



**CHARLOTTE COUNTY - PUNTA GORDA  
METROPOLITAN PLANNING ORGANIZATION**

**MINUTES OF THE OCTOBER 3, 2024 JOINT  
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING &  
BICYCLE/PEDESTRIAN ADVISORY (BPAC) COMMITTEE**

**CAC MEMBERS PARTICIPATING (IN PERSON)**

Dianne Quilty, Mid County Representative, CAC Chair  
Jill Hartman, West County Representative  
Mary Ellen Kiss, South County Representative  
James Kunard, South County Representative  
Robert Logan, Mid County Representative (also on BPAC)  
Richard Russell, At-Large Representative

**CAC MEMBERS ABSENT**

Steven E. Hurt, Mid County Representative, CAC Vice-Chair  
Pauline Klein, At-Large Representative – excused (also on BPAC)  
Richard Kirchoff, West County Representative - excused  
Steve Schoff, West County Representative - excused  
Vacancy, South County Representative

**BPAC MEMBERS PARTICIPATING (IN PERSON)**

James Wernicke, Chair, West County Representative  
Laura Rossi, Vice Chair, South County Representative  
Robert Logan, Mid-County Representative (also on CAC)  
Philipp Pfäeffli, Bicycle Business Representative  
Ben Turner, West County Representative

**BPAC MEMBERS ABSENT**

Pauline Klein, Bicycle Club Representative - excused (also on CAC)  
Tony Conte, Charlotte County Public Schools  
Lorenzo Daetz, Historical/Cultural/Environmental Representative  
Vacancy, South County Representative

**BPAC MEMBERS REMOTE**

Brian Blankenship, South County

**OTHERS PARTICIPATING IN PERSON**

D’Juan Harris, MPO Director  
Laks Gurrum, MPO Principal Planner  
Wendy Scott, MPO Planner

Bekie Leslie, MPO Administrative Services Coordinator  
Sierra Ray Scott, Administrative Support Staff  
Brittany Metzler, City of Punta Gorda  
Betty-Ann Sherer, Charlotte County Transit  
Kayla Huetten, AICP, Senior Planner, Benesch  
Pam Barr, FDOT  
Erica McCaughey FDOT (alternate for Tanya Merkle FDOT)  
Jimmy Vilce FDOT  
Steven Andrews FDOT  
Kristen Caruso, Scalar Consulting  
Giri Jeedigunta, Scalar Consulting  
Robert Price, Lee County DOT  
John Fleming, Citizen (Burnt Store Coa)

**OTHERS PARTICIPATING REMOTELY**

Ravi Kamarajugadda, Charlotte County Public Works  
Kayla Huetten, Benesch  
Mark Ispass, Kimley Horn and Associates  
Heidi Maddox, Charlotte County Transit  
Keith Riddle  
Richard Lisenbee, Charlotte County Public Works  
Shaun Cullinan, Charlotte County Community Development  
Priya Ahluwalia – interested potential South County rep CAC

**1. Call to Order & Roll Call**

CAC Chair Dianne Quilty and BPAC Chair James Wernicke called the Joint Meeting to order at 2 pm. Members, staff and consultants introduced themselves. A quorum was present for both the CAC and the BPAC.

**2. Pledge of Allegiance**

All attendees recited the Pledge of Allegiance.

**3. Public Comments on Agenda Items**

John Fleming was present and wished to speak later in the meeting under Agenda Item #8.

**4. Reports**

**A. CAC/BPAC Chairs' Report**

CAC Chair Dianne Quilty noted that there are currently ongoing efforts to hire an MPO Director.

BPAC Chair James Wernicke had nothing to report.

**B. City of Punta Gorda Report**

Brittany Metzler reported that City staff had commented on the LRTP in a recent meeting with MPO staff and LRTP consultants. One provision for wildlife corridors and preserving water flow corridors. Mitchell Austin has resigned effective Nov. 1 from his position to take another position in North Miami Beach government.

