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December 19, 2024 Regular TPO Board Meeting

**Commission Boardroom  
Polk County Administration Building  
330 W. Church Street  
Bartow, FL 33830**

1. Call to Order - 9:00 a.m. (Trish Pfeiffer, Polk TPO Chairwomen)

**Minutes:** Chair Pfeiffer called the TPO Board meeting to order at 9:01 a.m. She also welcomed the new members of the board.

2. Confirmation of Quorum

**Minutes:** KC Rivera, Polk TPO staff, confirmed a quorum. Commissioner Jim Watts represented the South County Bloc and Commissioner Willie Quarles represented the East County Bloc. Advisory Council members present were Wayne Gaither, FDOT, Ryan Kordek, Polk TPO, and Randy Mink (for Heather Bryan), Polk County Legal.

**Voting Members Present:**

Mayor Trish Pfeiffer, **Chairwoman**  
Commissioner Martha Santiago  
Commissioner Rick Wilson  
Commissioner Michael Scott  
Commissioner Rebecca Troutman  
Mayor Bill Mutz  
Commissioner Sara Roberts-McCarley, **Vice-Chair**  
Commissioner Guy LaLonde, Jr.  
Commissioner Bill Reed  
Mayor Nat Birdsong  
Mayor Pro Tem Brian Yates  
Commissioner Tracy Mercer  
Mayor Jack Hilligoss  
Commissioner Jordan Helms  
Mayor Omar Arroyo  
Commissioner Vernel Smith  
Vice-Mayor Nancy Daley  
Vice-Mayor Jeremy Clark

**Representing:**

City of Bartow  
Polk County BoCC  
Polk County BoCC  
Polk County BoCC  
Polk County BoCC  
City of Lakeland  
City of Lakeland  
City of Lakeland  
City of Lakeland  
City of Winter Haven  
City of Winter Haven  
City of Winter Haven  
City of Lake Wales  
City of Auburndale  
City of Haines City  
City of Haines City  
City of Lake Alfred  
City of Davenport

**East County Voting Members:**

Commissioner Willie Quarles

**South County Voting Members:**

Commissioner Jim Watts

**Advisory Members Present:**

Wayne Gaither

Ryan Kordek

Randy Mink (Heather Bryan)

**Other Persons Present:**

Vice-Mayor Morris West (Alternate)

Edith Perez

Nicole Mauntter

William Roll

Julia Davis

Angela Kaufman

Lorenzo Thomas

Isai Chavez

KC Rivera

**Representing:**

Town of Dundee

**Representing:**

City of Fort Meade

**Representing:**

FDOT, District One

Polk TPO Executive Director

TPO Legal Advisor

**Representing:**

City of Haines City

Florida Department of Transportation

Metric

Kimley-Horn

Polk TPO Staff

3. Opportunity for Public Comment

**Minutes:** Chairwoman Pfeiffer opened the floor for public comment. There were no public comments. Chairwoman Pfeiffer closed the floor for public comment.

4. Agenda Review - Ryan Kordek, Polk TPO Executive Director

**Minutes:** Ryan Kordek, TPO Executive Director, covered some of the main topics on the agenda and emphasized the Transportation Safety Discussion that will precede the action items and presentations on the Board’s agenda.

**SPECIAL PRESENTATION (TAB 1)**

5. Transportation Safety Discussion

**Minutes:** Ryan Kordek, TPO Executive Director, presented recent safety data on Polk County’s roads and highlighted several trends and areas of concern. He also discussed the upcoming Vision Zero (SS4A) program status.

Polk County Sheriff Grady Judd and Polk County School Board Superintendent Frederick Heid spoke about traffic accidents and congested roads. Sheriff Judd provided some requests of the Board which included more road development since the population of Polk County is increasing. Both Sheriff Judd and Superintendent Heid discussed a major issue where drivers are not stopping when school bus stop arms and flashing lights are active. Superintendent Heid provided statistics of the high number of citations and warnings that have been issued after installing cameras on school bus stop arms. He informed us of the safety needs in Polk County and what the

community partners including the TPO Board can do to help. He suggested: pursuing sidewalk gap funding, revisiting land developments, consider creating a policy for new residential developments to include a landing pad for students to stand on while waiting for their school buses, as well as expanding the codes for sidewalk installation within those same communities. Additionally, Superintendent Heid proposed creating a long-term plan partnering with Polk County Public Schools, on proper striping, signage and flashers for crosswalks in school zones.

- A. Chairwoman Pfeiffer asked how the traffic patterns will change with the proposed school schedules starting earlier. Superintendent Heid informed the board that presently the school's proposed time changes have not been met with positive feedback, so the school board is still lobbying for change and flexibility with start times and transportation strategies at the local level.
  
