



MEETING NOTICE

Please be advised that the VOLUSIA TRANSPORTATION PLANNING ORGANIZATION BOARD (VTPO) will be meeting on:

DATE: Tuesday, January 24, 2012
TIME: 8:00 a.m.
PLACE: Volusia TPO
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, Florida 32114

NOTE: PLEASE SILENCE ALL BEEPERS AND CELL PHONES DURING THE BOARD MEETING

Mayor Pro Tem Leigh Matusick, Chairperson Presiding

AGENDA

- I. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC COMMENT/PARTICIPATION *(Length of time at the discretion of the Chairman)*
- IV. PRESENTATIONS TO OUTGOING MEMBERS
- V. CONSENT AGENDA
 - A) APPROVAL OF OCTOBER 25, 2011 MEETING MINUTES *(Contact: Pamela Blankenship)*
(Enclosures, pages 4-14)
 - B) APPROVAL OF TREASURER'S REPORTS *(Contact: Herb Seely)* *(Enclosure, pages 4, 15-17)*
 - C) EXECUTIVE COMMITTEE REPORTS -- Report by Mayor Pro Tem Leigh Matusick, Chairperson *(Enclosures, pages 4, 18-19)*
 - D) TECHNICAL COORDINATING COMMITTEE REPORTS -- Report by Mr. Ron Paradise, TCC Chairman *(To be distributed under separate cover)* *(Enclosures, pages 4, 20-21)*
 - E) CITIZENS' ADVISORY COMMITTEE REPORTS -- Report by Mr. Dan D'Antonio, CAC Chairman *(To be distributed under separate cover)* *(Enclosures, pages 4, 20)*

- F) **BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORTS** -- Report by Ms. A.J. Devies, BPAC Chairperson (Enclosures, pages 4, 22-23)
- G) **TDLCB REPORTS, APPOINTMENTS AND RESIGNATION** -- Report by County Chair Frank Bruno, TDLCB Chairman (Enclosures, pages 4, 24-29)
- H) **CENTRAL FLORIDA MPO ALLIANCE REPORT**– Report by Mayor Pro Tem Leigh Matusick
- I) **REVIEW AND APPROVAL OF RESOLUTION 2012-01 AMENDING THE 2011/12 UNIFIED PLANNING WORK PROGRAM (UPWP)** (Contact: Karl D. Welzenbach) (Enclosures, pages 4, 30-35)
- J) **REVIEW AND APPROVAL OF RESOLUTION 2012-02 AUTHORIZING THE EXECUTION OF SUPPLEMENTAL LAP AGREEMENTS FOR ITS/TRAFFIC OPS/SAFETY FEASIBILITY STUDIES** (Contact: Robert Keeth) (Enclosures, pages 4, 36-41)
- K) **REVIEW AND ACCEPTANCE OF TPO AUDIT FOR FY END JUNE 30, 2011** (Contact: Mr. Alex Kish, Brent Milliken & Company) (Enclosures, page 4 & attachment)

VI. ACTION ITEMS

- A) **ELECTION OF TPO OFFICERS – 1st & 2nd VICE CHAIRS** (Contact: Karl D. Welzenbach) (Enclosure, page 42)
- B) **REVIEW AND APPROVAL OF RESOLUTION 2012-03 AMENDING THE VOLUSIA TPO'S 2035 LONG RANGE TRANSPORTATION PLAN (LRTP) TO ACCOMMODATE I-95 IMPROVEMENTS** (Contact: Karl D. Welzenbach) (Enclosures, pages 43-45)
- C) **REVIEW AND APPROVAL OF RESOLUTION 2012-04 AMENDING THE FY 2011/12 - 2015/16 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) TO ADD I-95 IMPROVEMENTS, A TRANSIT PROJECT, THREE RAILROAD CROSSING SAFETY IMPROVEMENT PROJECTS, AND TO DELETE THE SR A1A/3rd AVENUE INTERSECTION MODIFICATION PROJECT** (Contact: Karl D. Welzenbach) (Enclosures, pages 46-55)

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

- A) **PRESENTATION ON 2011 FEDERAL TMA CERTIFICATION** – (Contact: Carl Mikyska, FHWA) (Enclosures, pages 56-94)
- B) **PRESENTATION ON VOLUSIA TPO'S DRAFT TITLE VI PROGRAM AND LIMITED ENGLISH PROFICIENCY (LEP) PLAN** (Contact: Karl D. Welzenbach) (Enclosures, pages 95-101)
- C) **FDOT REPORTS** (Contact: Steve Friedel, FDOT District 5) (Enclosures, pages 102-110)

- VII. EXECUTIVE DIRECTOR'S REPORT** *(Enclosure, page 111)*
 - FEC Passenger Rail Service
- VIII. VOLUSIA TPO MEMBER COMMENTS** *(Enclosure, page 111)*
- IX. INFORMATION ITEMS** *(Enclosures, pages 111-136)*
 - Draft XU Bicycle/Pedestrian Project Criteria
 - Draft XU ITS/Traffic Ops/Safety and Enhancement Project Criteria
 - Citizens' Advisory Committee Attendance Record – 2011
 - Technical Coordinating Committee Attendance Report – 2011
 - Bicycle/Pedestrian Advisory Committee Attendance Record – 2011
 - Volusia TPO Board and Committee Meeting Schedule for 2012
- X. ADJOURNMENT** *(Enclosure, page 111)*

Note: Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the Volusia TPO office, 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 21, at least five (5) working days prior to the meeting date.

The next TPO Board meeting will be February 28, 2011

MEETING SUMMARY

JANUARY 24, 2012

V. CONSENT AGENDA

A) APPROVAL OF OCTOBER 25, 2011 MEETING MINUTES

Minutes are prepared for each board meeting and said minutes must be approved by the Volusia TPO Board.

B) APPROVAL OF TREASURER'S REPORTS

Monthly Treasurer Reports are prepared for review and approval by the Volusia TPO Board. The October, November and December 2011 Treasurer's Reports are included for your information.

C) EXECUTIVE COMMITTEE REPORTS *(enclosed)*

D) TECHNICAL COORDINATING COMMITTEE REPORTS *(January report to be provided under separate cover)*

E) CITIZENS' ADVISORY COMMITTEE REPORTS *(January report to be provided under separate cover)*

F) BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORTS *(enclosed)*

G) TDLCB REPORT, APPOINTMENTS AND RESIGNATION *(enclosed)*

H) CENTRAL FLORIDA MPO ALLIANCE REPORT *(to be provided under separate cover)*

I) REVIEW AND APPROVAL OF RESOLUTION 2012-01 AMENDING THE 2011/12 UNIFIED PLANNING WORK PROGRAM (UPWP) *(enclosed)*

This UPWP amendment is to accommodate a change in federal funding levels and to incorporate existing programs utilizing XU funds as well as including additional sub-tasks related to data development for the next update to the Long Range Transportation Plan.

J) REVIEW AND APPROVAL OF RESOLUTION 2012-02 EXECUTION OF SUPPLEMENTAL LAP AGREEMENTS FOR ITS/TRAFFIC OPS/SAFETY FEASIBILITY STUDIES *(enclosed)*

This Supplemental LAP Agreement for ITS/Traffic Ops/Feasibility Studies (FPN 421725-1-28-01) is necessary to correct the FY 2011/12 – FY 2014/15 XU funding amounts based on the TPO's request.

K) REVIEW AND ACCEPTANCE OF TPO AUDIT FOR FY END JUNE 30, 2011 *(enclosed)*

No presentation is scheduled; however, Mr. Alex Kish from Brent Milliken & Company will be present to answer any questions.

ACTION REQUESTED:

MOTION TO APPROVE THE CONSENT AGENDA

**Minutes
Volusia Transportation Planning Organization**

2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114-8145

October 25, 2011

Members Present:

Commissioner Robert Gilliland
Mayor Harry Jennings
Council Member Jack Lenzen
Mayor John Masiarczyk
Commissioner John Feind
Commissioner Liz Patton
Commissioner Rick Basso **
Commissioner Lynne Plaskett
Commissioner Ron Engele **
Council Member Bill Crippen **
Mayor Ed Kelley
Council Member Don Romanik **
Council Member Bob Ford
Mayor George Locke
Council Member Joyce Cusack
Council Member Joie Alexander
Council Member Andy Kelly
Council Member Joshua Wagner
Council Member Pat Northey
Steve Friedel (non-voting)
Frank Kinsley (non-voting)
Ron Paradise (non-voting)
A.J. Devies (non-voting)
Diane J. Smith (non-voting)

Members Absent:

Commissioner John McDonald **
Mayor Pro-tem Leigh Matusick (excused)
Councilman Ted Cooper (excused)
Mayor James Sowell
County Chair Frank Bruno (excused)

Representing:

Daytona Beach
Daytona Beach Shores
DeBary
Deltona
Flagler Beach
Holly Hill
Lake Helen
New Smyrna Beach
Oak Hill
Orange City
Ormond Beach
Ponce Inlet
Port Orange
South Daytona
Volusia County
Volusia County
Volusia County
Volusia County
Volusia County
FDOT District 5
CAC Vice Chairman
TCC Chairman
BPAC Chairperson
Volusia County School Board

Representing:

Beverly Beach
DeLand
Edgewater
Pierson
Volusia County

**** Non-voting member in the small city vote rotation**

Others Present:

Pamela Blankenship, Recording Secretary
Karl Welzenbach
Stephan Harris
Lois Bollenback
Carole Hinkley
Robert Keeth
Karen Roch
Herb Seely
Jean Parlow
Doug Lynch
Susan Mah
Mike Chuven
Ron Saylor
Melissa Booker
George Kinney
Frank O'Dea
Mike Ruland
Rich Walton
Jerry Brinton
Billie Wheeler
Taleb Shams
Beata Stys-Palasz
Mary Schoelzel
Heather Blanck
David Graeber
Bill Walsh
Jake Sachs
George Recktenwald
Big John

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TranSystems
Aecom
BPAC
Orange City
V.C. Traffic Engineering
ECFRPC
FDOT
FDOT
Daytona Beach
Volusia County
Daytona Beach Shores
FDOT
FDOT
FDOT
Votran
FDOT/Inwood Consulting
FDOT
CAC/citizen
Volusia County
Press

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

The meeting of the **Volusia Transportation Planning Organization (VTPO)** was called to order at 8:00 a.m. by Acting Chairperson Alexander (in the absence of the chair, 1st vice chair and 2nd vice chair). The roll was called and it was determined that a quorum was present.

II. Pledge of Allegiance

III. Public Comment/Participation

Mr. Jake Sachs, CAC member, stated that Commissioner Plaskett had asked him to be on the CAC because of his strong desire to make South Atlantic Avenue in New Smyrna Beach a safer road. He pointed out that a public statement from him concerning the issues on the road was included in the agenda as a handout. He stated that he has been involved in an effort to get

safer crosswalks on South Atlantic Avenue, especially from 6th Avenue to 27th Avenue. As a taxpayer, he added, he is entitled to be safe when crossing South Atlantic to the beach. The contract surveyor for New Smyrna Beach has provided information that may be helpful; however, the summation of the GMB Study shows the preference to be a naked street, with no crosswalks, signage, or lights. The study recommends decreasing the number of crosswalks by half, including the one on 8th Avenue. The 8th Avenue crosswalk is one of the biggest safety issues because it is on a blind curve where the majority of people exceed the speed limit. He added that he is aware that the speed limit cannot be lowered, even though that is one of the recommendations in the GMB Study. Mr. Sachs noted that he was aware that there was supposed to be a resurfacing project along South Atlantic Avenue but citizens are concerned with the possibility of making the problem worse. He stressed that the people do not want the road resurfaced; they want to be able to cross to the beach safely. He asked for help from the TPO Board. He asked the members to review the studies that had been completed. He added that 9th Avenue has a handicap walkover to the beach and the 8th Avenue pedestrian crossover should be kept so handicapped people can access the 9th Avenue walkover. Mr. Sachs added that a lot of effort went into planning a landscaped median (pedestrian safety island) on 6th Avenue and the GMB Study calls for that to be removed as well.

Acting Chairperson Alexander recognized that Mr. Sachs had worked very hard to address the safety issues over the past few years.

IV. Presentation to Outgoing Member

Acting Chairperson Alexander recognized that it was Council Member Romanik's last meeting adding that the TPO did not receive notification of this in time to be able to recognize him formally.

Acting Chairperson Alexander presented a plaque to Council Member Lenzen for his dedication and service to the TPO.

Acting Chairperson Alexander thanked Council Member Romanik, who stated he was planning to retire.

V. Consent Agenda

- A. Approval of September 27, 2011 TPO Meeting Minutes
- B. Approval of Treasurer's Report
- C. Executive Committee Report
- D. Technical Coordinating Committee Report
- E. Citizens' Advisory Committee Report
- F. Bicycle/Pedestrian Advisory Committee Report
- G. Central Florida MPO Alliance (CFMPOA) Report
- H. Review and Approval of Resolution 2011-27 Amending the FY 2011/12 – 2015/16 Transportation Improvement Program (TIP)

Mr. Welzenbach requested item H be pulled from the Consent Agenda.

MOTION: *Mayor Masiarczyk moved approval of the Consent Agenda with the exception of item H. The motion was seconded by Commissioner Gilliland and carried unanimously.*

Mr. Welzenbach explained that item H was pulled because a number of TIP amendments had been added. The additional amendments were provided as handouts to the members.

MOTION: *Council Member Wagner moved approval of Item H of the Consent Agenda. The motion was seconded Mayor Jennings and carried unanimously.*

VI. Action Items

A. Review and Approval to Amend the Volusia TPOs Priority Project List for Non-SIS Projects by Removing the Hand Avenue and Howland Boulevard Projects

Mr. Welzenbach explained that during every update to the LRTP, the TPO provides Volusia County the opportunity to submit their road project listing for the LRTP, which makes those projects eligible for earmarks; however, those projects are not eligible for federal or state funding. In order for the county projects to be placed on the funded section of the LRTP, they must have an identified revenue stream. He added that during the recent update to the Priority Project List, two projects, Howland Boulevard and Hand Avenue, were inadvertently included, though they were not eligible to receive federal or state funds. If the two projects remain on the list, it violates the fiscal constraint rule for long range plans. He stressed that removing the two projects would not impact the Volusia County Road Program.

Discussion ensued.

