose of the special meeting and may propose a time, location, and date for the special meeting. In the event of any petition which does not set a time, location, and date for a special meeting, the Chair, after coordinating with the Executive Director, shall set the time, location, and date of the meeting.

(7) Emergency meetings may be called as provided in Section 6.

(8) Joint meetings of the Governing Board and the Staff Directors' Advisory Committee. At the call of the Governing Board Chair or the Executive Director after consultation between the Governing Board Chair and the Staff Directors' Advisory Committee Chair, meetings of the Staff Directors' Advisory Committee may be held simultaneous with a Governing Board meeting.

(b) Staff Directors' Advisory Committee.

(i) The Staff Directors' Advisory Committee is responsible for providing guidance to the MPOAC Governing Board regarding transportation issues and agency operation. It may assist in the preparation of the MPOAC agenda. In addition, the Staff Directors' Advisory Committee may serve as a forum for the discussion and formulation of recommendations to the Governing Board which will later be forwarded to appropriate governmental bodies or other individuals. Recommendations shall relate to statewide concerns regarding all transportation-related issues.

(ii) Appointment of Staff Directors' Advisory Committee representatives.

(1) The MPOAC Staff Directors' Advisory Committee is comprised of one staff person from each MPO. One (1) member representative to serve on the Staff Directors' Advisory Committee shall be designated by each MPO. In addition, each MPO that designates a member representative to the Staff Directors' Advisory Committee may also designate at least one (1) alternate member representative. Each MPO may appoint a primary alternate representative and, at its option, a secondary alternate representative to the Staff Directors' Advisory Committee. Alternate member representatives shall vote, participate for the purpose of forming a quorum, make or second motions, and otherwise act as a member representative of the Staff Directors' Advisory Committee only in the absence of the member representative that the alternate has been appointed to serve in place of; provided, however, that alternate member representatives may always attend committee meetings and participate in debate. A secondary alternate representative shall vote, participate for the purpose of forming a quorum, make or second motions, and otherwise act as a member of the Staff Directors' Advisory Committee, only in the absence of the Staff Directors' Advisory Committee member, and primary alternate representative, of the MPO that the secondary alternate represents.

(2) Each Staff Directors' Advisory Committee Member representative and each alternate member representative of a MPO shall serve at the pleasure of the appointing MPO. Vacancies shall be filled only by an appointment by the original appointing MPO.

(3) Upon the creation of a new MPO pursuant to Section 339.175, Florida Statutes, said MPO is entitled to the appointment of one member representative and one (1) primary and one (1) secondary alternate member representative to serve on the Staff Directors' Advisory Committee.

(4) The term of service for a member representative on the Staff Directors' Advisory Committee shall be for a period of time beginning on January 1st and ending on December 31st of each year. Members and alternate members are eligible for reappointment. By no later than December 31st of each calendar year, each MPO should designate for the forthcoming year its representative and any alternate representatives to the MPOAC.

(5) No individual shall be eligible to vote on the Staff Directors' Advisory Committee until the appointing MPO certifies in writing or electronically by e-mail to the MPOAC that such individual is authorized to vote as the representative, or alternate, of the certifying entity. Each member and alternate member of the committee shall serve at the pleasure of the appointing MPO. Each individual appointed to serve, as a regular member or an alternate member of the Staff Directors' Advisory Committee, as a representative of a MPO must be an employee of the MPO represented or the agency staffing a MPO.

#### (iii) Staff Directors' Advisory Committee Governance

(1) The MPOAC Staff Directors' Advisory Committee shall at its first meeting of the calendar year elect a Chair and Vice-Chair as its officers. The Chair and Vice-Chair shall be selected by a majority vote of the membership of the Staff Directors' Advisory Committee voting. The Chair and Vice-Chair shall take office upon election at the first Staff Directors' Advisory Committee in the first quarter (or as soon thereafter as possible if a meeting is not held in the first quarter) and shall serve until the completion of the next regularly scheduled election, which shall be held at the first meeting in the first quarter of the calendar year, or until a successor is thereafter elected, whichever event shall first occur. The Chair and Vice-Chair must be members of the Staff Directors' Advisory Committee.

(2) Chair; Vice-Chair. The Chair of the Staff Directors' Advisory Committee shall call and preside at all meetings of the Staff Directors' Advisory Committee. The Chair is authorized to implement on behalf of the Staff Directors' Advisory Committee all decisions which have been approved by the Staff Directors' Advisory Committee, and the Chair is authorized to execute on behalf of the Staff Directors' Advisory Committee all documents which have been approved by the Staff Directors' Advisory Committee. The Vice-Chair shall act as Chair in the

absence of the Chair.

(3) Quorum. At least nine (9) of the voting members of the Staff Directors' Advisory Committee must be present for the Staff Directors' Advisory Committee to conduct business. All votes must pass by a vote of a majority of those members voting or by seven (7) votes, whichever number shall be greater.

(4) Meetings. Regular meetings of the Staff Directors' Advisory Committee shall be held at least once each calendar year quarter based on an annual schedule established by the MPOAC Governing Board, unless cancelled or rescheduled by the Staff Directors' Advisory Committee Chair. The Chair may cancel a meeting as a result of a lack of business to bring to the committee. Joint meetings of the Staff Directors' Advisory Committee and Governing Board may be conducted, and those meetings may be called as provided in Section 2(a)(iii)(8). Joint meetings of the Governing Board and the Staff Directors' Advisory Committee shall be held in the same location as the Governing Board meeting.

(5) Special meetings, which are not joint meetings, may be held at a date, time, and location to be determined by the Chair or a majority of the committee members voting. A vote of a majority of the members voting shall take precedence over a decision of the Chair. In addition, special meetings may be called through a letter of petition from at least four (4) members; provided, that applicable public notice requirements are satisfied. This letter shall state the purpose of the special meeting and may propose a time, location, and date for the special meeting. In the event of any petition which does set a time, location, or date for a special meeting, the Chair, after coordinating with Executive Director, shall set the time, location, or date of the meeting.

(6) Subcommittees may be established by the Chair or by a majority vote of those voting at a Staff Directors' Advisory Committee meeting as necessary to assist the Staff Directors' Advisory Committee. Sub-committee members, including a Chair and Vice-Chair, shall be appointed by the Staff Directors' Advisory Committee Chair, or a majority of those voting at a meeting. A vote of the Staff Directors' Advisory Committee shall take precedence over an appointment by the Chair.

(c) The Executive Committee.

(i) The Executive Committee consists of the MPOAC Governing Board Chair and Vice-Chair, a member of the Governing Board serving at-large, the Staff Directors' Advisory Committee Chair and Vice-Chair. Service on the Executive Committee is considered an appointment to a position and not an office and is an *ex officio* part of the duties of the selected Governing Board Member or selected member of the Staff Director's Advisory Committee.

(1) The at-large Governing Board member of the Executive



Committee will be selected at the same time that the Governing Board Chair and Vice-Chair are selected. If the at-large member position shall become vacant, the Governing Board shall select an at-large member to complete the term of the individual being replaced. Said replacement member shall serve until such time as election is held for the Governing Board Chair, Vice-Chair, and the Executive Committee at-large member.

(2) The Executive Committee shall provide policy direction for the MPOAC between Governing Board meetings and provide an annual evaluation of the MPOAC Executive Director. In the event that the Governing Board is unable to meet due to civil unrest emergency; weather related emergency (such as hurricane, tropical storm, or flooding); pandemic or other disease, environmental, or health related emergency; or declared state of emergency by the Governor, the Executive Committee may take action with regard to approving any action that would otherwise be taken by the Governing Board, including but not limited to approval of the Unified Planning Work Program; appointment of staff; approval of documents or proposals requiring MPOAC approval to satisfy the Federal Highway Administration, Federal Transit Administration, or other agency of the U.S. Department of Transportation, or Florida Department of Transportation requirements; approval of contracts or amendments thereto; or approval of other fiscal or policy-related decisions. Amendments to these by-laws, other than a recommendation to the Governing Board, shall not be permitted to be approved by the Executive Committee. In the event that the Executive Committee is unable to meet due to civil unrest emergency; weather related emergency (such as hurricane, tropical storm, or flooding); pandemic or other disease, environmental, or health related emergency; or declared state of emergency by the Governor, the MPOAC Governing Board Chair or Vice-Chair may take action with regard to approving any action that would otherwise be taken by the Governing Board, including but not limited to approval of the Unified Planning Work Program, approval of documents or proposals requiring MPOAC approval to satisfy Federal Highway Administration, Federal Transit Administration, or other agency of the U.S. Department of Transportation, or Florida Department of Transportation requirements; approval of contracts or amendments thereto, or other fiscal or policy-related decisions. Any action taken by the Executive Committee, the Chair or Vice-Chair on behalf of the MPOAC Governing Board during a time that the MPOAC Governing Board is unable to meet shall be brought to the next meeting of the MPOAC Governing Board for ratification. Amendments to these by-laws, other than a recommendation to the Governing Board, shall not be permitted to be approved by the Chair or Vice-Chair.

(3) Meetings of the Executive Committee shall occur at the call of the Chair, setting the date, time, and location of said meeting. Alternatively, a vote of a majority of the Executive Committee may set a meeting time, date, and location for an Executive Committee meeting. A vote of the Executive Committee shall take precedence over a determination to call a meeting by the Chair. In addition, upon petition of three (3) of the members of the Executive Committee, a

special meeting may be called. In the event that the petition does not include the date, time or location of the meeting, the Chair, after consultation with the Executive Director, may determine the time, date, or location of the meeting.

(4) The Chair may cancel an Executive Committee meeting if the reasons for the meeting to be held no longer exist, or if there is a lack of business to be considered.

(d) Other MPOAC Committees.

(i) In addition to the Governing Board, the Staff Directors' Advisory Committee, and the Executive Committee, the MPOAC will be composed of at least two (2) other committees, the Freight and Rail Committee, and the Policy and Technical Committee, which are advisory to the Governing Board and the Staff Directors' Advisory Committee.

(1) Committees, as necessary to assist the Governing Board may be established by the Governing Board Chair, or by a majority vote of those voting at a Governing Board meeting. A vote of the Governing Board shall take precedence over an appointment by the Governing Board Chair.