### **C. Charlotte County Report**

Ravi Kamarajugadda reported that staff was working on Hurricane Helene recovery.

### **D. Sheriff's Report**

Sgt. Dustin Paille was unable to attend the meeting due to other duties.

## **5. Florida Department of Transportation (FDOT) Report/BPAC Coordinator Report**

Pam Barr said that the FTP session in Venice was rescheduled to a TEAMS meeting (info below indented). FDOT is working on the Tentative Work Program with virtual and in person meetings scheduled for Dec 9-13, 2024. Erica McCaughey was filling in for Tanya Merkle. She discussed the Sun Trail (Tamiami Trail in Alligator Creek area). A Survey Monkey QR code for phone only was mentioned and a media packet was available.

Visit the FTP website to engage with the [2055 Florida Transportation Plan](#) and share this information with your networks!

Email: The Florida Department of Transportation (FDOT) is hosting a **Virtual Open House** as part of the 2055 Florida Transportation Plan update, and you are invited to participate. **Due to ongoing storm response and recovery efforts, FDOT is extending the Virtual Open House to provide an additional opportunity for you to share your thoughts and ideas.** The Virtual Open House **has been extended to October 4, 2024, on the FTP website at [www.FloridaFTP.com](http://www.FloridaFTP.com).**

The Virtual Open House includes presentation materials on the 2055 FTP update and each of Florida's regions with an opportunity for input on the draft FTP goals and objectives for the future transportation system. As part of the Virtual Open House, a brief [survey](#) is available to share your feedback.

FDOT initiated the FTP update in May 2024 to develop Florida's overarching statewide plan guiding our transportation future. Community engagement is integral to the FTP development to ensure that the plan reflects the needs and priorities of Florida's residents, visitors, and all users of our transportation system.

D'Juan Harris reported on a West County (Cape Haze Pioneer Trail) counter project that had been recommended by Betty-Ann Sherer and awarded by FDOT to obtain high usage counts at that location. The Charlotte County Commission allowed FDOT to install the camera in County Right-of-Way.

## **6. Consent Agenda:**

- A. Approval of Minutes: CAC Meeting June 19, 2024, Meeting**
- B. Approval of Minutes: BPAC Meeting April 25, 2024**

C. [Draft MPO Board and Advisory Committees Meeting Schedule for Calendar Year 2025](#)

**Bob Logan** made a motion to approve the April 24, 2024 CAC Meeting Minutes. **Jill Hartman** seconded the motion, and it was passed unanimously.

**Lauri Rossi** made a motion to approve the April 25, 2024 BPAC Meeting Minutes. **Ben Turner** seconded the motion, and it was passed unanimously.

Richard Russell noted that he would not be able to attend the November 19<sup>th</sup> Meeting.

*On behalf of the CAC, Richard Russell made a motion to approve the MPO Board and Advisory Committees Meeting Schedule for Calendar Year 2025. Mary Ellen Kiss seconded the motion and it was passed unanimously. BPAC Members followed with unanimous consent.*

7. [FY 2025-FY 2026 Unified Planning Work Program \(UPWP\) Amendment](#)

The UPWP requires an amendment when a revision changes the approved FHWA budget as reflected in the adopted UPWP. This amendment changes the scope of the UPWP/MPO Agreement. This amendment is adding negative encumbrance that was removed in FY2024 (although FDOT did not recognize the error until FY2025 for FHWA SL/PL into FY 2025.)

The Charlotte County – Punta Gorda MPO is amending the FY 2025 - FY 2026 UPWP by adding \$22,547 additional funds unencumbered in FY 2024 FHWA SL into FY 2025 Task 4-Long Range Transportation Plan (LRTP) SL Funds and adding \$74,346 increase in PL Funds in the various tasks.