MOTION: *Council Member Northey moved to approve the removal of Howland Boulevard and Hand Avenue from the Volusia TPOs Priority Project List for Non-SIS Projects. Mayor Jennings seconded the motion which carried unanimously.*

B. Review and Approval of Resolution 2011-28 Supporting the City of Daytona Beach's Application for a Tiger III Grant for Orange Avenue

Mr. Welzenbach explained that an updated version of Resolution 2011-28 was included in the handouts provided. The reason for the change was because the TCC had reviewed the resolution and changed the placement of the "whereas" clauses.

MOTION: Commissioner Gilliland moved to approve Resolution 2011-28 supporting the City of Daytona Beach's application for a Tiger III Grant for Orange Avenue. The motion was seconded by Council Member Northey and carried unanimously.

C. Presentation, Review and Approval of Resolution 2011-29 Requesting the Florida Department of Transportation Revise Development Segments and Shift Funding for the East Central Florida Regional Rail Trail (ECFRRT)

Mr. Jerry Brinton, Volusia County Traffic and Engineering, reviewed the segments of the East Central Florida Regional Rail Trail (ECFRRT) and gave a brief history of the trail. He stated that Volusia County is requesting that FDOT reallocate the current funds dedicated to the Segment III of the ECFRRT to Segment V, to pursue the east side connection from Edgewater to Brevard County first, and then pursue the central (and final) segment of the trail. The BPAC was provided with the same presentation and agreed with the county's initiative. Mr. Brinton explained that the intent of the revision is to build in the more urbanized areas first. In recent months, Titusville has been developing a 56-mile loop trail which will link to Oak Hill and Edgewater and then to the ECFRRT. The county is submitting a TIGER Grant Application for all of the unfunded sections of the trail.

Council Member Northey stated that the Volusia County Council had agreed to build the urbanized areas of the trail first and then meet in the middle. She added that she is concerned about the link to Brevard County and would like a commitment that Brevard intends to build north. In the past six months, she has been hearing that Brevard County's commitment to building north was waning. She asked how long the segment reaching down to Brevard was.

Mr. Brinton replied three to four miles.

Council Member Northey commented that the funding for those three to four miles would go a long way on the center segment of the trail, connecting the east and west sides of the county. She asked if the money for that segment could be moved to the center section of the trail if Brevard County did not provide confirmation that they will match the funding.

Mr. Brinton responded that FDOT would work with the county and cities to adjust the funding to where it would be most productive.

Council Member Northey explained that at least 50 miles of trail is needed to pursue the bringing in of biking groups. Farmton is looking at paying for the I-95 overpass and there has been federal acknowledgement of the project. She thanked FDOT for all they have done to get the trail completed. She added that Interior Secretary Ken Salazar would be acknowledging the project next month.

Mr. Welzenbach commented that the federal acknowledgement helps with the TIGER III Grant application.

MOTION: *Council Member Northey moved to approve Resolution 2011-29 requesting the Florida Department of Transportation revise development segments and shift funding for the East Central Florida Regional Rail Trail. The motion was seconded by Commissioner Plaskett.*

Discussion ensued.

The motion carried unanimously.

D. Review and Approval of Letter of Support for Application from Orange City and DeBary for a TIGER III Grant for Pedestrian Safety Projects

Mr. Welzenbach explained that the city of DeBary had run into issues with right-of-way and had bowed out of partnership applying for the grant.

MOTION: *Council Member Crippen moved to approve the letter of support for Orange City's application for a TIGER III Grant for pedestrian safety projects. Commissioner Gilliland seconded the motion, which carried unanimously.*

VII. Presentations, Status Reports, and Discussion Items

A. Discussion Regarding "Local Preference" When Issuing Request for Proposals (RFPs)

Mr. Welzenbach explained that at the TPO Board meeting in September, the issue of local preference was discussed and it was requested that it be placed on this month's agenda. He stated that the TPO currently does not have a local preference policy. He added that he was against the idea for a number of reasons, including the fact that it creates mini tariff wars between local governments. He noted that it is difficult to define the term "local". He stated that it was his fiduciary responsibility to get the best firm for the best price; if a local preference policy were in place, then second best firm, if local, would have to be chosen.

Mayor Kelley stated that he had met with Mr. Welzenbach and discussed the issue. He noted that his intention in suggesting a local preference policy was not to create tariff wars, but to keep the jobs and workers in Volusia County. He added that in ranking the firms that submitted RFPs for the Corridor Improvement Program, there was less than a ½ point difference between the top two firms.

Council Member Northey cautioned that local preference can be discriminatory.

Discussion continued.

Mr. Welzenbach explained that the TPO staff is as fair as they can be in ranking and choosing firms. Over the last ten years, many local, regional and national firms have been used.

Mayor Masiarczyk stated that the discussion may not even be necessary depending on the state's actions.

B. Presentation on the Ormond Scenic Loop Wayfinding Project

Mr. Doug Lynch, TranSystems, and Ms. Susan Mah, Aecom, gave a PowerPoint presentation on the Ormond Scenic Loop Wayfinding project.

Mr. Lynch noted that the Ormond Scenic Loop and Trail are in America's Scenic Byway System which makes them eligible for additional funding opportunities. The completion of the report will allow the city of Ormond Beach to apply for grant funding in March.

Ms. Davies stated that the BPAC is in the process of updating the bicycle map that was produced two years ago and the signage directing people to the scenic loop is one of the concerns. She asked if there was a possibility of coordinating with the city of Ormond Beach on the location of the signs they intend to put up in order to include them on the updated map.

Acting Chairperson Alexander stated that would be noted.

C. Revised Presentation on SR 40 Shared Use Path from US 17 to Cone Road

Mr. Bill Walsh, FDOT Project Manager, noted that this was a reevaluation from a 1992 study. He added that the decision as to whether or not a separate multi-use trail will be included in the project had to be made by the end of November. As part of the reevaluation, there will be a public hearing on November 10, 2011. He explained that the TPO had previously passed a resolution in support of a separate multi-use trail being included in the project. FDOT agreed to include the multi-use trail contingent on having a maintenance agreement in place to maintain the trail after the project was complete; no agreement has been reached yet.

Mr. David Graeber, Inwood Consulting Engineers, stated that he is working with FDOT on the project. He recalled that at the last TPO meeting, the board has asked what it would take to include a separate trail in the project along SR 40. He explained the project and what went into determining the location of the trail, noting that there was about a two and a half mile gap between the terminus of the trail at US 17 and Cone Road, and the end of the Ormond Beach trail. He added that if the trail is placed on the north side of the road, construction would be introduced in an area where it was

not anticipated and there will be increased right-of-way and wetland impacts resulting in much higher costs. From a feasibility perspective, the trail should be on the south side of the road. The disadvantage to that is that the Ormond Beach trail is on the north side of the road and at some point, the road will have to be crossed to connect them. He stated that the total cost estimate for the inclusion of a multi-use trail on the south side is \$10.8 million. He stressed that the estimate is only accurate if the trail is designed and constructed as part of the SR 40 widening project; if done separately, the costs would be doubled.

Mr. Graeber went on to say that before they can move forward, FDOT needs to have clear direction from the county in terms of whether or not they will maintain the trail and that the funding will be moved to cover the increased cost of the project.

Council Member Kelly asked for further details on what the maintenance would include.

Mr. Walsh responded that he believed it would include keeping the trail open and clear of leaves and tree limbs; as for mowing the grass, FDOT maintenance could better answer the question.

Mr. Frank O'Dea, FDOT Director of Transportation Development, stated that there are no mowing costs anticipated for local governments.

Mr. Welzenbach stated that the agreement would be similar to the one that the county has for the trail on SR 415.

Council Member Northey stated that she would support the trail but she has raised the issue twice for discussion at the Volusia County Council meetings and asked for it to be placed on the council's agenda but that has not happened.

Mr. Graeber stated that the county needs to have an answer by mid-to-late November.

Discussion continued.

D. Presentation on FY 2012/13 -2016/17 FDOT Tentative Work Program

Ms. Mary Schoelzel, FDOT, introduced Mr. Frank O'Dea, noting that he had assumed Mr. George Lovett's position of FDOT Transportation Development Director. She announced that there was a public hearing for FDOTs Tentative Work Program in DeLand at 6:00 p.m. and the hearing is being conducted via a webinar as well.

Ms. Schoelzel provided a brief review of the tentative Work Program and noted that revenue from gas taxes had decreased as well as the revenue in the Transportation Trust Fund. FDOT is working to decrease bureaucracy and implement and maintain

“CPR”, consistent, predictable and repeatable. There were two revenue estimating conferences at the beginning of October and as soon as FDOT District 5 receives the new allocations, they will let the TPO know what projects will be affected

E. FDOT Reports

Mr. Friedel gave the FDOT report.

VIII. Executive Director’s Report

Mr. Welzenbach directed the board’s attention to a memo (provided as a handout) sent to the city/county managers regarding the Presidents proposed “Jobs Act”. The TPO Board had directed TPO staff to formulate a list of projects that would be ready to go should the Jobs Act pass. He noted that a reminder to submit projects would be sent out today and that he would follow up with the city managers and public works directors.

Mr. Welzenbach explained the funding opportunities that the Jobs Act would provide if enacted. He added that he would provide an update to the TPO Board next month.

Acting Chairperson Alexander asked for clarification regarding the South Atlantic Avenue study that Mr. Sachs spoke about earlier.

Mr. Welzenbach stated that TPO staff would be meeting with the county and city engineers to explore further options for the project.

IX. Volusia TPO Board Member Comments

Commissioner Ford asked why a significant section of sidewalk in Lake Helen was missing.

Mr. Welzenbach noted that the TPO staff would follow up on it.

X. Information Items

- Citizens’ Advisory Committee Attendance Record – 2011
- Technical Coordinating Committee Attendance Report – 2011
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2011
- Letter to Commissioner Zischkau
- Orange City Resolution

XI. Adjournment

There being no further business, the meeting adjourned at 10:17 a.m.

Volusia Transportation Planning Organization

Volusia County Council Member Joie Alexander
Acting Chairperson, Volusia TPO

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the Volusia TPO certified that the foregoing is a true and correct copy of the minutes of the October 25, 2011 regular meeting of the Volusia Transportation Planning Organization (TPO), approved and duly signed this 24th day of January 2012.

Pamela C. Blankenship, Recording Secretary

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION
MONTHLY TREASURER REPORT FY 11/12
PERIOD ENDING OCTOBER 31, 2011

<u>DESCRIPTION</u>	<u>11/12 BUDGET</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<u>REVENUES</u>					
LOCAL FUNDS	\$179,463.00	\$28,141.22	\$72,831.51	\$106,631.49	40.58%
STATE FUNDS	84,802.00	0.00	0.00	84,802.00	0.00%
FEDERAL FUNDS	<u>1,298,928.00</u>	<u>11,009.46</u>	<u>11,009.46</u>	<u>1,287,918.54</u>	0.85%
<u>REVENUES</u>	\$1,563,193.00	\$39,150.68	\$83,840.97	\$1,479,352.03	5.36%
<u>EXPENSES</u>					
SALARIES	\$503,599.00	\$37,834.67	\$168,214.35	\$335,384.65	33.40%
FRINGE BENEFITS	163,047.00	12,921.49	49,860.52	113,186.48	30.58%
OFFICE SUPPLIES	12,500.00	1,258.94	2,284.74	10,215.26	18.28%
POSTAGE	13,800.00	29.56	3,974.41	9,825.59	28.80%
OFFICE RENT EXPENSE	134,187.00	10,852.72	50,216.68	83,970.32	37.42%
ADVERTISING	2,500.00	148.50	1,018.55	1,481.45	40.74%
PRINTING	20,000.00	100.38	3,210.38	16,789.62	16.05%
CONFERENCE, WORKSHOPS & SEMINAR FEES	6,300.00	550.00	1,235.00	5,065.00	19.60%
FEES	33,300.00	8,688.85	16,302.27	16,997.73	48.96%
DUES	1,975.00	0.00	375.00	1,600.00	18.99%
PUBLICATIONS	1,500.00	0.00	218.10	1,281.90	14.54%
COPY EXPENSE	26,500.00	1,901.30	8,849.40	17,650.60	33.39%
COPY MACHINE COSTS	27,730.00	1,957.15	6,319.03	21,410.97	22.79%
TRAVEL EXPENSE	16,500.00	1,191.22	2,439.26	14,060.74	14.78%
AWARDS PROGRAM/PROMO	10,500.00	5,082.46	5,200.46	5,299.54	49.53%
SPECIAL STUDIES	300,000.00	48,963.39	60,563.39	239,436.61	20.19%
PROFESSIONAL SERVICES	125,270.00	589.32	12,450.62	112,819.38	9.94%
MEETING EXPENSE	2,500.00	250.36	644.56	1,855.44	25.78%
LIABILITY INSURANCE	10,000.00	0.00	4,306.25	5,693.75	43.06%
REPAIRS	1,500.00	0.00	541.47	958.53	36.10%
NETWORK COSTS	25,568.00	1,537.95	5,793.79	19,774.21	22.66%
CAPITAL OUTLAY	10,000.00	0.00	0.00	10,000.00	0.00%
SOFTWARE	3,100.00	0.00	1,350.00	1,750.00	43.55%
TELEPHONE	3,528.00	31.80	987.05	2,540.95	27.98%
EDUCATION	2,750.00	0.00	0.00	2,750.00	0.00%
CONTINGENCY	<u>105,040.00</u>	<u>0.00</u>	<u>0.00</u>	<u>105,040.00</u>	0.00%
<u>EXPENSES</u>	<u>\$1,563,195.00</u>	<u>\$133,890.06</u>	<u>\$406,355.28</u>	<u>\$1,156,838.72</u>	26.00%
<u>BALANCE</u>	<u>(\$2.00)</u>	<u>(\$94,739.38)</u>	<u>(\$322,514.31)</u>	<u>\$322,513.31</u>	
33.33% OF YEAR COMPLETE					
Cash Balance as of October 31, 2011	<u>\$146,529.56</u>				

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION
MONTHLY TREASURER REPORT FY 11/12
PERIOD ENDING NOVEMBER 30, 2011