(2) Other committees established by the MPOAC Governing Board (other than the Executive Committee), including but not limited to the Freight and Rail Committee and the Policy and Technical Committee, shall consist of the number of members and alternate members appointed to the committee by the Governing Board Chair or the Governing Board as provided in Section 2(d)(i)(3) below.

(3) Committee members and alternate members shall be appointed by the Governing Board Chair, or a majority of the Governing Board voting at a duly called meeting. The vote of a majority of the Governing Board members shall take precedence over an appointment by the Chair.

(4) The Governing Board Chair, or a majority of the Governing Board membership voting at a duly called meeting, may select the committee Chair and Vice-Chair. The vote of a majority of the Governing Board members shall take precedence over an appointment by the Chair. If the Governing Board Chair or Governing Board membership does not appoint a committee Chair and a Vice-Chair, the selection of the committee chair shall be left to the committee membership. The term of the Chair and Vice-Chair shall run commensurate with the regular term of the Governing Board Chair.

(5) A committee may be composed of members and alternate members of the Governing Board and of the Staff Directors' Advisory Committee, as Committee members or alternate members, and may have non-member advisers to serve the Committee. Appointment to a committee is considered an

appointment to a position and not an office and is an *ex officio* part of the duties of a Governing Board Member or the Staff Director's Advisory Committee, or alternate members.

(6) The quorum of other committees established by the MPOAC Governing Board (other than the Executive Committee), including but not limited to the Freight and Rail Committee and the Policy and Technical Committee, shall consist of one-third of the Committee's membership, or in the case of a committee made up of less than fifteen members, the quorum shall be five. In such cases, any action taken by said committee shall require the affirmative vote of all five members.

(7) Meetings of the committee established (other than the Executive Committee or the Staff Directors' Advisory Committee) shall occur at the call of the Chair, setting the date, time, and location of said meeting. Alternatively, a vote of a majority of the committee may set a meeting time, date, and location for a Committee meeting. A vote of the committee shall take precedence over a determination to call a meeting by the Chair. In addition, upon petition of three (3) of the members of the committee, a special meeting may be called. In the event that the petition does not include the date, time or location of the meeting, the Chair, after consultation with the Executive Director, may determine the time, date, or location of the meeting.

(8) The Chair may cancel a committee meeting if the reasons for the meeting to be held no longer exist, or if there is a lack of business to be considered.

(e) Executive Director, Agency Clerk, General Counsel.

(i) The MPOAC will be staffed by an executive director. The executive director serves as the agency clerk. The MPOAC may retain a general counsel and other staff as necessary to perform adequately the functions of the MPOAC within budgetary limitations.

(1) Executive Director. The MPOAC Governing Board shall appoint an executive director. The executive director shall be responsible for carrying out policy determinations and directives of the MPOAC Governing Board. The executive director shall have authority to hire, supervise, and terminate other subordinate employees of the MPOAC or consultants. The executive director reports for day-to-day supervision to the Chair of the Governing Board. All timesheets and travel authorizations of the Executive Director will be retroactively reviewed by the Chair of the Governing Board or the Executive Committee on at least a quarterly basis to ensure proper oversight.

(2) Agency Clerk. As a part of the duties of the position of Executive Director, the executive director shall serve *ex officio* as the agency clerk.

The duties and responsibilities of the agency clerk shall be to: index and file agency resolutions, orders, and bylaws in a manner not inconsistent with applicable provisions of the Florida Rules of Appellate Procedure; send notices of workshops and meetings; transcribe minutes of the Governing Board, committee, and subcommittee meetings and workshops; maintain all agency files and records; make certifications of true copies and actions; attest to the signatures of MPOAC officers; and perform such other duties as determined by the MPOAC Governing Board.

(3) General Counsel. The MPOAC Governing Board may also appoint and retain a general counsel. The general counsel shall be responsible for assisting the MPOAC in legal matters and representation of the MPOAC in legal proceedings. The MPOAC general counsel shall at all times be a member of the Florida Bar and shall have been a practicing attorney for at least five (5) years prior to assuming the position of general counsel. The Governing Board may also retain special legal counsel from time to time as necessary for the handling of specialized legal matters.

### **Section 3. Open Meetings; Public Records; Principal Office of the MPOAC, and Financial Accountability.**

#### **(a) Open Meetings.**

(i) All meetings of the Governing Board and any committees will be open to the public, except as provided by applicable federal or Florida law, if any.

(b) Public Records. All MPOAC records shall be open to the general public, unless such records are subject to an exemption from Chapter 119, Florida Statutes, or are confidential as required by law. The general public can review or obtain copies of records (provided said public records are not non-reproducible pursuant to 17 U.S.C. §101 *et seq.*), unless said records are exempt or confidential pursuant to Section 119.071, Florida Statutes, or other provisions of federal or Florida law. Charges for copies may be made pursuant to Chapter 119, Florida Statutes. Public records shall be made available to the public for inspection at the principal office of the MPOAC.

(c) Principal Office of the MPOAC. The principal office of the MPOAC is located at such location as designated from time to time by the Governing Board. The address, e-mail address, and telephone number of the principal office shall be displayed on the MPOAC Internet website. The MPOAC executive director and staff are located at the principal office. MPOAC official records, other than records of the general counsel, shall be maintained in the principal office of the MPOAC. Interested parties may receive copies of agency records from the agency clerk at the principal office of the MPOAC.

(d) Financial Accountability of the MPOAC. As a State agency, the MPOAC is required to follow all procurement, purchasing, and invoicing practices established in federal and state law and procedures. All purchasing, contracts and invoices will be processed consistent with all Federal and State procedures, including CFO Memorandum 5, Federal Acquisition Regulation 31.201-2(d), Disbursement Handbook for Employees and Managers, DOOFSO Internal Processing Handbook, CFO Reference Guide to State Expenditures, Contractual Services and Commodities Manual, and all procedures necessary for the procurement of Professional Services.

#### **Section 4. Setting the Agenda.**

(a) Governing Board meeting. At least ten (10) calendar days prior to a meeting or workshop, the MPOAC executive director, in consultation with the Governing Board Chair, shall prepare the agenda for the Governing Board meeting or workshop.

(b) Staff Directors' Advisory Committee. At least ten (10) calendar days prior to a meeting or workshop the MPOAC executive director, in consultation with the Staff Directors' Advisory Committee Chair, shall prepare the agenda for the Staff Directors' Advisory Committee meeting or workshop.

(c) Other Committees. At least ten (10) days prior to a meeting or workshop of any MPOAC committee, the MPOAC executive director, in consultation with the committee Chair, shall prepare the agenda for the committee meeting.

(d) Agenda Procedures.

(i) Upon completion of the preparation of an agenda for the Governing Board or any committee, the agency clerk shall make available the agenda for the meeting for distribution on request by any interested person who pays the reasonable cost for a copy of said agenda; to any person named in said agenda; and to any class of individuals to whom intended action is directed.

(ii) Any person desiring to have an item placed on the agenda of a meeting of the MPOAC Governing Board, an advisory committee, or a Staff Directors' Advisory Committee or any subcommittee, shall request in writing that the item be considered at the next regularly scheduled meeting of the Governing Board, Staff Directors' Advisory Committee, or subcommittee, as appropriate; provided, however, such request must be received thirty (30) days in advance of said regularly scheduled meeting. Written requests for placing an item on the agenda must describe and summarize the item and shall be mailed, e-mailed, or hand delivered to the MPOAC executive director.

(iii) The agenda shall be specific as to items to be considered. All matters involving the exercise of agency discretion and policy making shall be listed on the agenda. Every agenda for the Governing Board and Staff Directors' Advisory Committee meetings shall include a detailed Budget Report covering all MPOAC expenditures to date, current balance, and proposed expenditures for the remainder of the fiscal year. The agenda shall include a disclaimer as required pursuant to Sections 286.0105 and 286.26, Florida Statutes. Any items added to an agenda after its publication should be for information or reporting and not for action, unless the item is added as an emergency business item, an item that must be acted on because of a time deadline and which item was not known or available at the time that the agenda was prepared, or for consideration of solely ministerial or internal-administrative matters, which do not affect the interests of the public generally.

(iv) The agenda shall list the items in the order they are to be considered; provided, however, that for good cause stated in the record by the person who is designated to preside at the event, items may be considered out of their listed order.

## **Section 5. Notice of Meetings and Workshops.**

### **(a) Governing Board Meetings.**

(i) Except in the case of an emergency meeting, the MPOAC agency clerk shall give written notice that will ensure receipt of said notice by all members and the general public at least seven (7) days prior to any non-emergency meeting or workshop of the Governing Board or the Executive Committee. In addition, the agency clerk shall prepare and make available a copy of said notice: for distribution on request to any interested person who pays the reasonable cost for a copy of said notice; to any person named in said notice; and to any class of individuals to whom action is directed. Meeting notices shall be advertised on the MPOAC website and in the Florida Administrative Register at least seven (7) days prior to any non-emergency meeting. Meeting notices given pursuant to this paragraph shall include a copy of the meeting agenda.

(ii) Notices of regular meetings and travel and accommodation information shall be sent to Governing Board members at least thirty (30) days prior to the meeting date.

(iii) The notice of meetings or workshops shall, at a minimum, provide:

A. The date, time, and place of the meeting or workshop.

B. Advise the general public that at the meeting or workshop the agency will accept written or oral comment from the public with regard to agenda



items; that agenda items may be reviewed by the public; the location, days, and time during which the agenda items may be examined by the public; that anyone who wishes to appeal any action of the MPOAC with regard to a decision made at the meeting may need a record of the hearing and that said person shall be responsible for furnishing said recording, as well as the cost of furnishing the recording; and that at least 48 hours prior to the meeting, a written request by a physically handicapped person to attend the meeting, directed to the Chair of such board or committee or the MPOAC Executive Director, such Chair or the Executive Director shall provide a manner by which such person may attend the meeting at its scheduled site or reschedule the meeting to a site which would be accessible to such person.

(iv) Except as otherwise provided herein, notice may be given by regular U.S. mail, postage paid, by nationally recognized overnight courier (delivery prepaid), or by e-mail. Governing Board agenda packages, including backup information for all agenda items, shall be provided by regular U.S. mail, postage paid or nationally recognized overnight courier (delivery prepaid), or unless otherwise requested by a member or alternate member, by e-mail.

