

**TECHNICAL ADVISORY COMMITTEE of the  
COLLIER METROPOLITAN PLANNING ORGANIZATION  
MEETING MINUTES  
November 28, 2022, 9:30 a.m.**

**1. Call to Order**

**Ms. Lantz** called the meeting to order at 9:36 a.m.

**2. Roll Call**

**Ms. Siegler** called the roll and confirmed a quorum was present.

**TAC Members Present**

Lorraine Lantz, Chair, Collier County Transportation Planning

Allison Bickett, Vice Chair, City of Naples

Dan Hall, Collier County Traffic Operations

Dave Rivera, City of Naples

Justin Martin, City of Marco Island

Margaret Wuerstle, Southwest Florida Regional Planning Council

Michelle Arnold, Director, Collier County Public Transportation & Neighborhood Enhancement (PTNE)

Tim Brock, Everglades City

Ute Vandersluis, Naples Airport Authority

**TAC Members Absent**

Andrew Bennett, Collier County Airport Authority

Daniel Smith, City of Marco Island

Don Scott, Lee MPO

John Kasten, Collier County School Board

**MPO Staff**

Anne McLaughlin, Executive Director

Sean Kingston, Principal Planner

Dusty Siegler, Administrative Assistant

**Others Present**

Bill Gramer, Jacobs Engineering Group Inc.

Victoria Peters, FDOT Community Liaison

Wally Blain, Benesch

**Mr. Martin** introduced himself.

3. **Approval of the Agenda**

*Ms. Arnold moved to approve the agenda. Mr. Rivera seconded. Carried unanimously.*

4. **Approval of the September 26, 2022 Meeting Minutes**

*Mr. Brock moved to approve the September 26, 2022 meeting minutes. Ms. Bickett seconded. Carried unanimously.*

5. **Public Comments for Items not on the Agenda**

None.

6. **Agency Updates**

**A. FDOT**

**Ms. Peters** stated that a snapshot of the new draft tentative work program took place on approximately November 17. FDOT central office has created a uniform booklet cover and format, so it will look different this year. FDOT is working on the add/defer/delete sheets, or variance report. It looks like Collier County did well; most of its priority projects appear to have been programmed. One big project that was deferred last year that was one of the County's top priorities, on SR 951/Collier Boulevard, Manatee Road to north of Tower Road, was brought back into construction.

Ms. Peters hoped to get the draft tentative work program out early the following week, noting that the MPO Board meets on December 9. FDOT typically shows a video at the Board meeting, but it is unclear if it will be available in time. Most District I MPOs and TPOs are not having their board presentations until January. Ms. Peters will do her best to provide the add/defer/delete sheets in time for the December 9 MPO Board meeting and provide an update at the Board meeting and address questions.

An online public hearing will take place from December 12, 2022, through December 16, 2022; Ms. Peters can provide the link when it is available. There will be videos and comments can be submitted online. All of the draft tentative work programs will be available online. There will be a hybrid in-person information session/GoTo webinar on Wednesday, December 14, from 9 a.m. to 11 a.m., at FDOT's Southwest Area Urban Office (SWAO). There will also be a meeting at the District I office in Bartow. FDOT would like to receive comments on the draft tentative work program during the week of December 12, but comments are welcome any time. There is an online comment card available during the online hearing that week.

The regional information session that was postponed because of Hurricane Ian has been rescheduled: Wednesday, January 18, 2023, in Bartow, from 9 a.m. to 11:30 a.m. (discretionary grants), and from 1 p.m. to 3 p.m. (Strategic Intermodal System-SIS).

FDOT has a vacant community liaison position for the Sarasota/Manatee area and the employee could work out of the SWAO or the Bartow office, or even the Sarasota/Manatee areas. Qualified candidates are encouraged to apply.

## **B. MPO Executive Director**

**Ms. McLaughlin** introduced the MPO's new principal planner, Sean Kingston. The MPO has another vacant principal planner position and qualified candidates are encouraged to apply.