<u>DESCRIPTION</u>	<u>11/12 BUDGET</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<u>REVENUES</u>					
LOCAL FUNDS	\$179,463.00	\$31,028.69	\$103,860.20	\$75,602.80	57.87%
STATE FUNDS	84,802.00	0.00	0.00	84,802.00	0.00%
FEDERAL FUNDS	1,298,928.00	0.00	11,009.46	1,287,918.54	0.85%
<u>REVENUES</u>	\$1,563,193.00	\$31,028.69	\$114,869.66	\$1,448,323.34	7.35%
<u>EXPENSES</u>					
SALARIES	\$503,599.00	\$45,453.84	\$213,668.18	\$289,930.82	42.43%
FRINGE BENEFITS	163,047.00	9,039.00	58,899.52	104,147.48	36.12%
OFFICE SUPPLIES	12,500.00	172.89	2,457.63	10,042.37	19.66%
POSTAGE	13,800.00	91.40	4,065.81	9,734.19	29.46%
OFFICE RENT EXPENSE	134,187.00	9,970.61	60,187.29	73,999.71	44.85%
ADVERTISING	2,500.00	0.00	1,018.55	1,481.45	40.74%
PRINTING	20,000.00	0.00	3,210.38	16,789.62	16.05%
CONFERENCE, WORKSHOPS & SEMINAR FEES	6,300.00	0.00	1,235.00	5,065.00	19.60%
FEES	33,300.00	4,613.50	20,915.77	12,384.23	62.81%
DUES	1,975.00	0.00	375.00	1,600.00	18.99%
PUBLICATIONS	1,500.00	22.90	218.10	1,281.90	14.54%
COPY EXPENSE	26,500.00	1,305.05	10,177.35	16,322.65	38.41%
COPY MACHINE COSTS	27,730.00	1,667.31	7,986.34	19,743.66	28.80%
TRAVEL EXPENSE	16,500.00	1,129.88	3,569.14	12,930.86	21.63%
AWARDS PROGRAM/PROMO	10,500.00	0.00	5,200.46	5,299.54	49.53%
SPECIAL STUDIES	300,000.00	0.00	60,563.39	239,436.61	20.19%
PROFESSIONAL SERVICES	125,270.00	65.94	12,516.56	112,753.44	9.99%
MEETING EXPENSE	2,500.00	21.62	666.18	1,833.82	26.65%
LIABILITY INSURANCE	10,000.00	0.00	4,306.25	5,693.75	43.06%
REPAIRS	1,500.00	419.00	960.47	539.53	64.03%
NETWORK COSTS	25,568.00	1,654.95	7,448.74	18,119.26	29.13%
CAPITAL OUTLAY	10,000.00	700.00	700.00	9,300.00	7.00%
SOFTWARE	3,100.00	0.00	1,350.00	1,750.00	43.55%
TELEPHONE	3,528.00	486.91	1,473.96	2,054.04	41.78%
EDUCATION	2,750.00	0.00	0.00	2,750.00	0.00%
CONTINGENCY	105,040.00	0.00	0.00	105,040.00	0.00%
<u>EXPENSES</u>	\$1,563,195.00	\$76,814.80	\$483,170.07	\$1,080,023.93	30.91%
<u>BALANCE</u>	<u>(\$2.00)</u>	<u>(\$45,786.11)</u>	<u>(\$368,300.41)</u>	<u>\$368,299.41</u>	
41.67% OF YEAR COMPLETE					
Cash Balance as of October 31, 2011	<u>\$109,467.04</u>				

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION
MONTHLY TREASURER REPORT FY 11/12
PERIOD ENDING DECEMBER 31, 2011

<u>DESCRIPTION</u>	<u>11/12 BUDGET</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<u>REVENUES</u>					
LOCAL FUNDS	\$179,463.00	\$299.55	\$104,159.75	\$75,303.25	58.04%
STATE FUNDS	84,802.00	0.00	0.00	84,802.00	0.00%
FEDERAL FUNDS	1,298,928.00	0.00	11,009.46	1,287,918.54	0.85%
<u>REVENUES</u>	\$1,563,193.00	\$299.55	\$115,169.21	\$1,448,023.79	7.37%
<u>EXPENSES</u>					
SALARIES	\$503,599.00	\$34,620.28	\$249,309.04	\$254,289.96	49.51%
FRINGE BENEFITS	163,047.00	15,081.74	73,981.07	89,065.93	45.37%
OFFICE SUPPLIES	12,500.00	209.59	2,656.66	9,843.34	21.25%
POSTAGE	13,800.00	312.74	4,389.11	9,410.89	31.81%
OFFICE RENT EXPENSE	134,187.00	10,856.42	71,043.71	63,143.29	52.94%
ADVERTISING	2,500.00	408.02	1,426.57	1,073.43	57.06%
PRINTING	20,000.00	172.40	3,382.78	16,617.22	16.91%
CONFERENCE, WORKSHOPS & SEMINAR FEES	6,300.00	0.00	1,235.00	5,065.00	19.60%
FEES	33,300.00	621.60	21,537.37	11,762.63	64.68%
DUES	1,975.00	125.00	500.00	1,475.00	25.32%
PUBLICATIONS	1,500.00	187.19	405.29	1,094.71	27.02%
COPY EXPENSE	26,500.00	299.55	10,476.90	16,023.10	39.54%
COPY MACHINE COSTS	27,730.00	1,390.20	9,376.54	18,353.46	33.81%
TRAVEL EXPENSE	16,500.00	1,113.03	4,682.17	11,817.83	28.38%
AWARDS PROGRAM/PROMO	10,500.00	56.44	5,256.90	5,243.10	50.07%
SPECIAL STUDIES	300,000.00	0.00	60,563.39	239,436.61	20.19%
PROFESSIONAL SERVICES	125,270.00	0.00	12,516.56	112,753.44	9.99%
MEETING EXPENSE	2,500.00	178.60	844.78	1,655.22	33.79%
LIABILITY INSURANCE	10,000.00	0.00	4,306.25	5,693.75	43.06%
REPAIRS	1,500.00	0.00	960.47	539.53	64.03%
NETWORK COSTS	25,568.00	1,654.95	9,103.69	16,464.31	35.61%
CAPITAL OUTLAY	10,000.00	0.00	700.00	9,300.00	7.00%
SOFTWARE	3,100.00	0.00	1,350.00	1,750.00	43.55%
TELEPHONE	3,528.00	409.90	1,883.86	1,644.14	53.40%
EDUCATION	2,750.00	0.00	0.00	2,750.00	0.00%
CONTINGENCY	105,040.00	0.00	0.00	105,040.00	0.00%
<u>EXPENSES</u>	\$1,563,193.00	\$67,697.65	\$551,888.11	\$1,011,305.89	35.31%
<u>BALANCE</u>	\$0.00	(\$67,398.10)	(\$436,718.90)	\$436,717.90	
50% OF YEAR COMPLETE					
Cash Balance as of October 31, 2011	<u>\$37,818.46</u>				



Executive Committee Report to TPO Board November 7, 2011

The Volusia TPO Executive Committee met on Monday, November 7, 2011 and took the following actions:

- Received the Volusia TPO Financial Report for the FY ended June 30, 2011 and requested some changes be made regarding bank error
- Requested additional information be included in the monthly Treasurer's Report and changes to the timing of the distribution of the next Financial Report
- Reviewed draft Executive Director evaluation form and directed Mr. Welzenbach, Vice Chairman Cooper and Mr. Alan Pennington to edit the form based on changes discussed
- Reviewed the Employee Manual and requested further information; directed Mr. Welzenbach, Ms. Bollenback and Mr. Pennington to make changes and email the updated manual to the Executive Committee members
- Discussed the upcoming reapportionment
- Cancelled the November TPO Board meeting due to a lack of action items and authorized the Executive Director to make any necessary changes to the existing TIP; cancelled the December TPO Board meeting for winter break

NOTE: The next meeting of the Executive Committee will be on January 2, 2012



Executive Committee Report to TPO Board January 9, 2012

The Volusia TPO Executive Committee met on Monday, January 9, 2012 and took the following actions:

- Reviewed the updated Volusia TPO Financial Report for the FY ended June 30, 2011 and agreed to send to TPO Board for acceptance
- Approved moving forward with negotiations with Infrastructure Engineers, Inc., the top ranked firm for the design of the Washington Avenue Sidewalk in Pierson; if negotiations fail with that consultant, the second ranked firm, (Lassiter Transportation Group, Inc.) will enter into negotiations with the TPO
- Recommend a slate of officers to be presented to the TPO Board
- Discussed the TPO Board Retreat and the potential reapportionment
- Reviewed the TPO employee manual and recommended that certain items be looked further into a later time
- Tabled the executive directors evaluation tool review for the February Executive Committee meeting
- Approved the draft January 24, 2012 TPO Board agenda with modifications

NOTE: The next meeting of the Executive Committee will be February 6, 2012

Citizens Advisory Committee (CAC)
November 15, 2011
Report to Board

1. **Approved** the minutes of the October 18, 2011 CAC meeting
2. **Cancelled** the December 20, 2011 CAC meeting
3. **Appointed** the following volunteers to the UPWP Subcommittee: Chairman Dan D’Antonio, Gilles Blais and Tomm Friend
4. **Appointed** the following volunteers to the TIP Subcommittee: Vice Chairman Frank Kinsley, Bobby Ball and Heather Blanck
5. **Received** a brief update on the draft project list for the proposed Jobs Act
6. **Received** the FDOT Report and Volusia County Construction Report
7. **Received** update on the upcoming reapportionment, its effect on the TPO committees and the upcoming UPWP
8. **Announced** that Votran received the award for the top agency for most innovative project (Votran’s Go Green, Go Votran Campaign) as well as four other awards they received

*****The next meeting of the CAC is January 17, 2012*****

Technical Coordinating Committee (TCC)
November 15, 2011
Report to Board

1. **Approved** the minutes of the October 18, 2011 TCC meeting
2. **Cancelled** the December 20, 2011 TCC meeting
3. **Appointed** the following volunteers to the UPWP Subcommittee: Gail Henrikson, Rebecca Hammock and Pedro Leon
4. **Appointed** the following volunteers to the TIP Subcommittee: Melissa Booker, Clay Ervin and Bill McCord

5. **Discussed** the draft project list for the proposed Jobs Act and made modifications; **requested** the Executive Director send an email to the cities/county requesting any additional information needed on the projects (i.e. timeframe, cost, scope, etc.)
6. **Directed** Executive Director to further refine the draft project list
7. **Approved** a motion directing the TIP Subcommittee to review and rank the draft project list
8. **Received** a presentation from HAVOC President regarding Audible Pedestrian Signals (APS) and the inequity in the numbers of pedestrian signals and APS and a request for the TPO and its committees to help put together a team to work on the Easter Seals “Project Action” challenge
9. **Received** the FDOT Report and Volusia County Construction Report
10. **Received** update on the upcoming reapportionment, its effect on the TPO committees and the upcoming UPWP
11. **Announced** that Votran received the award for the top agency for most innovative project (Votran’s Go Green, Go Votran Campaign) as well as four other awards they received
12. **Received** a brief presentation on the various draft transportation bills being considered in the House and Senate

*****The next meeting of the TCC is January 17, 2012*****

**Bicycle/Pedestrian Advisory Committee (BPAC)
Meeting Summary
November 9, 2011**

- **Approved** the minutes of the October 12, 2011 BPAC meeting
- **Appointed** the following BPAC members to the TIP Subcommittee:
A.J. Devies, Mike Chuven, Rene “Rocky” Rivera
- **Cancelled** the December 14, 2011 BPAC meeting
- **Received** a presentation on the Ormond Scenic Loop and Trail Wayfinding and Interpretation Plan
- **Received** an update on the status of the draft Pedestrian Safety Study for County Road A1A
- **Received** an update on the status of Resolution 2011-29 requesting FDOT revise development segments and shift funding for the East Central Florida Regional Rail Trail (ECFRRT)

****Next meeting of the BPAC will be Wednesday, January 11, 2012****

Bicycle/Pedestrian Advisory Committee (BPAC)
Meeting Summary
January 11, 2012

- **Approved** the minutes of the November 9, 2011 BPAC meeting
- **Approved** the Safe Routes to School Bicycle/Pedestrian Project Criteria
- **Received** a presentation on the River of Lakes Heritage Corridor Vision Plan for DeLeon Springs
- **Received** a presentation on the 2012 Volusia TPO Priority Process Schedule
- **Received** a video presentation on the Volusia TPO/Bright House Networks Bicycle & Pedestrian Safety Awareness Campaign

****Next meeting of the BPAC will be Wednesday, February 8, 2012****

**Transportation Disadvantaged Local Coordinating Board (TDLCB)
Meeting Summary
November 9, 2011**

- **Approved** the September 14, 2011 Meeting Minutes
- **Approved** the Monthly Paratransit Reports submitted by Votran for August and September 2011
- **Approved** nomination of Reggie Williams to serve as Vice-Chairman for 2012
- **Received** presentation from Marianne Gurnee, SunRail Public Liaison, concerning amenities for the Transportation Disadvantaged at SunRail stations and platforms
- **Received** presentation from Tindale-Oliver & Associates on the TDSP's Development Plan, followed by discussion
- **Received:** TDLCB meeting schedule for 2012
- **Received** a letter of interest for membership on TDLCB from Ms. Judy Craig
- **Announced** meeting of the "Everything is Possible Foundation" at Florida Hospital in DeLand

Next meeting of the TDLCB will be January 11, 2012

TDLCB Meeting Summary January 11, 2012

- Approved minutes for the November 9, 2011 TDLCB meeting
- Approved Monthly Paratransit Reports submitted by Votran for the months of October and November 2011
- Directed (by Chairman Bruno) TDLCB members to contact Lois Bollenback at the TPO if interested in volunteering for the UPWP Subcommittee or TIP Subcommittee
- Reviewed Votran's Section 5311 Grant Application which is a competitive grant offered on an annual basis to transit agencies and administered by the Florida Department of Transportation
- Reviewed the Coordination Agreement which allows for Section 5310 Grant applications by non-profit agencies; as part of the grant process, the state requires each applicant to enter into a Coordination Agreement with Votran. Grant information concerning wheelchair accessible taxis was also provided to the members under this item by Quality of Life Community Services.
- Reviewed Service Plan component of the major update of the Transportation Disadvantaged Service Plan (TDSP) (FY 2012-2017)
- Received updated information concerning Votran's Subscription Trip Procedure
- Informed the TDLCB members that the Department of Children and Families (DCF) is seeking interested persons to participate in "Partners for Promise" which involves mentoring and creating camps for kids
- Reminded members that TD Day is on Thursday, February 2, 2012 in Tallahassee

Next meeting of the TDLCB will be March 14, 2012

Carole Hinkley

From: Bob & Pat Antol
Sent: Tuesday, October 18, 2011 10:57 AM
To: Carole Hinkley
Cc: fbruno@co.volusia.fl.us; Bob & Pat Antol
Subject: Re: Your TDLCB Membership is about to Expire

Note: This item held over to January 2012 TPO Board meeting as the November 2011 Board meeting was canceled

ATTN: Transportation Disadvantaged Local Coordinating Board

Dear Sir or Mme.