(b) The provisions of sub-section (a) above shall apply to the Staff Directors' Advisory Committee, any other MPOAC committee, and any Staff Directors' Advisory Committee subcommittees.

## **Section 6. Emergency Meetings.**

(a) The MPOAC Governing Board, the Executive Committee, an advisory committee, or the Staff Directors' Advisory Committee or its subcommittees, may hold an emergency meeting, notwithstanding the provisions of any other section of these bylaws for the purpose of acting upon matters affecting the public health, safety, aesthetics, economic order, or welfare. The form of notice shall be as set forth in Section 5. The form of the agenda shall be as prescribed in Section 4.

(b) Whenever an emergency meeting is scheduled to be held, the agency clerk shall notice said meeting, as soon as possible prior to the meeting, in the Florida Administrative Register and the MPOAC website stating where the meeting will take place and the time, date, place and general purpose of the meeting or workshop.

(c) Following an emergency meeting the agency clerk shall cause to be published on the MPOAC website, a statement setting forth the reasons why an emergency meeting was necessary, and a statement setting forth the action taken at the meeting.

## **Section 7. Rules of Procedure; Action by Consent.**

(a) Rules of Procedure. All meetings of the Governing Board, any advisory committee, or the Staff Directors' Advisory Committee sub-committee, shall be governed by Robert's Rules of Order as most recently revised.

(b) Action by Consent. By general, unanimous, or silent consent, the Governing Board, Staff Directors' Advisory Committee, or any committee of the MPOAC, can do business with little regard for the rules of procedure, as they are made for the protection of the minority, and when there is no minority to protect, there is little need for the restraint of the rules, except such as to protect the rights of absent members. In the former case the consent of the absentees cannot be given. A single objection defeats a request for general consent. By the legitimate use of the principle that the rules are designed for the protection of the minority, and generally need not be strictly enforced when there is no minority to protect, business may be greatly expedited. When there is evidently no opposition, except in the case of state law requiring a recorded vote or when a written resolution is being adopted in final form, the formality of voting can be avoided by the Chair asking if there is any objection to the proposed action, and if there is none, announcing the result. The action thus taken is said to be done by general consent, or unanimous or silent consent. Thus, after an order has been adopted limiting the speeches to three minutes each, if a speaker is so interesting that when said speaker's time has expired, there is a general demand for the speaker to be permitted to continue making remarks, the Chair as the presiding officer, instead of waiting for a motion and taking a vote, could accept it as the will of the assembly that the speaker's time be extended, and would direct the speaker to proceed. Or the speaker's time might say that if there is no objection, the member's time will be extended two minutes, or some other time. (Excerpted from Robert's Rules of Order).

## **Section 8. Public Comment.**

(a) Public Comment with regard to Non-Agenda Items.

(i) In the early stages of a Governing Board, Staff Directors' Advisory Committee, the Executive Committee, or other MPOAC advisory committee, meeting, time will be reserved for comment by members of the general public and other non-agency individuals. Individuals speaking during "Public Comment" will limit their comments to items not on the agenda. Members of the public and non-agency personnel comments are limited to not more than three (3) minutes per person, although the speaker is permitted to submit commentary in writing of any length provided that copies are made for all members of the board or committee being addressed by the speaker and the board secretary. No members of the public or non-agency personnel may lend speaking time to another speaker. The "Public Comment" period is limited to not more than 15 minutes duration. The

Chair of the Governing Board, Staff Directors' Advisory Committee, the Executive Committee, or other MPOAC advisory committee, as applicable, may extend the time for an individual person speaking, or the overall "Public Comment" period, for limited periods and for good cause shown.

(ii) During a presentation by a member of the public or other non-agency personnel, other members of the public, non-agency personnel, Governing Board Members, Members of the Staff Directors' Advisory Committee, or agency staff members (other than the meeting Chair in said individual's role as the presiding officer) shall avoid interrupting the speaker. Time for question and answer of a speaker will not be deducted from the speaker's three (3) minute speaking limitation.

(b) Public Comment with regard to Agenda Items.

(i) With regard to an agenda item, time will be reserved for comment by members of the public and other non-agency personnel. Members of the public and non-agency individuals will limit their comments to the specific agenda item under consideration or the individual's comments will be considered to be out of order. Comments by members of the public and non-agency personnel are limited to not more than three (3) minutes per person, although the speaker is permitted to submit commentary in writing of any length provided that copies are made for all members of the board or committee being addressed by the speaker and the board secretary. No members of the public or non-agency individuals may lend speaking time to another speaker making comment. The Chair of the Governing Board, the Staff Directors' Advisory Committee, the Executive Committee, or other MPOAC advisory committee, as applicable, may extend the time for an individual making comment for limited periods for good cause shown.

(ii) During a presentation by a member of the public or other non-agency personnel, other members of the public, non-agency personnel, Governing Board Members, members of the Staff Directors' Advisory Committee, or agency staff members (other than the Chair in said individual's role as the presiding officer) shall avoid interrupting the speaker. After all speakers have completed comments or a presentation, the Chair, Governing Board Members, and agency staff may question the speakers. Time for question and answer of a speaker will not be deducted from the speaker's three (3) minute speaking limitation.

(c) Addressing the Governing Board; Decorum.

(i) Members of the public or non-agency personnel seeking to address the Governing Board, the Executive Committee, the Staff Directors' Advisory Committee, or another MPOAC committee, should prepare their remarks before addressing the Governing Board, the Executive Committee, the Staff Directors' Advisory Committee, or another MPOAC committee, in an effort to be concise and to the point. Speakers must come to the lectern to speak, but they may come to

the lectern only after they have been recognized by the presiding Chair. Members of the public shall not address individual members of the Governing Board, the Executive Committee, individual members of the Staff Directors' Advisory Committee, or another MPOAC committee, but shall address the board or committee being addressed as a whole through the presiding Chair.

(ii) Any speaker, or member of the audience at a meeting, who becomes unruly, screams, uses profanity, or shows poor conduct, may be asked to leave the lectern and return to the speaker's seat, or to refrain from further outbursts, by the presiding Chair. Should the speaker, or member of the audience, refuse to leave the lectern and return to speaker's seat, or to refrain from further outbursts, the Chair, as the presiding officer, may rule the speaker "out of order." Should the speaker, or member of the audience, still refuse to leave the lectern and return to the speaker's seat, or to refrain from further outbursts, the Chair may ask a law enforcement officer to remove the speaker from the meeting.

(iii) Sign-up Sheets to be used. Sign-up sheets will be provided for each member of the public or non-agency personnel addressing the Governing Board, the Executive Committee, the Staff Directors' Advisory Committee, or another MPOAC committee, as applicable, during public comment on non-agenda items or during public comment on an individual agenda item. For public comment on non-agenda items, the person seeking to speak must present a sign-up sheet to the board or committee secretary not later than the beginning of the public comment on non-agenda items. For public comment on an agenda item, the person seeking to speak must present a sign-up sheet to the board or committee secretary not later than the beginning of the agenda item. Signup sheets shall provide that the speaker identifies the speaker's name, address, who the speaker is representing (if anyone), the agenda item that the speaker wishes to address, and the sign-up sheet must include the signature of the person seeking to comment. If a speaker wishes to speak with regard to more than one agenda item, individual sign-up sheets must be submitted for each agenda item. The street address for individuals under the age of eighteen (18) may be omitted from being completed on a sign-up sheet.

## **Section 9. Amendment of Bylaws.**

(a) These policies and procedures may be adopted, amended, suspended, or repealed by revising the resolution by a two-thirds vote of the Governing Board members voting, or a minimum of seven of nine members voting in the affirmative, whichever is greater. These policies and procedures shall supplement and supervene Robert's Rules of Order to the extent of a conflict.

SECTION C. Effective Date. These by-laws amendments are effective immediately upon adoption.

FLORIDA METROPOLITAN PLANNING  
ORGANIZATION ADVISORY COUNCIL

By:   
Commissioner Nick Maddox, Ch

11/20/22  
Date

ATTEST:

  
Mark Reichert, Agency Clerk

(AGENCY SEAL)

11/20/22  
Date





# Legal Services Agreement

Chair Uribe

**AGREEMENT FOR LEGAL SERVICES - #BEH45**

**AMENDMENT #1**

*This Amendment is made and entered into as of February 2025, by and between the State of Florida, Florida Metropolitan Planning Organization Advisory Council (MPOAC), hereinafter called the "MPOAC" or "Agency" and Weiss Serota Helfman Cole & Bierman, P.L., duly authorized to conduct business in the State of Florida, hereinafter called the "Contractor." Summary of Changes: (1) Remove Paul Gougelman as lead counsel, add Kristin Ottinger as lead counsel. (2) Remove Mark Reichert as MPOAC Executive Director, add Dana Reiding as Interim MPOAC Executive Director.*

THIS AGREEMENT FOR LEGAL SERVICES is entered into this 25th day of April, 2024, in the City of Tallahassee, Leon County, Florida, by and between the State of Florida, Florida Metropolitan Planning Organization Advisory Council, a Council of the State of Florida organized and existing pursuant to Section 339.175(11), Florida Statutes (hereinafter alternatively: the "MPOAC" or "AGENCY"), 605 Suwannee Street, MS-28B, Tallahassee, Florida 32399-0450; and Weiss Serota Helfman Cole & Bierman, P.L., a Florida Professional Limited Liability Company (hereinafter: the "CONTRACTOR"), 200 East Broward Blvd. - Suite 1900, Ft. Lauderdale, Florida 33301. This Agreement shall bind the parties upon its execution by their representatives.

