MEETING NOTICE & AGENDA

Please be advised that the River to Sea Transportation Planning Organization (R2CTPO) BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC) will be meeting on:

DATE: Wednesday, January 8, 2020
TIME: 2:00 P.M.
PLACE: River to Sea TPO
2570 W. International Speedway Blvd.,
Suite 100 (Conference Room)
Daytona Beach, Florida 32114-8145

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Mr. Paul Eik, Chairperson

AGENDA

I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE

II. PUBLIC COMMENT/PARTICIPATION (Length of time at the discretion of the Chairperson)

III. ACTION ITEMS

A. REVIEW AND APPROVAL OF THE NOVEMBER 13, 2019 BPAC MEETING MINUTES (Contact: Debbie Stewart) (Enclosure, pages 3-12)

B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2020-## SUPPORTING ALTERNATIVE #3 (CLOVERLEAF #2) OF THE I-95 AND PIONEER TRAIL PROJECT DEVELOPMENT & ENVIRONMENT (PD&E) STUDY (Contact: Stephan Harris and Heather Grubert, FDOT) (Enclosure, pages 13-24)

IV. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF REVISIONS TO U.S. BICYCLE ROUTE 1 THROUGH VOLUSIA COUNTY (Contact: Stephan Harris) (Enclosure, pages 25-30)
IV. PRESENTATIONS AND DISCUSSION ITEMS (continued)

B. PRESENTATION AND DISCUSSION OF THE DRAFT FY 2020/21 – 2021/22 UNIFIED PLANNING WORK PROGRAM (UPWP) (Contact: Stephan Harris) (Enclosure, page 31)

C. PRESENTATION AND DISCUSSION OF THE DEVELOPMENT OF THE 2045 LONG RANGE TRANSPORTATION PLAN (LRTP) (Contact: Colleen Nicoulin) (Enclosure, page 32)

D. PRESENTATION AND DISCUSSION OF UPDATED SAFETY DATA AND TARGETS (Contact: Crystal Mercedes) (Enclosure, pages 33-41)

V. STAFF COMMENTS (Enclosure, page 42)

→ 2020 R2CTPO Call for Projects

VI. INFORMATION ITEMS (Enclosure, pages 42-58)

→ 2020 River to Sea TPO Board and Committee Meeting Schedule
→ 2045 LRTP Subcommittee Report
→ BPAC Attendance Record
→ November/December 2019 TPO Outreach & Activities
→ TPO Board Meeting Report
→ UPWP Subcommittee Report

VII. BPAC MEMBER COMMENTS (Enclosure, page 42)

VIII. ADJOURNMENT (Enclosure, page 42)

***The next meeting of the BPAC will be on Wednesday, February 12, 2020***

NOTE: Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the River to Sea TPO office, 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 20416, at least five (5) working days prior to the meeting date.

NOTE: If any person decides to appeal a decision made by the board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made.

NOTE: The River to Sea TPO does not discriminate on the basis of race, color, national origin, sex, age, religion, disability and family status. Those with questions or concerns about nondiscrimination, those requiring special assistance under the Americans with Disabilities Act (ADA) of 1990, or those requiring language assistance (free of charge) should contact Pamela Blankenship at 386.226.0422 or pblankenship@r2ctpo.org.
III. ACTION ITEMS

A. REVIEW AND APPROVAL OF THE NOVEMBER 13, 2019 BPAC MEETING MINUTES

BACKGROUND INFORMATION:

Minutes are prepared for each meeting and must be approved by the BPAC. The November 13, 2019 BPAC meeting minutes are provided with this agenda packet for your review.

ACTION REQUESTED:

MOTION TO APPROVE THE NOVEMBER 13, 2019 BPAC MEETING MINUTES
Bicycle/Pedestrian Advisory Committee (BPAC)
Meeting Minutes
November 13, 2019

Members Present:
- Doug Hall
- Ted Wendler
- Paul Eik, Chairperson
- Larry Coletti, Vice Chairperson
- Ned Wolfarth
- Bob Storke
- Gayle Belin
- Patrick McCallister
- Nancy Burgess-Hall
- Chris Daun
- Roy Walters
- Jason Aufdenberg

Representing:
- Daytona Beach
- DeLand
- Flagler Beach
- Flagler County
- Holly Hill
- Orange City
- Ormond Beach
- Volusia County, District 1
- Volusia County, District 2
- Volusia County, District 2 Alternate
- Volusia County at Large
- Volusia County at Large Alternate

Non-Voting Technical Appointees Present:
- Stephanie Moss
- Wendy Hickey
- Gwen Perney
- Melissa Winsett

Representing:
- FDOT
- Flagler County
- Port Orange
- Volusia County

Members/Technical Appointees Absent:
- Joan Sandler
- Scott Leisen
- Heidi Petito
- Nic Mostert (excused)
- Danielle Anderson (excused)
- Jeff Martindale
- Christy Gillis (excused)
- Rob Brinson
- John Cotton (excused)

Representing:
- DeBary
- Deltona
- Flagler County Public Transportation
- New Smyrna Beach
- Palm Coast
- Port Orange
- South Daytona
- Volusia County School Board
- Votran

Others Present:
- Debbie Stewart, Recording Secretary
- Stephan Harris
- Colleen Nicoulin
- Pamela Blankenship
- Richard Hamilton
- Vickie Wyche

Representing:
- TPO Staff
- TPO Staff
- TPO Staff
- TPO Staff
- Citizen
- FDOT

I. Call to Order / Roll Call / Determination of Quorum / Pledge of Allegiance

The meeting of the River to Sea Transportation Planning Organization (TPO) Bicycle/Pedestrian Advisory Committee (BPAC) was called to order at 2:00 p.m. by Chairperson Paul Eik. The roll was called and it was determined that a quorum was present.

Chairperson Eik introduced Ms. Stephanie Moss, FDOT Bike/Ped Coordinator, and Ms. Vickie Wyche, FDOT TPO Liaison.
II. Public Comment/Participation

Mr. Richard Hamilton stated he is representing the Scenic A1A PRIDE Flagler County Cycling and Pathway Safety Committee which is part of the Friends of Scenic A1A Corridor Management. They are looking at the safety issues along SR A1A from Flagler Beach to Marineland. Currently, they are researching who they need to coordinate with on these safety issues. They are cyclists that ride the SR A1A corridor and see these safety issues and are interested in what is happening with them. An email address has been created, A1ASafetyFlagler@gmail.com, for questions and information. They have attended two meetings of the Flagler County Community Safety Traffic Team (CTST) and they work with Flagler County on maintenance issues and development. They are creating an inventory and have some priorities; they know if they want to do anything major they have to work through the entities like the TPO.

III. Action Items

A. Review and Approval of October 9, 2019 BPAC Meeting Minutes

MOTION: A motion was made by Mr. Storke to approve the October 9, 2019 BPAC meeting minutes. The motion was seconded by Mr. Hall and carried unanimously.

B. Review and Recommend Approval of the 2045 Long Range Transportation Plan (LRTP) Goals and Objectives

(Handout)

Ms. Nicoulin stated this action item is for the review and recommendation of approval of the goals and objectives for the 2045 Long Range Transportation Plan (LRTP). The 2045 LRTP Subcommittee met last month to review the goals and objectives; representatives from the BPAC, CAC and TCC are on that subcommittee. Comments were received at the subcommittee meeting and were incorporated into the document. TPO staff also reviewed the draft goals and objectives. When these goals and objectives were drafted, they used the current 2040 LRTP goals and objectives as a base. There are six specific goals; multi-modal, economic development, connectivity, safety, livability, and public involvement. There is a series of objectives that pertain to each goal. These goals and objectives are what is looked at when developing the evaluation criteria for projects that come out of the LRTP.

Mr. Aufdenberg stated last month it was said the TPO is working with other TPOs on resiliency and climate change and asked if that dovetails into one of these goals.

Ms. Nicoulin replied yes; resiliency is an underlying component of each of the goals. There is not a separate goal for resiliency but it is built into each goal.

Chairperson Eik referred to Objective 1.1; it states to “improve accessibility” and notes for all users (motor vehicle, bicycle and pedestrians). There have been a number of discussions regarding handicapped persons and their ability to access certain transportation modes and he asked if that is part of the objective.

Ms. Nicoulin replied yes, it is for all users of the transportation system; if stronger language is needed to clarify that it can be incorporated.

Ms. Burgess-Hall asked if this just pertains to systems that receive government funds whether state, federal or local of if it includes private entities.

Ms. Nicoulin replied it would include all projects that are part of the LRTP; it is governmental.