It has been two years since I was appointed as the Elder Citizens Representative to the TDLCB. I have been notified that my term is up and requested to notify TPO whether or not I am interested in continuing as the Elder Citizens Rep.

This letter is to express my interest in continuing on the Board as the Elderly Citizens Representative, the slot I now fill.

Laws and responsibilities in this area are currently making great changes. I believe that the work of the TDLCB is more important than ever to all our citizens and I wish to continue to assist in the improvement of transportation in our communities, our County, and the State.

For your convenience, I am e-mailing a copy of this. The original follows by mail today.

Thank you for your consideration.

Sincerely,

Patricia R. Antol

cc: Frank Bruno (e-mail only)

----- Original Message -----

From: [Carole Hinkley](#)
To: [Antol, Pat](#)
Cc: [Frank T. Bruno, Jr.](#)
Sent: Friday, October 07, 2011 9:22 AM
Subject: Your TDLCB Membership is about to Expire

October 4, 2011

Ms. Pat Antol
697 Winterberry Trail
DeLand, FL 32724

****Sent via Email and US Mail****

11/16/2011



**P.O. Box 730206
Ormond Beach, FL 32173-0206
(386) 677-1143
(386) 677-9335 – Fax**

December 5, 2011

Volusia TPO
Attn: Ms. Carole M. Hinkley
2570 West International Speedway Blvd.
Suite 100
Daytona Beach, FL 32114

RE: TDLCB

Dear Ms. Hinkley,

Please be advised that Mr. Steven Jack is still interested in serving the TDLCB board as a member representing the private for profit vacancy.

I have been the director of operations for Med-One Shuttle, Inc. since 1999 and currently the project manager for Medicaid transportation for Volusia County residents.

My contact information is P.O. Box 730206, Ormond Beach FL 32173-0206: (386) 677-1143: medoneshuttle@bellsouth.net.

Please call if you have any questions.

Sincerely

Steven Jack
Med One Shuttle, Inc.



JUDY CRAIG
1835 Anchor Avenue
Deland Florida 32720

Phone: 386-738-5781
Fax: 386-738-5781
E-mail: judylesliecraig@aol.com

Note: This item held over to January 2012 TPO Board meeting as the November 2011 Board meeting was canceled

October 6, 2011

Volusia Transportation Planning Organization
Attn: TDLCB
2570 W. International Speedway Blvd, Suite 100
Daytona Beach, Florida 32114

To All Board Members of the TDLCB,

My Name is Judy Craig and I am interested in becoming an alternate for the TDLCB as a Disabled Citizen. I currently serve on the TPO advisory committee. I have served on the Beach Advisory Board until it was dissolved and find being a part of the county Advisory Board is informative.

As a totally disabled Citizen I feel I could bring personnel experience to the meetings. Recently I have been part of the start up of a Non-Profit Group for Citizens and Veterans who are disabled. Everything Is Possible Foundation is dedicated to helping those who become disabled to become Totally Independent.

Thank you for any consideration and await news that I can be a part of this worthwhile group.

Yours Truly

Judy Craig
Founder of Everything Is Possible Foundation, Inc.

Carole Hinkley

From: Pamela Blankenship
Sent: Wednesday, November 09, 2011 2:10 PM
To: Carole Hinkley
Subject: Resignation

Also – Chip Kent informed me that Dr. Cortes Torrado is no longer with the agency – there is no replacement for her yet.

Pamela

*Pamela Blankenship, Office Manager
Volusia Transportation Planning Organization
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114
☎ (386) 226-0422, ext. 21
✉ pblankenship@volusiatpo.org*

***PUBLIC RECORDS NOTICE: The Volusia TPO is governed by the State of Florida public records law. This means email messages, including your email address and any attachments and/or information we receive online might be disclosed to any person making a public records request. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.*

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2012-01

RESOLUTION AMENDING THE 2010/11 TO 2011/12 UNIFIED PLANNING WORK PROGRAM (UPWP) TO ACCOMMODATE ADDITIONAL FTA FUNDS AND REALLOCATE EXISTING FUNDS

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the Urbanized Area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the Volusia Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and the cities of Flagler Beach and Beverly Beach in Flagler County; and

WHEREAS, 23 C.F.R. 450.104 provides that the Volusia TPO shall annually endorse the plans and programs required, among which is the Unified Planning Work Program (UPWP); and

WHEREAS, the Volusia TPO's adopted UPWP details the planning initiatives to be undertaken by the TPO; and

WHEREAS, the Volusia TPO developed the two-year UPWP utilizing funding projections provided by FDOT and FHWA; and

WHEREAS, actual federal funding received by the Volusia TPO has varied from the two-year projection; and

WHEREAS, the Volusia TPO was successful in its application for additional safety funds; and

WHEREAS, the Volusia TPO will take advantage of XU funds under existing LAP agreements to leverage existing overall funds;

NOW, THEREFORE, BE IT RESOLVED, by the Volusia TPO that the FY 2010/11 to FY 2011/12 Unified Planning Work Program is amended as identified in the tables included in Attachment A and included XU funds in specific tasks identified in Attachment B.

1. The Chairperson of the Volusia TPO (or her designee) is hereby authorized and directed to submit the FY 2010/11-2011/12 UPWP as amended to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation;
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and
 - e. Florida Department of Economic Opportunity

DONE AND RESOLVED at the regularly convened meeting of the Volusia TPO held on the 24th day of January, 2012.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

City of DeLand Mayor Pro-Tem Leigh Matusick
Chairperson, Volusia TPO

CERTIFICATE

The undersigned duly qualified and acting Recording Secretary of the Volusia TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia TPO held on January 24, 2012.

ATTEST:

Pamela C. Blankenship, Recording Secretary

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION
FY 10/11 UNIFIED PLANNING WORK PROGRAM (1ST YEAR)
PL & FTA FUNDS
AMENDED JANUARY 24, 2012
ATTACHMENT A

UPWP TASK NUMBER	UPWP TASK DESCRIPTION	PL CURRENT BUDGET	PL AMENDED	PL CHANGE	FTA CURRENT BUDGET	FTA AMENDED	FTA CHANGE	UPWP TASK NUMBER
1.01	GENERAL ADMINISTRATION	\$229,400.00	\$229,400.00	\$0.00	\$35,511.00	\$35,700.00	\$189.00	1.01
1.02	ADMINISTRATION OF FUNDS	114,000.00	127,722.29	13,722.29				1.02
1.03	MANAGEMENT INFORMATION SYSTEM	25,000.00	24,908.05	(91.95)				1.03
1.04	VTPO BOARD STRATEGIC PLANNING & STAFF DEVELOPMENT	18,500.00	18,236.39	(263.61)	3,600.00	3,600.00	0.00	1.04
2.01	TRAFFIC COUNTING /TRANSPORTATION DATA MAINTENANCE	18,626.00	18,400.00	(226.00)				2.01
2.02	CENSUS ACTIVITIES	10,000.00	9,843.14	(156.86)				2.02
2.03	TRANSPORTATION DATA LIBRARY -DEVELOPMENT/MGT.	15,000.00	13,000.00	(2,000.00)	13,153.00	13,200.00	47.00	2.03
4.01	PROGRAM DEVELOPMENT (TIP)	37,000.00	36,804.55	(195.45)	20,000.00	21,000.00	1,000.00	4.01
4.02	PROGRAM DEVELOPMENT (UPWP)	5,000.00	3,300.00	(1,700.00)	15,000.00	14,050.00	(950.00)	4.02
4.03	VTPO UPDATE TO 2035 LRTP	48,520.00	48,800.00	280.00				4.03
5.01	COMMUNITY SAFETY RELATED PROGRAMS	19,673.00	19,682.68	9.68				5.01
5.02	MOBILITY PLAN COORDINATION				10,257.00	9,700.00	(557.00)	5.02
5.03	LIVABILITY	4,077.00	4,200.00	123.00				5.03
5.04	BIKE/PED PLANNING & IMPLEMENTATION	58,119.00	58,119.00	0.00				5.04
5.05	BPAC MASTER PLANNING ASST. FOR SMALL COMMUNITIES	3,161.00	2,800.00	(361.00)				5.05
5.06	PEDESTRIAN SAFETY ENFORCEMENT PROGRAM	0.00	0.00	0.00				5.06
5.07	TECHNICAL ASSISTANCE TO SMALLER LOCAL GOVERNMENTS	32,998.00	16,328.00	(16,670.00)				5.07
5.08	CORRIDOR IMPLEMENTATION PROGRAMS/FEASIBILITY STUDIES							5.08
6.01	PUBLIC INFORMATION & INVOLVEMENT	25,000.00	25,200.00	200.00				6.01
6.02	REPORTS, PUBLICATIONS, PRINTING	20,000.00	20,000.00	0.00				6.02
6.03	WEB SITE DEVELOPMENT/MANAGEMENT	32,496.00	32,600.00	104.00	20,000.00	17,900.00	(2,100.00)	6.03
7.01	INTELLIGENT TRANSP. SYS./CONGESTION MGT. SYS.	1,915.00	1,400.00	(515.00)				7.01
8.01	TRANSIT ALTERNATE FUNDING				200.00	0.00	(200.00)	8.01
8.02	TRANSIT RELATED ACTIVITIES & TD				31,109.00	34,460.64	3,351.64	8.02
8.03	BUS STOP INVENTORY & GIS				234.00	234.00	0.00	8.03
8.04	ENVIRONMENTAL "GREEN" IMPROVEMENTS FOR VOTRAN				0.00	0.00	0.00	8.04
8.05	TRANSIT PLANNING & IMPLEMENTATION				48,721.00	48,721.00	0.00	8.05
8.06	INCREASING TRANSIT RIDERSHIP							8.06
9.01	STATE & REGIONAL PLANNING & COORDINATION	25,000.00	34,000.00	9,000.00				9.01
9.02	CORRIDOR STUDIES				4,921.00	5,000.00	79.00	9.02
9.03	ADAPTATION TO GLOBAL WARMING & CLIMATE CHANGE	3,700.00	2,567.58	(1,132.42)	1,000.00	140.36	(859.64)	9.03
9.04	PLANSAFE	1,200.00	1,073.32	(126.68)				9.04
	TOTALS	\$748,385.00	\$748,385.00	(\$0.00)	\$203,706.00	\$203,706.00	\$0.00	

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION
FY 11/12 UNIFIED PLANNING WORK PROGRAM (2ND YEAR)
PL & FTA FUNDS
AMENDED JANUARY 24, 2012
ATTACHMENT A

UPWP TASK NUMBER	UPWP TASK DESCRIPTION	PL CURRENT BUDGET	PL AMENDED	PL CHANGE	FTA CURRENT BUDGET	FTA AMENDED	FTA CHANGE	UPWP TASK NUMBER
1.01	GENERAL ADMINISTRATION	\$158,288.00	\$202,062.00	\$43,774.00	\$10,064.00	\$55,064.00	\$45,000.00	1.01
1.02	ADMINISTRATION OF FUNDS	98,418.00	98,418.00	0.00				1.02
1.03	MANAGEMENT INFORMATION SYSTEM	36,585.00	36,585.00	0.00				1.03
1.04	VTPO BOARD STRATEGIC PLANNING & STAFF DEVELOPMENT	9,379.00	9,379.00	0.00				1.04
2.01	TRAFFIC COUNTING /TRANSPORTATION DATA MAINTENANCE	23,186.00	23,186.00	0.00				2.01
2.02	CENSUS ACTIVITIES	5,736.00	23,449.00	17,713.00				2.02
2.03	TRANSPORTATION DATA LIBRARY -DEVELOPMENT/MGT.	21,850.00	21,850.00	0.00				2.03
4.01	PROGRAM DEVELOPMENT (TIP)	46,788.00	46,788.00	0.00	9,982.00	9,982.00	0.00	4.01
4.02	PROGRAM DEVELOPMENT (UPWP)	31,830.00	31,830.00	0.00	4,000.00	4,000.00	0.00	4.02
4.03	VTPO UPDATE TO 2035 LRTP	11,473.00	12,500.00	1,027.00			0.00	4.03
5.01	COMMUNITY SAFETY RELATED PROGRAMS	19,173.00	19,173.00	0.00			0.00	5.01
5.02	MOBILITY PLAN COORDINATION	1,598.00	1,598.00	0.00	48,074.00	3,074.00	(45,000.00)	5.02
5.03	LIVABILITY	7,009.00	7,009.00	0.00			0.00	5.03
5.04	BIKE/PED PLANNING & IMPLEMENTATION	62,368.00	62,368.00	0.00			0.00	5.04
5.05	BPAC MASTER PLANNING ASST. FOR SMALL COMMUNITIES	10,093.00	10,093.00	0.00			0.00	5.05
5.06	PEDESTRIAN SAFETY ENFORCEMENT PROGRAM	8,870.00	8,870.00	0.00			0.00	5.06
5.07	TECHNICAL ASSISTANCE TO SMALLER LOCAL GOVERNMENTS	31,865.00	31,865.00	0.00			0.00	5.07
5.08	CORRIDOR IMPLEMENTATION PROGRAMS/FEASIBILITY STUDIES	6,915.00	29,019.00	22,104.00			0.00	5.08
6.01	PUBLIC INFORMATION & INVOLVEMENT	85,959.00	35,500.00	(50,459.00)			0.00	6.01
6.02	REPORTS, PUBLICATIONS, PRINTING	44,795.00	30,000.00	(14,795.00)			0.00	6.02
6.03	WEB SITE DEVELOPMENT/MANAGEMENT	32,104.00	10,000.00	(22,104.00)			0.00	6.03
7.01	INTELLIGENT TRANSP. SYS./CONGESTION MGT. SYS.						0.00	7.01
8.01	TRANSIT ALTERNATE FUNDING						0.00	8.01
8.02	TRANSIT RELATED ACTIVITIES & TD				62,400.00	62,400.00	0.00	8.02
8.03	BUS STOP INVENTORY & GIS				5,234.00	5,234.00	0.00	8.03
8.04	ENVIRONMENTAL "GREEN" IMPROVEMENTS FOR VOTRAN						0.00	8.04
8.05	TRANSIT PLANNING & IMPLEMENTATION				10,711.00	10,711.00	0.00	8.05
8.06	INCREASING TRANSIT RIDERSHIP				43,243.00	43,243.00	0.00	8.06
9.01	STATE & REGIONAL PLANNING & COORDINATION	12,384.00	13,350.00	966.00			0.00	9.01
9.02	CORRIDOR STUDIES	4,921.00	4,921.00	0.00	10,000.00	10,000.00	0.00	9.02
9.03	ADAPTATION TO GLOBAL WARMING & CLIMATE CHANGE	17,713.00	0.00	(17,713.00)			0.00	9.03
9.04	PLANSAFE	10,506.00	0.00	(10,506.00)			0.00	9.04
	TOTALS	\$799,806.00	\$769,813.00	(\$29,993.00)	\$203,708.00	\$203,708.00	\$0.00	

