

**METROPOLITAN PLANNING ORGANIZATION (MPO)**  
**BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BAC)**

A meeting of the MPO BAC was held at 2:00 p.m. on Thursday, September 6, 2007, in Conference Room B1-501 of the County Administration Building B, 1800 27<sup>th</sup> Street, Vero Beach, Florida.

Present were members: Chairman Libby Harrow, Indian River County (IRC) Representative; Barbara Tilney, Town of Indian River Shores Representative; and Lieutenant Scott Melanson, City of Fellsmere Representative.

Absent were George Sipp, Town of Orchid Representative and Terry Goff, City of Vero Beach Representative (both excused). Let the record show there is at this time a vacancy for a City of Sebastian Representative.

Also present was IRC staff: Jim Davis, Public Works Director; Phil Matson, MPO Staff Director, Sutapa Chatterjee, MPO Planner; and Sharon Schalm, MPO Staff Assistant III, Community Development Department. Others present were Rob Slezek, City of Vero Beach Recreation Department; John O'Connor, Vero Beach Bike Club and Larry Hymowitz, Florida Department of Transportation (FDOT).

**Call to Order** (1:54:18)

Chairman Harrow called the meeting to order and noted a quorum was present.

**Approval of Minutes of February 13, 2007** (1:54:42)

Chairman Harrow related since there was no quorum at the February 13, 2007 meeting, the minutes of the December 14, 2006 meeting had not been approved at that time. This meant both the December 14, 2006 and the February 13, 2007 minutes should be approved today.

Mr. Phil Matson, MPO Staff Director, noted it was sometimes difficult to get a quorum with such a small committee. He suggested setting up dates to meet quarterly and having staff contact the members individually to find out what the best meeting dates would be, and then set up an agenda a year in advance.

(1:57:12)

**ON MOTION BY Lieutenant Melanson, SECONDED BY Ms. Tilney, the members voted unanimously (3-0) to hold quarterly meetings and direct County MPO staff to contact the members individually to find out what the best dates would be, and set up a meeting agenda a year in advance.**

Ms. Tilney had issues with the grammar and context of the February 13, 2007 minutes and said a lot of the verbiage did not make sense to her. After she pointed out numerous grammatical mistakes and proposed changes to several sentences in the minutes, Mr. Matson suggested he meet with Ms. Tilney to review the minutes and he could then incorporate her comments into some amended minutes that could be approved at the next meeting. He described the new method the Board of County Commissioners (BCC) had adopted for committee meeting minutes in the future.

(1:59:56)

**ON MOTION BY Lieutenant Melanson, SECONDED BY Ms. Tilney, the members voted unanimously (3-0) to table the December 14, 2006 and February 13, 2007 minutes until the next meeting.**

**Consideration of Scope of Service for the Design and Environmental Permitting Process (Central Greenways Plan Task 7) of the Airport Loop Trail** (2:00:54)

Ms. Sutapa Chatterjee, MPO Planner, reviewed the information contained in her memorandum dated August 21, 2007 and the backup material, copies of which are on file in the Commission office.

Mr. Matson detailed certain issues the Indian River Farms Water Control District had with the proposed plan (2:03:18).

Discussion took place about various types of surfaces that could be used for the trails (2:04:36).

Lieutenant Melanson advised he would have to abstain from voting on this item because his wife worked for Kimley-Horn & Associates, one of the proposed consultants for this and the North Indian River County

Greenways project, and a Disclosure of Local Officer's Interest form is on file in the Commission office.

(2:45:17)

**ON MOTION BY Ms. Tilney, SECONDED BY Chairman Harrow, the members voted unanimously (2-0) to recommend the MPO approve the Scope of Service for the design and environmental permitting of the Airport Loop Trail; authorize staff to negotiate contract terms with Kimley-Horn & Associates, Inc. and Alta Planning + Design; and authorize MPO staff to issue a work order to the consultants at or below the amount of \$146,000. Lieutenant Melanson abstained.**

**Consideration of Scope of Service for the Development of the North Indian River County Greenways Master Plan** (2:46:02)

Ms. Chatterjee reviewed the information contained in her memorandum dated August 21, 2007 and the backup, copies of which are on file in the Commission office.

Ms. Chatterjee described the proposed Steering Committee and the Greenways Management Committee (2:48:25). She said if anyone was interested in being a member, they should let her know.

Discussion followed about possible duplication in the Scope of Service (2:53:52). Sidewalks were discussed (2:57:36).

(3:07:01)

**ON MOTION BY Ms. Tilney, SECONDED BY Chairman Harrow, the members voted unanimously (2-0) to approve the Scope of Service for the development of the North Indian River County Greenways Plan; authorize staff to negotiate contract terms with Kimley-Horn & Associates, Inc. and Alta Planning + Design; and authorize staff to issue a work order to the consultants in the amount of \$80,000. Lieutenant Melanson abstained.**

**Discussion of MPO's Current Efforts to Improve Bicycle and Pedestrian Safety in Indian River County** (3:08:16)

Ms. Chatterjee reviewed the information contained in her memorandum of August 21, 2007, a copy of which is on file in the Commission office.

The brochure showing bikeways and sidewalks was critiqued (3:12:33). Safety and walking scores were discussed (3:26:48).

**Status Report of Other MPO Committees** (3:34:53)

Mr. Matson went over his memorandum dated August 27, 2007, a copy of which is on file in the Commission office.

(3:35:29)

**ON MOTION BY Ms. Tilney, SECONDED BY Chairman Harrow, the members voted unanimously (3-0) to adjourn the meeting at 3:50 p.m.**