



TBARTA MPOs CCC Regional Public Participation Program (RP3) Working Group
December 12, 2017
10:00am to 12:00pm

TBARTA Conference Room, Meridian One
4350 W Cypress Street, Suite 700, Tampa, FL 33607
Teleconference Number: 1-866-212-0875
Participant Passcode: 449328#

AGENDA

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| I. WELCOME AND INTRODUCTIONS | (10:00a) |
| II. 2015 MOE REPORT AND RP3 JOINT PLAN UPDATE | (10:05a) |
| III. PRESENTATION/DISCUSSION ITEMS | |
| 1. 2018 Tampa Bay Next Communications Plan (Danielle Moran, HNTB) | (10:15a) |
| a. Regional Long-Range Transportation Plan Outreach Strategies and Coordination Discussion | (10:30a) |
| 2. RP3 Advisory Group Draft Workplan (Hugh Pascoe, TBARTA) | (10:45a) |
| 3. Gulf Coast Safe Streets Summit (Johnny Wong, Hillsborough MPO, and Hilary Lehman, Forward Pinellas) | (11:00a) |
| IV. GENERAL DISCUSSION | (11:15a) |
| V. ADJOURN | (12:00p) |

ATTACHMENTS/LINKS:

- **2015 MOE Final Report -**
http://tbarta.com/files/pdfs/RP3/TBARTA_CCC_2015_MOE_Report_Final_Draft.pdf
- **Draft TBARTA MPOs CCC Regional Public Participation Program -**
http://tbarta.com/files/pdfs/RP3/DRAFT_TBARTA_MPOs_CCC_REGIONAL_PUBLIC_PARTICIPATION_PROGRAM.pdf
- **Safe Streets Summit Expanded Agenda and Correspondence**

The TBARTA MPOs CCC Regional Public Participation Program (RP3) Advisory Group provides input to the TBARTA MPOs CCC Public Involvement Plan. Specifically, the input provided relates to public participation strategies, issues, and trends at the regional level. For more information, please visit <http://tbarta.com/en/rp3wg/about/rp3wg>.

Organizing the Gulf Coast Safe Streets Summit

Event Details

Date: February 27, 2018

Time: 10:00 am to 4:00 pm with reception at 5:00 pm

Location: Glazer Children's Museum

Address: 110 W. Gasparilla Plaza, Tampa, FL 33602

Parking: Poe Garage, adjacent to Children's Museum

Website: <http://www.planhillsborough.org/2018-gulf-coast-safe-streets-summit/>

(DRAFT)

8:30 am – 9:30 am Optional Walk/Cycle on Tampa's Riverwalk

9:30 am – 10:00 am Registration (Museum Portico) and display set-up (3rd floor)

10:00 am – 10:45 am Welcome and Opening Remarks

10:45 am – 12:00 pm Session 1

12:00 pm – 12:30 pm Break & Visit Exhibits & Buffet Line

12:30 pm – 1:30 pm Keynote during lunch

1:30 pm – 2:45 pm Session 2

2:45 pm – 3:00 pm Break & Visit Exhibits (plus iced tea & cookies)

3:00 pm – 4:00 pm Session 3

4:00 pm – 4:30 pm Take down displays

4:30 pm – 6:30pm Reception & Awards & Networking at Franklin Manor, 912 N.

Franklin St, Tampa, FL

Organizing the Gulf Coast Safe Streets Summit

Pre-Event Task: **Registration & Catering Contract**

Lead Organizer: **Julie Bond**

What's needed:

- ✓ Create EventBrite (or sim.) webpage for both registrations and sponsors
- ✓ Verify budget details, based on quote Wanda obtained
- ✓ Finalize arrangements with SaltBlock Catering
- ✓ Collect funds and pay caterer

Additional Information:

- Catering contract to include:
 - Lunch buffet for 250, with china and flatware
 - Mid-afternoon iced tea/cookies station for 250
 - 1 free cocktail for each attendee at reception at Franklin Manor
 - 10 additional round ten-person tables (the museum will provide 15)
- Sponsorships could support a hot buffet at lunch and/or appetizers at reception

Organizing the Gulf Coast Safe Streets Summit

Pre-Event Task: **Sponsor Recruitment**

Lead Organizer: **Christine Acosta**

What's needed:

- ✓ Commitments from 12 sponsors at \$250 each
- ✓ Sponsors should log in through the EventBrite registration page

Additional Information:

- Raising \$3000 in sponsorships should allow us to upgrade to a hot buffet lunch
- If more is raised, it could pay for appetizers at the evening reception
- Each sponsor will be provided a rectangular table to set up a display
- The display tables will be around the edge of the large room where all sessions occur
- Sponsors will have a short window of time to set up, 9:30-9:45am.