**VOLUSIA TRANSPORTATION PLANNING ORGANIZATION
FY 10/11 & FY11/12 UNIFIED PLANNING WORK PROGRAM
XU & SAFE ROUTES TO SCHOOL FUNDS
AMENDED JANUARY 24, 2012
ATTACHED B**

XU FUNDS

Washington Avenue (Not in current UPWP-Task 5.07-Agreement for \$171,700)

Consultant	\$31,000.00	FED	\$171,700.00
Consultant	136,700.00	ST	
Salary	4,000.00	LOC	
Total	<u>\$171,700.00</u>		<u>\$171,700.00</u>

CIP (\$250,000 in current UPWP-Task 5.08-Agreement for \$561,441)

Consultant	\$135,000.00	FED	\$305,000.00
Consultant	135,000.00	ST	
Salary	35,000.00	LOC	
Total	<u>\$305,000.00</u>		<u>\$305,000.00</u>

Bike Feasibility (\$54,000 in current UPWP-Task 5.04-Agreement for \$100,000)

Consultant	\$90,965.00	FED	\$90,965.00
Salary	9,035.00	ST	0.00
Total	<u>\$100,000.00</u>	LOC	9,035.00
			<u>\$100,000.00</u>

ITS/Traffic Ops (Not in current UPWP-Task 7.01-Agreement \$100,000)

Consultant	\$90,965.00	FED	\$90,965.00
Salary	9,035.00	ST	0.00
Total	<u>\$100,000.00</u>	LOC	9,035.00
			<u>\$100,000.00</u>

Social-economic data for 2035 LRTP (Not in current UPW Task 2.01 no agreement)

Consultant	\$25,000.00	FED	\$30,000.00
Salary	5,000.00	ST	
Total	<u>\$30,000.00</u>	LOC	
			<u>\$30,000.00</u>

Safe Routes to School

Safe Routes to School (\$16,000 in Current UPWP-Task 5.06)

Consultant	<u>\$16,000.00</u>	FED	\$16,000.00
Total	<u><u>\$16,000.00</u></u>	ST	
		LOC	<u>\$16,000.00</u>

Safe Routes to School-PSA (Not in current UPWP-Task 5.06-Agreement \$39,520)

Consultant	<u>\$43,193.00</u>	FED	\$43,193.00
Total	<u><u>\$43,193.00</u></u>	ST	
		LOC	<u>\$43,193.00</u>

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2012-02

RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE SUPPLEMENTAL LOCAL AGENCY PROGRAM AGREEMENT FOR XU ITS/TRAFFIC OPS/SAFETY FEASIBILITY STUDIES

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the Volusia Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and the cities of Beverly Beach and Flagler Beach in Flagler County; and

WHEREAS, the State of Florida Department of Transportation and the Volusia TPO desire to undertake ITS/Traffic Ops/Feasibility Feasibility Studies utilizing the Volusia TPO's XU funds; and

WHEREAS, the State of Florida Department of Transportation has requested the Volusia TPO to execute and deliver to the State of Florida Department of Transportation the Supplemental Local Agency Program Agreements for the aforementioned project (ITS/Traffic Ops/Feasibility Studies, FPN 421725-1-28-01).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Volusia Transportation Planning Organization that:

1. Mr. Karl D. Welzenbach, Executive Director, is hereby authorized to make and execute the Supplemental Local Agency Program Agreement for the aforementioned projects, FPN 421725-1-28-01.

2. The Executive Director is authorized to forward a copy of the Supplemental Local Agency Program Agreements to the Florida Department of Transportation.

DONE AND RESOLVED at the regular meeting of the Volusia Transportation Planning Organization on the 24th day of January, 2012.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

City of DeLand, Mayor Pro Tem Leigh Matusick
Chairperson, Volusia TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia TPO, certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia TPO held on January 24, 2012.

ATTEST:

Pamela C. Blankenship, Recording Secretary

SUPPLEMENTAL NO. 2 DUNS NO. 80-939-7102	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION LOCAL AGENCY PROGRAM SUPPLEMENTAL AGREEMENT	FPN 421725-1-28-01 CONTRACT NO. AP 052
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The Florida Department of Transportation and the Volusia Transportation Planning Organization desire to supplement the original Agreement entered into and executed on February 5, 2008 as identified above. All provisions in the original Agreement and supplements, if any, remain in effect except as expressly modified by this supplement.

The changes to the Agreement and supplements, if any, are described as follows:

PROJECT DESCRIPTION

Name Traffic Operations Project Studies Length N/A

Termini Volusia TPO Planning Area

Description of Work:

Development of Traffic Operations Project Studies as defined in the "Scope of Services: Traffic Operations Project Scope," a copy of which is attached to the original Local Agency Program Agreement (LAP).

Reason for Supplement and Supporting Engineering and/or Cost Analysis:

The Volusia TPO requested the funding that was unencumbered in the Supplemental No. 1 Agreement be added back to the contract. Said revision is reflected in the attached **ADJUSTED EXHIBIT "B" SCHEDULE OF FUNDING**.

To confirm the LAP Agreement has been extended until March 31, 2016.

ADJUSTED EXHIBIT "B" SCHEDULE OF FUNDING

Page 2 of 4

SUPPLEMENTAL NO. 2 DUNS NO. 80-939-7102	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION LOCAL AGENCY PROGRAM SUPPLEMENTAL AGREEMENT	FPN 421725-1-28-01 CONTRACT NO. AP 052
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TYPE OF WORK By Fiscal Year	FUNDING				
	(1) PREVIOUS TOTAL PROJECT FUNDS	(2) ADDITIONAL PROJECT FUNDS	(3) CURRENT TOTAL PROJECT FUNDS	(4) TOTAL AGENCY FUNDS	(5) TOTAL STATE & FEDERAL FUNDS
Planning					
FY: <u>2006-2010</u>	\$ 58,546.00		\$ 58,546.00	\$ 5,815.00	\$ 52,731.00
FY: <u>2010-2011</u>					
FY: <u>2011-2012</u>		\$ 90,965.00	90,965.00		90,965.00
FY: <u>2012-2013</u>		90,965.00	90,965.00		90,965.00
FY: <u>2013-2014</u>		90,965.00	90,965.00		90,965.00
FY: <u>2014-2015</u>		90,965.00	90,965.00		90,965.00
Total Planning Cost	\$ 58,546.00	\$ 363,860.00	\$ 422,406.00	\$ 5,815.00	\$ 416,591.00
Project Development & Environment (PD&E)					
FY: <u>2009-2010</u>					
FY: <u>2010-2011</u>					
FY: <u>2011-2012</u>					
FY: <u>2012-2013</u>					
FY: <u>2013-2014</u>					
Total PD&E Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Design					
FY: <u>2009-2010</u>					
FY: <u>2010-2011</u>					
FY: <u>2011-2012</u>					
FY: <u>2012-2013</u>					
FY: <u>2013-2014</u>					
Total Design Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Right-of-Way					
FY: <u>2009-2010</u>					
FY: <u>2010-2011</u>					
FY: <u>2011-2012</u>					
FY: <u>2012-2013</u>					
FY: <u>2013-2014</u>					
Total Right-of-Way Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction					
FY: <u>2009-2010</u>					
FY: <u>2010-2011</u>					
FY: <u>2011-2012</u>					
FY: <u>2012-2013</u>					
FY: <u>2013-2014</u>					
Total Construction Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Engineering and Inspection (CEI)					
FY: <u>2009-2010</u>					
FY: <u>2010-2011</u>					
FY: <u>2011-2012</u>					
FY: <u>2012-2013</u>					
FY: <u>2013-2014</u>					
Total CEI Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Construction & CEI Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL COST OF THE PROJECT	\$ 58,546.00	\$ 363,860.00	\$ 422,406.00	\$ 5,815.00	\$ 416,591.00

SUPPLEMENTAL NO. 2 DUNS NO. 80-939-7102	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION LOCAL AGENCY PROGRAM SUPPLEMENTAL AGREEMENT	FPN 421725-1-28-01 CONTRACT NO. AP 052
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IN WITNESS WHEREOF, the parties have caused these presents to be executed the day and year first above written.

AGENCY (Volusia Transportation Planning Organization)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

By: _____
Name: Karl D. Welzenbach
Title: Executive Director

By: _____
Name: Frank J. O'Dea, P.E.
Title: Director of Transportation Development

Attest: _____
Name:
Title: Administrative Assistant

Attest: _____
Name:
Title: Administrative Assistant

Date: _____

Date: _____

Legal Review:

See attached Encumbrance Form for date of funding approval by Comptroller.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

525-010-40
PROJECT MANAGEMENT OFFICE
08/06
Page 4

EXHIBIT “1”

SINGLE AUDIT ACT

Federal Resources Awarded to the Recipient Pursuant to This Agreement Consist of the Following:

Federal Agency: Federal Highway Administration Highway
Catalog of Federal Domestic Assistance: 20.205 Highway Planning and Construction
Amount: \$ 407,603.00

State Resources Awarded to the Recipient Pursuant to This Agreement Consist of the Following:

Matching Resources for Federal Programs:

State Agency: Florida Department of Transportation District Dedicated Revenue (DDRF)
Catalog of Federal Domestic Assistance: 20.205 Highway Planning and Construction
Amount: \$ 9,528.00

Compliance Requirement:

Allowable Activities: To be eligible, most projects must be located on public roads that are not functionally classified as local. The major exceptions are the Highway Bridge Replacement and Rehabilitation Program, which provides assistance for bridges on and off the federal-aid highways, highway safety activities, bicycle and pedestrian projects, transportation enhancement activities, the recreational trails program, and planning, research, development, and technology transfer. Proposed projects meeting these and other planning, design, environmental, safety, etc., requirements can be approved on the basis of state and local priorities within the limit of the funds apportioned or allocated to each state.

Allowable Costs: Eligible activities and allowable costs will be determined in accordance with Title 23 and Title 49 C.F.R. and the OMB cost principles applicable to the recipient/sub-recipient.

Eligibility: By law, the federal-aid highway program is a federally assisted state program that requires each state to have a suitably equipped and organized transportation department. Therefore, most projects are administered by or through state Departments of Transportation (State DOTs). Projects to be funded under the federal-aid highway program are generally selected by State DOTs or Metropolitan Planning Organizations (MPOs), in cooperation with appropriate local officials, as specified in 23 U.S.C. and implementing regulations. Territorial highway projects are funded in the same manner as other federal-aid highway projects, with the territorial transportation agency functioning in a manner similar to a state DOT. Most Florida Land Highway Program (FLHP) projects are administered by the Federal Highway Administration (FHWA) Office of Federal Lands Highway and its Divisions or by the various Florida Land Management Agencies (FLMAs). Under the FLHP, projects in the Indian Reservation Road (IRR) Program are selected by Tribal Governments and are approved by the Bureau of Indian Affairs (BIA) and the FHWA. Due to recent legislation, Tribal Governments meeting certain requirements may now administer various IRR projects on behalf of the BIA and FHWA. The Fish and Wildlife Service (FWS) and the National Park Service (NPS) select projects in the Refuge Road and Park Roads and Parkways Programs, respectively. For the Forest Highway Program, the Forest Service, the States and the FHWA jointly select projects.

Compliance Requirements Applicable to the Federal Resources Awarded Pursuant to This Agreement Are As Follows: The recipient of Local Agency Program (LAP) funding must comply with the statutory requirements in Sections 112.061, 215.422, 339.12, and 339.135, Florida Statutes, and Title 23 and Title 49, C.F.R.

MEETING SUMMARY

JANUARY 24, 2012

VI. ACTION ITEMS

A) ELECTION OF TPO OFFICERS – 1ST AND 2ND VICE CHAIRS

Background Information:

With the loss of Commissioner Ted Cooper from Edgewater (1st Vice Chair of the TPO), the TPO Board is left with a vacancy among the officers. The Executive Committee discussed this issue and recommended the following changes:

Vice Mayor Nancy Long, South Daytona is nominated for 1st Vice Chair
Commissioner Robert Gilliland, Daytona Beach, is nominated for 2nd Vice Chair

ACTION REQUESTED:

MOTION TO ELECT SLATE OF OFFICERS AS RECOMMENDED BY THE TPO EXECUTIVE COMMITTEE

MEETING SUMMARY

JANUARY 24, 2012

VI. ACTION ITEMS

B) REVIEW AND APPROVAL OF RESOLUTION 2012-03 AMENDING THE VOLUSIA TPO'S 2035 LONG RANGE TRANSPORTATION PLAN (LRTP) TO ACCOMMODATE I-95 IMPROVEMENTS

Background Information:

The Florida Department of Transportation, District 5, has requested an amendment to the Volusia TPO's LRTP to accommodate an innovative approach to the widening of I-95. Currently, the FDOT Work Program includes a design/build project in Brevard County to widen I-95 from State Road 406 to the Volusia County line. FDOT hopes to take advantage of the recent lower construction costs by including in their contract the option to, should funding be available, continue the roadway improvements up into Volusia County for as far as the remaining funding will afford.

The Volusia TPO does include the widening of I-95 in the recently adopted LRTP but the project is identified for the outer years of the plan (2030-2035) and the project is identified as not fully funded. In order to legally accommodate the FDOT's intent, the Volusia TPO will need to amend the currently adopted LRTP to move the project up to the current work program time frame and then amend the TPO's Transportation Improvement Program (TIP).

