1. Meeting called to order
   A. Chair Williams

2. ROLL CALL
   A. Carioscia, Cosden, Sawicki, Stout, Williams, and Alternate Burch

3. APPROVAL OF MINUTES
   A. September 14, 2016 regular meeting minutes

4. PUBLIC INPUT

5. BUSINESS
   A. Traffic Calming Discussion. John Szerlag, City Manager; Steve Neff, Public Works Director
   B. Diplomat Parkway / N.E. 24th Avenue Intersection, 4-Way-Stop. William Corbett, Traffic Engineer
   C. Fiscal Year 2016 Paving Update. Michelle Royals, PW Principal Engineer
   D. Bicycle and Pedestrian Master Plan Update. Persides Zambrano, PW Planning and Permitting Manager
   E. MPO Issues. Persides Zambrano, PW Planning and Permitting Manager

6. OLD BUSINESS

7. MEMBERS COMMENTS

8. Time and Place of Next Meeting
   A. November 16, 2016, 9:00 a.m. in Conference Room 220A
9. Motion to Adjourn

In accordance with the Americans with Disabilities Act and Florida Statutes 2.86.26, persons needing a special accommodation to participate in this proceeding should contact the Human Resources Department whose office is located at Cape Coral City Hall, 1015 Cultural Park Boulevard, Cape Coral, Florida; telephone 1-239-574-0530 for assistance, if hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8700 (v) for assistance.

If a person decides to appeal any decision made by the Board/Commission/Committee with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.
Item Number: 3.A.

Meeting Date: 10/19/2016

Item Type: APPROVAL OF MINUTES

AGENDA REQUEST FORM
CITY OF CAPE CORAL

TITLE:
September 14, 2016 regular meeting minutes

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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<td>9 14 16 TAC meeting minutes</td>
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MINUTES FROM THE REGULAR MEETING OF THE
CAPE CORAL TRANSPORTATION ADVISORY COMMISSION (CTAC)
Wednesday, September 14, 2016

Conference Room 220A                                    9:00 a.m.

Meeting called to order by Chair Williams at 9:00 a.m.

ROLL CALL:  Carioscia, Cosden, Stout, Williams, and Alternate Burch were present. Retzer was excused.

Also Present:  Stephen Pohlman, Parks and Recreation Director
               Kathryn Sayers, Parks & Recreation Senior Center Supervisor
               Alan Mandel, Good Wheels, Inc.
               Kelley Fernandez, Business Manager
               Steve Neff, PW Director
               William Corbett, PW Traffic Engineer
               Michelle Royals, PW Principal Engineer
               Persides Zambrano, PW Planning and Permitting Manager

Approval of Minutes
July 20, 2016 Meeting

The minutes of the CTAC meeting of July 20, 2016 were presented for approval.

Chair Williams pointed out a correction in paragraph two on page 437.

Commission Member Stout moved, seconded by Commission Member Carioscia, to approve the minutes from the July 20, 2016 meeting as amended. Voice Poll: All “ayes.” Motion carried.

Public Input

John Karcher had no comments other than to thank staff for information online. He complimented staff on the paving done in the northern part of the City.

Dolores Bertolini spoke about the mini-bus item and felt it was not good to go in the direction to change the service that is currently working well.

Mini-Bus Service for Cape Coral Residents
Alan Mandel, Good Wheels and Parks and Recreation Department

Parks and Recreation Director Pohlman stated Senior Center Supervisor Sayers has been operating the mini-bus service program for the past six years and would do the presentation.

