

**Meyers, Robert (COE)**

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**From:** Meyers, Robert (COE)  
**Sent:** Thursday, April 04, 2002 10:55 AM  
**To:** Mesa, Jose (MPO)  
**Cc:** Johnson, Bill (CMO)  
**Subject:** Symposium

INQ 02-15

Mr. Mesa,

The is to confirm that the gift section of the County Code of Ethics and Conflict of Interest Ordinance does not prohibit Miami-Dade County MPO Board members from attending an urban transportation symposium to be held on May 13-14, 2002 where the Lincoln Institute for Land Policy pays for the travel and lodging expenses associated with this symposium. However, please understand that all MPO members who attend and accept the Institute's offer to pay for the trip must disclose the amount of gifts, as the value of the travel and lodging will exceed twenty-five dollars. The Elections Department has the gift reporting forms and the disclosure must be made during the quarter in which the gift was received, in this case by the end of June 2002. Disclosure forms should be submitted to the Clerk of the Board.

Please contact me if you have any additional questions.

Robert Meyers

This message is intended solely for the person to whom it is addressed.



Miami-Dade County  
Office of the County Manager  
Metropolitan Planning Organization  
Secretariat

To: Robert Meyers

Company:

Fax #: 579-2652

From: Jose Mesa

Date: 4.11.02

Subject:

Message:

Commissioner Seijas is  
requesting an opinion  
re: Code of Ethics

Thank You

Stephen P. Clark Center  
111 NW First Street  
Suite 910  
Miami, Florida 33128-1999

Phone: 305-375-4507  
SunCom: 445-4507  
Fax: 305-375-4950  
E-mail: mpo@co.miami-dade.fl.us  
visit our Website at:  
[www.co.miami-dade.fl.us/mpo/](http://www.co.miami-dade.fl.us/mpo/)

Pages: 7 (including this page)

**MEMORANDUM**

7/27/02

107.07-17A

**TO: Honorable Chairperson and Members  
MPO Governing Board**

**DATE: Marc 25, 2002**

**FROM: Jose-Luis Mesa, Director  
MPO Secretariat**

**SUBJECT: Invitation to  
Transportation  
Symposium**

The attached letter from the Lincoln Institute for Land Policy includes an invitation to elected MPO Board members in major urban areas of the country to attend a symposium in Cambridge, Massachusetts on May 13-14, 2002. The topic of the symposium is to explore how transportation policy and investments can help accommodate future growth in urban regions.

The Institute is offering to pay for travel and lodging to this symposium. If any Board member is interested, the attached documentation includes instructions to request attendance. Please handle your request directly with the Institute and copy our office on any correspondence. The request form should be returned to the Institute by April 1, 2002. We remain available to assist any MPO Board member who feels he/she needs our staff assistance on this matter.

**C: Bill Johnson,  
Assistant County Manager/Transportation Manager**



RECEIVED  
MAR 22 2002

COUNTY MANAGER'S OFFICE  
MPO SECRETARIAT

March 19, 2002

Dear MPO Director:

Improvements to transportation infrastructure can provide more than transportation benefits to local areas and their regions. The Lincoln Institute of Land Policy and the Federal Highway Administration (FHWA) are sponsoring a symposium for elected officials to explore how transportation policy and investments can help our regions to accommodate future growth and to shape economically viable development. We would like your help in identifying elected officials who sit on the Boards of Metropolitan Planning Organizations (MPO). For this first symposium, we can accommodate 35 elected officials. Please pass this invitation and enclosed agenda on to those elected officials who you think would most benefit from such a gathering.

This interactive symposium will be held at the Lincoln Institute in Cambridge, Massachusetts May 13-14, 2002. The symposium will present ideas on how transportation can be used to improve not only the immediate area surrounding new infrastructure, but also the region as a whole. In addition, this symposium will provide the opportunity to meet peers from around the country.

The Lincoln Institute is a non-profit training and research institute with more than 25 years of experience working with decision makers in the US and abroad. As an educational and training institute, Lincoln is non-partisan. We do not advocate a particular answer to any given policy situation. Rather, we bring experts and decision-makers together and encourage mutual learning. As part of our efforts to improve land policy decision-making, we have been convening a variety of senior-level policy makers. Besides this first annual meeting of MPO elected officials, we have convened groups such as the state tax judges (23 years), the state-level planning directors (4 years); planning directors of the largest US cities (3 years); urban university vice-presidents in charge of real estate development (2 years), to name a few. We have found that these groups provide decision-makers the opportunity to meet their colleagues from around the country and exchange stories of both successes and failures. And, to do so out of the political limelight.