The agenda packet for the upcoming MPO Board meeting will be posted in the agenda software on Thursday (December 1) to be published and distributed on Friday (December 2). **Ms. McLaughlin** requested Ms. Peters coordinate with her regarding the draft tentative work program; MPO Staff prefers to provide it to technical staff right away and the MPO Board members are typically interested in technical staff's opinions on the work program. Staff also prefers to provide the draft tentative to the Technical and Citizens Advisory Committees as soon as possible. **Ms. Peters** indicated she was not sure she could get anything out by Thursday but would work hard to try to do so.

## **7. Committee Action**

### **A. Endorse Congestion Management Process (CMP) Origin and Destination (O&D) Report**

**Ms. McLaughlin** stated the O&D Report is the final deliverable for the CMP update for 2022. TAC reviewed a draft of the Report in September. The final Report contains revisions made in response to feedback received. The changes made to the Report and various comments received on the draft are contained in the attachments to the agenda packet. MPO Staff is bringing the final O&D Report to the MPO Board for approval in December. The Congestion Management Committee (CMC) has reviewed and endorsed the final Report.

**Mr. Blain** provided a presentation regarding the final O&D Report. There is new information since his presentation to TAC in September. One issue in looking at the O&D trends was how to define the subareas; the planning communities for Collier and Lee County were looked at. There are 17 land use/planning areas in Collier County and Benesch identified additional areas that needed to be defined or expanded. By way of example, the City of Everglades City is a County planning area that does not include Chokoloskee or Plantation Island. The Everglades City subarea was expanded to include the locations for the O&D study. The City of Marco Island was its own County planning area but did not include Goodland or other areas along SR 951. Subareas were not adjusted for Lee County; the 22 subareas from Lee County are as-is. For surrounding counties, no subareas were used.

From a broad perspective, the following categories were evaluated regarding daily trips generated: trips that start in Collier County and end in the County and trips that pass-through Collier County (start in another county and end in another county). There are approximately one million trips daily that start in Collier County and stay in the County. In the Report, trips are counted on a stop-by-stop basis. For example, if a person is going to dinner, but stops at a gas station on the way, it is counted as two trips instead of one trip. There are approximately 115,000 and 128,000 daily trips respectively either entering or exiting

the County. The approximate one million daily trips do not include the trips that pass-through the County. Most trips that pass through the County are on I-75. Many trips that pass through on U.S. 41 west-bound are heading north on SR 29 and SR 82. Some of the pass-through trips on SR 82 are coming from Lee County and then traveling north on SR 29.

Home-to-work trips were also evaluated. Approximately 50% of home-to-work trips have a work destination west of I-75, which is illustrative of the land use pattern of where people work and live. Approximately 10% of the people who reside in Collier County have a work destination in Lee County.

The data source used is Replica. Replica uses location-based service data from mobile phones and data from in-dash navigation, such as fleet vehicles. That information is balanced with data from the Census Bureau, the American Community Survey and the National Household Travel Survey. All personal information is removed from data gathered and input into a model process to create results that are based on empirical and observed patterns. The two different models are called “Places” and “Trends.” The Trends data lets us look back in history overall and is not so much focused on details.

Trend data for working from home for 2019 through early 2020 was gathered from census data prior to COVID. Subsequently, Replica received trend data regarding people working from home. The work from home information is current through this October and shows a spike in people working from home (or not going to work) in Collier County due to Hurricane Ian. There are approximately 25,000 to 30,000 people (approximately 16% of the working population) currently working from home on an average weekday.