MOTION: A motion was made by Mr. Wendler to recommend approval of the 2045 Long Range Transportation Plan (LRTP) Goals and Objectives. The motion was seconded by Mr. Daun and carried unanimously.
C. **Review and Recommend Approval of Resolution 2019-## Adopting the Community Safety Action Plan (CSAP)**

Ms. Blankenship stated the draft Community Safety Action Plan (CSAP) was presented last month and there have been no changes. The CSAP will go to the Unified Planning Work Program (UPWP) Subcommittee to flesh out the details of what will be funded in the coming years.

Mr. Coletti referred to page 18 of the agenda and commented he would like to see “Chairman” changed to “Chairperson”. It also appears in several other places in the document.

Ms. Blankenship replied she could make that change.

**MOTION:** A motion was made by Mr. Storke to recommend approval of Resolution 2019-## adopting the Community Safety Action Plan (CSAP) as amended. The motion was seconded by Ms. Belin and carried unanimously.

D. **Review and Recommend Approval of Resolution 2019-## Adopting the FY 2018/19 Public Outreach Summary**

Ms. Blankenship stated this was also presented last month; there have been no changes except for “Chairperson” in place of “Chairman” in the resolution.

**MOTION:** A motion was made by Mr. Wendler to recommend approval of Resolution 2019-## adopting the FY 2018/19 Public Outreach Summary. The motion was seconded by Mr. Coletti and carried unanimously.

E. **Review and Recommend Approval of the 2020 Bicycle/Pedestrian and B/P Local Initiatives Priority Project Applications**

Mr. Harris stated the general instructions, and the bicycle/pedestrian applications for implementation and funding and for feasibility studies are included in the agenda. The changes to the general instructions are in strikethrough/underline format; there are no changes other than the dates and the link for uploading applications. The significant change to the project implementation application refers to the Complete Streets Policy adopted last month; an additional item is added to Criteria 5 under enhancements to the transportation system. It is an opportunity for project applicants to receive points if their project is consistent with the Complete Streets Policy. There were no changes to the feasibility studies application other than the dates.

Mr. Daun asked if the TPO is working toward going paperless or do applicants have to download the application, fill it out and mail it to the TPO.

Mr. Harris replied all the applications are available on the TPO website; the TPO requires an electronic version and one hard copy.

Ms. Nicoulin stated the TPO has to have one hard copy because there are some individuals that come in to review the projects that do not have the ability to review an electronic copy.

Mr. Aufdenberg asked if the project applicants would be able to have their applications pre-reviewed by TPO staff.

Mr. Harris replied yes; staff will try to talk to project sponsors in person or via a phone call; the TPO asks them to consider projects that have been recommended through TPO studies. The TPO has completed several planning and feasibility studies over the years that have produced dozens of recommended improvements. TPO staff has an ongoing dialogue with the local governments to encourage them to submit applications.

Chairperson Elk referred to page 38 of the agenda and the addition of the Complete Streets Policy and commented it does not explain what it is.
Mr. Harris replied the policy was adopted last month; there are goals on the first page and this refers to those goals.

Chairperson Eik asked if there was something in the applications that lets project sponsors know what the Complete Streets Policy is or if there is a statement that it is something new and to refer to the website for more information. He is looking at this from the perspective of those reviewing and scoring project applications; if there is a maximum of ten points do they get a point for a project that is in accordance with the policy or extra points.

Mr. Harris replied it is up to the person that is scoring the project application; there is latitude on this particular criteria if ten points are assigned to each bullet point or ten points to one or two of the bullet points. The TPO encourages the project application scorers to give points if the project meets any of these bullet points; it is not up to TPO staff but those that are scoring the applications.

Ms. Belin agreed that just adding complete streets is not enough and asked if there could be a link included that goes to the policy. She was on the TIP Subcommittee last year and found it to be more subjective than objective and the subcommittee members wanted it to be as objective as possible. She spoke to the engineer for the city of Ormond Beach and told him to include as much rationale as possible on the objective; maybe the instructions could include a statement to include as much rationale as possible because if not, the project may not receive the points a project sponsor thinks it deserves.

Mr. Harris replied they only receive points for what is included in the application.

Mr. McCallister agreed with Ms. Belin and commented he felt the subcommittee operated with only 10% of the information it needed to have. It felt like a perfunctory process without enough information. It was frustrating when reviewing project applications without not having any concept of the ground and not knowing if people with disabilities, cyclists, runners had any input in the process. When there are not people with disabilities, cyclists or avid pedestrians involved in the planning and designing of projects you end up with a project an engineer thinks is great but not the users.

Chairperson Eik stated this is an evolving process and it has improved each year because the comments and suggestions have made the process better, and the applications better to discern and give a legitimate score. It is important to recognize that TPO staff is in contact with the local communities that submit project applications and encourages them to do the kinds of projects that are being suggested.

Discussion continued.

Mr. McCallister commented it is impractical for the subcommittee to schedule only one meeting; it would be better to anticipate three meetings rather than just one. Some project sponsors sent representatives to the subcommittee meeting to answer questions but did not receive extra credit for having a representative here; he would encourage extra points for having a representative here to explain the project and answer any questions.

Mr. Walters commented that the ECHO grant process requires an applicant to show up and make a speech.

Mr. Harris replied that the criteria does not allow extra points for having a representative attend the subcommittee meeting.

Mr. McCallister asked if that could be one of the criteria.

Chairperson Eik stated he does not think that is the answer for this set of applications but it is something to discuss and perhaps do next year.
Ms. Belin commented she does not think extra points should be given just for having a representative show up; however, last year extra points were given because the subcommittee’s questions were able to be answered. Mr. Harris stated that is why the TPO encourages project sponsors to send a representative; they are more likely to get a higher score and have their project ranked higher on the priority list.

Ms. Nicoulin stated project applications typically score higher when a representative is on hand to answer questions.

Mr. Daun stated he has to attend a class if he wants to apply for a county cultural grant and he must show up and defend his application for the ECHO grant program; he asked if we could include a public hearing or meeting with the applicant.

Ms. Nicoulin stated the TPO holds a workshop with the Technical Coordinating Committee (TCC) during the annual Call for Projects process; these are the members that are actually submitting the project applications. During that workshop the applications are reviewed and project specific questions are able to be answered. The TPO has had this process for many years and it is tweaked each year. It come down to the project sponsor providing as much information as possible. Ms. Belin talks with the engineer at the city of Ormond Beach to get the information needed; he met with TPO staff about his application. Some local governments submit a draft application before the deadline to see if additional information needs to be included. This is an evolving process and it improves each year.

Chairperson Eik asked if it would be appropriate for Mr. McCallister to meet with her after the meeting to address his concerns and then have his concerns conveyed to the subcommittee.

Ms. Nicoulin replied yes.

**MOTION:** A motion was made by Mr. Storke to recommend approval of the 2020 Bicycle/Pedestrian and B/P Local Initiatives project applications. The motion was seconded by Ms. Burgess-Hall and carried unanimously.

**F. Review and Recommend Approval of Resolution 2019-## Amending the Policy for Establishing and Maintaining Transportation Priority Projects**

Mr. Harris stated the draft resolution is provided in the agenda in strike-through/underline format. The significant change is in Section 13 requiring the project sponsor to provide a letter of support for Transportation Regional Incentive Program (TRIP) projects they have ready to advance into the Work Program.

Mr. Aufdenberg asked when that letter was required.

Mr. Harris replied by the deadline for project applications; this year the annual Call for Projects closes on March 31, 2020.

**MOTION:** A motion was made by Mr. Daun to recommend approval of Resolution 2019-## amending the policy for establishing and maintaining transportation priority projects. The motion was seconded by Mr. Walters and carried unanimously.

**G. Review and Recommend Approval of Resolution 2019-## Amending the Local Match Requirements Placed on Member Local Governments for Projects Prioritized for Funding by the TPO**

Mr. Harris stated the draft resolution is in the agenda shown in strikethrough/underline format. The change is at the bottom of the first page of the resolution, the last paragraph, regarding the local match; it is clarified that the 10% local match required is a minimum.

Chairperson Eik stated this does not change the match requirement but clarifies 10% is the minimum; project sponsors who increase their local match generally receive more points.
MOTION: A motion was made by Ms. Belin to recommend approval of Resolution 2019-## amending the local match requirements placed on member local governments for projects prioritized for funding by the TPO. The motion was seconded by Mr. Wendler and carried unanimously.

H. Appointment of Unified Planning Work Program (UPWP) Subcommittee Members

Mr. Harris stated the Unified Planning Work Program (UPWP) is a two-year document that identifies the projects, plans and activities that TPO staff undertakes; it also has the funding attached to those projects and activities. The current UPWP ends June 30, 2020 and the new UPWP starts July 1, 2020 through June 30, 2022. The UPWP Subcommittee will provide input on the new UPWP; the UPWP Subcommittee will include representatives from the BPAC, CAC and TCC; there will be one UPWP Subcommittee in December. He asked for a volunteer for the UPWP Subcommittee.