Supervisor Sayers presented a power point regarding the mini-bus service for Cape Coral residents which included the following:
History
Cape Coral Mini-Bus Service Mission
Who do we transport?
Who benefits from the service? (directly and indirectly)
Why is the Cape Coral Mini-Bus Service So Important?
Cape Coral Mini-Bus Service Average Monthly Units of Service (adult day care, life skills, Medicaid waiver – life skills, medical, shoppers/banks, hair dresser, and senior centers)
CCMS Service Levels (actual FY 11-FY 15; projected FY 16)
Revenue Sources – private pay fees, grants, Medicaid waiver ($12.96 per one way trip), donations
Important Facts to Consider
Special Services Provided to City
2nd Quarter 2016 on Time Percentage – Good Wheels Special Populations Transport – 500 total trips and Cape Coral Mini-Bus Service Special Populations Transport - 2976 total trips
Lee Tran Map of Service – Lee Tran does not service pink area

Commission Member Burch inquired how much the City subsidizes Lee Tran. Supervisor Sayers stated she did not know. Commission Member Burch stated we needed to find out how much taxes we are paying into Lee Tran and getting no service in a huge area of the City. Director Pohlman stated he would get that information.

Chair Williams asked about the Lee Tran mini-bus service and if it went into the pink area. Supervisor Sayers stated it was a paratransit and would not go into the pink area.

Commission Member Burch asked how and by whom it is determined why they can only go ¾ mile out of the serviced area and why there is no service in the pink area. PW Planning and Permitting Manager Zambrano stated we could get Lee Tran to come in to do a presentation. Commission Member Burch questioned if this option should be tabled until we find out why. Chair Williams stated to wait for the presentation to be done before we make that determination.

Supervisor Sayers continued with her presentation:
- Cape Coral Parks and Recreation Comprehensive Citizen Survey 2010
- Recommendation to retain the mini-bus and continue to fund Good Wheels with the $30,000 for medically necessary transit for Cape Coral residents.

Commission Member Stout stated there is no doubt that this is needed. Living in Cape Coral requires transportation.

Commission Member Burch commented on who retires in Cape Coral. Busing is just a temporary solution. A transit system is needed. He questioned who we transport and noted what a huge group that entails. He stated regarding the request for money, we needed to determine if all of these are important to the City.
Vice Chair Cosden asked how many drivers there were and what the pay rate was. Supervisor Sayers stated there were six contract drivers who get $11.50 an hour. Director Pohlman added they only work a maximum of 28 hours per week.

Alan Mandel, Good Wheels, Inc., presented a power point which included the following:
- CTC Community Transportation Provider Designated by the Lee County MPO
- Current State Funding for Lee County

Mr. Mandel mentioned how calls were on a first call first serve basis, but that there was a priority for certain medical issues for transport.

Chair Williams questioned if the $30,000 from the City gets matched. Mr. Mandel responded in the affirmative. Chair Williams asked how much they got from the State grant. Mr. Mandel stated just the TD is $1.1 million; approximately $110,000 is matched.

Commission Member Carioscia asked how much they charge.

Mr. Mandel stated riders are asked to contribute $2.00 per trip, and no one is denied if they don’t have it. He noted how Good Wheels was getting less money now doing more Medicaid trips than before.

Commission Member Carioscia asked how much drivers get paid. Mr. Mandel stated they start at $10.25 an hour, and some are up to $18 an hour.

Vice Chair Cosden asked if these were full time or contract employees. Mr. Mandel stated most are full time with benefits; there are some part-timers, and there are no volunteers.

Discussion held regarding the Medicaid Waiver.

Mr. Mandel continued with the presentation:
- Where Does Good Wheels Go - anywhere in Lee County for TD; Medicaid (Tampa, Palm Beach, Miami)
- Proposal – Good Wheels Will: save the City of Cape Coral $34,000 per year; perform 18,000 trips/year; maintain current fee structure; insure all vehicles; maintain all vehicles; hire all drivers; enable call forwarding of existing phone number; provide vehicles for all pops concerts
- Cape Coral Transportation currently provides 18,000 trips/year
- Co-Pays

Chair Williams inquired as to when transporting within the City of Cape Coral using our buses, do we handle the riders the same way by loading as many people as possible from different locations. Supervisor Sayers responded in the affirmative; they try to put more than one person on a vehicle.

Commission Member Stout voiced concern for Good Wheels to continue charging the citizens of Cape Coral $6.00 whereas other riders pay only $2.00. Mr. Mandel stated the
people on this program have the possibility of paying less if we put them in the TD program. He stated Medicaid pays all; TD pays $2.00.