ACTION REQUESTED:

APPROVAL OF RESOLUTION 2012-03 AMENDING APPROVAL OF RESOLUTION 2012-03 AMENDING THE VOLUSIA TPO'S 2035 LONG RANGE TRANSPORTATION PLAN (LRTP) TO ACCOMMODATE I-95 IMPROVEMENTS

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2012-03

RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE 2035 LONG RANGE TRANSPORTATION PLAN (LRTP) TO ACCOMMODATE ACCELERATED IMPROVEMENTS ON INTERSTATE 95

WHEREAS, the Volusia Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and the cities of Beverly Beach and Flagler Beach in Flagler County; and

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, 23 C.F.R. 450.104 provides that the Volusia TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Long Range Transportation Plan (LRTP); and

WHEREAS, the Volusia TPO's adopted LRTP provides for improvements to Interstate 95 in the out years (2030-2035) but has been identified as not fully funded however, the Volusia TPO finds that the above-described project is identified as a priority project in the TPO's adopted 2035 Long Range Transportation Plan; and

WHEREAS, the Florida Department of Transportation intends to amend its Work Program to advance the widening of I-95 from SR 406 in Brevard County to the Brevard/Volusia County Line and, with a contractor bid option, to extend the widening from the Brevard/Volusia County Line northward as far as can be included within the winning contractor's bid, not to extend beyond a point 0.5 mile north of SR 44 in Volusia County; and

WHEREAS, the Florida Department of Transportation has requested the Volusia TPO to amend its LRTP to advance the above described project;

NOW, THEREFORE, BE IT RESOLVED, by the Volusia TPO that the:

1. Volusia TPO's 2035 LRTP is hereby amended as indicated in the attached "Attachment A" and described below:
 - a. 4068698 – I-95 Widening – advance project to the 2010-2015 timeframe; and

2. Chairperson of the Volusia TPO (or her designee) is hereby authorized and directed to submit the FY 2011/12 – FY 2015/16 TIP as amended to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation);
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and
 - e. Florida Department of Economic Opportunity.

DONE AND RESOLVED at the regular meeting of the Volusia TPO held on the 24th day of January, 2012.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

**City of DeLand, Mayor Pro -Tem Leigh Matusick
Chairperson, Volusia TPO**

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia TPO held on January 24, 2012.

ATTEST:

Pamela C. Blankenship, Recording Secretary

MEETING SUMMARY

JANUARY 24, 2012

VI. ACTION ITEMS

- C) REVIEW AND APPROVAL OF RESOLUTION 2012-04 AMENDING THE FY 2011/12 - 2015/16 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) TO ADD I-95 IMPROVEMENTS, A TRANSIT PROJECT AND THREE RAILROAD CROSSING SAFETY IMPROVEMENT PROJECTS, AND TO DELETE THE SR A1A/3rd AVENUE INTERSECTION MODIFICATION PROJECT

Background Information:

This TIP amendment request is to add I-95 improvements, a transit project and three railroad crossing safety improvement projects, and to delete the SR A1A/3rd Avenue intersection modification project in New Smyrna Beach.

ACTION REQUESTED:

APPROVAL OF RESOLUTION 2012-04 AMENDING THE FY 2011/12-2015/16 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AS INDICATED IN ATTACHMENT A

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2012-04

RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2011/12 TO FY 2015/16 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Volusia Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and the cities of Beverly Beach and Flagler Beach in Flagler County; and

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, 23 C.F.R. 450.104 provides that the Volusia TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Transportation Improvement Program (TIP); and

WHEREAS, the Volusia TPO's adopted TIP is required to be consistent with the Florida Department of Transportation's (FDOT's) adopted Five-Year Work Program; and

WHEREAS, the Florida Department of Transportation intends to amend its Work Program to advance the widening of I-95 from SR 406 in Brevard County to the Brevard/Volusia County Line and, with a contractor bid option, to extend the widening from the Brevard/Volusia County Line northward as far as can be included within the winning contractor's bid, not to extend beyond a point 0.5 mile north of SR 44 in Volusia County; and

WHEREAS, the Florida Department of Transportation has requested the Volusia TPO to amend its TIP to include the above described project; and

WHEREAS, the Volusia TPO finds that the above-described project is identified as a priority project in the TPO's adopted 2035 Long Range Transportation Plan; and

WHEREAS, the Florida Department of Transportation has requested the Volusia TPO amend its TIP to add a transit project and certain railroad crossing safety projects, and to remove a certain intersection improvement project.

NOW, THEREFORE, BE IT RESOLVED, by the Volusia TPO that the:

1. Volusia TPO's FY 2011/12 – FY 2015/16 TIP is hereby amended as indicated in the attached "Attachment A" and described below:
 - a. 4068698 – I-95 Widening – add project;
 - b. 4161783 – Section 5307 Fixed Route Bus/Equipment Purchases – add project;
 - c. 4303391 – SR A1A at 3rd Avenue - Modify Approach – delete project;
 - d. 4320531 – FEC RR Crossing Safety Project - Bellevue Av – add project;
 - e. 4320561 – FEC RR Crossing Safety Project - Orange Av – add project;
 - f. 4320571 – FEC RR Crossing Safety Project - Park Av – add project; and
2. Chairperson of the Volusia TPO (or her designee) is hereby authorized and directed to submit the FY 2011/12 – FY 2015/16 TIP as amended to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation);
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and
 - e. Florida Department of Economic Opportunity.

DONE AND RESOLVED at the regular meeting of the Volusia TPO held on the 24th day of January, 2012.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

City of DeLand, Mayor Pro - Tem Leigh Matusick
Chairperson, Volusia TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia TPO held on January 24, 2012.

ATTEST:

Pamela C. Blankenship, Recording Secretary

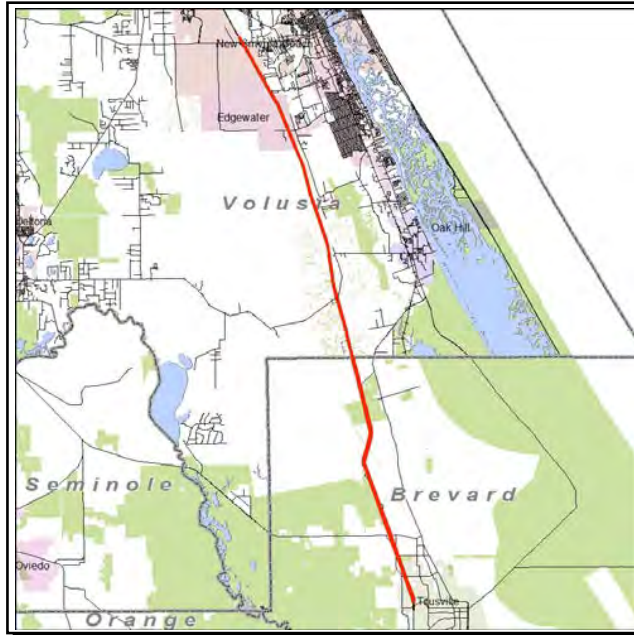
ATTACHMENT “A”

Resolution 2012-04

**Amending the
FY 2011/12 to FY 2015/16
Transportation Improvement Program (TIP)**

January 24, 2012



4068698**I-95 Widening*****add project*****Work Summary:** ADD LANES &
REHABILITATE PVMNT**From:** SR 406 (Brevard County)**To:** 0.5 mile north of SR 44**Trans System:** INTRASTATE
INTERSTATE**Jurisdiction:** Florida Department of
Transportation

Phase	Fund Source	2011/12	2012/13	2013/14	2014/15	2015/16	Total
CST	EBOH	2,916,427	0	0	0	2,100,446	5,016,873
CST	ACNH	61,824,013	0	0	317,376	41,758,370	103,899,759
CST	GMR	3,378,172	0	0	0	0	3,378,172
CST	DIOH	162,152	0	0	0	0	162,152
Total		68,280,764	0	0	317,376	43,858,816	112,456,956

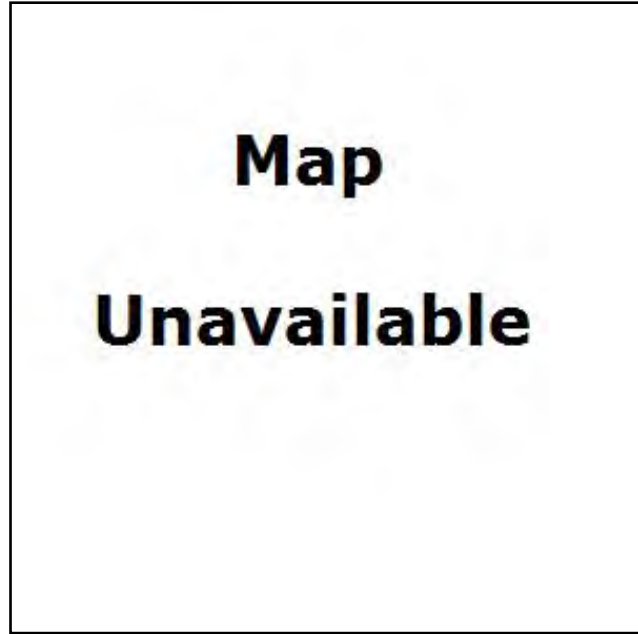
Project Description:

Add two lanes and rehabilitate the existing 4 lanes (6 lanes total). This Design/Build project will include 12.8 miles in Brevard County, with a bid option to include as much of the 16.9 miles in Volusia County as can be constructed within the winning contractor bid. The project will be contractor financed and construction will commence in 2012. The contractor will be reimbursed with future programmed funds as shown. Project length: At least 12.8 miles; as much as 29.7 (depending on how much of the 16.9 miles in Volusia County can be constructed).

4161783

Section 5307 Fixed Route Bus/Equipment Purchases

add project



Work Summary: CAPITAL FOR FIXED ROUTE

From: County-wide

To:

Trans System: TRANSIT

Jurisdiction: VOTRAN

Phase	Fund Source	2011/12	2012/13	2013/14	2014/15	2015/16	Total
CAP	FTA	1,329,232	0	0	0	0	1,329,232
CAP	LF	332,308	0	0	0	0	332,308
Total		1,661,540	0	0	0	0	1,661,540

Project Description: Votran receives Section 5307 funds for transit capital.

4303391

SR A1A at 3rd Avenue - Modify Approach

delete project



Work Summary: INTERSECTION (MAJOR) **From:** SR A1A at 3rd Avenue (New Smyrna Beach)
To:
Trans System: NON-INTRASTATE STATE HIGHWAY **Jurisdiction:** Volusia County & FDOT

Phase	Fund Source	2011/12	2012/13	2013/14	2014/15	2015/16	Total
PE	XU (SU)	0	50,000	0	0	0	50,000
Total		0	50,000	0	0	0	50,000

Project Description:

This project will modify the existing one-way (northbound) approach into a standard two-way street in order to align the intersection and improve traffic operations. The signal will be rebuilt to accommodate the modification. The project will improve operations at the intersection by accommodating two-way traffic on the northbound approach.

4320531

FEC RR Crossing Safety Project - Bellevue Av

add project



Work Summary: RAIL SAFETY PROJECT **From:** at Bellevue Avenue

To:

Trans System: RAIL

Jurisdiction: FDOT

Phase	Fund Source	2011/12	2012/13	2013/14	2014/15	2015/16	Total
CST	EBOH	7,526	0	0	0	0	7,526
CST	RHP	265,000	0	0	0	0	265,000
Total		272,526	0	0	0	0	272,526

Project Description: Flagging, PE, parts, labor and related costs to install flashing lights and gates, generator case and cabinet on FEC Crossing #271944-M at Bellevue Avenue in Daytona Beach.

4320561

FEC RR Crossing Safety Project - Orange Av

add project



Work Summary: RAIL SAFETY PROJECT **From:** at CR-4050 (Orange Av)

To:

Trans System: RAIL

Jurisdiction: FDOT

Phase	Fund Source	2011/12	2012/13	2013/14	2014/15	2015/16	Total
CST	EBOH	9,940	0	0	0	0	9,940
CST	RHP	350,000	0	0	0	0	350,000
Total		359,940	0	0	0	0	359,940

Project Description:

Flagging, PE, parts labor and related costs to install flashing lights and gates, generator case and cabinet on FEC RR Crossing #271939-R at CR-4050 (Orange Av) in Daytona Beach.

4320571

FEC RR Crossing Safety Project - Park Av

add project



Work Summary: RAIL SAFETY PROJECT **From:** at CR-4136 (Park Av)

To:

Trans System: RAIL

Jurisdiction: FDOT

Phase	Fund Source	2011/12	2012/13	2013/14	2014/15	2015/16	Total
CST	EBOH	8,041	0	0	0	0	8,041
CST	RHP	283,120	0	0	0	0	283,120
Total		291,161	0	0	0	0	291,161

Project Description:

Flagging, PE, parts, labor and related costs to install flashing lights and gates, pedestrian gates and generator cases on FEC RR Crossing #271977-A at CR-4236 (Park Av) in Edgewater.

MEETING SUMMARY

JANUARY 24, 2012

VII. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

A) PRESENTATION ON 2011 FEDERAL TMA CERTIFICATION

Background Information:

Mr. Carl Mikyska, FHWA, will present the results of the TMA Certification that the TPO underwent in June of 2011.

The report is enclosed separately for your information.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD



RECEIVED
NOV 02 2011

BY:

Federal Highway Administration

Florida Division Office
545 John Knox Rd, Suite 200
Tallahassee, Florida 32303
(850) 942-9650
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Federal Transit Administration

Region 4 Office
230 Peachtree St, NW, Suite 800
Atlanta, Georgia 30303
(404) 562-3500

October 31, 2011

Mayor Leigh Matusick
Volusia TPO
2570 West International Blvd
Daytona Beach, FL 32114

Dear Mayor Matusick,

As you are aware, the *Transportation Equity Act for the 21st Century* (TEA-21) retained and reinforced the requirements for the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to review and certify the Transportation Management Area (TMA) planning processes at least every three years. The enactment of the *Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users* (SAFETEA-LU) revised the certification cycle to every four years.

The Daytona Beach – Port Orange, FL Transportation TMA is comprised entirely by the Volusia Transportation Planning Organization (VTPO). The recent review of the VTPO's planning process included a site visit conducted by representatives from the FHWA and FTA on **June 28-30, 2011**. Significant time was spent with the VTPO staff, the Florida Department of Transportation (FDOT), and the Volusia County Public Transit System, VOTRAN, to discuss the current status of the TPO's "3-C" planning process. Throughout the site visit, opportunities were also afforded to local elected/ appointed officials and the general public to provide their insights on the TPO's planning process. In addition to assessing the TPO's progress in addressing recommendations from prior certification reviews, the recent site visit focused on the TPO's current and/or future implementation of metropolitan transportation planning requirements.