Mr. McCallister volunteered.

MOTION: A motion was made by Mr. Hall to appoint Mr. McCallister to the Unified Planning Work Program (UPWP) Subcommittee. The motion was seconded by Mr. Coletti and carried unanimously.

I. Cancellation of the December 11, 2019 BPAC Meeting

MOTION: A motion was made by Mr. Daun to cancel the December 11, 2019 BPAC meeting. The motion was seconded by Ms. Belin and carried unanimously.

IV. Presentation and Discussion Items

A. Presentation and Discussion of the Coast to Coast Trail Wayfinding Signage Project

Mr. Tim Baylie, Volusia County Parks and Recreation Director, gave a PowerPoint presentation on the Coast to Coast Trail Wayfinding Signage Project. He stated Volusia County received a $150,000 grant for wayfinding signage; they also received a grant for the St. Johns River to Sea Loop wayfinding signage. He showed the map that will be placed at the trail head and stated it will be a full wall panel at what is currently the DeBary Hall Gift Shop which will become the Trails Welcome Center for Volusia County. All three major trails (the Heart of Florida Trail, the Coast to Coast Trail and the St. Johns River to Sea Loop Trail) have sections in the DeBary area. He reviewed the status of the wayfinding signage project and gave the sign locations and content. The contract has been awarded and the notice to proceed will be issued soon. Details of the signage had to be approved by FDOT and comply with federal, state and local standards. He reviewed the trail head maps that tell the user where you are on the trail and how to get to other places on the trail. The trail head maps also show the locations of restrooms. He described the trail mile markers which include emergency information; Volusia County emergency responders are also provided with this information. A non-emergency phone number is also provided on the mile markers. The Volusia County trails and parks app is provided on the mile markers and is free to download.

Mr. Coletti asked why the mile markers did not indicate kilometers.

Mr. Baylie replied Europe uses kilometers; he showed a book from Germany on trails which showcases all of the Volusia County trails which have international appeal.

Ms. Belin asked if any thought had been given to providing a QR code on the mile markers for bed and breakfasts, restaurants or things to do in the area.

Mr. Baylie replied the Volusia County Trails Welcome Center will have all that information. They are working with their IT Department, the other nine counties on the Coast to Coast Trail, and the four counties on the St. Johns River to Sea Loop Trail to get their tourist development center information for lodging and restaurants. The wall panel map at the Welcome Center will be interactive and users can point and drag where they want to...
stop and make reservations. There is a QR code on the trail heads maps that will get a user to the Office of Greenways and Trails Priority Trail Network System but not to lodging and restaurants.

Mr. Hall asked if the restrooms would be Americans with Disabilities Act (ADA) accessible.

Mr. Baylie replied yes.

Mr. Hall asked if the codes would indicate which restrooms are ADA accessible.

Mr. Baylie replied the green “T”s on the map are ADA accessible restrooms and the red “T”s do not have restrooms.

Mr. Daun commented that the design for the signage is great; he knows they are still working on the St. Johns River to Sea Loop signage and stated it is important to include the East Coast Greenway on them.

Mr. Baylie replied the reason they are not ready with the St. Johns River to Sea Loop wayfinding signage is because there are still too many gaps. As the gaps are filled the funds will be programmed for the wayfinding signs and trail head maps.

Discussion continued.

Mr. Harris asked if there will be pavement markings in addition to the signage.

Mr. Baylie replied there were discussions regarding pavement mile markers but after reviewing the cost, longevity of pavement markings, and FDOT requirements it was very expensive; $5,000 per marking. The signage and mile markers will be consistent with the signage in Seminole County.

Mr. McCallister complimented Mr. Baylie on the signage; as a trail user, his complaint has been that there is no signage.

Mr. Aufdenberg asked Mr. Baylie to point out the gap on the Coast to Coast Trail on the map.

Mr. Baylie replied the gap is west of Winter Garden and Ocoee; as soon as the section in Volusia County is completed users can get from Titusville all the way to the west. It is 125 miles of continuous, paved trail. The Gobbler’s Lodge gap should be completed by this time next year and Volusia County’s portion of the Coast to Coast Trail will be completed.

Discussion continued.

B. Presentation and Discussion of the FDOT FY 2020/21 to 2024/25 Tentative Work Program

Ms. Wyche gave an update of the tentative Five-Year Work Program for FY 2020/21 to 2024/25. She reviewed the type of projects included and stated they are based on MPO priorities and SIS/FDOT priorities. After the Work Program has been out for public review, it is sent to the Florida Legislature and the Governor for review and signature. Once the Governor signs the Work Program it officially becomes part of the state budget. She reviewed the schedule for the Work Program and announced the online public hearing was held October 21, 2019 to October 25, 2019; the website to participate is www.d5wpwh.com. An open house was held at the FDOT D-5 office in DeLand on October 24, 2019 from 4:30 pm to 6:30 pm. This year there were a couple of appropriations which affect the first year of the Work Program and may result in other projects being deferred or moved out. There were three appropriations this year at $3.7 million; they were successful in moving projects around and did not have to defer anything too outrageous. She reviewed those projects and the projects added to the Work Program.

V. Staff Comments
Update on SU Funding/Work Program

Mr. Harris stated there was approximately $1.1 million for bicycle and pedestrian projects; the Derbyshire sidewalk project, Phase 1, was moved into the current year and will draw down $800,000 of the SU funds. The remainder of the SU funds will be used to draw down the advanced construction (AC) funds.

Mr. Hall asked if there has been any movement on Accessible Pedestrian Signals (APS) in South Daytona.

Mr. Harris replied he has not heard anything but will find out and provide an update at the next BPAC meeting.

VI. Information Items

→ 2020 River to Sea TPO Board and Committee Meeting Schedule
→ LRTP Subcommittee Report
→ BPAC Attendance Record
→ October Outreach and Activities (Handout)
→ TPO Board Meeting Report

VII. BPAC Member Comments

Mr. Wolfarth referred to the project applications and suggested the applicants list the stakeholders they have talked to and that have given support for their project.

Mr. Daun announced he attended the Florida Scenic Byways State Conference last week; it was a statewide FDOT conference. He wanted to report that there will be a lot of tourism opportunities. FDOT has many consultants for the Scenic Byway program; they have many consultants in that program that have worked in other states and their Departments of Transportation to bring in trails, aesthetics, landscaping, etc., as public benefits. He requested the BPAC be provided copies of FDOT’s Vision and Mission Statement because when FDOT is asked for funding for projects one of the key things they look for is if the project meets their Vision and Mission. The Vision and Mission Statement has three sections and much of it has to do with safety and public benefits. He announced this Saturday is the Florida Scenic Byway 150-mile yard sale which goes from the Georgia border to Daytona Beach. It is an excellent bike ride. A lot of the restaurants are participating and offering specials; one is Steve’s Diner on SR A1A. The starting point is Lillian Place in Daytona Beach; it will be a great, fun day and raises money for non-profits.

Mr. Coletti referred to the roundabout on US 1 in Korona and an email from the TPO that a sign will be installed there that states bicycles will share the road with motorists; the sign is not up yet. He rides through there frequently and feels like he takes his life in his hands. There was a bike lane there prior to the roundabout and now there will only be a sign that drivers will not likely see. He went through the roundabout recently behind an 18-wheel tractor trailer truck that was in the right lane; however, going through the roundabout the truck took up a lot of the left lane as well. It is not designed for an 18-wheel tractor trailer. If two vehicles go through the roundabout at the same time there is no room for a bicycle; the lanes are not wide enough for a bicycle and a vehicle. He asked Ms. Moss to pass this information up the chain at FDOT; he is very disappointed in the process. He has been told there will be a bike lane on the south side of the roundabout once it is complete.

Mr. McCallister asked if there were any traffic calming devices going into the roundabout.

Mr. Coletti replied there is the speed limit sign of 25 miles per hour (mph).

Mr. Harris stated the roundabout is the traffic calming device.

Mr. McCallister commented that drivers speed through roundabouts and he has had an incident in a roundabout and was sideswiped. In his experience with different roundabouts in different places, those roundabouts that had some sort of traffic calming device going into the roundabouts are fine. Those that do not have traffic calming devices going into it have issues.
Mr. Hall stated a White Cane event was held on October 29, 2019 at Wilder Road and Ridgewood Avenue; it received TV coverage and Ms. Stewart participated and walked blindfolded through the intersection. He has heard a rumor that FDOT is considering installing an accessible pedestrian signal (APS) at this intersection.

Ms. Winsett announced that next Tuesday the Volusia County Council will hear a presentation on the county’s capital project update. It will provide an overview of all the county’s capital projects including transportation projects. The Volusia County website has the agenda.