Mr. Mandel continued with the presentation:
- Maintain Vehicles
- Good Wheels Services Performs Maintenance

Discussion held regarding any profit made going to help the non-profit.

Mr. Mandel continued:
- Customers
- Maintenance Rates
- Parking Privileges on City Property – would the City consider giving them 6 to 12 spaces (there are drivers who live in Cape Coral saving time, money, fuel, and tolls)
- Other Services from Good Wheels
- Summary – Contribution of $30,000; a secure parking area for vehicles; operation of Cape Transportation

Chair Williams stated there were three separate issues. What do we want to recommend to City Council? He opened for discussion the issue of Good Wheels taking over our bus service.

Commission Member Stout explained why she leaned towards our City’s mini-bus. She stated their level of service was good so why change it. Twenty years ago when she was the Transportation Disadvantaged Chair, she was all for combining it but now prefers to stay with the City.

Vice Chair Cosden asked how much of the budget would be saved. Director Pohlman stated it was close to $180,000. Subsidy comes out of the Parks and Recreation budget.

Commission Member Carioscia asked about the jump in dollars in 2012-2013. Supervisor Sayers stated the increase came from being a daily provider of Special Pops.

Commission Member Carioscia questioned if we should go with an outside service. Director Pohlman stated our recommendations show that we should stay with our City providing the service but also recommended providing the $30,000 to Good Wheels since they go out of Cape Coral.

Commission Member Carioscia stated we should put $30,000 into our own program.

Director Pohlman stated we changed all of our drivers from full time to contract, and our numbers are working.

Commission Member Carioscia questioned if we were eligible to try for any of the grants or revenue sources.
Director Pohlman stated we were; we applied for two buses with Lee Tran and got one. Two years later, they had enough to provide a second one and they did that because they think we provide good service.

Commission Member Carioscia asked if we qualified for Medicaid. Supervisor Sayers stated no.

Commission Member Burch stated there was no time to table this. He stated if we are going to spend money, we should control our options.

Vice Chair Cosden stated it made more sense to stay with what the City has now.

Commission Member Stout stated she would prefer to stay with the City’s higher level of service even though Good Wheels does a fantastic job.

Chair Williams stated the funding was more volatile for Good Wheels than the City since they have to depend on grants. He agreed that we would be better off staying with our service.

Commission Member Stout moved, seconded by Commission Member Carioscia, to recommend to Council that we remain with the City mini-bus service.

Commission polled as follows: Carioscia, Cosden, Stout, Williams, and Burch voted “aye.” All “ayes.” Motion carried.

Chair Williams stated we now have to discuss the $30,000.

Vice Chair Cosden moved, seconded by Commission Member Burch, to recommend to Council to approve the $30,000.

Commission Member Stout stated she was a little reluctant mostly because they went from $800,000 to $1.1 million, a $300,000 increase. She was not sure that it was necessary for us to give the $30,000 which was not in the budget.

Business Manager Fernandez stated the $30,000 was not in the budget and what the City Manager was recommending that if Council wanted to continue that it could come out of their Council projects fund.

Commission Member Carioscia stated he would not support this since Cape Coral subsidized this, and most of the riders were riding free.

Commission Member Burch stated he would not support this until he had some reassurance that Lee County has given more money than Cape Coral’s $30,000.

Mr. Mandel stated Lee County has allocated $321,000 in their budgets for two years now to go to non-profits like Good Wheels.
Commission Member Burch stated then he would support this $30,000, and Council will have to figure out where to cut $30,000.

Vice Chair Cosden questioned if the $30,000 was a requirement for the grant.

Mr. Mandel explained that 90% of the grant was from the State, and they needed another 10% from the local community. United Way provides some of the money, but not all of it. If all is not provided, then there cannot be that many trips.

Vice Chair Cosden asked if this was done last year. Mr. Mandel responded in the affirmative; last year was the first year.

Commission Member Carioscia asked what Fort Myers gave. Mr. Mandel stated they contributed $30,000.

Discussion held regarding the amount of trips going outside of the City.

Commission Member Carioscia asked Director Pohlman if he recommended giving the $30,000.