Enclosed for your consideration is the final *TMA Certification Review Report* for the Daytona Beach – Port Orange, FL TMA which includes the documentation of the various components of the FHWA/FTA certification review for the VTPO. The report provides an overview of the TMA certification process, summarizes the various discussions from the recent site visit, provides a series of review findings and issues the FHWA/FTA certification action.



Mayor Leigh Matusick
October 31, 2011

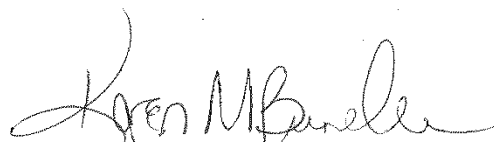
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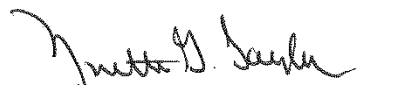
In general, the review determined the continued existence of a "3-C" metropolitan transportation planning process that satisfies the provisions of 23 U.S.C. 134, 49 U.S.C. 1607, and associated Federal requirements. The Federal Review Team noted five corrective actions, four noteworthy practices and identified six recommendations to improve the current planning process of the VTPO.

Based on the overall findings, the FHWA and FTA jointly certify that the transportation planning process of the Daytona Beach – Port Orange, FL TMA substantially meets the federal planning requirements in 23 CFR 450 Subpart C, subject to the VTPO satisfactorily addressing the Corrective Actions stated in this report. The VTPO is encouraged to provide the FHWA and FTA with evidence of satisfactory completion of the corrective actions as soon as they are accomplished. The VTPO's progress in meeting the corrective actions will be monitored during the coming year. This certification will remain in effect until **October 2015**.

If you have any questions regarding the certification review process and/or the *TMA Certification Review Report*, please contact Mr. Carl J. Mikyska at (850) 553-2221.

Sincerely,


for Martin C. Knopp
Division Administrator
Federal Highway Administration


Yvette G. Taylor, PhD
Regional Administrator
Federal Transit Administration

Enclosure: 2011 Certification Review Report for the Daytona Beach-Port Orange, FL TMA / Volusia TPO

cc: Mr. Karl Welzenbach, Volusia TPO
Ms. Parris Orr, FTA (Region 4)
Ms. Yvonne Arens, FDOT (MS-28)
Ms. Iman Ameen, FDOT (MS-21)
Mr. Steve Friedl, FDOT (District 5)
Ms. Mary Schoelzel, FDOT (District 5)



2011 Certification Report

Daytona Beach – Port Orange, FL Transportation Management Area

Volusia TPO

Prepared by:

Federal Highway Administration

Florida Division

Federal Transit Administration

Region 4

October 2011

Executive Summary

Federal Law requires the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to jointly certify the transportation planning processes of Transportation Management Areas (TMAs) at least every four years (a TMA is an urbanized area, as defined by the US Census, with a population over 200,000). A certification review generally consists of four primary activities: a site visit, a review of planning documents (in advance of the site visit), the development and issuance of a FHWA/FTA certification report and a certification review closeout presentation to the Transportation Planning Organization (TPO) governing board.

A joint FHWA/FTA Federal Review Team conducted a review of the Daytona Beach – Port Orange, Florida Transportation Management Area (TMA) with a site visit on June 28-30, 2011. The Daytona Beach – Port Orange, Florida Transportation Management Area consists of the Volusia TPO. Since the last certification review in 2007, this TMA has made improvements to its transportation planning processes as indicated by the noteworthy practices highlighted in this report. This review identified five (5) corrective actions and six (6) recommendations that the TPO needs to consider for improving their planning process.

Based on the overall findings, the FHWA and FTA jointly certify that the transportation planning process of the Daytona Beach – Port Orange, Florida TMA, which is comprised entirely by the Volusia TPO, substantially meets the federal planning requirements in 23 CFR 450 Subpart C, subject to the TPO satisfactorily addressing the Corrective Actions stated in this report. This certification will remain in effect until **October 2015**. The TPO is encouraged to provide FHWA and FTA with evidence of satisfactory completion of the corrective actions as they occur and prior to the noted deadlines. The TPO's progress in meeting the corrective actions will be monitored and evaluated during the coming year.

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Volusia Transportation Planning Organization (TPO)

Section I. Overview of the Certification Process

Under provisions of 23 CFR 450.334 (a) and 49 CFR 613.334 (a), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the planning process of Transportation Management Areas (TMAs) “not less often than once every four years”. This four-year cycle runs from the date of the previous jointly issued Certification report. The primary purpose of a Certification Review is to formalize the continuing oversight and evaluation of the planning process.

A certification review generally consists of four primary activities. These activities include: a “desk audit” which is a review of the TMA’s main planning process documents (e.g. Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP); a “site visit” with staffs from the TMA’s various transportation planning partners (e.g. the Transportation Planning Organization (TPO), Florida Department of Transportation (FDOT), local/regional transit service provider, and other participating State/local agencies), including opportunities for local elected officials and the general public to provide comments on the TMA planning process; the preparation of a “FHWA/FTA TMA Certification Review Report” that documents the certification review’s findings; and a formal Federal Review Team presentation of the review’s findings at a future TPO Board Policy meeting.

The site visit for the Volusia TPO (VTPO) was held June 28-30, 2011, in Daytona Beach, Florida. During this site visit the Federal Review Team met with the staff of the Volusia TPO, the FDOT, the VOTRAN Transit Agency, other partnering agencies, and the public. (See **Appendix A** for a list of review team members and site visit participants and **Appendix B** for the Site Visit Agenda)

The public meeting for this certification review was held on Tuesday, June 28, 2011. The purpose of the public meeting was to inform the public about Federal transportation planning requirements and allow the public the opportunity to provide input about the transportation planning process, more specifically how the process was meeting the needs of the area. Several members of the public attended the public hearing. For those that could not attend the public meeting or who did not want to speak at the public meeting, contact information for the Federal Review Team was provided. Members of the public were given at least 30 days from the date of the public meeting to mail, fax or email their comments; they could also request a copy of the certification review report via these methods. No comments were received by the Federal Review Team other than those at the public hearing. A copy of public meeting announcement is provided in **Appendix C**, the minutes from the public meeting are provided in **Appendix D**.

Section II. Previous Certification Findings Status/Update

The following is a summary of the previous recommendations made by the Federal Review Team to the Volusia TPO, along with the responses that had been provided. The report for the TPO's last certification review was published in October 2007. There were no Corrective Actions.

A. Recommendations:

1. The future need to consider freight movements in planning - It is recommended that for the LRTP Update, the TPO will need to consider freight movements and needs of freight in the overall transportation system.

Response:

The TPO originally stated that they do not have freight in the area and therefore freight planning is not done. Later in discussions with TPO staff, the Federal Review Team learned that the TPO had partnered with the county to conduct a freight movements study. This effort produced a truck route plan and sample ordinance to better control the flow of freight activity in and through the area. The plan mostly addressed operational issues such as signage, weight restrictions and design issues, such as turning radii and lane width. In order to better understand the needs of the freight community the plan development process involved holding a meeting for stakeholders and establishing a stakeholder group which identified deficiencies in the system. Most deficiencies were on county roads. This effort was completed in 2009.

The Federal Review Team is continuing this recommendation in this certification review.

2. SAFETEA - LU – The TPO is recommended to review their documents and make sure each is ready for the requirements of the new transportation planning requirements.

Response:

The TPO reviewed their documents and transitioned from the requirements of TEA-21 to the requirements of SAFETEA-LU.

Section III. Boundaries and Organization (23CFR 450.310, 312, 314)

A. Description of Planning Area

The VTPO Planning area encompasses approximately 1,437 square miles, including all of Volusia County and two cities in Flagler County –Flagler Beach

and Beverly Beach. Two urbanized areas lie within the Planning Area: 1) the Daytona Beach/Port Orange Transportation Management Area (including all or parts of Beverly Beach, Daytona Beach, Daytona Beach Shores, Edgewater, Flagler Beach, Holly Hill, New Smyrna Beach, Oak Hill, Ormond Beach, Ponce Inlet, Port Orange, and South Daytona) and 2) the Deltona Urbanized Area (including parts of DeBary, DeLand, Deltona, Lake Helen and Orange City).

The Atlantic Ocean forms the eastern border of the VTPO's Planning Area. Brevard County abuts to the south and is fully included within the Space Coast TPO. Seminole County and Lake County abut to the west. Seminole County is fully included in the MetroPlan Orlando MPO. Lake County is fully included in the Lake-Sumter MPO. Flagler County and Putnam County abut to the north. As noted above, a small part of Flagler County (Beverly Beach and Flagler Beach) is included in the VTPO Planning Area. The remainder of Flagler County and all of Putnam County are not part of a MPO. Flagler County includes the Palm Coast area which will likely show a population in excess of 50,000 when the 2010 Census report of urbanized area population is released in 2012. This may affect the boundaries of the Volusia TPO and staff has been working with Flagler County to prepare for the likely establishment of an urbanized area in Flagler County.

B. Metropolitan Planning Organization Structure

The members of the TPO board consist of elected representatives from all eighteen jurisdictions. The board itself consists of 19 voting members, capped by state law, with the following distribution:

- Volusia County – six seats and therefore six votes
- Each of the 10 major cities (defined as population > than 10,000) has one seat and one vote. The major cities consist of Daytona Beach (the identified Central City), Deltona, DeLand, Ormond Beach, Holly Hill, South Daytona, Port Orange, New Smyrna Beach, Edgewater, and Orange City.
- The smaller cities are divided into three voting blocks, each with one vote: (1) Flagler Beach and Beverly Beach; (2) Ponce Inlet, Oak Hill and Daytona Beach Shores; (3) Pierson, Lake Helen and DeBary.

The Area transit agency is VOTRAN. VOTRAN is an arm of the Volusia County Government, as is the Daytona International Airport. Both entities are represented by the six County seats on the board.

The TPO has four (4) committees which address specific modal areas and/or provide expertise to the VTPO Board through their committee structure. There are also a number of sub-committees for specific annual, bi-annual and other

periodic tasks of the VTPO. The committees of the VTPO are as follows:

- Technical Coordinating Committee (TCC)
- Citizens Advisory Committee (CAC)
- Bicycle/Pedestrian Advisory Committee (BPAC)
- Transportation Disadvantaged Local Coordinating Board (TDLCB)

The sub-committees are as follows:

- Transportation Improvement Program (TIP)
- Long Range Transportation Plan (LRTP)
- Unified Planning Work Program (UPWP)
- Bylaws
- Mobility Plan
- Legislative Issues
- Budget/Personnel
- Communication

Staffing at the TPO is very stable and employees tend to be either long term employees or are former employees who have left for other opportunities and returned to work at the TPO.

C. Agreements

Most agreements are in place and are current. The Memorandums of Agreement between the TPO and the following areas should be reviewed for relevancy: Daytona Beach, DeLand, Ormand Beach, and New Smyrna Beach. The Federal Review Team observed that these four agreements are all ten years old and may need to be updated to reflect new responsibilities, changed requirements in law and simply to reference the current planning organization, Volusia TPO. The current agreements all refer to the Volusia County MPO.

Recommendation: The Federal Review Team provided one recommendation related to the VTPO agreements. For more details of this recommendation, please see Section XII.

Section IV. Scope of the Planning Process (23 CFR 450.306)

A. Transportation Planning Factors

23 CFR 450.306 requires that the metropolitan transportation planning process explicitly consider and analyze a number of specific planning factors that reflect sound planning principles. The VTPO has addressed the required planning

factors throughout the planning process and in the development of transportation planning products such as the Long Range Transportation Plan (LRTP), Transportation Improvement Plan (TIP) and Unified Planning Work Program (UPWP). The section of this report relating to the LRTP demonstrates the TPOs consideration of the eight planning factors.

B. Air Quality

The VTPO is currently in an attainment area for Air Quality. Although an attainment area, the TPO has been monitoring the changes proposed by United States Environmental Protection Agency (USEPA) for ground level ozone. However, as the TPO has the lowest monitor readings in Florida, the staff has expressed confidence that they are not likely to become a non-attainment area.

C. Bike and Pedestrian Planning Activities

The Volusia TPO expends 30% of their Surface Transportation Program – Local funds, known in Florida as XU funds, on non-motorized transportation. Of that 30%, the TPO expends 50% on feasibility studies. The TPO has identified areas where there are issues with Bike/Pedestrian projects and began addressing these problem areas. The primary issue had been with estimating costs and timing of projects. Through a careful review of proposed projects, the VTPO has been able to assist local project sponsors in establishing accurate project costs. The result has been better programming of funds by having much greater accuracy in the cost and time estimates. The VTPO has also assisted local project sponsors in the administrative process of implementing projects which has resulted in the overall timeframe being condensed by several years. This better programming and streamlining of the process has resulted in greater project consistency and reduced timeframes on Bike/Pedestrian projects. What used to take seven to twelve years to implement now takes one to three years. The system works so well, other MPOs in Florida have begun using the Volusia TPO's system.

The TPO conducted a gap analysis of missing links in the bike network and also conducted a site review of all schools within the TPO planning area. The TPO sees their role as a resource to local communities and these two efforts were part of establishing that role. The TPO is also providing technical assistance to local communities, especially the smaller ones that cannot afford to have technical resources on their staff.

The TPO provides bike safety training to a variety of audiences in the planning area and one of their products, a bike and pedestrian safety video, won a Bronze Telly Award in the safety category. The award is quite prestigious, with over 13,000 entries from all 50 states and 5 continents. The TPO also offers bicycle

safety training workshops and distributes free bicycle helmets. Over the past six years, the TPO has distributed over 4,000 helmets. Based upon the number of helmets distributed, this effort has been very successful. The Federal Review Team noted this in the previous certification review report and is pleased to see this successful activity continuing.

The BPAC at Volusia TPO is very active and achieves near 100% attendance from its members. This is primarily due to the fact that the BPAC programs the 30% of XU funds allocated to non-motorized modes. During the time between certification reviews, the federal review team staff attended multiple BPAC meetings and found the membership to be very active and enthusiastic. The TPO provides organization and support to the BPAC and seems to have forged a very positive relationship with the BPAC committee. The BPAC committee is active in making comments on the PD&E phase of projects. The committee identified issues with a project proposed for A1A. The FDOT did a walk-through on US1/A1A and corrected every issue identified by the TPO staff and the BPAC committee. The partnership between the BPAC, the FDOT and TPO has proven to be beneficial to the public at large.