Mr. Aufdenberg stated there was a good turnout for the “Motherload” documentary on cargo bikes shown at Cinematique during Mobility Week. Embry Riddle Aeronautical University continues to install new bike racks and are installing them closer to the entrances so they are utilized more. He has postponed the distribution of free bike lights due to inclement weather; they will reschedule it soon.

Ms. Nicoulin announced the R2CTPO’s Annual Holiday Open House will be held Friday, December 13, 2019 from 3:00 pm to 5:00 pm. The TPO also holds a toy drive as part of that and asked members that attend to please bring a toy.

Chairperson Eik stated congratulated the TPO staff on the Federal Certification that it passed with flying colors.

VIII. Adjournment

The BPAC meeting adjourned at 4:06 p.m.

River to Sea Transportation Planning Organization

Certificate:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certifies that the foregoing is a true and correct copy of the minutes of the November 13, 2019 regular meeting of the Bicycle/Pedestrian Advisory Committee (BPAC), approved and duly signed this 8th day of January 2020.

Debbie Stewart, Recording Secretary
River to Sea Transportation Planning Organization
III. ACTION ITEMS

B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2020-## SUPPORTING ALTERNATIVE #3 (CLOVERLEAF #2) OF THE I-95 AND PIONEER TRAIL PROJECT DEVELOPMENT & ENVIRONMENT (PD&E) STUDY

BACKGROUND INFORMATION:

FDOT will review the technical evaluation of project design alternatives for the proposed interchange at I-95 and Pioneer Trail. Resolution 2020-## supporting Alternative #3 (Cloverleaf #2) will be provided under separate cover.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2020-## SUPPORTING ALTERNATIVE #3 (CLOVERLEAF #2) OF THE I-95 AND PIONEER TRAIL PROJECT DEVELOPMENT & ENVIRONMENT (PD&E) STUDY
I-95 at Pioneer Trail Interchange
Project Development & Environment (PD&E) Study
from Williamson Boulevard to Turnbull Bay Road
Volusia County
Financial Project ID No.: 436292-1

BPAC MEETING

January 8, 2020
I-95 at Pioneer Trail Interchange PD&E Study
from Williamson Boulevard to Turnbull Bay Road
FPID: 436292-1  ETDM No.: 14193

Study Location
I-95 at Pioneer Trail Interchange PD&E Study
from Williamson Boulevard to Turnbull Bay Road
FPID: 436292-1 ETDM No.: 14193

THE PROJECT DEVELOPMENT PROCESS

1. Long-range Planning
   The need for roadway improvements is determined based on future land uses and projected traffic volumes. 1-2 YEARS

2. Project Development and Environment Study
   The location and conceptual design of road improvements are identified, and environmental and social impacts are assessed. APPROX. 2 YEARS

3. Project Design
   Construction plans are prepared. APPROX. 2 YEARS

4. Acquire Right of Way
   Additional land needed for roadway right of way is purchased, if needed. APPROX. 2 YEARS

5. Construction
   The recommended improvements are constructed. 2-3 YEARS

Note: Start date for each individual phase depends on funding availability
Purpose and Need

- Sustain projected future growth while preserving the character of existing communities and environment
- Improve regional mobility in southeast Volusia County
- Improve traffic safety
- Included in River to Sea TPO Priority Projects
- Enhance emergency evacuation and safety
Public Comments

Public Meetings
- Kickoff – June 13, 2018
- Alternatives – April 30, 2019

Comments
- Emergency evacuation
- Interstate access
- Increase traffic volumes on Pioneer Trail
- Potential for environmental impacts
- Widen Pioneer Trail
- Need for sidewalks and bike lanes
I-95 at Pioneer Trail Interchange PD&E Study
from Williamson Boulevard to Turnbull Bay Road
FPID: 436292-1 ETDM No.: 14193

Diamond Interchange Alternative
Partial Cloverleaf #1
Interchange Alternative
Partial Cloverleaf #2 Interchange Alternative
Three design concepts (along with the “no build” alternative) were evaluated

Public input supports Alternative 3 (Partial Cloverleaf #2)

Value Engineering reinforced engineering and environmental analysis

Build alternatives are consistent and same level of service

Support documentation

Public Hearing scheduled for Spring 2020
### Study Schedule

<table>
<thead>
<tr>
<th>Event</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuous Public Involvement</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Data Collection</td>
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</tr>
<tr>
<td>Public Kickoff Meeting</td>
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<td></td>
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<tr>
<td>Alternatives Analysis</td>
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<tr>
<td>Alternatives Public Meeting</td>
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<tr>
<td>Refine Alternative Analysis</td>
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<tr>
<td>Public Hearing</td>
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<tr>
<td>Location and Design Concept Acceptance</td>
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<tr>
<td>Design</td>
<td></td>
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</tbody>
</table>

**Calendar**

- **2018:** January, April, July, October
- **2019:** February, May, August, November
- **2020:** March, June, September
THANK YOU
IV. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF U.S. BICYCLE ROUTE 1 THROUGH VOLUSIA COUNTY

BACKGROUND INFORMATION:

On November 20, 2014, the American Association of State Highway and Transportation Officials (AASHTO) approved U.S. Bicycle Route 1 (USBR 1) in Florida. USBR 1 follows Florida’s Atlantic Coast for 584 miles from Key West to Jacksonville, where it ends at the Georgia State Line. Much of USBR 1 follows the East Coast Greenway and Adventure Cycling Association’s Atlantic Coast Route. The route includes many scenic beaches and intersects cities and towns along the way.

U.S. Bicycle Routes in Florida can be found on the FDOT Bicycle Friendly Roads Map: https://data.fdot.gov/road/BikePed/. Additional information on the U.S. Bicycle Route System can be found on the Adventure Cycling Association’s website: https://www.adventurecycling.org/.


U.S. Bicycle Route System (USBRS) Video: https://www.youtube.com/watch?v=f1rkn8qCdGc

ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC
The goal of The United States Bicycle Route System is to connect America through a network of numbered interstate bicycle routes.

ADVENTURECYCLING.ORG/USBRS

DESIGNATED U.S. BICYCLE ROUTE
Established U.S. Bicycle Route designated by AASHTO.

UNDEVELOPED CORRIDOR
These corridors are not routes, but 50-mile wide areas where a route may be developed.
10 Fast Facts

1. The U.S. Bicycle Route System (USBRS) is a developing network of officially designated bicycle routes that connect urban and rural areas across the US.
2. The National Corridor Plan is the blueprint for the development of future U.S. Bicycle Routes.
3. Corridors are not routes, but 50-mile wide areas where routes may be developed. Corridors link key destinations, urban centers, and the natural landscape.
4. Corridors can be added, removed, or shifted by states as opportunities and interest develops.
5. U.S. Bicycle Routes connect at each end to another state, international border, or existing U.S. Bicycle Route.
6. U.S. Bicycle Routes may be on roads or trails suitable for bicycle touring.
7. State departments of transportation (DOTs) apply for U.S. Bicycle Route numbered designation, and work in coordination with local agencies, organizations, and volunteers in planning and choosing routes.
8. U.S. Bicycle Routes are catalogued and designated by the American Association of State Highway Transportation Officials (AASHTO), the lead non-profit organization supporting state DOTs.
9. U.S. Bicycle Routes are designated with numbers and may be mapped and signed.
10. Projects to help create U.S. Bicycle Routes can be supported through federal, state, and private funds.

For more information or to get involved, please contact usbrsinfo@adventurecycling.org.
Fact Sheet

Adventures Cycling Association

Website:
www.adventurecycling.org

Contact:
(800) 755-2453 or info@adventurecycling.org

Mission:
Adventure Cycling Association inspires and empowers people to travel by bicycle.

Strategic Areas of Focus:
Provide the premier tools and inspiration for people to travel by bicycle; Expand and integrate bike-travel networks for North America; Create the best possible conditions for bicycle travel; Sustain and improve Adventure Cycling Association

Established:
1973

Rank in size of nonprofit bicycling organizations in U.S.:
First

Members:
53,060  Life members: 2,649  Shop members: 317  Affiliated bicycle clubs: 96

Publications:
Adventure Cyclist (top bicycle-travel magazine in the U.S. with 50,000 member subscriptions and a total readership of 97,500); Cyclosourse (bicycle travel gear and maps); Tours Book; Bike Bits (free eNewsletter with more than 60,845 subscribers); Adventure Cyclist eDigest (free eDigest with 56,600 subscribers); USBRS eNews (free eNewsletter with 2,800 subscribers)

Annual Website Visitors:
2.7 million

Web Resources:
Forums (more than 9,100 users); Cyclosource store; How To Department; Publications Archive (find Adventure Cyclist articles from as far back as 1984); Adventure Cycling Blog (www.adventurecycling.org/resources/blog) www.bikeovernights.org, which provides inspiration, resources, and tools for short bicycle tours, and www.bicycletravelbloggers.org, an aggregation site for bike travel blogs

Mapped mileage of Adventure Cycling Route Network:

46,846 miles (109 maps)

Recent bike routes created:

Chicago to New York City (CNYC) (1,679 miles)


679,134 (31,032 in 2017)

New Routes and Maps:

Redesigned Great Divide Mountain Bike Route maps available in Spring 2018. Map production of Arkansas High Country Mountain Bike Route route (available in 2019). Half of the Adventure Cycling Route Network Routes now available in GPX tracks and service waypoints (useable on mobile devices). Mobile Apps for TransAmerica Trail, Pacific Coast Route, Bicycle Route 66, and Chicago to New York City now available. This library of Map App route offerings will grow over time.