- B. Chairwoman Pfeiffer asked if driver education can come back as part of the school's curriculum. Superintendent Heid responded that there is a need for a driver's education program, and it can be discussed at a future time. Currently, the Polk County School Board is in discussions for implementing a Life Skills class necessary for graduation which may include some driving points, financial literacy, and other important subject matter. Time limitations appear to be restricting this effort in the current school session period.
  
- C. Commissioner Santiago asked Sherrif Judd about the school crossing guards and if there was an issue of drivers not stopping for them. Sherrif Judd stated there remains on going issues with drivers not stopping and being distracted while driving. Drivers continuing to utilize their cell phones while driving. Sherrif Judd further asserted there is a need for meaningful legislation for cell phone usage while driving. He continues to lobby for that change so law enforcement can make a significant difference in ticketing those drivers.

## **CONSENT AGENDA (TAB 2)**

A motion was made by Commissioner Santiago to approve the Consent Agenda items and seconded by Vice Chair Roberts-McCarley. The motion was approved unanimously.

These action items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items. A Board member may request an item be moved to the regular agenda for discussion.

- 6. Approve Minutes - August 8, 2024 TPO Board Meeting
  
- 7. Approve Polk TPO Executive Director Quarterly Timesheets and Expense Reimbursements
  
- 8. Review/Approve Draft TPO Resolution 2024-07 approving Draft Amendments to

the FY 2024/25 - 2025/26 Unified Planning Work Program (UPWP) and MPO PL Funding Agreement

9. Approve Consultant Services Authorization TPO-20-1009-3-05 with Alfred Benesch & Company for the 2025/26 Traffic Count Program at a Cost Not-to-Exceed \$80,000
10. Approve Appointments to the Polk County Transportation Disadvantaged Coordinating Board (LCB)
11. 2025 TPO Board Meeting Schedule

**OTHER ACTION ITEMS (TAB 3)**  
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12. Review/Approve Amendments to the TPO's Bylaws

**Minutes:** Julia Davis, Polk TPO, informed the Board that the TPO membership apportionment plan has been approved by the Governor and FDOT. Amendments to the Interlocal Agreement creating the TPO have also been approved by the TPO's member local governments, FDOT and the document has been recorded. The needed changes to the Bylaws are the last step in the process to implement the changes referenced in the apportionment plan. Ms. Davis requested the Board adopt the amended bylaws which specify adding four (4) new voting members which include Winter Haven, Haines City, Davenport and Lake Alfred. Also, the East County Bloc will be changed to the Central County and Ridge Bloc.

A motion was made for approval of the changes to the Bylaws by Commissioner Sara McCarley and was seconded by Commissioner Wilson. The motion was approved unanimously.

13. Public Hearing on Draft Amendments to the FY 2024/25 - 2028/29 Transportation Improvement Program (TIP)

**Minutes:** Angela Kaufman, Polk TPO, presented the TIP amendments that are necessary for federal funds in the current fiscal year. Technical Advisory Committee (TAC) recommended approval and TPO Staff is requesting the TPO Board approve the amendments to the FY 2024/25-2028/29 Transportation Improvement Program as requested by FDOT. The Chair opened the floor to public comments and there were none.

A motion was made to approve the amendments to the TIP by Commissioner Rick Wilson, seconded by Vice Chair Roberts-McCarley. The Roll Call vote resulted with a unanimous approval.

14. Review/Approval the use of TMA-SU Funds for State Infrastructure Bank (SIB) Loan Reimbursement for State Road 33 Widening (FPN: 430185-4) from Old Combee Road to Firstpark Boulevard

**Minutes:** Ryan Kordek, Polk TPO Executive Director, explained there is a need for additional funding for the State Road 33 widening project in northeast Lakeland. The Florida Department of Transportation (FDOT) has indicated the low bid for the Interstate 4 at State Road 33 project came in approximately \$19M over budget. In order to award the project and establish a financial path forward, FDOT District One had to obtain a \$10M State Infrastructure Bank (SIB) loan for the State Road 33 widening portion of the project. In support of the TPO's priority, District One is seeking the TPO's support for reimbursement of the SIB loan beginning in Fiscal Year 2031. In terms of funding sources that could be used, FDOT has proposed available state funds as one means to reimburse the Loan, as well as available transportation management area suballocated funds (TMA-SU) which are apportioned to the Lakeland TMA. The Lakeland TMA coincides with the Lakeland Urbanized Area as defined by the U.S. Census. TMAs consists of urban areas with a population of 200,000 or more. For the Lakeland TMA this includes the incorporated areas within the Lakeland city limits, and portions of the Bartow and Mulberry city limits and unincorporated areas of the county such as Kathleen, Socrum, Highland City and Lakeland Highlands. FDOT looks to the Polk TPO to help define candidate transportation projects and priorities for the use of these federal transportation funds which are apportioned to the TMAs. Currently, the Lakeland TMA receives approximately \$4,550,991 a year in TMA-SU funds. Examples of transportation projects the TPO has used TMA-SU funds include safety and complete street projects, transit enhancements, intersection and minor highway capacity improvements, and supplements to FDOT's highway resurfacing program such as sidewalks and bicycle lanes.