The US Department of Transportation's Federal Highway Administration is headquartered in Washington, DC with field offices across the country. The vision of the FHWA is to create the best transportation system for the American people through proactive leadership, innovation, and excellence in service. The FHWA undertakes this mission in cooperation with all of its partners to enhance the country's economic vitality, quality of life, and the environment.

We will gather for dinner the evening of Monday, May 13<sup>th</sup>. Representative Earl Blumenauer (D-OR and member of the House of Representative's Committee on Transportation and Infrastructure) has agreed to give our Keynote Address. We will reconvene the next morning, May 14<sup>th</sup> for a day of information exchange. We have invited a variety of experts including academics, as well as technical and policy experts. A tentative agenda is enclosed. Lincoln House is located on Brattle Street, a 10-minute walk from Harvard Square, and provides an intimate atmosphere for such meetings.

Both the FHWA and the Lincoln Institute have an interest in offering more meetings of this type. We are most interested in bringing together a group of policy makers who are leaders in transportation and regional planning issues. After the meeting we will welcome continued involvement and suggestions in designing future symposia.

To register, the elected official should fill out and return the enclosed registration form by April 1, 2002:

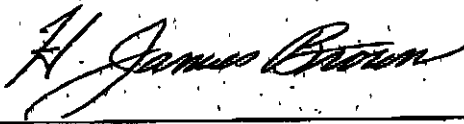
By Phone: 1-888-845-8759  
By Email: [lincolninstitute@resource-plus.com](mailto:lincolninstitute@resource-plus.com)  
By Fax: 617-385-5166

By Mail: Lincoln Institute of Land Policy  
c/o ResourcePlus  
200 Seaport Boulevard, Suite 125 Boston, MA 02210

We will be able to cover the cost of transportation and lodging for this event. Please refer to the Travel Guidelines to arrange for transportation and submit your complete Registration Form and Accommodations information for your lodging at the Charles Hotel. Monday evening's networking dinner and Tuesday's breakfast and lunch are included for all participants. A prompt reply will make our meeting planning and logistics that much easier.

For questions or comments concerning the program logistics, please feel free to call Kathleen Delehanty (ResourcePlus on behalf of Lincoln Institute) at (617) 385-5395. If you have questions regarding content, please contact Roz Greensrein (Lincoln Institute) at (617) 661-3016 ext. 147. We look forward to seeing you in Cambridge this May.

Yours sincerely,  
Jim Brown (LLP President)



enclosures

**PRELIMINARY AGENDA** March 19, 2002

**LAND USE & TRANSPORTATION IN THE METROPOLITAN PLANNING PROCESS:**  
 A seminar for elected officials with appointments to metropolitan transportation boards

Lincoln Institute of Land Policy and Federal Highway Administration

May 13-14, 2002  
 Lincoln Institute of Land Policy  
 Cambridge, Massachusetts

**MONDAY, MAY 13**

**COCKTAILS and DINNER (6:00pm)**

**KENYNOTE ADDRESS** by The Honorable Earl Blumenauer  
 Representative Blumenauer is the Congressional Representative from Oregon's 3rd District; he sits on the House Committee for Transportation and Infrastructure. During his distinguished career in Oregon and Washington he has worked for improving the quality of life in communities. He will share his vision for and experience with the use of regional transportation in shaping regions and improving the quality of life.

**TUESDAY, MAY 14**

**CONTINENTAL BREAKFAST (8:00am)**

**I. THE REGION: THE ROLE OF TRANSPORTATION INFRASTRUCTURE IN SHAPING AND DEFINING REGIONS.**

**State Laws and Federal Resources (9:00-10:00)**

- How has Maryland aligned transportation resources to State goals?
- What are ways to integrate land use and transportation policies and to leverage capital investments in infrastructure?

**Tools for Improving Transportation Efficiency (10:00-11:00)**

- How to increase your transportation system's efficiency?
- What are the characteristics of an effective multi-modal system?
- What are strategies to implement multi-modal systems and transportation efficient land use?

**BREAK (11:00 - 11:15)**

**P R E L I M I N A R Y   A G E N D A** March 19, 2002**II. LEARNING FROM EACH OTHER  
CASE STUDIES AND ROUNDTABLE DISCUSSIONS...****Case I. Multi-modal corridors and metropolitan growth (11:15-12:30)**

- How do transportation investments affect land use and development patterns in a region?
- How can these investments help plan future development?