**RECITALS**

WHEREAS, this Agreement is entered into pursuant to Section 287.059, Florida Statutes, and Chapter 2-37, Florida

Administrative Code, and for the purposes of setting forth the duties and responsibilities of the CONTRACTOR and compensation to be paid for performance of said duties;

WHEREAS, appended hereto is ATTACHMENT A FOR PRIVATE ATTORNEY SERVICES, which is hereby incorporated herein by this reference;

WHEREAS, this Agreement is brought about, because the MPOAC needs an attorney who understands procedures under the Florida Administrative Procedure, Chapter 120, Florida Statutes; has a working knowledge in local government/municipal law; has knowledge with regard to provisions of Federal transportation-related law under the U.S. Code and Code of Federal Regulations; has a working knowledge in Florida planning, zoning, and transportation law; and is knowledgeable with regard to Federal-State-Local transportation funding, planning, and general requirements of law; and

WHEREAS, the CONTRACTOR, and CONTRACTOR's lead counsel, has the expertise necessary to perform the duties and responsibilities outlined in this Agreement and the lead counsel under this Agreement will be ~~Paul Gougelman, who has competently represented the MPOAC for almost 30 years~~ Kristin Ottinger.

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein, the parties agree as follows:

ARTICLE 1. ENGAGEMENT OF THE CONTRACTOR. The MPOAC hereby agrees to engage the CONTRACTOR, and the CONTRACTOR agrees to

perform the services set forth below. The CONTRACTOR understands and agrees that all services contracted for are to be performed solely by the CONTRACTOR and may not be subcontracted for or assigned without the prior written consent of the MPOAC Governing Board, the MPOAC's Governing Board Executive Committee, or the MPOAC Executive Director.

## ARTICLE 2. SCOPE OF SERVICES.

A. The CONTRACTOR agrees under the direction of the MPOAC Chairman or MPOAC Executive Director to perform certain professional legal services as follows:

1. Draft proposed rules and rule amendments, resolutions, contracts, and correspondence;
2. Review and analyze AGENCY legal files, data, documents and other materials concerning the above matter and advise on a recommended legal course of action;
3. Prepare and file pleadings, motions, or briefs which may be required and represent the AGENCY in any related litigation;
4. Initiate and conduct discovery including depositions on behalf of the AGENCY and represent the AGENCY in discovery initiated by opposing parties;
5. Represent the AGENCY at trial or on appeal;

6. Attend and participate in meetings, conference calls, field trips or the like and report on the status of the legal matters;

7. Perform legal research and render legal advice;

8. Review and analyze MPOAC legal files, data, documents and other materials concerning the matters referenced in this paragraph A. and advise on a recommended legal course of action;

9. Act as an intermediary between the MPOAC and counsel for other agencies or legal entities; and

10. Perform other legal services as directed by the MPOAC Governing Board.

B. As CONTRACTOR deems appropriate and in specialized matters, the CONTRACTOR may recommend to the MPOAC use of special legal counsel for defined purposes. Generally, legal services under this Agreement will be performed by CONTRACTOR's lead counsel, ~~Paul Gougelman~~ Kristin Ottinger.

C. The CONTRACTOR shall be bound by the requirements of Section 287.059, Florida Statutes, and Chapter 2-37, Florida Administrative Code. The CONTRACTOR shall represent no private individual or legal entity before the MPOAC in any proceeding or matter.

ARTICLE 3. TIME OF PERFORMANCE. This Agreement shall begin on July 1, 2024 and shall continue until June 30, 2025.

ARTICLE 4. CONSIDERATION.

A. Compensation - Fees and Expenses. Fees and expenses shall be paid in accordance with the provisions of ATTACHMENT A FOR PRIVATE ATTORNEY SERVICES.

B. Travel. Justified and reasonable travel expenses which are directly and exclusively related to the professional services rendered under this contract will be reimbursed in accordance with Section 112.061, Florida Statutes. For the purpose of computing travel expenses, the CONTRACTOR's place of business shall be that listed in the preamble to this Agreement and all travel expenses shall be computed on that basis. Pursuant to Section 112.061, Florida Statutes, attorneys of the CONTRACTOR's firm, or as are named in this Agreement are approved counsel and are designated as authorized travelers during the life of this Agreement.

C. Sales Tax. The MPOAC is exempt from payment of Florida state sales and use taxes and Federal Excise tax. The CONTRACTOR, however, shall not be exempted from paying Florida state sales and use taxes to the appropriate governmental agencies or for payment by the CONTRACTOR to suppliers for taxes on materials used to fulfill its contractual obligations with the MPOAC. The CONTRACTOR shall not use the MPOAC's exemption number in securing such materials or services. The CONTRACTOR shall be



responsible and liable for the payment of all its FICA/Social Security and other taxes resulting from this Agreement.

D. The CONTRACTOR shall not pledge the MPOAC's credit or make the MPOAC a guarantor of payment or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness.

E. Payment for services shall be issued in accordance with Section 215.422, Florida Statutes. Pursuant to Section 215.422(5), Florida Statutes (2023), the Department of Banking and Finance has established a Vendor Ombudsman to act as an advocate for vendors. The Vendor Ombudsman may be reached at (850) 410-9724 or by calling the State Comptroller Hotline, 1-800-848-3792. In accordance with the provisions of Section 287.0582, Florida Statutes, the State of Florida, MPOAC's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Legislature, if the terms of this Agreement extend beyond the current fiscal year.

#### ARTICLE 5. DOCUMENTATION.

A. The CONTRACTOR shall submit monthly written invoices, in accordance with the requirements of Attachment A for Private Attorney Services, paragraph D, Format for Invoices, for all fees or other compensation for services or expenses in detail sufficient for a proper pre-audit and post-audit. All invoices

shall be submitted to the Executive Director at the MPOAC office as set forth in the preamble to this Agreement.

B. The CONTRACTOR shall maintain a file(s), available for inspection by the MPOAC, containing documentation of all costs and fees incurred in connection with this Agreement. The file(s) shall be maintained for a period of two years after the cost or fee is incurred by the CONTRACTOR, unless otherwise notified in writing by the MPOAC specifying the document which may be exempted from being maintained.

ARTICLE 6. PUBLIC RECORDS. All documents prepared pursuant to this Agreement are subject to Florida's Public Record Law. Refusal of the Contractor to allow public access to such records as required by such law shall constitute ground for unilateral cancellation of this Agreement by the MPOAC; provided, however that this Agreement shall not be terminated if the CONTRACTOR, pursuant to direction of the MPOAC governing board or the MPOAC Executive Director, withholds access to said public record, because it is confidential or exempt from disclosure pursuant to Federal or Florida law.

ARTICLE 7. TERMINATION OF AGREEMENT. The MPOAC governing board may terminate this Agreement for its convenience or cause by giving five (5) days written notice by certified mail to the CONTRACTOR, specifying the effective date of termination. If this

Agreement is terminated, the CONTRACTOR shall be reimbursed for services satisfactorily performed subject to any damages sustained by the MPOAC. All finished or unfinished documents, data, studies, correspondence, reports and other products prepared by or for the CONTRACTOR under this Agreement shall be made available to and for the exclusive use of the MPOAC. Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to the MPOAC for damages sustained by the Agency by virtue of any termination or breach of this Agreement by the CONTRACTOR. The CONTRACTOR may terminate this Agreement upon thirty (30) days written notice.

ARTICLE 8. AMENDMENTS. Either party may, from time-to-time request changes to this Agreement, but this shall not bind the other party to agree to said amendment. Any changes must be mutually agreed upon and shall be incorporated in written amendments to this Agreement.

ARTICLE 9. INDEPENDENT CONTRACTOR. Consistent with the Code of Professional Responsibility, the CONTRACTOR, and any of its employees, agents, or assigns, are independent contractors and not employees or agents of the MPOAC. Nothing in this Agreement shall be interpreted to establish any relationship other than that of an independent contractor, between the MPOAC and the CONTRACTOR, its employees, agents, subcontractors, or assigns, during or after the performance of this Agreement.

ARTICLE 10. LIABILITY. The CONTRACTOR maintains a professional liability insurance policy or policies affording professional liability coverage for the professional services to be rendered under this Agreement.

ARTICLE 11. NONDISCRIMINATION AND COMPLIANCE. The CONTRACTOR shall comply with all Federal, state and local laws and ordinances applicable to the work and shall not discriminate on the grounds of race, color, religion, sex, or national origin in the performance of work.

ARTICLE 12. ADMINISTRATION OF AGREEMENT.

A. The MPOAC contract administration is the MPOAC Executive Director. The CONTRACTOR contract administrator is ~~Paul R. Geugelman~~ Kristin Ottinger. All written and verbal approvals referenced in this Agreement (unless otherwise specified as being required to be obtained from the MPOAC) must be obtained from the parties' contract administrators or their designees. All notices must be given to the parties' contract administrator. From time to time either party may notify the other, making a unilateral change in the person named by said party as the contract administrator for said party. This contract shall be governed by and construed under the laws of the State of Florida.

B. Any attorney of the firm with whom the CONTRACTOR is affiliated may provide legal representation under this Agreement

to the MPOAC, its officers and employees. The CONTRACTOR may refer work under this contract to attorneys in the CONTRACTOR's law firm.

C. The names of the addresses of the parties or their Contract Administrators may be unilaterally changed from time to time by giving notice to the other party to this Agreement.

ARTICLE 13. AGREEMENT AS INCLUDING ENTIRE AGREEMENT. This instrument, including any attachments, embodies the entire Agreement of the parties. There are no other provisions, terms, conditions, or obligations. This Agreement supersedes all previous oral or written communications, representations, or agreements on this subject.

ARTICLE 14. SPECIAL CONDITIONS. The CONTRACTOR agrees to permanently refrain from using or mentioning its association with the MPOAC in advertisements, letterhead, business cards, etc. The MPOAC's services to the MPOAC may be generally described in the CONTRACTOR's professional resume. The CONTRACTOR may not give the impression in any manner that the MPOAC recommends or endorses the CONTRACTOR. All contacts with the news media pertaining to the subject of this Agreement shall be referred to the MPOAC contract administrator. Anything, by whatsoever designation it may be known, that is produced by or developed in connection with this Agreement shall remain the exclusive property of the MPOAC and may not be copyrighted, patented, or otherwise restricted as provided

by law. Neither the CONTRACTOR nor any other individual employed under this Agreement shall have any proprietary interest in any product(s) developed or delivered under this Agreement.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement on the date set forth below.