In addition to state funds and TMA-SU funds, there is the possibility the City of Lakeland will contribute approximately \$3M in local funds towards the SIB Loan payback. The source of the City's contribution is impact fees earmarked for the State Road 33 corridor in the Capital Improvement Plan (CIP) and agreements with development activity impacting the corridor. If the City approves the use of these funds for the project, the hope is it will reduce the burden on the TMA-SU box for the Lakeland TMA - both in terms of the amount of TMA-SU funds required and the duration the funds will be needed to reimburse the loan.

In discussing the State Road 33 SIB Loan, the TPO's Technical Advisory Committee (TAC) also emphasized the importance of maintaining all aspects of the project including the two (2) wildlife crossings of Interstate 4 and State Road 33, as well as the multi-use trail which is planned as part of the project.

A motion to approve the use of TMA-SU funds in support of the State Road 33 Widening Project was made by Commissioner Rick Wilson, seconded by Commissioner Rebecca Troutman. Motion was approved unanimously.

15. Review/Approval Draft Goal, Objectives, Performance Measures and Indicators for the Long-Range Transportation Plan Update - Envision 2050 and a review Envision 2050 Revenue Forecast

**Minutes:** William Roll of Kimley-Horn provided a presentation on the Draft Goal, Objectives and Performance Measures (GOPs) for the 2050 Long Range Transportation Plan Update. These GOPs are based the GOPs that were adopted as part of Momentum 2045 and have been updated pursuant to the latest state and federal transportation planning requirements. He discussed the sources that were considered in the preparation of the GOPs which include the 2045 transportation plan,

comprehensive plans, local city plans and neighboring MPO transportation plan. Federal and State plans that were considered are the Florida Transportation Plan (FTP), SIS Policy Plan and Federal law. Mr. Roll stated the goal of the LRTP is to develop and maintain and integrated multi-modal transportation system to provide safe travel for all users, the efficient movement of goods and services, and to promote livable communities and economic activity.

After the vote, a discussion occurred.

William Roll, Kimley-Horn, reviewed the preliminary revenues forecast for the 2050 LRTP and stated it is required to have a financial plan that estimates funds that can be available to support implementation of the LRTP. It must be based on funds that are reasonably expected to be made available to carry out the LRTP. It is also important to demonstrate fiscal constraint and ensure the LRTP reflects realistic assumptions about future revenues. The revenue forecast is used as guidance for the development of the LRTP Cost Feasible Plan. He also covered the many sources of funds used in the preparation of the revenue forecast.

The following conversation occurred:

Commissioner Jim Watts of City of Fort Meade asked what was the timeframe that the resurfacing costs went up by fifty percent. Mr. Roll responded the timeframe was two years from the bids. Commissioner Watts asked is it costing extra money or is it cutting projects? Wayne Gaither of FDOT responded we have adjusted the estimates which then provides for fewer projects.

Mayor Bill Mutz of Lakeland asked why we would not include other revenue sources as one of the bullets in local revenue sources? Mr. Roll answered in the demonstration of fiscal constraint in the LRTP there must be a reasonable source of revenue which needs a proven track record. Mayor Mutz stated we need to look for other sources of local funds and our plans need to reflect this need. Chairwomen Pfeiffer of Bartow suggested we add a referendum option to the LRTP to help with the anticipated unfunded transportation needs. Mr. Roll stated that is typically done outside of the TPO's LRTP planning process and that we're trying to maintain a level of credibility with the public in preparing the LRTP and the TPO should tread lightly in terms of introducing potentially controversial topics through the LRTP process.

Mayor Pro Tem Brian Yates of Winter Haven suggested the TPO should have another presentation on the proposed addition of a half-cent sales tax to help with the infrastructure and the TPO should take a vote to encourage the County Commission to put it on a ballot and let the residents decide. Commissioner Santiago responded the County Commission did consider a request made previously by the TPO early in 2024 and it failed to pass. Vice-Mayor Morris West of Haines City added a half cent sales tax would help the east side of Polk County which has much of the transportation need in the County.

Ryan Kordek, Polk TPO Executive Director, stated important information will be collected with the 2050 LRTP's transportation needs analysis will occur this coming spring which will confirm the needed transportation projects and provide up to date costs. The last time this was done was five years ago in support of the 2045 LRTP.