Director Pohlman stated he supported an agency that helps our citizens across the river for medical and other needs. He questioned what 10% was. Mr. Mandel stated it was 10% of $1,100,000.

Director Pohlman distributed information regarding the annual performance report from the Florida Commission for the CTD Transportation Advantaged.

Chair Williams stated what we are discussing is getting the necessary match to allow Good Wheels to get the grant needed to do the medical trips; some are across the river.

Mr. Mandel commented about some errors on the CTD report distributed. Director Pohlman stated he should send that to Supervisor Sayers so that it could be corrected.

Commission Member Stout stated 10% of $1.1 million was $110,000. Fort Myers does not have a mini-bus service, and their contribution is $30,000. Their total transportation disadvantaged package is $30,000. Cape Coral gives $30,000. United Way gives and the County as well. Mr. Mandel stated the County gives a grant match for capital (vehicles).

Commission Member Stout asked what the amount was from United Way. She wanted to know the amounts and percentages of funds.

Mr. Mandel stated the amount was listed for United Way, but it goes for more than just Good Wheels.

Commission Member Stout stated she would like to vote in favor of this but did not want to pay more than our fair share.
Discussion held regarding where Good Wheels goes such as Lehigh Acres.

Commission Member Stout stated since Lehigh and North Fort Myers are unincorporated Lee County, it would make sense for the Board of County Commissioners (BoCC) to provide money towards the grant. She stated she would support the $30,000.

Chair Williams stated the $30,000 to be paid is for our people since the mini-bus does not cover Transportation Advantaged.

Commission polled as follows: Carioscia, Cosden, Stout, Williams, and Burch voted “aye.” All “ayes.” Motion carried.

Discussion held regarding going to Council with the recommendation.

Commission Member Stout stated when this goes to Council she wants the information from the BoCC regarding North Fort Myers and Lehigh Acres to be included and the breakdown from United Way.

Chair Williams brought up the issue about the parking spaces they wanted.

Director Pohlman stated he spoke with the City Attorney’s Office; they could support this short term; did not like the liability issues that may come up in the long term.

Commission Member Burch stated he did not find any reason to deny this since there are plenty of spaces.

Mr. Mandel stated there was a contract with Hendry County that shows Good Wheels is responsible for liability. He stated he would send a copy of that agreement to Business Manager Fernandez.

Business Manager Fernandez stated she would work with Mr. Mandel to find a solution.

Commission Member Stout stated she was in favor of the parking spaces but was not sure if they would be secured spaces.

Commission Member Stout moved, seconded by Commission Member Carioscia, to recommend to Council that we provide the parking spaces requested.

Discussion held regarding that Legal would work out details regarding liability insurance.

Commission polled as follows: Carioscia, Cosden, Stout, Williams, and Burch voted “aye.” All “ayes.” Motion carried.

Street Lighting Update
William Corbett, Traffic Engineer

Traffic Engineer Corbett presented a power point which included the following:
• City of Cape Coral FY 2016 Street Light Update (2009 suspended; 2014 re-evaluate; 2015 $100,000 allocated for installation of new street lights; FY 2016 continue installation at high priority locations)
• Funding of Street Lights – high priority locations, priorities 1, 2, and 3
• Street Light Installation Process – coordinate with school district

Commission Member Stout left the meeting at 10:42 a.m.

Engineer Corbett continued with the presentation:
• FY 2016 Street Light Update – $92,000 remaining; 75 additional street lights to be installed this year at major road intersections and major road segments
• FY 2017

Chair Williams stated most of the intersections he goes through have 16 lights per intersection. Engineer Corbett stated there were actually 32. He explained how the criteria was set in conjunction with the City and LCEC. It could be re-evaluated as part of moving forward.

Commission Member Carioscia asked about the LED lighting. Engineer Corbett stated LCEC was not providing LED for the 250 watt lights; they were still using high pressure sodium for those fixtures. LCEC has only implemented LED for the 100 watt equipment.

Engineer Corbett continued:
• FY 2017 – no funding for residential requests; residents can request private security lighting directly from LCEC
• Types of Lighting

Vice Chair Cosden inquired about the cost for security lighting. Engineer Corbett stated it was approximately $12 per month.