From a subarea perspective, more details about trip characteristics were evaluated from an origin, destination and home-to-work perspective. The Report includes information on the busiest start time, most common trip purpose, average amount of time for trip durations, and average trip distance. There was a previous question at a CMC meeting about categorization of “errand” and “shopping.” For reporting purposes, shopping is when a good is purchased (*e.g.*, groceries, clothes) and an errand is when a service is purchased (*e.g.*, haircut, oil change, doctor appointment). **Mr. Hall** asked why the trip purpose graph being shown had a low number for “home” purpose trips. **Mr. Blain** responded that within that subarea, the trips that originated in the subarea had a destination of home. On the destination side, the home trip purpose would likely be a higher percentage. Mr. Blain continued that interesting patterns emerge from the trip characteristics; some areas have a good mixed use of residential and commercial, and some short trips could be satisfied by means other than by automobile. **Ms. Vandersluis** asked how current the gathered data is. **Mr. Blain** responded that the data run in the Places model was based on the Spring of 2021. Places data is more in-depth and detailed and not released as frequently. The Trends data is released on a more frequent basis but is not as detailed. **Mr. Brock** indicated that millions of people travel to Everglades National Park/Big Cypress area and asked how that is captured in the Report. **Mr. Blain** responded it would be captured as the trip destination. In the analysis, those areas were larger subareas. The data used is from Spring of 2021, and therefore, may not capture other times of the year.

**Mr. Blain** continued regarding the changes that were made since September: corrections to typos and text inconsistencies; update to the executive summary section (home-to-work detail and work from trends added); clarification added to Table 5 and text for explaining work locations; and revised text

describing the number of trips passing through Collier County with an origin and a destination in Lee County. CMC endorsed the Report on November 16. Mr. Blain offered to answer any questions.

**Mr. Brock** asked who uses the Report once it's finalized. **Ms. McLaughlin** responded that the MPO uses the Report as significant background information as the 2050 Long-Range Transportation Plan (LRTP) is developed. CMC will also use the Report as a factor in their ongoing work and in deciding on projects and their priority. The Report contains information that would be useful to land use planners; the Report provides data capture in areas that are mixed use. **Mr. Brock** asked whether the Report would be used for capacity issues, and **Ms. McLaughlin** responded it would be used for planning for growth, particularly for trying to redirect traffic as appropriate, shorten trips and capture trips within a subarea. **Mr. Brock** expressed concern about the amount of people travelling through Everglades City and whether such issues would be addressed in future road and capacity planning for the area. The numerous trips coming through Everglades City to pursue recreation in the Big Cypress area do not appear to be captured. **Mr. Blain** responded that the Report evaluates origin and destination pairs, and trips that are recreational are not always repeated and predictable. There may be many people travelling there, but not the same people from the same area on the same day to create a pattern. **Ms. McLaughlin** added that it may be helpful to look at the statistics from Everglades City's tourism/visitor's bureau and traffic counts during high season. **Mr. Martin** asked for clarification on the subarea maps; Marco and the City of Marco Island are listed as different subareas. **Mr. Blain** explained that Marco includes the surrounding Rookery area and Goodland, and some other surrounding areas that are not contained in the City of Marco Island planning map. **Ms. Lantz** commented that the Report will be useful to land use planners.

*Ms. Bickett moved to endorse Congestion Management Process (CMP) Origin and Destination (O & D) Report. Mr. Brock seconded. Carried unanimously.*

#### **B. Endorse County's Updated Transit Asset Management (TAM) Plan Performance Targets**

**Ms. McLaughlin** explained that as performance targets have been put forth from the federal government, the MPO has sought to maintain consistency with FDOT and transit asset management performance targets. The BCC adopted new performance targets and updated the TAM Plan on November 8, 2022. The MPO Board programs projects to support the TAM Plan. An MPO is not required to adopt new performance targets until the LRTP is updated, but such a waiting period seems unnecessary.

**Ms. Arnold** added that the Federal Transit Administration likes to see the MPO work with Collier County Public Transportation & Neighborhood Enhancement (PTNE) on performance targets. It would be best for the MPO not to wait to adopt the performance targets until the next LRTP update. Ms. Arnold can answer any questions about specific updates or the targets. One major change that occurred, is better definition of assets. Guidelines regarding the benchmark for useful life were also added. The updates will help PTNE with better tracking for budgeting purposes. **Ms. McLaughlin** commented that it seems to be a refinement and not a change to the current practice. Endorsement from TAC was requested; the item will be brought to the MPO Board in December.