A motion was made to approve the Draft Goal, Objectives, Performance Measures and Indicators for the 2050 LRTP Update by Commissioner Martha Santiago, seconded by Commissioner Sara McCarley. Motion was approved unanimously.

16. Florida Department of Transportation (FDOT) and Florida's Turnpike Enterprise (FTE) FY 2025/26 - 2029-30 Draft Work Programs for Polk County

**Minutes:** Ryan Kordek, Polk TPO Executive Director, provided a presentation on the new FDOT and FTE Draft Work Programs for Polk County focusing on the TPO's priority projects. Similar to recent years, resurfacing and maintenance continues to be a major source of investment for FDOT with nearly \$300 million allocated in the Draft Work Program for these projects. In terms of our state highway priorities, no new project phases were added but several projects that were programmed in earlier work programs are still moving forward. He also covered several complete street and trail projects which have been added to the new work program.

Commissioner Rebecca Troutman mentioned the Lake Bonny Park crossing on Highway 98 if we could add a device to get attention of the drivers to use caution when the school students are crossing the road. Mr. Kordek responded we can bring this to FDOT's attention.

Vice-Mayor Nancy Daley stated she did not see the complete street project with City of Lake Alfred. Mr. Kordek responded the PD&E Study is funded but no subsequent phases have been added.

17. Appointments to the Florida Metropolitan Organization Advisory Committee (MPOAC) and Central Florida MPO Alliance (CFMPOA)

**Minutes:** (1) MPOAC

(a) Member - Vice Chair Roberts-McCarley

(b) Primary Alt - Mayor Nat Birdsong

(c) Secondary Alt - Trish Pfeiffer

Motion made by Mayor Pro Tem Brian Yates, seconded by Commissioner Bill Read. Motion was approved unanimously.

(1) CFMPOA

(a) Member - Vice Mayor Nancy Daley

(b) Member - Mayor Pro Tem Brian Yates

(c) Member - Commissioner Martha Santiago

Motioned by Commissioner Sara McCarley seconded by Mayor Nat Birdsong. Motion was approved unanimously.

## **PRESENTATIONS AND STATUS REPORTS (TAB 4)**

18. Tradeport Boulevard Feasibility Study from State Road 33 to Walt Williams Road (FPID: 447989-1)

**Minutes:** Nicole Mauntter, Project Manager, presented the project study conducted for the various route options for Tradeport Boulevard which provides a new crossing of Interstate 4 between Socrum Loop Road and State Road 33. She reviewed the four (4) corridor alternatives that were considered and the public comments they have received. Corridor two is being recommended to move forward for the PD&E Study.

19. Priority Transportation Project Application Cycle

**Minutes:** Angela Kaufman, Polk TPO, provided information on the application process for candidate transportation projects for FY 2030-31. Eligible projects include safety, multi-modal, complete streets, trails and transit projects. The application deadline is March 31, 2025.

## REPORTS

### 20. Executive Director's Report

**Minutes:** Mr. Kordek referred to Brittany Silva, Polk County Communications, who provided a presentation on the new TPO website and an outreach video that was created for Envision 2050.

### 21. Florida Department of Transportation (FDOT) Report

**Minutes:** Edith Perez, FDOT, shared the Draft Tentative Work Program hearing was held December 9-13 and a face-to-face meeting was held on December 11th. Ms. Perez also referenced several federal grant opportunities that are currently open.

### 22. Board Member Comments

**Minutes:** • Mayor Bill Mutz would like for the TPO to have a sales tax presentation and for the TPO to have the opportunity to provide support for this initiative at a future meeting.

- Commissioner Jim Watts asked who should we contact for additional project for safety funding? Mr. Kordek responded with anyone on our team or Edith Perez with FDOT.
- Mayor Nat Birdsong requested staff to look into providing TPO members with access badges for the side doors. Mr. Kordek stated he would look into this.

### 23. Adjournment

**Minutes:** With no further business the meeting adjourned at 11:27am. Next TPO Board Meeting is scheduled for February 13, 2025

Respectfully transcribed by KC Rivera, Office Manager IV.

**In accordance with the Americans with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the Board of County Commissioners, Communications Office, at 330 W. Church Street, Bartow. Telephone (863) 534-6090, not later than four days prior to the proceeding. If hearing impaired call: (TDD) (863) 534-7777 or 1-800-955-8771, or Voice impaired call: 1-800-955-8770, via Florida Relay Service.**

**The TPO planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and Related Statutes. Any person or beneficiary who believes they have been discriminated against because of race, color, religion, sex, age, national origin, disability, or family status may file a complaint with the TPO's Title VI Specialist at (863) 534-6486, or by writing Ms. Julia Davis at Post Office Box 9005, Bartow, Florida 33831-9005.**