The Budgeted Action:

- Add negative encumbrance from FY 2024 FHWA SL in the amount of \$22,547 into FY 2025 Task 4-LRTP FHWA SL account line.
- Increase PL Tasks by \$74,346.

D’Juan Harris described the amendment briefly.

**Attachments:**

1. [UPWP FY 2025 Planning Task Sheets; and Planning Agency Participation and Funding Source Tables](#)
2. [Amendment to the MPO Agreement](#)
3. [FDOT Cost Analysis Certification form](#)

**CAC - James Kunard** made a motion to recommend the MPO amend the FY 2025-FY 2026 Unified Planning Work Program (UPWP) to include the following updates:

- Add \$22,547 in funding that was a negative encumbrance from FY 2024 that was removed by FDOT and adding it into FY 2025 Task 4-LRTP SL line. Also adding \$74,346 FHWA funds in PL tasks as listed in the attachments. This motion allows for transmittal of the amendment pages and the MPO Amended Agreement and all

*supporting documentation to FDOT/FHWA. This motion allows staff to make any minor non-financial changes and adjustments based upon input received from FDOT. Mary Ellen Kiss seconded the motion which was approved unanimously.*

**BPAC – Laura Rossi made an identical motion, and Philipp Pfäeffli seconded it. It was approved unanimously.**

## **8. Continuous Green-T Intersection Concept Presentation (Burnt Store Road & Vincent Avenue)**

The Florida Department of Transportation (FDOT) is currently finalizing the Project Development and Environment (PD&E) study, which was presented to the public in August 2022. FDOT anticipates finishing the PD&E study by early 2025. Additionally, FDOT will commence the Preliminary Engineering (PE) phase and will advance the project to 60% roadway design plans, at which point Lee County will assume responsibility for its completion.

FDOT staff and their consultant team will present a video of the Continuous Green-T Intersection (CGT) design concept to demonstrate the traffic operational functionality of the CGT at Vincent Avenue and Burnt Store Road. The FDOT project management team will also present the CGT at the October 21st MPO Board meeting for review and comments.

FDOT Steven Andrews, Burnt Store Road project manager, introduced Kristen Caruso, Scalar Consulting, who gave the presentation. Discussion followed regarding:

- Future ability to safely cross bicyclists and pedestrians at that location. Robert Price addressed this issue (Kunard)
- Complicated issue of road management of Price Ave. (Kiss)
- funding for quarter mile of Burnt Store Road locations in Charlotte County at the County line (Kiss)
- Safety (merge lane length) and evacuation route concerns (Kiss/Price)
- Opportunity for outreach to obtain federal funding (Fleming/Harris)
- Unsafe bicycling conditions currently on Burnt Store Road (Wernicke)
- During the design process was consideration given to the area's six major development projects recently approved by the BCC (Kamarajugadda)/6% growth rate assumption (Caruso)
- Agreement to send requested study projections to Ravi Kamarajugadda by Giri Jeedigunta, Scalar Consulting

## **9. FY 2024/2025 – FY 2028/2029 Roll-Forward Transportation Improvement Program (TIP)**

The MPO staff received a request from the Florida Department of Transportation (FDOT) (Attachment) on July 17, 2024, to amend the Charlotte County-Punta Gorda MPO's FY 2024/2025 – FY 2028/2029 Transportation Improvement Program (TIP)

The roll forward report includes projects in the previous state fiscal year that were not commenced, have uncommitted portions of projects that have started and or have funds

remaining on completed projects. These projects automatically roll forward in FDOT's Work Program and need to be accounted for in the MPO's new TIP. This amendment is required to account for these projects (see below) in the FY 2025 through FY 2029 TIP.

The MPO Board approved the Roll Forward Report on July 29, 2024 by a unanimous roll-call vote. Due to timing of when amendment request was received and required approval date, this item is being brought to the committees as an informational item only.

### **FDOT Charlotte County MPO Roll Forward Report**

D'Juan Harris discussed the needed action. Richard Russell inquired about Harbor View Road plans.