*Mr. Brock moved to endorse County's Updated Transit Asset Management (TAM) Plan Performance Targets. Ms. Bickett seconded. Carried unanimously.*

### **C. Endorse Transit Regional Service and Fare Study Scope**

**Ms. McLaughlin** explained that the consultant for the study is Jacobs Engineering Group under the County's general planning contract. The study will evaluate the prospect of implementing additional regional bus services between Collier and Lee Counties. The study will be helpful in the upcoming LRTP update and is funded under the FY23/24 Unified Planning Work Program. TAC endorsement of the study scope was requested. **Ms. Arnold** added that study is a joint effort and PTNE is helping to fund it (50/50). The study is a component of the goals in the Transit Development Plan (TDP) in terms of potential regionalization.

**Mr. Gramer** provided an overview of the scope of the study. The study aims to connect Collier and Lee Counties more efficiently by potentially identifying additional possible transit routes to provide better operations and services. Importantly, the study will flesh out the obstacles and opportunities that exist. Feasibility is a main goal of the study. The study will also look at regional fare structures (such as a joint pass for Collier and Lee Counties), potential benefits and costs. There will be research on what other municipalities are doing and their structures. User benefits, service gaps, funding availability, and needs will also be evaluated.

**Ms. Lantz** asked if the study would tie into the LRTP and the major update for the TDP. **Ms. McLaughlin** responded it would and is helpful for identifying regional needs. **Ms. Lantz** asked who would be managing the project. **Ms. Arnold** indicated that is still being worked out. The last time there was a joint study, the MPO was the lead. **Ms. McLaughlin** added that the MPO may manage the contract in terms of making sure the deliverables are met and the schedule, and the substance of the work deferred to PTNE as the transit experts. **Ms. Lantz** asked if the document would be brought to the BCC. **Ms. Arnold** indicated it could be presented for information purposes, but she did not think it would be necessary for the BCC to take action on it.

*Mr. Brock moved to endorse Transit Regional Service and Fare Study Scope. Ms. Vandersluis seconded. Carried unanimously.*

### **D. Endorse Transfer of \$2.5 million in FY23 SU Funds to CAT Maintenance & Operations Facility Replacement Project**

**Ms. McLaughlin** explained that MPO Staff recently learned that approximately \$3.5 million in SU funds remains unprogrammed for FY 2023 (which is our current fiscal year). **Mr. Brock** asked what SU funds are slotted for, and **Ms. McLaughlin** responded that SU funds are flexible and are the Surface Transportation Block Grant-this is specifically the urban component of that. The reason Staff focuses a lot of time and attention on SU programming is because, as a transportation management agency, a certain amount is allocated to the MPO to program. The MPO receives approximately \$5 million annually in SU funds, which gets programmed for congestion management, bicycle/pedestrian, transit, bridges, safety, and some for planning. The MPO, along with its committees, makes a diligent effort to program the funds thoroughly. There is a federal reconciliation process every year, and sometimes funding that was not

anticipated is put in the SU box during the first year of the Work Program. There is limited ability for the MPO to rush projects forward. If the funding authority is not used by the MPO, the money remains but the MPO loses the authority over it (this is known as fiscal constraint). FDOT makes a diligent effort to obligate their fiscal constraint in any given fiscal year. If the MPO is unable to use the funding authority, FDOT could use the funding authority elsewhere. One initiative that seems to be able to take advantage of the funding are some of the transit priorities. Staff's recollection is that transit deadlines, as it pertains to funding, are different than the MPO's. Last year, Collier MPO was in a similar position and the MPO Board approved transferring approximately \$3 million in SU funds for the same project, which is currently estimated to cost approximately \$8 million. If the \$2.5 million were to be transferred, it would make the MPO's contribution approximately \$5.5 million. It should be noted that the MPO has committed to cover some cost overruns on two County bicycle/pedestrian projects in the same fiscal year. FDOT and FHWA emphasize that MPOs need to be multi-modal planning agencies and look for other ways to address congestion issues. Equity is also a required consideration; the transit system serves the disadvantaged population. The contribution would also impact the TAM Plan, and asset management across all categories, in addition to road pavement condition, which is a very high priority for the federal and State government.