Discussion held regarding the monthly charge for security lighting.

PW Director Neff stated there is no CIAC fee in areas where a transformer exists. He added there may be an upfront customer fee of approximately $200, but he would verify that information at the next meeting.

Commission Member Carioscia left the meeting at 10:53 a.m.

Discussion held regarding lighting at bus stops.

Fiscal Year 2016 Paving Update
Michelle Royals, Principal Engineer

Director Neff introduced Principal Engineer Royals

Principal Engineer Royals displayed a power point which included the following slides:
• City of Cape Coral FY 2016 Paving Update
• FY 2016 Local Road Paving Map
• Local Road Paving – project on schedule; Northeast and North Central Cape Coral are complete, Northwest Cape Coral is in progress; before and after pictures; before structural repair and after full width clipping

Discussion held regarding ADA adjustments.

Engineer Royals continued:
• FY 2016 Major Road Paving Map
• Major Road Paving – project underway, Kismet complete, Viscaya in progress, Coronado ADA work in progress
• Multi-Year Paving Program Progress Update – 138 centerline miles of local roads, 33 centerline miles of major roads, and 68 centerline miles part of UEP 6/7

OLD BUSINESS

State Road 78 and NE 24th Avenue Intersection Update
William Corbett, Traffic Engineer

Engineer Corbett displayed a power point which included the following slides:
• Pine Island Road (SR78) and NE 24th Avenue Interim Improvements – FDOT determined signal warranted at this location; installation may take several years to be constructed by FDOT; project on FDOT schedule for 2019-2020; Pine Island Road state owned; FDOT and City of Cape Coral coordinated installation of interim improvements to increase safety until signal installation; proposed interim improvements presented to CTAC April 2016

Discussion held regarding all work done in house.

Manager Zambrano stated they were approached by the developer of the northeast corner and the owner of the south corners; entering into an agreement with the developers and FDOT to accelerate the installation of the traffic light; going to Council with an agreement.

MPO Issues
Persides Zambrano, Public Works Planning and Permitting Manager

Manager Zambrano distributed the agenda for the MPO meeting to be held on Friday, September 16, 2016 at 9:00 a.m. in Council Chambers. She reviewed the agenda items to be discussed and suggested action/comments. She highlighted the following items on the agenda: 1) SR 82 Widening Projects in Lee County; 2) Potential Agenda Items for Upcoming and Lee/Charlotte-Punta Gorda MPO Board Meetings.

Vice Chair Cosden left the meeting at 11:15 a.m.
Member Comments

Discussion held regarding Vice Chair Cosden being the new Chair on the MPO’s Local Coordinating Board for the Transportation Disadvantaged.

Time and Place of Next Meeting

The next regular meeting was scheduled for Wednesday, October 19, 2016, at 9:00 a.m. in Conference Room 220A.

Motion to Adjourn

There being no further business, the meeting was adjourned at 11:18 a.m.

Submitted by,

Barbara Kerr
Recording Secretary
TITLE:
Fiscal Year 2016 Paving Update. Michelle Royals, PW Principal Engineer

SUMMARY:

ADDITIONAL INFORMATION:

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City of Cape Coral
FY 2016 Paving Update

CTAC
October 19, 2016
Local Road Paving

- Project is on schedule
- North Cape Coral is complete including NE, N. Central, NW & North Alternates
- Southeast Alternates in progress
- UCD’s Galvanized Pipe Replacement Project is Substantially Complete in South Cape Coral allowing paving to progress without delay
Local Road Paving

Before
Local Road Paving
Local Road Paving
FY 2016
Major Road Paving Map
Major Road Paving

Viscaya Pkwy
Major Road Paving

Kismet Pkwy
Major Road Paving

Kismet Pkwy
Major Road Paving

Kismet Pkwy
Major Road Paving

Kismet Pkwy
Major Road Paving

Coronado Pkwy
Major Road Paving

Coronado Pkwy
Major Road Paving

- Project will be completed on time
- Kismet Pkwy is complete
- Viscaya Pkwy is complete
- Coronado - ADA work in progress
Questions?