

# NORTHWEST FLORIDA TRANSPORTATION CORRIDOR AUTHORITY MONTHLY MEETING

## Meeting Minutes

October 25, 2012

1. Call To Order-Chairman Montgomery called to order the meeting of the Northwest Florida Transportation Corridor Authority at 10:00am CST on October 25, 2012 at the Walton County Commission Meeting Room - Annex, Santa Rosa Beach, Florida.

### **Members Present:**

Robert B. Montgomery, Chairman

Stephen K. Norris, Vice Chairman

James F. Anders, Secretary/Treasurer

Cheryl Sanders

J. Carey Scott III

Jason Peters with FDOT

### **Staff Present:**

Nick Beninate, General Counsel

### **Members Absent:**

2. **Welcome** Chairman Montgomery welcomed everyone to the NFTCA meeting in Walton County, Florida.

3. **Approval of Minutes** **Regular Authority Meeting: March 22, 2012**

Comment made that 3<sup>rd</sup> page of the minutes under Item **I. Eglin-Airport Connector**, the 6<sup>th</sup> line with sentence beginning, "Mr. Kellner stated a potential segment for construction was from SR 123 to SR 87." SR 87 should read SR 85.

Motion made to amend the minutes and then minutes could be approved. This Motion was made, Seconded and unanimously Approved.

### **Regular Authority Meeting: July 26, 2012**

Motion made to approve the minutes as presented, Seconded and unanimously Approved.

#### **4. Financial Report**

Chairman Montgomery asked if anyone had any questions regarding the Financial Report. Steve Schnell explained why July invoices were submitted as they were; one for the usual monthly activities and the other reflected the workshops activities and expenses.

Motion was made to approve, Seconded and unanimously Approved.

#### **5. New Business**

**A. Approval of Invoice – Harrison, Sale, McCloy \$672.27**

Motion made to approve, Seconded and unanimously Approved.

**B. Approval of Invoice – Harrison, Sale, McCloy \$420.00**

Motion made to approve, Seconded and unanimously Approved.

**C. Approval of Invoice – HDR/GCI (Task 1 & 2), \$433.97**

Motion made to approve, Seconded and unanimously Approved.

**D. Approval of Invoice – HDR/GCI (Task 1 & 2), \$11,463.57**

Motion made to approve, Seconded and unanimously Approved.

**E. Approval of Invoice – HDR/GCI (Task 1 & 2), \$9,717.85**

Motion made to approve, Seconded and unanimously Approved.

**F. Approval of Invoice – HDR/GCI (Task 3), \$24,465.07**

This invoice was left over from previous meeting due to a request for additional information that the team provided and the Authority received. A Motion was made to approve, Seconded and unanimously Approved.

**G. Approval of Invoice – HDR/GCI (Task 3), \$62,197.98**

Motion made to approve, Seconded and unanimously Approved.

**H. Approval of Invoice – HDR/GCI (Task 3), \$62,197.98**

Following explanation by Steve Schnell that Invoices G. and H. were not duplicates, it was simply the way the invoices totaled, a Motion was made to approve, Seconded and unanimously Approved.

**I. Discussion on proposed meeting dates/locations for 2013**

This is the last meeting of 2012. We need clarification on whether the next meeting is 1/22/13 as typed in Agenda packets for this meeting or 1/24/13 as typed on the bottom of the Agenda as Item 7.

Motion made to get confirmation of correct date, Seconded and unanimously Approved.

**J. Adoption of FY 12/13 Budget**

J. Carey Scott presented. Mr. Scott suggested we format it differently to reflect forwarded monies. Bob Kellner requested we make an Action Item to work directly with Mr. Scott on the new format. Bob Kellner also requested that Nick Beninate meet with him and Mr. Scott on the formatting.

Bob also asked Nick about the audit. Amy Paulk was going to provide a status but was unable to attend the meeting. Bob will follow-up with Nick to ensure everything's done. According to Nick, we should have the audit in a few days and we'd need to review and forward it on.

Motion made to move on this, Seconded and unanimously Approved.

**K. Discussion of Partnering Resolution/Memorandum with FDOT**

Bob Kellner congratulated Chairman Montgomery and the other Board members who were recently re-selected.

Bob then stated that he'd like to make this the first of many resolutions.

Jason Peters asked what the intent of this Memorandum was; is there a problem with the arrangement between the Corridor Authority and FDOT? Bob said that this was just a confirmation of cooperation. Chairman Montgomery agreed and stated that he felt it was a "mutual admiration" letter.

Motion made to approve, Seconded and unanimously Approved.

**L. Letter of Request to FDOT**

Steve Norris read the draft letter of request from the Corridor Authority to FDOT Secretary Tommy Barfield on the Gulf Coast Parkway.

Tommy Pitts, Port St. Joe Port Authority Director, gave brief background of Port and need for / benefits of a northerly route of Gulf Coast Parkway for cargo movements, etc. as well as connectivity with the Northwest Florida Beaches International Airport.

Mr. Anders suggested that the Authority get a briefing of all the corridors. Jason Peters offered to do a presentation at the next Authority meeting. Mr. Peters also said that FHWA had problems with the study done by Opportunity Florida so FDOT has stepped in to assist. The EIS has taken a long time to complete due to it being a new alignment but FDOT is hoping it will be complete in the Spring of 2013.

Steve Schnell explained the alignments on a map that he had.

Motion made to submit letter to FDOT. Motion approved, Seconded and Approved.

**M. Discussion on Press Release**

The reason for the press release is to keep everything as transparent as possible as well as keeping the public informed as to where we are in the process. A suggestion to tie the information of this press release with the information about the re-appointments

would be good. Previous press releases, newsletters and outreach have provided very positive feedback.

Motion made to revise and resubmit press release to Board members for their review prior to releasing to public. Motion approved, Seconded and Approved.

**N. Master Plan Summary Schedule Update**

Steve Schnell provided a quick review of 2012 milestones: two workshops during March; two workshops during July; outreach with TPO's, etc.; compilation of 35 projects; preparation of two possible December workshops; continuation of outreach; and early outreach to environmental groups. Also, possible 1<sup>st</sup> draft of Master Plan in early 2013 with a presentation at the April Board meeting.

**O. Debrief on Master Plan Candidate Projects**

Steve Schnell updated Board by distributing a map showing a compilation of 35 projects and one Future Corridor. Steve requested feedback from the Board on the listing and offered to meet to discuss any questions anyone might have.

Jason Peters introduced Mike Lewis, new FDOT Project Manager who will be heading up the modal group and will be the new liaison to the Authority. Mike gave a briefing on the Eglin Bypass.

**6. Public Comments**

None.

**7. Proposed Next Meeting Date: January 24, 2013**

Noted that this date needed to be confirmed as soon as possible.  
Motion made, Seconded and unanimously Approved.

**8. Adjournment**

Chairman Montgomery called to adjourn the meeting.  
Motion made, Seconded and unanimously Approved.

The meeting adjourned at 11:15 CST.