Tours:

We offer self-contained, inn-to-inn, fully supported, van supported, and educational bicycle tours. As a non-profit tour operator, all proceeds from Adventure Cycling tours go back into program support.

Group tours offered in 2015: 105  Number of tour participants: 1,641

Bike Travel Advocacy:

Coordinating the emerging U.S. Bicycle Route System. Advocating nationally for better bike-travel conditions which includes working with Amtrak, and national and state parks for better bike access and facilities. Adventure Cycling also advocates for biking at the national and state levels and works with tourism bureaus to promote more active travel and bike tourism.

Social Media:

Facebook: facebook.com/adventurecycling & facebook.com/usbrs
Twitter: twitter.com/advcyclingassoc & twitter.com/usbicycleroutes
YouTube: www.youtube.com/user/AdvCyclingAssoc
Instagram: instagram.com/adventurecycling
Flickr: www.flickr.com/people/adventurecycling
IV. PRESENTATIONS AND DISCUSSION ITEMS

B. PRESENTATION AND DISCUSSION OF THE DRAFT FY 2020/21 – 2021/22 UNIFIED PLANNING WORK PROGRAM (UPWP)

BACKGROUND INFORMATION:

The Unified Planning Work Program (UPWP) outlines the annual activities and funding for the TPO over a two-year period. The next two-year UPWP will become effective July 1, 2020. The TPO’s transportation planning activities are funded in large part through federal grants. These federally-funded transportation planning activities must be identified and approved by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and FDOT in advance of each fiscal year. The activities, products and budgeted funds must be documented in the TPO's Unified Planning Work Program (UPWP) which is updated every two years. The UPWP Subcommittee met once in December to discuss the draft task outline and funding table (refer to the UPWP Subcommittee Report in Section VI. Information Items) and recommended projects to be included in the FY 2020/21 to 2021/22 UPWP.

TPO staff will discuss potential planning activities and constraints and seek input from BPAC members.

ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC
IV. PRESENTATIONS AND DISCUSSION ITEMS

C. PRESENTATION AND DISCUSSION OF THE DEVELOPMENT OF THE 2045 LONG RANGE TRANSPORTATION PLAN (LRTP)

BACKGROUND INFORMATION:

The Connect 2045 Draft Revenue Forecast will be presented. This draft financial forecast identifies existing available transportation funding sources, along with potential revenue funding sources, projected throughout the period of the 2045 Long Range Transportation Plan.

Supporting documentation will be provided under separate cover.

ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC
IV. PRESENTATIONS AND DISCUSSION ITEMS

D. PRESENTATION AND DISCUSSION OF UPDATED SAFETY DATA AND TARGETS

BACKGROUND INFORMATION:

The Federal Highway Administration (FHWA) issued final rules on the transportation performance measures required for the State Departments of Transportation (DOTs) and Metropolitan/Transportation Planning Organizations (M/TPOs). The final rule requires targets to be set for the following five safety performance measures:

- Number of Fatalities
- Rate of Fatalities
- Number of Serious Injuries
- Rate of Serious Injuries
- Number of Non-Motorized Fatalities and Serious Injuries

TPO staff will discuss and present the data used to update the safety targets.

ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC
The River to Sea TPO

Transportation Performance Measures

Establishment of 2020 Safety Targets

January, 2020
Safety Performance Measures

- Number of Fatalities
- Number of Serious Injuries
- Rate of Fatalities per 100 Million VMT
- Rate of Serious Injuries per 100 Million VMT
- Number of Non Motorized Fatalities and Serious Injuries
R2CTPO 2020 Target for Number of Fatalities:

- **80** - (2% Annual Reduction from 2018)
- **108.8** - (5-Year Rolling Average)
R2CTPO 2020 Target for Number of Serious Injuries:

- **808** - (2% Annual Reduction from 2018)
- **814.2** - (5-Year Rolling Average)
R2CTPO 2020 Target for Non-Motorized Fatalities and Serious Injuries:

- **96** - (2% Annual Reduction from 2018)
- **103.4** - (5-Year Rolling Average)

### Historical Value

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<th>Value</th>
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### 5-YR Ave

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<td>101.8</td>
</tr>
<tr>
<td>2016</td>
<td>103.4</td>
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</table>
R2CTPO 2020 Target for Fatality Rate:
- **1.050** - (2% Annual Reduction from 2018)
- **1.481** - (5-Year Rolling Average)
Serious Injury Rate

- R2CTPO 2020 Target for Serious Injury Rate:
  - **10.604** - (2% Annual Reduction from 2018)
  - **10.970** - (5-Year Rolling Average)
R2CTPO 2020 Targets

- Support FDOTs Target of Vision Zero

- Adopt Independent Targets
  - Based on Two Percent Annual Reduction for Each Safety Performance Measure
V. STAFF COMMENTS

→ 2020 R2CTPO Call for Projects

VI. INFORMATION ITEMS

→ 2020 River to Sea TPO Board and Committee Meeting Schedule
→ 2045 LRTP Subcommittee Report
→ BPAC Attendance Record
→ November/December 2019 TPO Outreach & Activities
→ TPO Board Meeting Report
→ UPWP Subcommittee Report

VII. BPAC MEMBER COMMENTS

VIII. ADJOURNMENT
## 2020 Meeting Schedule of the River to Sea TPO Board and Committees

<table>
<thead>
<tr>
<th>Year</th>
<th>River to Sea TPO Board</th>
<th>Executive Committee</th>
<th>Technical Coordinating Committee (TCC)</th>
<th>Citizens Advisory Committee (CAC)</th>
<th>Bicycle/Pedestrian Advisory Committee (BPAC)</th>
<th>Trans. Disadvantaged Local Coordinating Board (TDLCB)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>4th Wed. @ 9:00 a.m.</td>
<td>1st Wed. @ 9:00 a.m.</td>
<td>3rd Tues. @ 3:00 p.m.</td>
<td>3rd Tues. @ 1:15 p.m.</td>
<td>2nd Wed. @ 2:00 p.m.</td>
<td>2nd Wed. the first month of every quarter @ 11:00 a.m. **</td>
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<td>April 21, 2020</td>
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<td>August 18, 2020</td>
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<td>September 15, 2020</td>
<td>September 15, 2020</td>
<td>September 9, 2020</td>
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</tr>
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</table>

* These meetings are typically cancelled

** TDLCB Meetings are at Votran

*** Rescheduled due to Holiday
2045 Long Range Transportation Plan (LRTP) Subcommittee
Meeting Summary
November 19, 2019

- Reviewed and recommended approval of the 2045 Long Range Transportation Plan (LRTP) Goals and Objectives as amended

- Presented and discussed the revisions to the Data Summary incorporating previous subcommittee feedback

- Presented and discussed the features of the Connect 2045 Website

- Discussed the format and approach of the Focus Groups Workshops to be scheduled for January

- Discussed and received initial subcommittee input on development of the Technology, Resiliency and Funding Scenarios