MPOAC:

FLORIDA METROPOLITAN PLANNING  
ORGANIZATION ADVISORY  
COUNCIL, a Council of the  
State of Florida organized  
and existing pursuant to  
Section 339.175(11), Florida  
Statutes

By: Mayra Uribe

Mayra Uribe, its  
Chair

ATTEST: Dana Reiding

Dana Reiding,  
Agency Clerk  
Interim MPOAC Executive Director

CONTRACTOR:

WEISS SEROTA HELFMAN  
COLE & BIERMAN, P.L., a  
Florida Professional  
Limited Liability Company

By: Joseph H. Serota

Joseph H. Serota, Member



OFFICE OF THE ATTORNEY GENERAL  
ATTACHMENT A FOR  
PRIVATE ATTORNEY SERVICES

A. SCOPE OF SERVICES.

The CONTRACTOR shall:

1. Draft proposed rules and rule amendments, resolutions, contracts, and correspondence;
2. Review and analyze AGENCY legal files, data, documents and other materials concerning the above matter and advise on a recommended legal course of action;
3. Prepare and file pleadings, motions, or briefs which may be required and represent the AGENCY in any related litigation;
4. Initiate and conduct discovery including depositions on behalf of the AGENCY and represent the AGENCY in discovery initiated by opposing parties;
5. Represent the AGENCY at trial or on appeal;
6. Attend and participate in meetings, conference calls, field trips or the like and report on the status of the legal matters;
7. Perform legal research and render legal advice;
8. Review and analyze MPOAC legal files, data, documents and other materials concerning the matters referenced in this paragraph A. and advise on a recommended legal course of action;
9. Act as an intermediary between the MPOAC and counsel for other agencies or legal entities; and
10. Perform other legal services as directed by the MPOAC Governing Board.

B. COMPENSATION-FEES.

1. The AGENCY shall be billed in accordance with the rate set forth in Attachment A. Fees shall not exceed \$290.00 per hour for work by the Contractor or attorneys named in this Agreement, and fees in excess of such amount shall not be compensable. The CONTRACTOR shall notify the AGENCY, in writing, when fees for billable services reach \$27,000.00, including costs. Said notification shall be made as soon as is practical and prior to the next monthly invoice. Failure to comply with these provisions will result in non-payment.

2. Billable hours shall be measured in one-tenth hour increments. For example, a telephone conversation lasting 6 minutes shall be recorded on billings to the AGENCY as .1 hours. All time shall be rounded up to the next highest one-tenth hour increment. For example, a telephone call lasting 8 minutes would be rounded up to .2 hours, and the billings to the AGENCY would depict the telephone call as being billed for .2 hours. Except as provided above, compensation of attorney hours will be for actual time spent providing attorney services to the AGENCY.

3. Premium rates will not be paid for overtime work.

4. Attorney time while traveling will be compensated at 75 percent of the hourly rates reflected in Attachment A. This compensation does not include compensation for cost of travel.

5. Telephone conversations will be billed as follows. For a telephone call made by the CONTRACTOR but not reaching the person called or leaving a message to call back, no charge shall be made. For a short telephone conversation, a minimum charge of .2 hours or two-tenths of an hour time will be made. For a long telephone conversation, a minimum charge of .3 hours or three-tenths of an hour time will be made. For telephone conversations lasting in excess of .3 hours or 18 minutes, the call will be charged based on the actual time spent on the telephone conversation, expressed in tenths of an hour as provided in paragraph B.2. above.

C. COMPENSATION COSTS.

1. Reimbursement of costs for such items as exhibits, transcripts and witness fees requires prior oral authorization by the MPOAC and shall be reimbursed based upon documented third party

vendor charges. The MPOAC shall not pay for firm surcharges added to third party vendor charges.

2. Routine expenses such as local (Ft. Lauderdale) phone calls, local (Ft. Lauderdale) facsimile transmissions, local (Ft. Lauderdale) travel expenses, and local (Ft. Lauderdale) courier, word processing, and clerical or secretarial services are overhead and will not be separately compensated.

3. Non-routine office overhead expenses such as long-distance phone calls, long distance facsimile transmissions, long distance courier services, bulk mailings, bulk third party copying, postage, copy work, computer assisted legal research, routine postage, copy work, blueprints, x-rays, photographs must be justified to the MPOAC and shall be reimbursed based on documented third party vendor charges. If these charges exceed \$1,000.00 per bill, prior written approval from the MPOAC's contract administrator must be obtained. In-house bulk mailings and bulk copying expenses must be supported by usage logs or similar documentation. Firm surcharges are not reimbursable.

4. The CONTRACTOR shall only bill the MPOAC for a proportionate share of the cost of legal research, attending hearings or engaging in client representation of any type which is applicable to other clients.

5. The Contractor shall only bill the MPOAC for a proportionate share of the cost of legal research, attending hearings or engaging in client representation of any type which is applicable to other clients.

6. Reimbursable costs shall not exceed \$3,000.00 under this AGREEMENT. The CONTRACTOR shall notify the AGENCY contract administrator when costs reach \$2,500.00. Said notification shall be made as soon as is practicable and prior to the next monthly invoice.

D. FORMAT FOR INVOICES.

1. Generally, the MPOAC will be billed on a monthly basis, unless the billing for any one month is less than \$100. Each statement for fees and costs shall be submitted in one copy, after the services have been rendered, in a format that includes, at a minimum, the following information:

a. Case name and number, if applicable, or other legal matter reference;

b. Invoice number for the particular bill;

c. CONTRACTOR taxpayer identification number;

d. CONTRACTOR and MPOAC contract administrators' names;

e. Inclusive dates of the month covered by the invoice;

f. Itemization of the date; hours billed (if hourly); a concise, meaningful description of the services rendered, with sufficient detail to enable the AGENCY to evaluate the services rendered and costs; the person(s) who performed the services for each day during which the CONTRACTOR performed work; their hourly rate (if hourly) as specified in Attachment A, and any billing rate that is for some reason different from the one furnished in Attachment A, e.g., travel at a reduced hourly rate.

g. A listing of all invoiced costs to be accompanied by copies of actual receipts.

h. The total of only the current bill. Prior balances or payment history should be shown separately, if at all.

i. Any other information as may be requested by the AGENCY's contract administrator.

#### E. ADMINISTRATION OF AGREEMENT.

1. The AGENCY contract administrator is the AGENCY Executive Director.

2. The CONTRACTOR contract administrator is ~~Paul Gougelman~~ Kristin Ottinger.

3. All oral approvals referenced in this AGREEMENT must be obtained from the parties' contract administrators or their designees. All notices must be given to the parties' contract administrators.

4. This contract shall be governed by and construed under the laws of the State of Florida.

F. OTHER AVAILABLE SERVICES.

Upon receiving approval from the MPOAC, the CONTRACTOR shall use existing MPOAC agreements, when available and cost effective, to acquire services (e.g., computer assisted legal research) and the assistance of professionals (e. g., court reporters, expert witnesses) at reduced rates.

G. PUBLIC RECORDS.

All documents prepared pursuant to the Agreement are subject to Florida's Public Record Law. Refusal of the CONTRACTOR to allow public access to such records as required by such law shall constitute ground for unilateral cancellation of this Agreement by the MPOAC; provided, however that this Agreement shall not be terminated if the Contractor, pursuant to direction of the MPOAC governing board or the MPOAC Executive Director, withholds access to said public record, because it is confidential or exempt from disclosure pursuant to Federal or Florida law.

1. The CONTRACTOR agrees to keep and maintain public records in the CONTRACTOR's possession or control in connection with the CONTRACTOR's performance under this Agreement. The CONTRACTOR additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. The CONTRACTOR shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the Agreement, and following completion of the Agreement until the records are transferred to the MPOAC.

2. Upon request from the MPOAC's custodian of public records, the CONTRACTOR shall provide the MPOAC with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law.

3. Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of the MPOAC.

4. Upon completion of this Agreement or in the event of termination by either party, any and all public records relating to the Agreement in the possession of the CONTRACTOR shall be delivered by the CONTRACTOR to the MPOAC, at no cost to the MPOAC, within seven (7) days (unless the MPOAC already has copies of those public records). Unless the MPOAC already has copies of those public records, all such records stored electronically by the CONTRACTOR shall be delivered to the MPOAC in a format that is compatible with the MPOAC's information technology systems. Once the public records have been delivered upon completion or termination of this Agreement, the CONTRACTOR shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

5. Any compensation due to the CONTRACTOR shall be withheld until all records are received as provided herein.

6. The CONTRACTOR's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Agreement by the MPOAC.

7. **Section 119.0701(2)(a), Florida Statutes**  
**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION**  
**OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S**  
**DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT,**  
**CONTACT THE CUSTODIAN OF PUBLIC RECORDS.**

Custodian of Records: ~~Mark Reichert~~ Dana Reiding  
Interim MPOAC Executive Director  
Mailing address: 605 Suwannee Street, MS-28B  
Tallahassee, Florida 32399-0450

H. SPECIAL CONDITIONS.

1. The CONTRACTOR will make affirmative efforts to achieve cost effectiveness by consolidating court hearings, limiting travel, streamlining case processing, using printed forms, using the appropriate level of attorney or staff experience required by task, and taking other actions to improve efficiency.



2. Multiple staffing at meetings, hearings, depositions, trials, etc., by the Contractor will not be compensated unless prior written approval from the MPOAC has been obtained.

3. The Contractor agrees that all documents shall be promptly returned at the termination of the Contractor's involvement in the case or matter at hand.

4. MPOAC in-house staff shall be used in legal matters to the maximum extent possible.

5. The CONTRACTOR will provide immediate notice by facsimile transmission or telephone regarding significant case developments which will likely result in media inquiries.

6. The CONTRACTOR shall provide the MPOAC immediate notice of any representation undertaken by the CONTRACTOR in matters where the client is suing or being sued by the state or state entities in any civil or adversarial administrative action.

#### FEE SCHEDULE

##### I. HOURLY BILLING SCHEDULE:

A. The CONTRACTOR's attorney and paralegal staff to be used under this contract include the following individuals at the hourly rates indicated:

NAME	Hourly Rate
1. <del>Paul Gougelman</del> Kristin Ottinger(lead counsel)	\$290.00
2. Alan Gabriel (alternate)	\$290.00
3. David Tolces (general work)	\$290.00
4. Daniel Abbott (litigation)	\$290.00
5. Matt Mandel (litigation)	\$290.00
6. Milton Collins (labor)	\$290.00
7. Robert Meyers (ethics and procurement)	\$290.00

The above rates may be adjusted if both parties agree and shall be documented in writing by amendment to this Agreement.