### **10. 2050 LRTP Goals, Objectives, and Performance Measures**

D'Juan Harris introduced Mark Ispass from Kimley-Horn and Associates, the LRTP Consultant, who gave a presentation on Moving Charlotte Forward. The most recent PowerPoint presentation would be mailed to CAC Members. Discussion of the Goals, Objectives, Performance Measures and Performance Indicators as a key milestone in the development of the 2050 Long Range Transportation Plan followed. This included the plan's vision, overarching goals, related objectives, and the metrics and their related targets that will be used to evaluate the effectiveness of the transportation strategies and projects proposed in the plan. Specific indicators were identified that will track progress towards achieving the LRTP goals, ensuring accountability and transparency.

This agenda item was crucial for setting the foundation for the transportation initiatives that will shape the region's infrastructure and mobility strategies through 2050 and beyond.

### **Draft 2050 LRTP Goals, Objectives, and Performance Measures**

### **11. Charlotte County Transit Development Plan (TDP) Update**

The Charlotte County Transit Development Plan (TDP) was adopted by the Charlotte County Board of County Commissioners (BCC) at a meeting on July 23, 2024. A Transit Development Plan (TDP) is a 10-year plan required by the Florida Department of Transportation (FDOT) to qualify for state Public Transit Block Grant Program funding, which helps to fund transit services in Charlotte County. This plan calls for a description of each transit agency's vision for public transportation covering the upcoming 10-year time frame. The TDP includes an assessment of the current operating environment for the transit system, the existing service being provided, an evaluation of existing and current transit needs in the area, and a plan to prioritize and implement future projects and services based on available and projected funding.

In accordance with the State's TDP Rule at the time that Charlotte County's TDP development commenced, the approved document was forwarded by the September 1, 2024 deadline to the Florida Department of Transportation for review. Moving forward, as of July 9, 2024, the revised [Rule 14-73.001 F.A.C. pertaining to Transit Development Plans \(TDPs\)](#) pertaining to Transit Development Plans (TDPs) for public transit agencies is now in effect. This update impacts the submission timelines and requirements for Charlotte County's next

TDP Major Updates and Annual Progress Reports. The TDP shall be consistent with FDOT requirements, all requirements of Florida Administrative Code Section 14-73.001, and all requirements of Florida Statute 341.052.

Kayla Huetten with Benesch gave a presentation virtually to both committees:

[Charlotte County Transit TDP Update](#)

It was mentioned that the transit service is currently free.

**12. Public Comments**

There were no public comments.

**13. Staff Comments**

Wendy Scott and D’Juan Harris appreciated the flexibility that CAC Members and BPAC Members had exhibited following the Hurricane Helene event.

Betty-Ann Sherer described recent transit efforts including Hurricane Helene response efforts, the August soft launch of a transit mobile cell phone application called Charlotte Rides, a new interactive map on the County Transit website, Transit participation in a Trunk or Treat Event as part of FDOT Mobility Week, and the Virginia B. Andes Mobile Medical Clinic is now available for clients and partnering with Transit, and Transit presence at the Family Services Center and Food Pantry events to do customer outreach.

**14. Member Comments**

Richard Russell would have an excused absence from the next CAC Meeting.

**15. Adjournment (Next CAC Meeting – November 20, 2024)**

*Richard Russell made a motion to adjourn the CAC meeting. James Wernicke seconded the motion which was approved unanimously.*

There being no further business, the meeting was adjourned at 3:52 pm.

The next regularly scheduled CAC meeting will be held on Wednesday, November 20, 2024, in-person at 1050 Loveland Blvd, Port Charlotte, Florida 33980 at 1:30 p.m.

The next regularly scheduled BPAC meeting will be held on Thursday, November 14, 2024, in-person at 1050 Loveland Blvd, Port Charlotte, Florida 33980 at 2:00 p.m.