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Event: **Optional Walk/Cycle Tampa's Riverwalk**

Time: 8:30 am – 9:30 am

Lead Organizer: **History Bike Tampa?** (Jim Shirk suggests asking Eric Trull)

Location: Meet at Curtis Hixon Park

What's needed:

- Plan a route for walkers and for cyclists
- Provide a guideperson for each route
- Return to the Children's Museum by 9:30am

Additional Information: TBD

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Event: **Registration Table and Sponsor Display Set-Up**

Time: 8:30 am – 10:00 am; sponsor set-up window is 9:30-10:00

Lead Organizer: **Wanda West with support from Sara/Mana MPO staff**

Location: Museum Portico (registration) and 3rd Floor (display set-up)

What's needed:

- Get the list of registrants from Julie Bond, print and bring. Print nametags.
- Order plastic pins in the shape of bicycles, pedestrians, and buses, to provide to attendees who arrive by alternative modes. Print out a sheet of paper that says "HOW DID YOU GET HERE?" in large letters, and place it on the registration table next to the pins.
- Make arrangements for on-site registrations (by check only? If accepting cash, will need to bring a cash box and change.) Bring receipt book.
- Verify the sponsor display tables will be in place by 9:30
- Set up and staff a registration table by 8:30 am
- Move registration table to 3rd floor around 10:30 or when registration slows down

Additional Information:

- We may need to create some social/mixer activity in the park if we're going to encourage people to stay there while the sponsors get their display tables set up. Perhaps a scavenger hunt with a prize.

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Event: **Welcome and Opening Address**

Time: 10:00 am – 10:45 am

Lead Organizer: **Beth Alden**

Location: 3rd Floor

Who's involved:

- ✓ Beth Alden: good morning
- ✓ Leah Shahum, President, Vision Zero Network - confirmed

What's needed:

- Slides in advance

Additional Information: TBD

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Event: **Session #1: Mayors Panel – Making it Happen**

Time: 10:45 am – Noon

Lead Organizer: **Beth**

Location: 3rd Floor

Who's Involved:

- Moderator and presenting sponsor - Demian Miller on behalf of Tindale Oliver (confirmed)
- 7 minutes – Kim Leinbach, Former Mayor & City Manager, City of Temple Terrace, Plant City Interim City Manager; invited & tentative
- 7 minutes - Mayor from Pinellas, possibly St Pete or Safety Harbor; to be confirmed by Hilary Lehman; confirmation requested by Dec. 15
- 7 minutes - Mayor Groover? Dave to confirm; confirmation requested by Dec. 15
- 7 minutes - Mayor from Polk? – Ronnie to investigate; confirmation requested by Dec. 15
- 45 minutes – Q&A led by Demian

What's needed:

- Confirm and coordinate with the speakers
- Obtain powerpoints and moderator questions in advance (Feb. 20)

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Event: **Keynote During Lunch**

Time: 12:30 pm – 1:30 pm

Lead Organizer: **Gena Torres**

Location: 3rd Floor

Who's involved:

- Introduction of keynote speaker - by Melissa Dickens on behalf of APA Suncoast (confirmed) and Dave Hutchinson on behalf of Sarasota/Manatee MPO (need to confirm)
- Ryan Gravel (confirmed)
- Any other announcements during lunch

What's needed:

- Make speaker travel arrangements
- Obtain bio, description for pamphlets
- Obtain powerpoint in advance

Additional Information:

- Cost \$3500 + travel expenses
- Suncoast APA has budgeted \$1500
- Dave Hutchinson offered \$1000
- Hillsborough MPO could also chip in

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Event: **Session #2: Advocates Panel**

Time: 1:30 pm – 2:45 pm

Lead Organizer: **Beth**

Location: 3rd Floor

Who's involved:

- Moderator and presenting sponsor - Stewart Robertson or Clarence Eng, on behalf of Kimley Horn – sponsorship confirmed; need to confirm speaker
- 10 minutes - Laura Cantwell, AARP Florida's Associate State Director of Advocacy & Outreach (texting while driving, livable communities) - Confirmed
- 10 minutes - Melissa Wandall, President, National Coalition for Safer Roads (automated enforcement) - Confirmed
- 10 minutes - Dr. Graham or MaryLynn Ostrowski, Aetna Foundation (health & equity) – Invited by Michele, not confirmed
- School transp safety advocate?
- 45 minutes – Q&A led by moderator

What's needed:

- Confirm and coordinate with the speakers
- Obtain powerpoints and moderator questions in advance (Feb. 20)

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Event: **Session #3: Secretaries Panel**