**LUNCH (12:30-2:00)****Case II. City and District Revitalization (2:00-3:15)**

- How can transportation investments support economic development in central cities and suburban cities?
- How do transportation choices affect the quality of the urban and suburban environment?

**Closing Remarks/Comments (3:15-4:00)**

What were the most valuable parts of the symposium?  
Should a similar effort be attempted again and offered to other elected officials?  
How can the symposium contents and format be improved?  
What would follow up activities entail (e.g., areas of research? mechanisms to communicate findings?)



## TRAVEL GUIDELINES

**The Lincoln Institute will cover travel expenses as follows:**

**Travel Arrangements** should be made by contacting our agent, *Cape & Islands Travel*, at 508-487-4422 or 1-800-532-0055, or by fax at 508-487-0342, where your tickets will be charged to our account. Please specify that you are travelling as a participant in an event sponsored by the Lincoln Institute. For the best airfare, please purchase non-refundable tickets at least twenty-one (21) days in advance. If your airfare would be significantly less with a Saturday night stayover included, we will cover your additional night of hotel (room and tax only) until your departure on Sunday. This does not apply if the additional cost of hotel combined with your airfare would exceed the cost of airfare with no Saturday night stayover.

**Air Travel** will be reimbursed for coach-class rate only based on direct round-trip tickets purchased at least 21 days in advance. Non-refundable tickets should be purchased whenever possible; you should be aware that non-refundable tickets are firm on the outbound leg but may offer you some flexibility on the return. If you do not purchase your ticket through *Cape and Islands Travel*, we will be unable to refund your ticket in the event of a cancellation. We will be unable to reimburse airfare over the cost of a ticket purchased a minimum of 21 days in advance.

**Auto Travel** reimbursement is \$.325 per mile.

**Auto Rental** must be approved in advance. Without prior authorization, we will not be responsible for reimbursement. We require collision damage waiver insurance be purchased on all rental cars.

**Shuttle/Taxi** fares to and from the airport, hotel, and program site are reimbursable, with receipts. As with all reimbursable expenses, we will be unable to reimburse you without receipts.

**Telephone Calls** for Lincoln Institute related business are reimbursable with documentation. When making calls from hotel rooms, we encourage the use of telephone calling cards or credit cards for additional savings.

**Meals, Parking, and Tolls** are reimbursable up to a maximum rate of \$50 per day, with receipts. As with all reimbursable expenses, we will be unable to reimburse you without receipts.

### **THERE IS NO PARKING AVAILABLE AT THE LINCOLN INSTITUTE**

**Spouse/Guest** travel, meals and incidental expenses are not reimbursable, nor any related charges associated with a cancellation of our program.

For more information, contact the Lincoln Institute of Land Policy at 508-487-4422.





## DOT/ELECTED OFFICIALS SYMPOSIUM

MAY 13 - 14, 2002

## REGISTRATION FORM

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

- I ACCEPT Invitation to DOT/Elected Officials Symposium, May 13 - 14, 2002
- I DECLINE Invitation to DOT/Elected Officials Symposium, May 13 - 14, 2002

## ACCOMMODATION

Hotel Accommodations:

*The Charles Hotel*  
One Berner Street  
Cambridge, Massachusetts 02138

Phone: (617) 864-1200

Fax: (617) 864-5715

Website: [www.charleshotel.com](http://www.charleshotel.com)

We will make your hotel reservations and bill directly to the Lincoln Institute. Please provide the following information:

Arrival Date: \_\_\_\_\_

Approx. Time: \_\_\_\_\_

Departure Date: \_\_\_\_\_

Approx. Time: \_\_\_\_\_

Room Occupancy:

 Single Double

Smoking Preference:

 Smoking Non-Smoking

If you have any dietary restrictions, please specify: \_\_\_\_\_

**Please Return This Form By April 1, 2002**

By Phone: 1-888-845-8759 (Lincoln Institute Information Line)

By Email: [lincolninstitute@resource-plus.com](mailto:lincolninstitute@resource-plus.com)

**FOR AN EMAILABLE FORM**, please send us an email or call the information line and we will send you the electronic registration form

By Fax: 617-385-5166

By Mail: Lincoln Institute of Land Policy  
c/o ResourcePlus

200 Seaport Boulevard, Suite 125 Boston, MA 02210