- Discussed Connect 2045 next steps

**The next 2045 LRTP Subcommittee meeting will be January 21, 2020**
## BPAC Attendance Record 2019

<table>
<thead>
<tr>
<th>Name</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Holly Ryan/Doug Hall</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>exc</td>
<td>exc</td>
<td>exc</td>
<td>x</td>
<td>x</td>
<td>exc</td>
<td>x</td>
<td></td>
<td></td>
<td>Daytona Beach (appt. 3/12) (alt. appt. 02/14)</td>
</tr>
<tr>
<td>Joan Sandler</td>
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<td></td>
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<td>DeBary (appt 4/19)</td>
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<tr>
<td>Ted Wendler</td>
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<td>x</td>
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<td>x</td>
<td>x</td>
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<td></td>
<td>DeLand (appt. 05/11)</td>
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<td>Scott Leisen</td>
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<td>exc</td>
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<td>Deltona (appt. 12/12)</td>
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<td>Paul Eik (19/20 Chairman)</td>
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<td>Flagler Beach (appt. 7/14) (alt appt 9/18)</td>
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<td>Larry Coletti (19/20 Vice Chairman)</td>
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<td>Flagler County (appt 2/16)</td>
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<tr>
<td>Ned Wolfarth</td>
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<td>Holly Hill (appt 9/19)</td>
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<td>New Smyrna Beach (appt. 03/15)</td>
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<td>Ormond Beach (appt. 01/15 - 07/16)</td>
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<td>exc</td>
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<td>Volusia County At-Large (appt. 03/05) (alt. appt 07/12)</td>
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<td>exc</td>
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<td></td>
<td>Volusia County (02/14) (alt. Appt. 09/16)</td>
</tr>
<tr>
<td>Rob Brinson/Eric Kowalski (non-voting)</td>
<td>x</td>
<td>abs</td>
<td>abs</td>
<td>abs</td>
<td>abs</td>
<td>abs</td>
<td>abs</td>
<td>exc</td>
<td>abs</td>
<td>abs</td>
<td></td>
<td></td>
<td>Volusia County School Board (appt. 01/16)</td>
</tr>
<tr>
<td>Stephanie Moss (non-voting)</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>exc</td>
<td>x</td>
<td>x</td>
<td>vacant</td>
<td>x</td>
<td>vacant</td>
<td>x</td>
<td></td>
<td></td>
<td>FDOT [appt 11/19]</td>
</tr>
<tr>
<td>QUORUM</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
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<td>Y</td>
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<td>Y</td>
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</tbody>
</table>

### Vacancies

<table>
<thead>
<tr>
<th>Codes</th>
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</thead>
<tbody>
<tr>
<td>X = Present</td>
</tr>
<tr>
<td>exc = Excused</td>
</tr>
<tr>
<td>abs = Absent (Unexcused)</td>
</tr>
</tbody>
</table>

### Notes

- **Beverly Beach**
- **Bunnell**
- **Daytona Beach Shores**
- **DeBary**
- **Edgewater**
- **Flagler County School Board**
- **Flagler County Transit**
- **Lake Helen**
- **Oak Hill**
- **Pioneers**
- **Ponce Inlet**
- **Volusia County Chair**
- **Volusia County D-3**
November/December 2019 TPO Outreach & Activities

1. **Conklin Center for the Blind Shining the Light Annual Gala**
   - **Date:** Friday, November 1, 2019
   - **Location:** Daytona Beach
   - **Description:** TPO staff manned a table at the Conklin Center’s Annual Gala

2. **Volusia Legislative Delegation Presentation**
   - **Date:** Wednesday, November 20, 2019
   - **Location:** DeBary Hall
   - **Description:** TPO staff presented the R2CTPO 2020 Legislative Priorities to the Volusia County Legislative Delegation

3. **Flagler Legislative Delegation Presentation**
   - **Date:** Thursday, November 21, 2019
   - **Location:** Bunnell
   - **Description:** TPO staff presented the R2CTPO 2020 Legislative Priorities to the Flagler County Legislative Delegation

4. **Florida Metropolitan Planning Partnership (FMPP) Meeting**
   - **Date:** Thursday - Friday, December 5-6, 2019
   - **Location:** Orlando
   - **Description:** TPO staff attended the FMPP meeting which discussed UPWPs, safety in planning and MPO and transit agency coordination

5. **TPO Annual Year-End Celebration**
   - **Date:** Friday, December 13, 2019
   - **Location:** TPO Office
   - **Description:** TPO staff held its annual Year-End Celebration and Toy Drive for the Children’s Home Society of Flagler and Volusia. Ninety-eight (98) toys were donated and more than 35 people attended this event
November/December 2019 TPO Outreach & Activities

**JANUARY EVENTS:**

1: New Year’s Day, TPO Office Closed
10: Central Florida MPO Alliance (CFMPOA) Meeting, Orlando
30: MPO Advisory Council Meeting, Orlando

**OTHER UPCOMING EVENTS:**

March: Date TBD: River to Sea TPO Annual Retreat

**ONGOING PROJECTS & STUDIES:**

- Central Florida Regional Planning Model Update
- Development of FY 2018/19 Annual Report
- Development of 2045 LRTP (Focus Group Scheduling, Data Collection, and Survey Development)
- Development of FY 2019/20 and 2020/21 Unified Planning Work Program (UPWP)
- Update of the Congestion Management Process
- Regional Resiliency Action Plan Implementation
- Connected/Automated Vehicle Readiness Study
- Washington Ave RR Crossing Feasibility Study
- Reed Canal North Sidewalk Feasibility Study
- Sauls St. Bridge Replacement Feasibility Study
- Williamson Blvd and Willow Run Blvd Sidewalk Feasibility Study
- Janitorial Services Request for Quotes (RFQ)
- Human Resources Consultant RFQ

**2045 Long Range Transportation Plan Updates**

- 2045 LRTP Subcommittee meets on the 3rd Tuesday of every month at 11:30 a.m. The next meeting is scheduled for Tuesday, January 21, 2020 at the TPO office.
- 2045 LRTP website has been launched: [www.R2CTPOConnect2045.com](http://www.R2CTPOConnect2045.com)
- Coming Soon:
  - 2045 LRTP Survey
  - Focus Group Workshops
River to Sea TPO Board
Meeting Summary
November 27, 2019

- Received public comment regarding bus service to the Tanger Outlet Mall and Tomoka Town Center and the formation of a citizens committee to help promote the local option sales tax for the 2022 ballot

- Approved the Consent Agenda including approval of: October 23, 2019 meeting minutes; the MPOAC report; expenditure for Clyde Morris Boulevard right-turn lanes feasibility study ($35,975); expenditure for Taylor Road/Williamson Boulevard and Dunlawton Avenue corridor at I-95 feasibility study ($48,935); Executive Director’s overall evaluation result and recommendation for retention; and cancelled the December Executive Committee and TPO Board meetings

- Approved Resolution 2019-20 amending the FY 2019/20 to 2023/24 Transportation Improvement Program (TIP)

- Approved the 2045 Long Range Transportation Plan (LRTP) Goals and Objectives

- Approved Resolution 2019-21 supporting the County of Volusia in the development of intersection improvements at Tomoka Farms Road (CR 415) and Pioneer Trail (CR 4118)

- Approved the River to Sea TPO’s FY 2018/19 Independent Audit Report

- Approved Resolution 2019-22 adopting the Community Safety Action Plan (CSAP)

- Approved Resolution 2019-23 adopting the FY 2018/19 Public Involvement Report

- Approved the priority project applications for Traffic Operations/Safety and Local Initiatives projects, Transportation Planning studies, and Bicycle/Pedestrian and B/P Local Initiatives projects for the 2020 annual Call for Projects

- Approved Resolution 2019-24 clarifying the local match requirements placed on member local governments for projects prioritized for funding by the TPO

- Approved Resolution 2019-25 amending the policy for establishing and maintaining transportation priority projects to add TRIP eligible projects to the annual Call for Projects letter updating project information

- Received a presentation and discussed the upcoming two-year Unified Planning Work Program (UPWP)
• Received a PowerPoint presentation of the I-95 and Pioneer Trail interchange and directed staff to draft a resolution in support of Alternative 3, the cloverleaf #2 interchange for the January TPO Board meeting

• The FDOT report was provided in the agenda

• Received the Executive Director’s report including an update on the SU funding/Work Program and the FDOT D-5 proposed Local Agency Program (LAP) policy

• Announced FDOT D-5 Secretary Mike Shannon has resigned and Mr. Jared Perdue from D-3 will be the interim Secretary; and announced Ms. Alison Stettner is relocating to the FDOT Central Office in Tallahassee to be the head of planning in the state

• Announced the R2CTPO’s Annual Year End Celebration and Toy Drive will be Friday, December 13, 2019 from 3:00 pm to 5:00 pm

**Follow-up Items:**

• Directed staff to email notification of the upcoming UPWP to the TPO’s distribution list for feedback

• FDOT to supply explanation for the closure of US 1 in Bunnell

**NOTE: THE DECEMBER EXECUTIVE COMMITTEE AND TPO BOARD MEETINGS ARE CANCELLED**

*The next River to Sea TPO Board meeting will be on Wednesday, January 22, 2020*
Unified Planning Work Program (UPWP) Subcommittee
Meeting Summary
December 3, 2019

- Elected Mr. Bobby Ball as the Chairperson for the Unified Planning Work Program (UPWP) Subcommittee

- Reviewed and recommended approval of the individual tasks proposed for the FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP) with modifications (Handout attached)

*No further meetings of the UPWP Subcommittee have been scheduled*
Fiscal Year 2020/21 & 2021/22 Unified Planning Work Program (UPWP)