Time: 3:00 pm – 4:00 pm

Lead Person: **Alex Henry?**

Location: 3rd Floor

Who's involved:

- Moderator and presenting sponsor – Jose Abreu, former FDOT Secretary, on behalf of Gannett Fleming – confirmed by Mary Ross
- Billy Hattaway (confirmed) – 10 minutes
- David Gwynn (confirmed) – 10 minutes
- LK Nandam (confirmed) – 10 minutes
- 30 minutes – Q&A led by Jose

What's needed:

- Confirm and coordinate with the speakers
- Obtain powerpoints and moderator questions in advance (Feb. 20)

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Event: **Take Down Displays**

Time: 4:00 pm – 4:30 pm

Lead Person: **Wanda West**

Location: 3rd floor

What's needed:

- Make sure sponsors' displays are removed by 4:30 pm

Additional Information: TBD

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Organizing the Gulf Coast Safe Streets Summit

Event: **Awards Reception**

Time: 5:00 pm

Lead Person: **Dayna Lazarus?**

Location: Franklin Manor, 912 N. Franklin St., Tampa, FL 33602

Who's involved:

- Presenting sponsor Angelo Bellucia of ICON (need to invite) introduces the MPO directors and Walk/Bike Tampa and Bike/Walk Tampa Bay Representatives
- Each of those introduced presents an award
 - Hillsborough: "Bob the Builder" award to Jean Duncan - invited
 - Pinellas: name requested by Jan. 15
 - Pasco: name requested by Jan. 15
 - Sarasota/Manatee: name requested by Jan. 15
 - Hernando/ Citrus: name requested by Jan. 15
 - Walk/Bike Tampa: "Vision Zero Hero" award to Kent Bailey of the Bailey Family Foundation and Coppertail Brewery
 - Bike/Walk Tampa Bay: "Bicyclist of the Year" award to Michael Schwaid -- to be accepted by Dr. Greg Schwaid and family (confirmed)

What's needed:

- Each awarder to nominate a Builder or a Vision Zero Hero and confirm their recipient can attend (by Jan. 15)
- After Jan. 15, ask Lynn to create certificates and ask Greg to frame them
- Arrange for a microphone and someone to take photos at Franklin Manor
- Put together powerpoint slides about the award recipients, using photos sent by the MPO directors (due Feb. 20). Bring and set up a projector, to show the slides on one of the walls at Franklin Manor.

Organizing the Gulf Coast Safe Streets Summit

From: Beth Alden

Sent: Tuesday, November 21, 2017 11:54 AM

To: Whit Blanton <WBlanton@pinellascounty.org>; Lehman, Hilary (hlehman@co.pinellas.fl.us) <hlehman@co.pinellas.fl.us>; Dave Hutchinson (Dave@mympo.org) <Dave@mympo.org>; Leigh Holt (Leigh@mympo.org) <Leigh@mympo.org>; Ronnie Blackshear (RonnieBlackshear@polk-county.net) <RonnieBlackshear@polk-county.net>; 'Craig T. Casper' <ccasper@pascocountyfl.net>; Steve Diez (StevenD@co.hernando.fl.us) <StevenD@co.hernando.fl.us>; Dennis Dix <DennisD@co.hernando.fl.us>

Cc: Gena Torres <TorresG@plancom.org>; Johnny Wong <wongji@plancom.org>

Subject: 12/15 & 1/15 Safe Streets Summit Requests

Friends, to confirm our discussion last Friday, may I request the following things from you? See the "needed" items and dates.

Thanks much,

Beth

AWARDS RECEPTION (5pm) – Each MPO Director will give an award to someone from their area. This can be a "Vision Zero Hero" award or a "Bob the Builder" award. We will produce framed award certificates, and will also put together slides to show during the award presentation.

NEEDED:

- The name of an award recipient, and confirmation that you and that person can attend (by Jan. 15)
- Three photos that illustrate why you're giving this person an award (by Feb. 20)

MAYORS PANEL (10:30am) - One of the sessions is a 75-minute panel discussion with three mayors from around the region. We've invited the Plant City City Manager, Kim Leinbach, former mayor of Temple Terrace, to moderate. The topic is how to get safer streets built. Each of the three mayors will have ten minutes to speak, and then the moderator will lead a 45-minute Q&A. Speakers do not need to be registered and are welcome to stay for the day. We will coordinate with the moderator to identify discussion questions in advance.

NEEDED:

- Pinellas speaker confirmation (by Dec. 15)
- Sarasota/Manatee speaker confirmation (by Dec. 15)
- Polk speaker confirmation (by Dec. 15)
- Presentation slides for a ten-minute presentation by each speaker (by Feb. 20)