ALTERNATE BILLING SCHEDULE: NONE.



# Freight and Rail Priority List

Nick Torres, AICP, Whitehouse Group



# FREIGHT PRIORITIES PROGRAM

powered by the Broward MPO

**DRAFT\***

## Freight Priorities Program (FPP) Approval of 2025 List

**April 24, 2025**

*Presented to the MPOAC Governing Board and Staff  
Director's Advisory Committee*

MPOAC **FRRC**  
FREIGHT & RAIL COMMITTEE  
powered by the Broward MPO and Hillsborough TPO

**\*The draft list will be finalized by April 18, 2025, following MPO reviews.**

# Program Purpose

Provide MPOs with an opportunity to identify high priority freight projects on an annual basis

Use the MPOAC as a united voice to promote these MPO priorities

Position projects for future funding opportunities



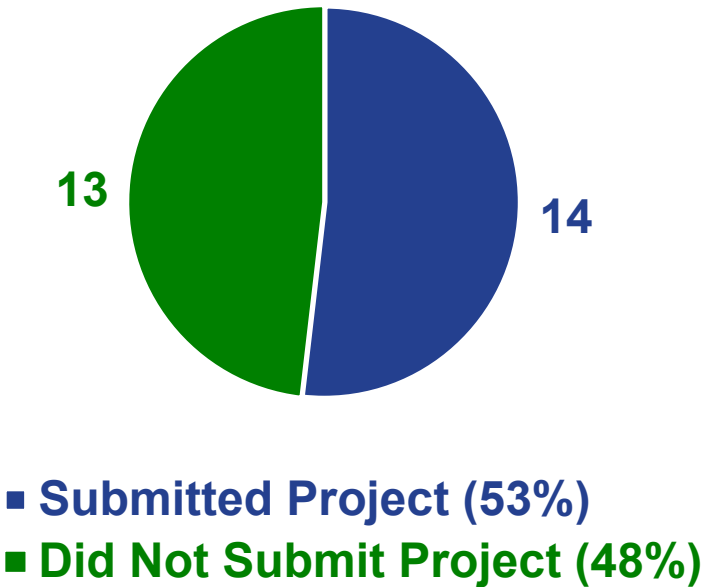


# Process Overview

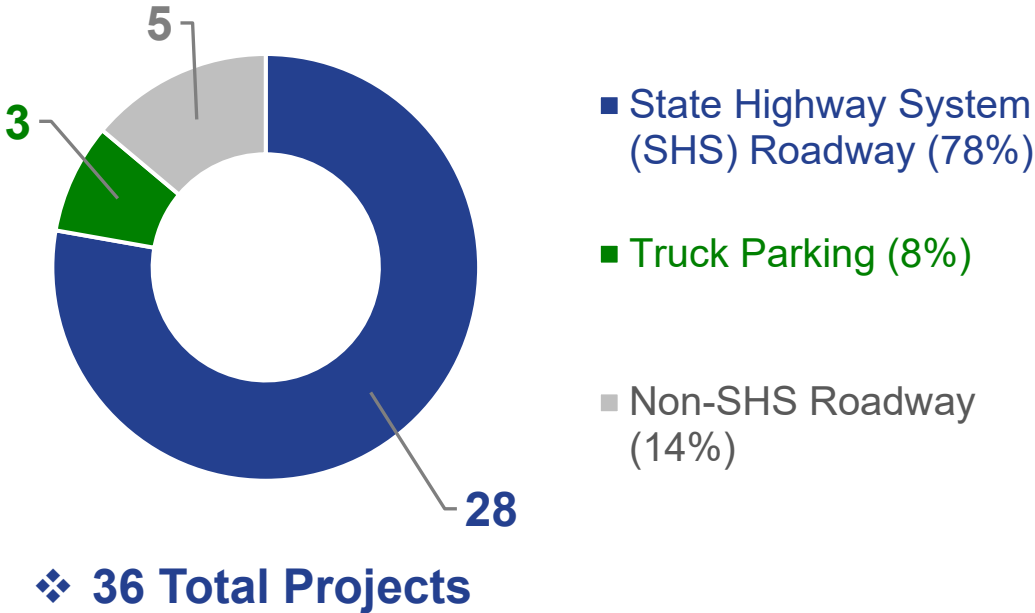


# 2025 Project Submission Summary

## Statewide MPO Participation



## Project Categories Submitted

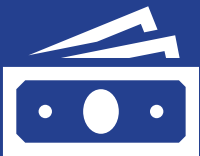
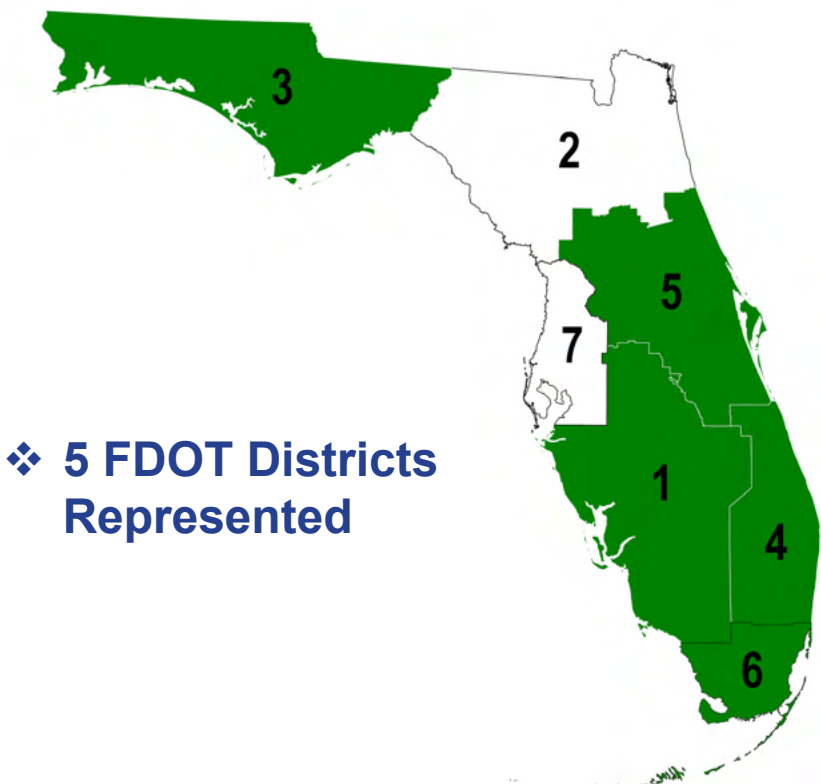
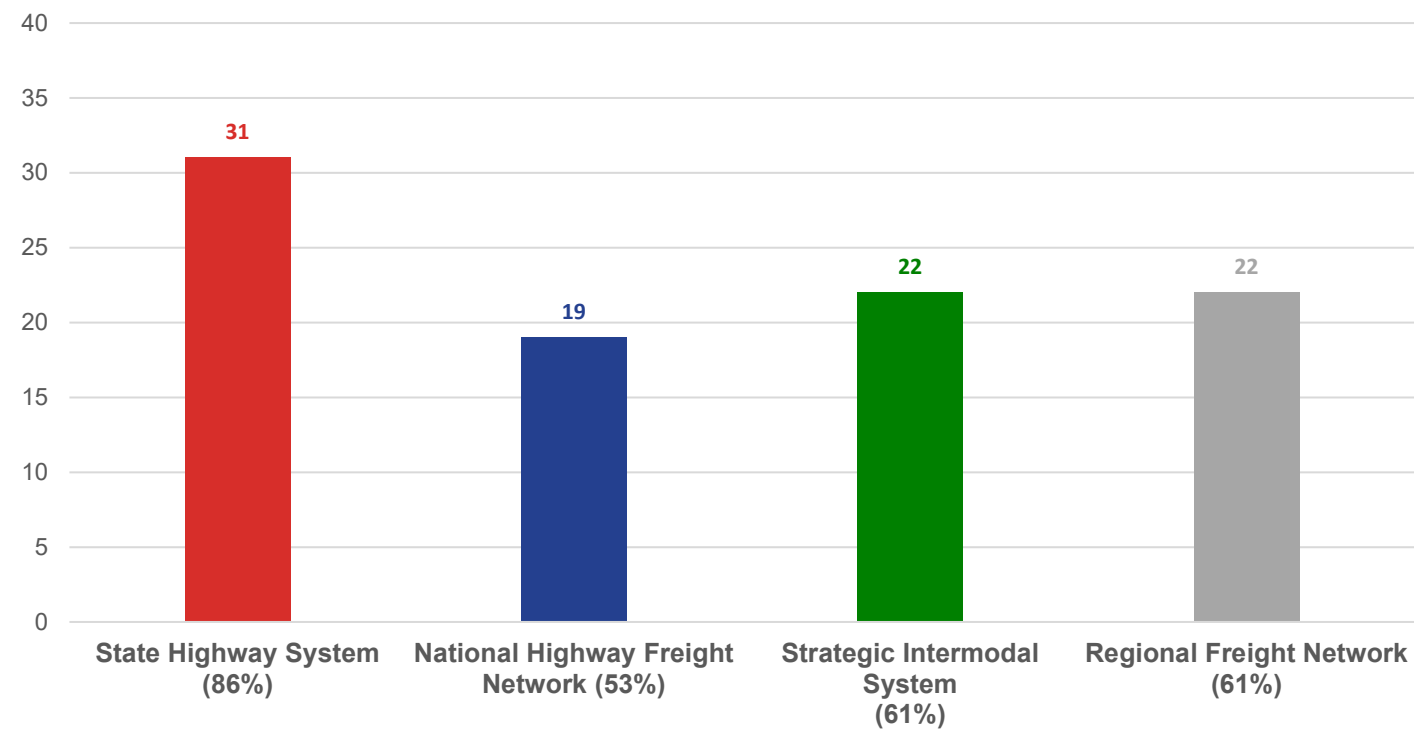


- 94% of projects are District Freight Coordinator priorities
- All projects meet at least 1 of the Florida Transportation Plan goals