**Ms. Peters** stated that she had moved \$2 million (and not 2.5) in Collier MPO's SU box for this project, and the current balance of the MPO's SU box is approximately \$1.386 million. It was previously discussed that the MPO should keep \$1 million in its SU box for potential cost overruns. Therefore, if the \$386,000 is also moved, the contribution would be \$2.386 million instead of \$2.5 million. **Ms. McLaughlin** clarified that MPO Staff requests endorsement of "up to" \$2.5 million. **Mr. Brock** inquired as to what the funds had been initially awarded for. **Ms. McLaughlin** responded that approximately \$9 million was approved by the MPO Board to put towards County bicycle/pedestrian projects in FY 2023, and also included in that was transportation alternative funds. Ms. McLaughlin advised everyone to let her know if anyone is working on a Local Agency Program project in FY 2023 that will likely have a cost overrun. **Ms. Peters** indicated the current balance of Collier MPO's TA (transportation alternative) box for FY 2023 is \$768,627. There are options still to be explored to fund cost overruns and the transit maintenance building.

**Ms. Arnold** stated the project is currently in the design phase. The facility will be built on CAT's property.

*Ms. Arnold moved to Endorse Transfer of up to \$2.5 million in FY23 SU Funds to CAT Maintenance & Operations Facility Replacement Project. Mr. Brock seconded. Carried unanimously.*

**8. Reports and Presentation (May Require Committee Action)**

None.

**9. Member Comments**

**Mr. Brock** stated that Everglades City is having another seafood festival during the third week in February.

**Ms. Arnold** stated that transit is very busy. Seasonal changes were recently implemented for operational efficiency. PTNE is participating in the Immokalee Christmas Parade, which it does every year. A big project is getting the maintenance facility completed. Ms. Arnold welcomed Mr. Kingston and Mr. Martin.

**Mr. Martin** stated that the City of Marco Island is starting its intersection traffic signals study of eleven intersections. Traffic counts will start in January. Marco Island is hoping to make improvements to its intersections in late FY 2023 after the study is complete. On December 3, there is a grand opening of the new Veterans' Community Park and activities start at 5 p.m. It has a new bandshell stage and farmers markets will be hosted there.

## **10. Distribution Items**

### **A. Revised/Final Congestion Hotspots Fact Sheets**

Item distributed. **Ms. McLaughlin** indicated the Fact Sheets are part of the CMP update and the O&D Report. The Fact Sheets are in final form and comments on the drafts were addressed.

### **B. Draft 2023 MPO Meeting Calendar**

Item distributed. **Ms. McLaughlin** pointed out that the meeting location for TAC for 2023 has changed. TAC's typical meeting room is no longer available for the MPO to use in 2023. The 2023 meetings will be held next door at the same building where the MPO is located: Transportation Management Services Bldg. Main Conference Room, 2885 S. Horseshoe Dr., Naples, FL, 34104. The front doors of the new meeting location are locked, so the MPO will have someone waiting up front to receive and escort meeting attendees. Members should have Ms. McLaughlin or Mr. Kingston's mobile phone numbers handy in the event they are running late.

## **11. Next Meeting Date**

*January 23, 2023, 9:30 a.m. – New location: Transportation Management Services Bldg. Main Conference Room, 2885 S. Horseshoe Dr., Naples, FL, 34104 – in person.*

**Ms. Lantz** indicated that at the January meeting, it is anticipated that TAC will elect a new Chair. Ms. Lantz is happy to continue as Chair but has taken on a different position in transportation planning. If Ms. Lantz were Chair in 2023, she may send an alternate to TAC meetings.

## **12. Adjournment**

**Ms. Lantz** adjourned the meeting at 11:05 a.m.