Year 1: PL-$35k // FTA-$50k --- Year 2: PL-$70k // FTA-$15k

Planning Factors and Emphasis Areas

- Transportation Systems Management & Operations (TSM&O)
- Automated, Connected, Electric & Shared (ACES) Vehicle Technologies
- Freight (Delivery, Connectivity, Parking)
- Resiliency (assessment, adaptation, system improvements)
- Tourism (assessment, communication & partnering, connectivity)
- Safety (assessment, monitoring & reporting, integration into decision-making, system improvements)
- Complete Streets (implementation)
- Transit Planning & Support (Votran, Flagler County, SunRail, Brightline)
<table>
<thead>
<tr>
<th>TASK #</th>
<th>Task Title / Category</th>
<th>Deliverables Current UPWP</th>
<th>Deliverables FY 2020/21 &amp; 2021/22</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.01</td>
<td>General Administration &amp; Program Support</td>
<td>Complete a COOP Exercise</td>
<td>Complete a COOP Exercise</td>
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<td>Independent Audit for Financial Compliance</td>
<td>Independent Audit for Financial Compliance</td>
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<td>Complete an Annual Planning Retreat Event</td>
<td>Complete an Annual Planning Retreat Event</td>
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<td></td>
<td>Develop Annual Operating Budget</td>
<td>Develop Annual Operating Budget</td>
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<td></td>
<td>Approve slate of Officers for TPO Board</td>
<td>Approve slate of Officers for TPO Board</td>
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<td></td>
<td>Financial Management, Contracts, Administrative Support, Administrative Expenses (Office Lease, supplies, etc.), meetings (agenda’s, minutes)</td>
<td>Submit FTA Section 5305(d) &amp; TD Planning Grant applications</td>
<td>Submit FTA Section 5305(d) &amp; TD Planning Grant applications</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Contract Management/RFP’s (Office Cleaning, 2045 LRTP)</td>
<td>Contract Management: Transit Consultant (expires June 30, 2021); Postage Meter Lease (expires April 1, 2022); General Planning Consultants (expires June 30, 2022); Legal Counsel (expires June 30, 2020); Audit Firm (June 30, 2021).</td>
</tr>
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<td>Employee Team Building/Goal Setting Activity</td>
<td>Create a desk procedure/manual of CFO processes.</td>
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<td>Develop a Policies &amp; Procedures Reference Manual</td>
<td>Facility upgrades</td>
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<td>Update the Employee Handbook</td>
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<td>Update the Purchasing Manual</td>
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</tr>
<tr>
<td>1.02</td>
<td>Information Technology Systems &amp; Website Support</td>
<td>Procure/Replace Equipment as needed</td>
<td>Procure/Replace Equipment as needed</td>
</tr>
<tr>
<td></td>
<td>Manage IT needs of TPO – equipment, software, internet access, procurement, inventory</td>
<td>Issue IT Services RFP / Contract Update</td>
<td>Issue Website Support Services RFP/Contract (expires June 30, 2022)</td>
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<td></td>
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<td>Electronic File Management (maintaining &amp; archiving).</td>
</tr>
<tr>
<td>1.03</td>
<td><strong>Public Information</strong>&lt;br&gt;Public outreach, media relations, notices &amp; advertising</td>
<td>Complete Annual Title VI &amp; LEP Training&lt;br&gt;Annual Public Involvement Matrix/Summary&lt;br&gt;Annual Report for previous fiscal year&lt;br&gt;Implement the TRAC program&lt;br&gt;Update the Public Involvement Plan&lt;br&gt;Update Title VI &amp; LEP Documents</td>
<td>Complete Annual Title VI &amp; LEP Training&lt;br&gt;Annual Public Involvement Matrix/Summary&lt;br&gt;Annual Report for previous fiscal year&lt;br&gt;Implement the TRAC program&lt;br&gt;Utilize a communication program such as Constant Contact to disseminate information to TPO members and the public</td>
</tr>
<tr>
<td>2.01</td>
<td><strong>Program Development (UPWP)</strong>&lt;br&gt;Develop &amp; implement 2-year planning work program (document management)</td>
<td>Develop/Adopt a new 2-year UPWP&lt;br&gt;Manage Planning Activities, Deliverables &amp; Budget&lt;br&gt;Process Amendments as needed&lt;br&gt;Implement the Consolidated Planning Grant (CGP)</td>
<td>Develop/Adopt a new 2-year UPWP&lt;br&gt;Manage Planning Activities, Deliverables &amp; Budget&lt;br&gt;Process Amendments as needed&lt;br&gt;Conduct a benchmarking review of other UPWPs to identify other potential funding sources &amp; best practices.</td>
</tr>
<tr>
<td>2.02</td>
<td><strong>Transportation Improvement Program (TIP) Development</strong>&lt;br&gt;Develop &amp; maintain the 5-year plan of projects (document management)</td>
<td>Issue Annual Call for Projects &amp; Approve R2CTPO List of Prioritized Projects (LOPP)&lt;br&gt;Develop/Adopt a new 5-year TIP&lt;br&gt;Process Amendments as needed</td>
<td>Issue Annual Call for Projects &amp; Approve R2CTPO List of Prioritized Projects (LOPP)&lt;br&gt;Develop/Adopt a new 5-year TIP&lt;br&gt;Process Amendments as needed&lt;br&gt;Conduct a benchmarking review of other TIPs to identify trends, potential funding sources &amp; best practices.</td>
</tr>
<tr>
<td>2.03</td>
<td><strong>Transportation Data Information Management</strong>&lt;br&gt;Collect, manage &amp; report transportation data, ensure compliance w/ requirements</td>
<td>Develop CMP/Performance Measures Report&lt;br&gt;Provide data collection/GIS support to TPO staff and projects as needed (bike map, CSAP, etc.)&lt;br&gt;Update the CMP/TPM Annual Data Collection Process&lt;br&gt;Implement Transportation Performance Management (TPM) Requirements</td>
<td>Develop CMP/Performance Measures Report&lt;br&gt;Provide data collection/GIS support to TPO staff and projects as needed (bike map, CSAP, etc.)&lt;br&gt;Continue to Implement Transportation Performance Management (TPM) Requirements&lt;br&gt;Identify needed study/improvements for congested corridors identified in CMP analysis</td>
</tr>
<tr>
<td>2.04</td>
<td>Corridor Studies &amp; Program Support</td>
<td>Conduct a benchmarking review of other TPO’s to identify data collection &amp; reporting strategies &amp; best practices</td>
<td></td>
</tr>
<tr>
<td>Planning &amp; project support activities for PD&amp;E’s, corridor studies, project funding, etc.</td>
<td>Provide general project development support to TPO member governments. Complete the I-95 to SR 417 Connector Study Environmental Study Participate in: I-95 at LPGA Interchange PD&amp;E; I-95 at Pioneer Trail PD&amp;E, Provide review, comment, support &amp; oversight for proposed changes to the LAP.</td>
<td>Provide general project development support to TPO member governments. Continue to monitor and provide input on the proposed LAP policy for District 5. Develop a list of grant/funding opportunities and track grant opportunities to fund potential projects or studies.</td>
<td></td>
</tr>
<tr>
<td>2.05</td>
<td>State &amp; Regional Planning and Coordination</td>
<td>Participate in CFMPOA &amp; MPOAC Activities Approve of the Regional List of Project Priorities Participate in the East Central Florida Regional Resilience Collaborative</td>
<td>Participate in CFMPOA &amp; MPOAC Activities Approve of the Regional List of Project Priorities Participate in the East Central Florida Regional Resilience Collaborative Develop a Regional LRTP</td>
</tr>
<tr>
<td>2.06</td>
<td>ITS/Traffic Ops/Safety Project Feasibility Studies</td>
<td>Complete project feasibility studies IAW LOPP Complete Roadway Safety Evaluation Study</td>
<td>Complete project feasibility studies IAW LOPP</td>
</tr>
<tr>
<td>Manage studies to determine project feasibility &amp; costs prior to programming</td>
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<tr>
<td>2.07</td>
<td>Community Transportation Survey</td>
<td>Complete a community transportation survey</td>
<td>Complete a community transportation survey</td>
</tr>
<tr>
<td>Used to track trends and validate understanding of public opinions &amp; understanding</td>
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<tr>
<td>General Planning Studies &amp; Initiatives</td>
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<tr>
<td>General Planning Activities as needed to support improvements in mobility (freight, parking, TSM&amp;O, etc.). Includes General Planning Consultant (GPC) activity</td>
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<table>
<thead>
<tr>
<th>Other Previous Activity Includes:</th>
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<tbody>
<tr>
<td>• Provided direct transportation planning support and technical assistance to small local governments</td>
</tr>
<tr>
<td>• Adopt Volusia County Resiliency Report</td>
</tr>
<tr>
<td>• Completed US 17 Multimodal Corridor Planning Study</td>
</tr>
<tr>
<td>• Completed TSM&amp;O Master Plan for the R2CTPO’s planning area.</td>
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<table>
<thead>
<tr>
<th>2.08</th>
<th>Adopt Flagler County Resiliency Report</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Adopt Sea Level Rise Planning Horizons and Rate Policy</td>
</tr>
<tr>
<td></td>
<td>Review &amp; analysis of planning study recommendations</td>
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<td></td>
<td>Adopt Complete Streets Policy and Implementation Plan</td>
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<td></td>
<td>Complete a Connected &amp; Automated Vehicle (CAV) Readiness Planning Study</td>
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<td></td>
<td>The relationship between Food Deserts and Transportation <em>(not completed)</em></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2.09</th>
<th>Convene and facilitate &quot;Transportation Corridor&quot; working groups to help identify and describe the challenges and opportunities of the future so that our planning and implementation choices can meet both our short term and long term needs.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Review and analyze crash data and contributing factors; identify crash reduction measures within the TPO Planning Area.</td>
</tr>
<tr>
<td></td>
<td>Continue to assess Sea Level Rise Vulnerability for the planning area and implement policies to increase the resiliency of the transportation network to sea level rise, storm surge and coastal flooding.</td>
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<td></td>
<td>Work with FHWA and general planning consultant for the Resilience and Durability to Extreme Weather Pilot Program.</td>
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<td>Continued implementation of the complete streets ordinance and evaluation of associated projects.</td>
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<tr>
<td></td>
<td>Use heat maps to track recent crash data to identify hot spot areas</td>
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<td></td>
<td>Conduct Before and After Studies for specific projects to analyze their effectiveness (i.e. - Adaptive Signal Control, Safety Improvements, etc.)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>2.09</th>
<th>2045 Long Range Transportation Plan (LRTP)</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Development of the 2045 Long Range Transportation Plan (LRTP)</td>
</tr>
</tbody>
</table>