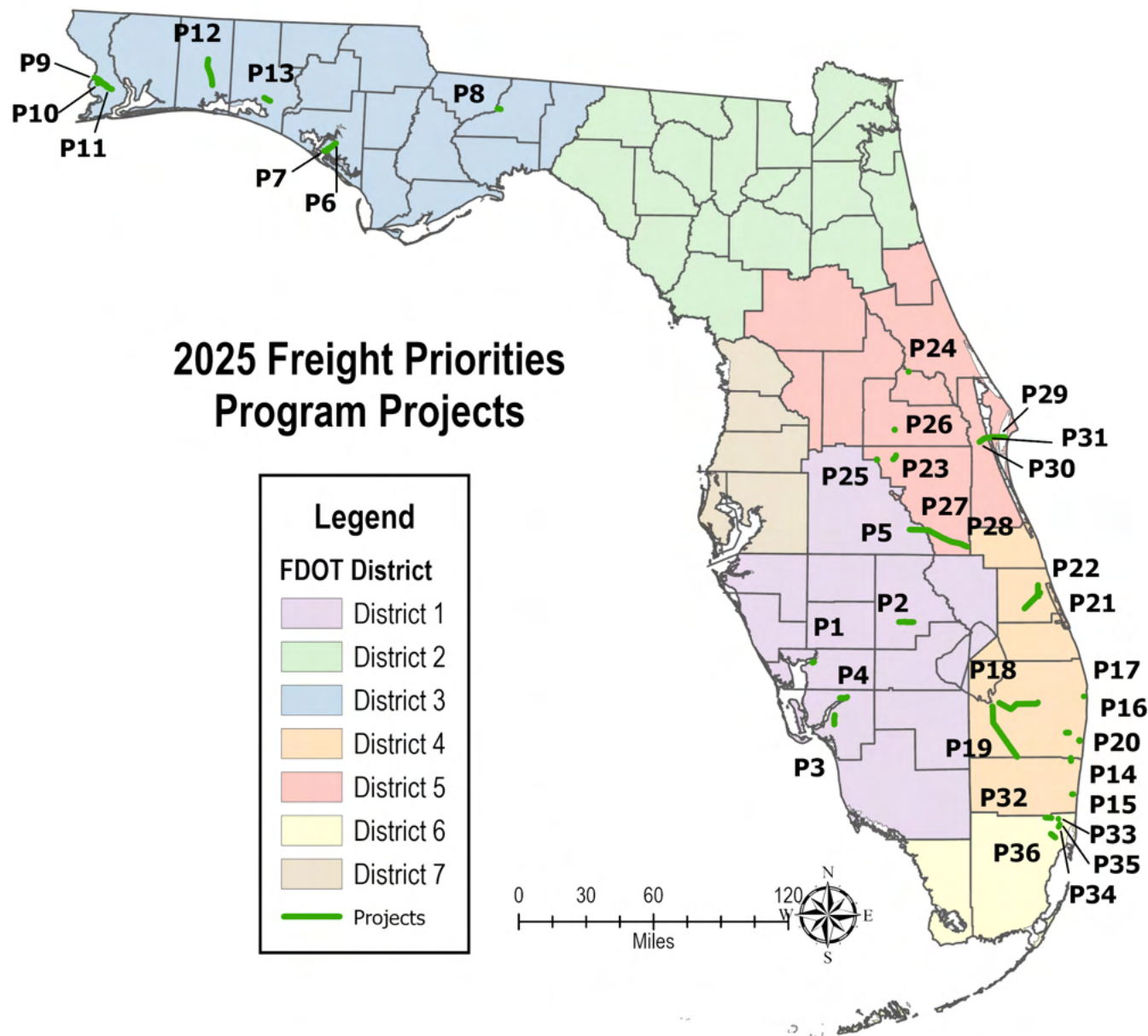


# 2025 Project Submission Summary

## Projects on Networks



- \$3.6 billion in requests for project phase advancements and new funding
- Projects improve the freight network through roadway improvements, truck parking, and grade separations



## 2025 Freight Project Priority List

# 2025 Project Priority List – FDOT D1

[Freight Coordinator: **Amanda Tyner**]

Map ID	Project Name	County	Project Type	FM Number	DFC Priority	PD&E Status	Project Request (Millions)	Network Designations*			
								SHS	NHFN	SIS	RFN
Charlotte County-Punta Gorda MPO											
P1	US-17 from Copley Ave. to CR-74 (Bermont Rd.)	Charlotte	Roadway	N/A	Yes	Funded	\$10.9	Yes	No	Yes	No
Heartland Regional TPO											
P2	SR-70 from Jefferson Ave. to CR-29	Highlands	Roadway	414506-1	Yes	Completed	\$242.2	Yes	No	Yes	Yes
Lee County MPO											
P3	SR-739 (Metro Pkwy.) Widening from Daniels Pkwy. to Winkler Ave.	Lee	Roadway	431334-1 431334-2	No	On-Going	\$76.1	Yes	No	No	Yes
P4	SR-78 Widening from SR-31 to I-75 and Interchange Improvements	Lee	Roadway & Interchange	444937-1	Yes	On-Going	\$187.5	Yes	Yes	Yes	Yes
Polk TPO											
P5	SR-60 Widening from CR-630 to Osceola Co. Line	Polk	Roadway	433856-2 433856-3	Yes	Completed	\$110.0	Yes	No	Yes	No

\*SHS = State Highway System  
NHFN = National Highway Freight Network  
SIS = Strategic Intermodal System  
RFN = Regional Freight Network

# 2025 Project Priority List – FDOT D3

[Freight Coordinator: Holly Cohen]

Map ID	Project Name	County	Project Type	FM Number	DFC Priority	PD&E Status	Project Request (Millions)	Network Designations*			
								SHS	NHFN	SIS	RFN
Bay County TPO											
P6	SR-75 (US-231) from SR-30A (US-98) to SR-368 (23rd St.)	Bay	Roadway	217910-7	Yes	Completed	\$580.2	Yes	Yes	Yes	Yes
P7	SR-75 (US-231) from SR-368 (23rd St.) to South of Pipeline Rd.	Bay	Roadway	217910-8	Yes	Completed	\$115.7	Yes	Yes	Yes	Yes
Capital Region TPA											
P8	SR-8 (I-10) Widening from Gadsden Co. Line to West of SR-263 Capital Circle	Leon	Roadway	222530-6	Yes	Completed	\$89.6	Yes	Yes	Yes	No
Florida-Alabama TPO											
P9	SR-8 (I-10) from Alabama State Line to Weigh Station	Escambia	Roadway & Interchange	433113-1	Yes	Completed	\$274.9	Yes	Yes	Yes	Yes
P10	SR-8 (I-10) from EB Weigh Station to Nine Mile Rd.	Escambia	Roadway & Interchange	437905-2	Yes	Completed	\$269.5	Yes	Yes	Yes	Yes
P11	SR-8 (I-10) from Nine Mile Rd. to US-29	Escambia	Roadway & Interchange	437905-3	Yes	Completed	\$21.2	Yes	Yes	Yes	Yes
Okaloosa-Walton TPO											
P12	SR-85 from SR-123 to I-10	Okaloosa	Roadway	220171-4 220171-5 220171-6	Yes	Completed	\$18.5	Yes	No	Yes	Yes
P12	SR 20 from W of the Freeport City Hall to Black Creek Blvd (SHS)	Walton	Roadway	220635-8	Yes	Completed	\$70.3	Yes	Yes	No	Yes

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# 2025 Project Priority List – FDOT D4

[Freight Coordinator: **Justin Stroh**]

Map ID	Project Name	County	Project Type	FM Number	DFC Priority	PD&E Status	Project Request (Millions)	Network Designations*			
								SHS	NHFN	SIS	RFN
Broward MPO											
P14	SR-845/Powerline Rd from SW 10th St to Broward/Palm Beach County line	Broward	Roadway	446378-1	Yes	Funded	\$1.0	Yes	No	No	No
P15	SR-84 at Florida East Coast Corridor Crossing	Broward	Grade Separation	454754-1	Yes	Funded	\$6.9	Yes	No	Yes	No
Palm Beach TPA											
P16	Flavor Pict Rd Extension from Lyons Rd to Hagen Ranch Rd	Palm Beach	Bridge	N/A	No	N/A	\$32.0	No	No	No	No
P17	Palm Beach Lakes Blvd bridge over the FEC Railroad	Palm Beach	Bridge	N/A	Yes	N/A	\$13.1	No	Yes	No	Yes
P18	CR-880 Reconstruction from MLK Jr Blvd to SR-80	Palm Beach	Roadway	N/A	Yes	On-Going	\$24.6	No	No	No	No
P19	US-27 ITS project from Broward/Palm Beach County line to SW 2nd St	Palm Beach	Traffic Management	446234-1	Yes	Completed	\$12.6	Yes	Yes	Yes	No
P20	I-95 at Linton Blvd Interchange Improvement	Palm Beach	Roadway & Interchange	435384-2	Yes	Completed	\$26.1	Yes	Yes	Yes	Yes
St. Lucie TPO											
P21	GladeCO Freight and Rail Corridor.	St. Lucie	Grade Separation	N/A	Yes	On-Going	\$61.4	No	No	No	Yes
P22	SR-9 (I-95) Adjacent Parallel Reliever - Jenkins Rd.	St. Lucie	Roadway	446331-1	Yes	On-Going	\$103.7	No	No	No	Yes

\*SHS = State Highway System  
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RFN = Regional Freight Network

# 2025 Project Priority List – FDOT D5

[Freight Coordinator: **Sarah Van Gundy**]

Map ID	Project Name	County	Project Type	FM Number	DFC Priority	PD&E Status	Project Request (Millions)	Network Designations*			
								SHS	NHFN	SIS	RFN
MetroPlan Orlando											
P23	US-17 (SR-600, John Young Pkwy.) Widening and Intersection Improvements at Pleasant Hill Rd.	Osceola	Roadway	418403-6 418403-7	Yes	Completed	\$142.2	Yes	No	No	Yes
P24	Truck Parking - Central Florida Corridor: Seminole County Site	Seminole	Truck Parking	446445-1	Yes	Completed	\$38.3	Yes	Yes	Yes	Yes
P25	Truck Parking - Central Florida Corridor: Osceola County Site	Osceola	Truck Parking	446445-5	Yes	Completed	\$77.6	Yes	Yes	Yes	Yes
P26	Truck Parking - Central Florida Corridor: Orange County Site	Orange	Truck Parking	446445-3	Yes	Completed	\$4.5	Yes	Yes	Yes	Yes
P27	SR-60 EB & WB Passing Lanes from Blanket Bay Slough to Peavine Trail	Osceola	Roadway	443702-1	Yes	Completed	\$22.8	Yes	Yes	Yes	Yes
P28	SR 60 Widening	Osceola	Roadway	452574-1	Yes	On-Going	\$206.8	Yes	Yes	Yes	Yes
Space Coast TPO											
P29	SR-528 from East of SR-3 to Port Canaveral Interchange	Brevard	Roadway	407402-4	Yes	Completed	\$329.0	Yes	Yes	Yes	Yes
P30	SR-524 from Friday Rd. to Industry Rd.	Brevard	Roadway	437983-1	Yes	On-Going	\$66.7	Yes	No	No	No
P31	SR-528 from East of SR-524 (Industry Rd.) to East of SR-3	Brevard	Roadway	407402-3	Yes	Completed	\$365.0	Yes	Yes	Yes	Yes

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NHFN = National Highway Freight Network  
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RFN = Regional Freight Network



# 2025 Project Priority List – FDOT D6

[Freight Coordinator: **Sandra Villard**]

Map ID	Project Name	County	Project Type	FM Number	DFC Priority	PD&E Status	Project Request (Millions)	Network Designations*			
								SHS	NHFN	SIS	RFN
Miami-Dade TPO											
P32	SR 860/Miami Gardens Drive/NW 186 Street From NW 68 Avenue to NW 57 Avenue	Miami-Dade	Roadway	438864-4	Yes	On-Going	\$8.6	Yes	No	No	No
P33	SR 817/NW 27 Avenue at NW 175 Street Interchange Improvements	Miami-Dade	Roadway & Interchange	453301-1	Yes	On-Going	\$0.7	Yes	No	No	No
P34	SR 9/NW 27 Avenue & SR 924/NW 119th Street Safety Project	Miami-Dade	Roadway	453309-1	Yes	On-Going	\$0.7	Yes	No	No	No
P35	SR 916/NW 135 Street & NW 22 Avenue Safety Project	Miami-Dade	Traffic Management	453308-1	Yes	On-Going	\$0.6	Yes	No	No	No
P36	SR 25/US 27/Okeechobee Road	Miami-Dade	Roadway	447828-1	Yes	Completed	\$9.3	Yes	Yes	Yes	No

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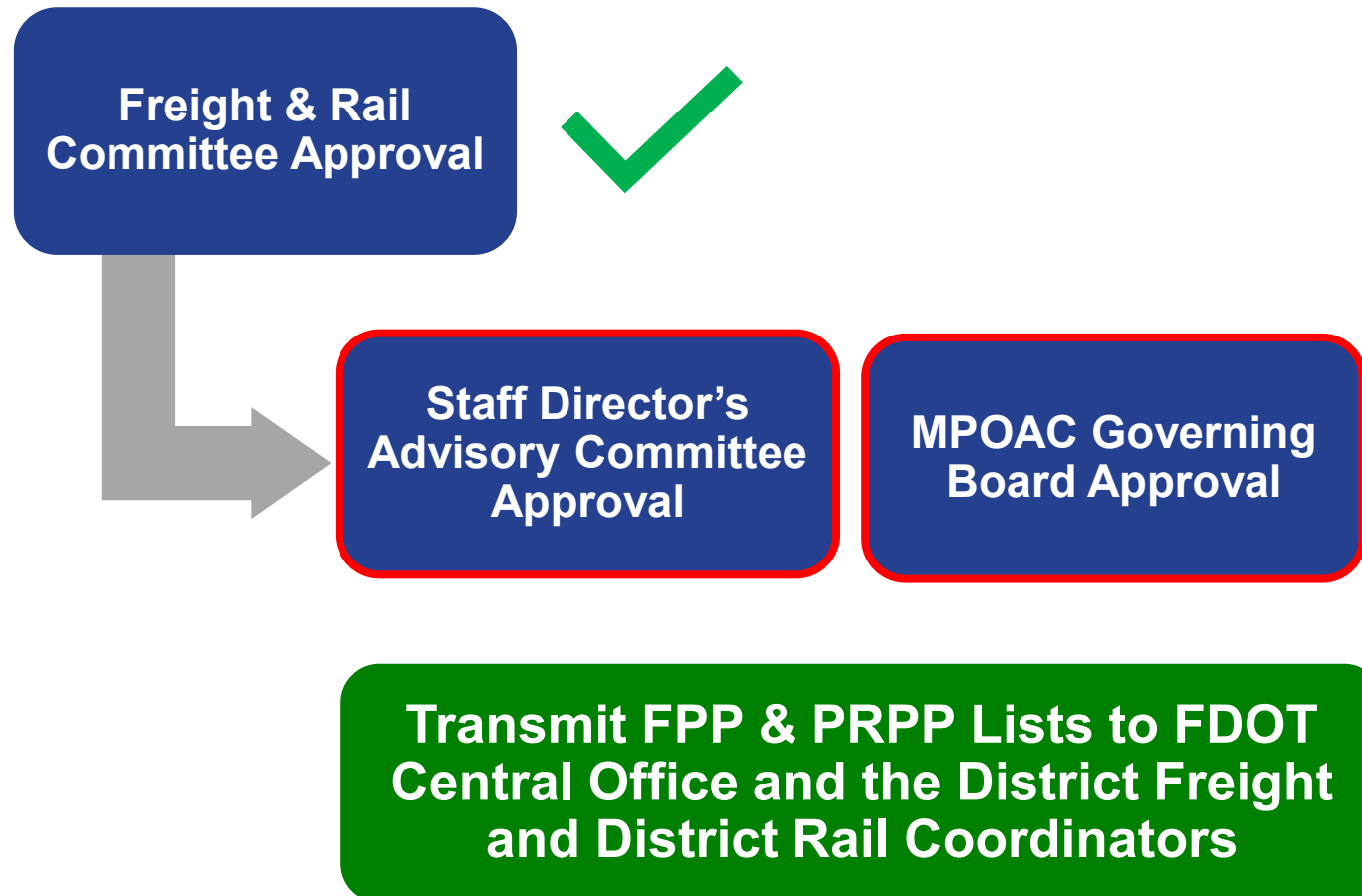
# 2025 Passenger Rail Projects Priority List

Project ID	Project Name	Action	FDOT Districts	Project Type	State Rail Plan Corridor	Funding Request
<b>Florida-Alabama TPO</b>						
FLAL-24-001	Restore Amtrak service in the Florida-Alabama TPO area	New Station/Restore Former Station	District 3	Restore Former Services	Tier II (Jacksonville – New Orleans)	\$760,000
<b>Hillsborough TPO (in partnership with MetroPlan Orlando and Polk TPO)</b>						
HILL-24-001	Orlando to Tampa Intercity Passenger Rail	Passenger Rail Corridor Feasibility Study	District 7, District 1, District 5	Enhance Existing Services	Tier I (Orlando – Tampa)	\$500,000
<b>Lee County MPO (in partnership with Sarasota-Manatee MPO, Charlotte County-Punta Gorda MPO, and Collier MPO)</b>						
LEEC-24-001	Southwest Florida Rail Feasibility Study	Passenger Rail Corridor Feasibility Study	District 1, District 7	Develop New Services	Tier III (Miami – Naples - Tampa)	\$1,750,000
<b>Okaloosa-Walton TPO</b>						
OKAL-24-001	Restore Amtrak service in the Okaloosa-Walton TPO area	New Station	District 3	Develop New Services	Tier II (Jacksonville – New Orleans)	\$760,000
<b>Space Coast TPO</b>						
SPAC-24-001	Cocoa Multimodal Station and Rail Project	New Station	District 5	Develop New Services	Tier I (Orlando – Miami)	\$47,460,000
<b>St Lucie TPO</b>						
STLU-24-001	Treasure Coast Regional Passenger Rail Station	New Station	District 4	Develop New Services	Tier I (Orlando – Miami)	\$10,000,000

**Approved by the Freight & Rail Committee and Staff Director's Advisory Committee at the February 27, 2025, Meeting**



# Requested Action & Next Steps



An aerial photograph of a city skyline, featuring various buildings and green spaces. A semi-transparent blue overlay covers the entire image. In the center, a white rounded rectangle contains the title and speaker information.

# FHWA Update

Karen Brunelle, PE, FHWA





# FDOT Update

Dana Reiding, FDOT

# FDOT Update

- Joint Certifications
- TIP Snapshot
- TIP Schedule



# TIP & STIP SCHEDULE

TIP SCHEDULE

## MARCH-AUGUST

MPO's Draft LOPP reviewed by TAC and CAC.

AUG

## AUGUST

**By August 1:** MPO adopts LOPP and submits to District.

## OCTOBER-MARCH

*Even years (accelerated schedule) – October-January*  
District reviews LOPP.

MAR

## MARCH

*Even years (accelerated schedule) – January*  
FDOT submits Tentative Work Program.  
District provides TIP Download Files to the MPO.

## MARCH-JUNE

MPO initiates development of new TIP.  
Draft TIP available for public comment.

JULY

## JULY

- MPO adopts Final TIP.
  - MPO submits Final TIP into Document Portal.
  - District confirms MPO addressed all critical comments.
  - **By July 15th:** District recommends approval to OPP.
- TIPs must include TPM targets.

## JULY-AUGUST

**By August 1:** OPP sends letter to each District Secretary requesting certification of projects in Work Program.

AUG

## AUGUST

**By August 1:** Federal Aid Management Office submits statewide Draft STIP to FHWA.  
**By August 31:** FDOT Secretary approves TIPs and submits Final STIP to FHWA.

## AUGUST-SEPTEMBER

FHWA/FTA approves all MPO Performance Measures.

SEP

## SEPTEMBER

**By September 30:** FHWA/FTA approve STIP.

STIP SCHEDULE

# Wrap Up

Chair Uribe and Chair Hutchinson





# Adjourn

Chair Uribe and Chair Hutchinson