<p>| 2.09 | Complete development of the 2045 LRTP (adoption by September 2020) |</p>
<table>
<thead>
<tr>
<th>2.10</th>
<th><strong>Community Safety-Related Program</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Develop a Community Safety Events Schedule</strong></td>
<td>Develop a Community Safety Events Schedule</td>
</tr>
<tr>
<td><strong>Participate in helmet fitting and safety promotion events throughout the planning area</strong></td>
<td>Participate in helmet fitting and safety promotion events throughout the planning area</td>
</tr>
<tr>
<td><strong>Develop a Community Safety Awareness Plan (CSAP)</strong></td>
<td>Develop a Community Safety Awareness Plan (CSAP)</td>
</tr>
<tr>
<td><strong>Development of a Speakers’ Bureau – people whose lives have been affected by speeding and distracted driving</strong></td>
<td>Development of a Speakers’ Bureau – people whose lives have been affected by speeding and distracted driving</td>
</tr>
<tr>
<td><strong>Development of an education and awareness campaign/curriculum for safety, speeding and distracted driving to be taught in Volusia &amp; Flagler County Schools in grades K-12</strong></td>
<td>Development of an education and awareness campaign/curriculum for safety, speeding and distracted driving to be taught in Volusia &amp; Flagler County Schools in grades K-12</td>
</tr>
<tr>
<td><strong>Creation of targeted print and social media safety campaigns – distributed through the Hotel/Motel Lodging Associations, college and university campuses, etc.</strong></td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3.01</th>
<th><strong>Bicycle/Pedestrian Planning &amp; Implementation</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Planning &amp; promotion of safe, non-motorized travel options within the planning area</strong></td>
<td>Planning &amp; promotion of safe, non-motorized travel options within the planning area</td>
</tr>
<tr>
<td><strong>Other Previous Activity Includes:</strong></td>
<td>Other Previous Activity Includes:</td>
</tr>
<tr>
<td>• Completed Bicycle &amp; Pedestrian Plan.</td>
<td>• Completed Bicycle &amp; Pedestrian Plan.</td>
</tr>
<tr>
<td>• Updated Volusia County Bicycling Map for the Experienced Cyclist.</td>
<td>• Updated Volusia County Bicycling Map for the Experienced Cyclist.</td>
</tr>
<tr>
<td>• Adoption of a Bicycle Suitability Map.</td>
<td>• Adoption of a Bicycle Suitability Map.</td>
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<tr>
<td>• Attendance &amp; participation at various workshops and events such as: • Florida</td>
<td>• Attendance &amp; participation at various workshops and events such as: • Florida</td>
</tr>
<tr>
<td><strong>Manage the Annual Call for Bike/Ped/Trails projects</strong></td>
<td>Manage the Annual Call for Bike/Ped/Trails projects</td>
</tr>
<tr>
<td><strong>Develop &amp; approve the Bicycle/Pedestrian List of Prioritized Projects.</strong></td>
<td>Develop &amp; approve the Bicycle/Pedestrian List of Prioritized Projects.</td>
</tr>
<tr>
<td><strong>Participate in Local &amp; Regional advisory groups (St. Johns River to Sea Loop Alliance, Coast to Coast Trail Leadership Team, etc.)</strong></td>
<td>Participate in Local &amp; Regional advisory groups (St. Johns River to Sea Loop Alliance, Coast to Coast Trail Leadership Team, etc.)</td>
</tr>
<tr>
<td><strong>Complete a Bike-Ped Count Report</strong></td>
<td>Complete a Bike-Ped Count Report</td>
</tr>
<tr>
<td><strong>Adopt a Bicycle &amp; Pedestrian Safety Action Plan (B/PSAP)</strong></td>
<td>Adopt a Bicycle &amp; Pedestrian Safety Action Plan (B/PSAP)</td>
</tr>
<tr>
<td><strong>Participate in Step It Up - Action Institute to Increase Walking and Walkability</strong></td>
<td>Participate in Step It Up - Action Institute to Increase Walking and Walkability</td>
</tr>
<tr>
<td><strong>Develop a Bicycle and Pedestrian Digital Count Program.</strong></td>
<td>Develop a Bicycle and Pedestrian Digital Count Program.</td>
</tr>
<tr>
<td><strong>Develop safety countermeasures using FHWA Pedestrian Safety Guide and Countermeasure Selection System (PEDSAFE) and Bicycle Safety Guide and Countermeasure Selection System (BIKESAFE) (contingent on grant funding for engineering support).</strong></td>
<td>Develop safety countermeasures using FHWA Pedestrian Safety Guide and Countermeasure Selection System (PEDSAFE) and Bicycle Safety Guide and Countermeasure Selection System (BIKESAFE) (contingent on grant funding for engineering support).</td>
</tr>
<tr>
<td><strong>Continued coordination with stakeholders (including Space Coast TPO, FDOT, FDEP, Brevard, Flagler, Putnam, St. Johns and Volusia Counties) to develop the St. Johns River to Sea Loop Trail and Coast to Coast Connector Trail.</strong></td>
<td>Continued coordination with stakeholders (including Space Coast TPO, FDOT, FDEP, Brevard, Flagler, Putnam, St. Johns and Volusia Counties) to develop the St. Johns River to Sea Loop Trail and Coast to Coast Connector Trail.</td>
</tr>
<tr>
<td><strong>Develop a formal process to identify types of projects (spot locations, corridors, targeted areas, entire jurisdictions) for pedestrian and bicycle safety improvements.</strong></td>
<td>Develop a formal process to identify types of projects (spot locations, corridors, targeted areas, entire jurisdictions) for pedestrian and bicycle safety improvements.</td>
</tr>
<tr>
<td><strong>Conduct Pedestrian/Bicycle Safety Audits for focus areas</strong></td>
<td>Conduct Pedestrian/Bicycle Safety Audits for focus areas</td>
</tr>
<tr>
<td>3.02</td>
<td>Greenways and Trails System (FGTS) Plan Workshop • FDOT Complete Streets Design Manual Workshop • Volusia County Trails Summit</td>
</tr>
<tr>
<td>3.02</td>
<td>Bicycle/Pedestrian Project Feasibility Studies Manage studies to determine project feasibility &amp; costs prior to programming</td>
</tr>
<tr>
<td>4.01</td>
<td>Transit Related Activities &amp; Transportation Disadvantaged (TD) Provide technical planning assistance for local government and transit agencies to identify transit development priorities, and improve transit safety &amp; connectivity. • Votran • Flagler County Public Transit (FCPT) • SunRail</td>
</tr>
</tbody>
</table>
| 4.02 | **Transit Planning Services-General Consulting** | Review and approve Transit Asset Management Plans  
Review and approve Public Transit Safety Plans | Volusia County  
Conduct a Paratransit Service Analysis |
|---|---|---|---|
| | Utilize a General Planning Consultant (GPC) to provide general transit planning assistance to public transit providers in support of service planning activities | Volusia County Bus Stop Improvement Plan Phase I  
Flagler County Fixed Route Bus Service Transit Operation Plan |  
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