Since the last certification review, the TPO has produced, through the BPAC, a bicycle map. It is nicely detailed and is printed on a durable, water-resistant print stock which is sensible because bike maps are commonly carried by cyclists and are frequently referenced. The pattern of use by cyclists and the elements which bike maps are exposed to usually wears out paper maps, the material used by VTPO should help to increase the life expectancy of the bike maps. While the choice of print stock was controversial at the time, the decision was a sound one and the federal review team commends the TPO for thinking about the needs of end users.

Noteworthy Practice: The Federal Review Team commends the TPO staff for their efforts related to the BPAC. For more details about this noteworthy practice please see Section XII.

D. Transit

VOTRAN is the transit provider for Volusia County, Florida and is a department of the Volusia County government. Transit policy decisions are made by the Volusia County Council. VOTRAN provided 3.4 million annual unlinked trips and 20.7 million passenger miles according to National Transit Database for 2009.

VOTRAN is an active participant in regional transportation planning, development of the Long Range Transportation Development Plan, UPWP, and TIP as well as TIP and Statewide Transportation Improvement Plan (STIP) updates. By state

law, VOTRAN participates in creating Transit Development Plans with a 10 year horizon, with annual and five year update cycles.

VOTRAN, in coordination with the Volusia TPO, is currently working to develop the 2012/2021 Transit Development Plan (TDP) Major Update and the 2012 Transportation Disadvantaged Service Plan (TDSP) Update. The ten-year TDP is a strategic guide for public transportation in the community. The plan represents the transit agency's vision for public transportation in its service area during the ten year time period. The TDSP identifies the transportation needs of the elderly, individuals with lower incomes, and individuals with disabilities

The Volusia TPO employs a transit planner that is housed at the public transit system's office and acts as a liaison and go between who understands the inner workings of both the TPO and VOTRAN. The transit planner is key to ensuring information flows between the TPO and the transit operator. In addition, the Assistant General Manager (AGM) in charge of planning efforts for VOTRAN is an appointed member for each of the TPO advisory committees and also served on the LRTP Subcommittee. The TPO transit planner and VOTRAN AGM routinely collaborate in identifying planning needs, developing and issuing requests for proposals, selecting consultants and managing projects.

The lack of a dedicated revenue stream for mass transit has limited the ability to plan for expansion of service in the future. However, public input as well as direction from the TPO advisory committees indicated a desire to develop a more comprehensive mass transit system. Various elements of the 2035 LRTP, when combined over the short and long term, develop a cohesive, multi-modal transportation system. The Goals developed at the beginning of the planning process make clear the TPO's support for a transportation system that offers legitimate trip making choices. In the short range, the LRTP identifies programs and policies that promote and encourage bicycle and pedestrian facilities and improved safety. The transit section identifies planning studies and activities that seek to enhance transit service throughout the community. In the long term, the plan seeks to include a dedicated revenue stream to support an expanded and progressive mass transit system including bus, bus rapid transit and rail options.

E. Intelligent Transportation Systems (ITS)

The Volusia TPO had the first ITS architecture in Florida and the commitment to ITS is still demonstrated through the TPO's policy of expending 40% of their XU funds on ITS/Operations/Safety projects. The TPO has partnered with FDOT to advance ITS in the region. Through this partnership they recently completed the "ITS triangle", which is an all fiber-optic network that runs along I-4 to State Route 528 to I-95 and back to I-4. This network goes to the Emergency Operations Center and to VOTRAN as well as the Automated Traffic

Management System. VOTRAN has Automatic Vehicle Locators (AVL) and cameras on all their buses and is looking to install intelligent bus signs in the near future.

The TPO has, in the past, assisted in paying for traffic signalization where it has not existed previously and has assisted in paying for LED signal conversions. The TPO has looked into establishing signal pre-emption for emergency vehicles and found that a problem would be trying to figure out how to keep emergency vehicles from crashing into each other at intersections when they are traveling on perpendicular routes. This idea is still being reviewed; as the primary need is to establish priority routes for emergency vehicles.

The ITS architecture covers all of FDOT District 5 and is managed by FDOT. This architecture includes the Volusia TPO planning area. The ITS system includes variable message signs on the state routes and all of the interstates. Volusia TPO continues to support the ITS efforts and is partnering with other entities in the region to advance ITS projects.

F. Freight Planning

The TPO was advised in their last certification review that they needed to include freight issues in all of their planning documents. Since the last certification review, the TPO partnered with the county and conducted a Freight Movements Study. The study was intended to provide data for the county initiative to institute a local truck ordinance to keep heavy trucks off the local roads. As part of this study a stakeholders group comprised of local governments and businesses with significant fleets identified deficiencies in the roadway system in the metropolitan area.

A large national retailer is installing a freight distribution center on US17 in Putnam County, Florida. Staff expects that this will increase truck traffic on US17 as the truck traffic connects to Interstate 95 in Volusia County. This is a growing issue for the county and legal battles are underway between Volusia County and Putnam County. Volusia County is expecting to receive significant traffic impacts from the development in Putnam County and is attempting to find relief in the legal system.

Staff also identified three main routes where trucks are traveling and they are aware of the destinations and origins of truck traffic within the TPO boundaries. Communities have come to the TPO to develop a livable communities streetscape, FDOT does not want to constrain traffic capacity. Since many routes go through downtowns of communities, the competing interests of livable communities and traffic capacity is a challenge for the TPO to address.

In regards to addressing freight issues, TPO staff prefers to focus on things they can change and not on items they have no control over. They feel they do not have freight issues in the Volusia TPO area and that decisions related to freight movements are primarily made by the freight providers, not transportation planners. The Federal Review Team suggested that the TPO continue trying to engage the local freight providers with the intent of educating the freight community about the planning process and how they can participate. It was also discussed how some other MPOs have worked with the local freight providers to find “quick fixes” in the short term to help demonstrate the value of the freight communities’ participation and partnering in the process.

The TPO did not involve the stakeholders group from the freight study to participate in the recent update to the LRTP. While the TPO’s efforts to address freight since their last TMA Certification have increased, the effort to include the freight community in the TPO’s plans and processes can still be improved. The TPO is encouraged to work with FDOT and local communities to create freight mobility while working to create livable communities streetscapes. The Federal Review Team suggested that technical assistance related to freight is available to the TPO in the form of FHWA one day freight seminars and workshops as well as on-line training.

Recommendation: The Federal Review Team provides one recommendation related to freight in the planning process. For more details of this recommendation, please see Section XII.

G. Security Considerations in the Planning Process

During the review, the TPO indicated that as a transportation planning agency, the TPO’s ability to control intentional harm to the transportation system is limited. The TPO Long Range Transportation Plan contains Goals and Objectives as well as Livability Principles that address the need for a safe and secure transportation system.

The Federal Review Team is pleased that the TPO included the Volusia County Emergency Operations Center (EOC) as a member of the TPO’s TCC. The TPO’s transit partner, VOTRAN, trains their drivers in bus/passenger security measures.

The TPO has a Continuity of Operations Plan (COOP) and stores its daily updated data offsite. The COOP was approved in November 2005 and has not been updated. The TPO staff are all capable of teleworking should the TPO offices be impacted by an event and a secondary COOP site has been secured for the TPO’s Chief Financial Officer at MetroPlan Orlando. The Federal Review

team discussed and gave examples of how other MPOs have been addressing their role in security and also the security connection with freight.

Recommendation: The Federal Review Team provided one recommendation related to security. For more details of this recommendation, please see Section XII.

H. Safety Considerations in the Planning Process

Safety has been and continues to be a primary concern for the Volusia TPO. Over the past ten years, the Volusia TPO has expanded their role in safety related activities and initiatives to include the following:

- School Safety Studies – The TPO analyzed the 2-mile radius “walk zone” around all of the elementary and secondary schools in Volusia County and developed, in coordination with the Volusia County School Board and the local municipalities, an improvement program to address any identified gaps and shortfalls in pedestrian and bicycle facilities.
- A set aside of 40% of the TPO’s XU funds for ITS/Traffic Operations/Safety to promote roadway, sidewalk and traffic operational improvements that can be implemented in the short-term (i.e. one to two years) and reduce auto/auto, auto/pedestrian, and auto/bicycle incidences. Safety comprises 15% of the decision criteria in the project ranking/selection process.
- Safety promotional activities such as bicycle and pedestrian safety programs and promotions for school age children in grades K-5. Additionally the TPO fits and distributes bicycle helmets for children at multiple events across the county throughout the year.
- Development of a safety video and public safety announcements, in coordination with FDOT and Daytona State College, of bicycle and pedestrian safety issues which are designed to educate children in grades K-5. This video is available on the TPO’s website and is also aired on many of the local governments’ access stations.
- Participation with the Volusia County Traffic Engineering Department on the development of a traffic incident safety database to assist in identifying those roadway segments and intersections with the highest number of incidents so that the TPO can prioritize these particular areas when developing the listing of priority projects.
- Participation in the FHWA PLANSafe beta testing. VTPO agreed to use a production version of a software, and provide feedback to the software developers. The PLANSafe software allows users to analyze the safety

improvements that can be achieved on a specific facility through changes to the roadway and traffic control devices.

- Active participation in the east and west Community Traffic Safety Teams (CTSTs) with whom the TPO has coordinated activities to promote motorcycle safety at Biketoberfest and Bike Week in Daytona Beach.

The VTPO's safety efforts are consistent with the Florida Strategic Highway Safety Plan and the selection of projects to go into the TIP are evaluated using the Florida High Crash List. If a project is on the High Crash List, the potential project will receive priority points to help it rank above other projects. **FEDERAL TEAM – check consistency of the LRTP with the SHSP**

Section V. Unified Planning Work Program (23 CFR 450.308)

At the time of the Federal Review Team's site visit (June 2011), Volusia TPO had adopted their most recent Unified Planning Work Program (UPWP) on April 27, 2010 and amended it for the next fiscal year on April 26, 2011. The Volusia TPO FY 2010/11 – 2011/12 UPWP covers transportation planning activities/products for two fiscal years and contains sufficient description of the costs and activities the TPO plans to complete. The UPWP is developed through the UPWP subcommittee whose membership is comprised of representatives from all the TPO advisory committees as well as VOTRAN and the FDOT. Once developed, the draft document is reviewed by all the advisory committees and the TPO board. The public is provided an opportunity to review and comment on the draft through the TPO's website.

Section VI. Interested Parties (23 CFR 450.316)

A. Outreach and Public Participation

(Please note: for purposes of this report the terms Public Participation Plan and Public Involvement Plan are used interchangeably)

The Volusia TPO recently completed the update to their 2035 Long Range Transportation Plan (LRTP). This plan represented a significant public outreach effort. During the plan development, the TPO held 13 "Make Your Mark" events, made presentations to over 65 committee and board meetings, conducted two transportation surveys, published numerous press releases and was the subject of news media coverage on multiple occasions. The TPO also engaged the public through the internet during this effort. During the site visit, the TPO staff referred to a Public Involvement Plan (PIP) that was specifically intended for the LRTP. Volusia TPO drafted a separate PIP for its LRTP, a meaningful document that captured robust public involvement. However, this document remains in

draft form while outreach activities have already been completed. This leads the Federal Review Team to conclude that there was a specific set of outreach activities intended for the LRTP effort, but it was not made available to the public nor agreed upon by the TPO. However, there appears to have been a concerted and organized effort to engage the public through specific activities and strategies which appear to have worked very well.

Volusia TPO last updated its Public Involvement Plan (PIP) in 2007 and the Review Team does not believe that the document is reflective of the TPO's current practices. For example, the TPO has not published a biannual newsletter in approximately three years, something required by the PIP. Further, the PIP references a mailing list of 1400 addresses, though this number has not been updated since the publication of the PIP. TPO staff explained that many items that are no longer being done primarily due to the departure of key public involvement staff. New staff has taken on other outreach activities, but these changes have not been reflected in the PIP. Volusia TPO is also using social networking and other outreach activities that do not appear in the PIP. The TPO needs to update its PIP to reflect current practices. The TPO is reminded that any revision or new adoption of a PIP requires a 45 day public comment period per 23 USC 450.316(3). While the TPO is free to develop separate strategies for its various planning documents, they should be consistent with the overall PIP and adopted by the Board. The PIP must also include measures of effectiveness that the TPO is using to assess its public involvement.

Generally, the TPO does a good job of reaching out to the public and in designing products that are easy for the public at large to consume. The attention given to formatting the various documents is obvious and the effort put forth by the TPO staff is commendable. Particularly impressive is the outreach achieved through the bicycle safety efforts.

Corrective Action: The Federal Review Team provided one corrective action regarding public involvement. For more details about this corrective action, please see Section XII.

B. Tribal Coordination

There are no federally recognized tribes located in this area that require formal coordination with the TPO.

C. Title VI and Related Requirements

The Review Team was impressed with Volusia TPO's commitment to service. The TPO makes efforts to provide its service population and municipalities with usable information and tools to enhance project planning and development.

Several good examples include Volusia TPO's creation of the Online Interactive TIP, now used in many other locations; its online data library that seeks to provide usable reports and data generated from multiple surveys and other sources; and the expansion of the community 'strings and ribbons' workshops for the LRTP to gather realistic, documented priority lists, complete with funding sources and local income streams. The TPO has also worked with FDOT to obtain LAP certification in order to assist smaller communities in applying for project funding for which they would ordinarily be a challenge.

While Volusia TPO has a Title VI Complaint Filing Procedure, it lacks a nondiscrimination policy statement and a designated Title VI Coordinator, required by 23 CFR 200.9(b)(1) and 49 CFR 21.9(d). Volusia TPO must develop a Title VI policy encompassing the enumerated protected classes as well as those covered by like and related federal laws. The TPO must also designate a Title VI Coordinator who has 'easy access' to the head of the TPO. Both the policy and the coordinator's information should be posted for the public on the TPO's website and in other, non-electronic venues. Once in place, VTPO will also need to regularly review its nondiscrimination policies and procedures for compliance and ensure that staff is adequately trained in implementation of the Title VI program.

Volusia TPO was able to share a number of documents and initiatives in place to assist the area's Limited English Proficiency (LEP) population, largely Hispanic. This included surveys, project information, safety outreach and other activities targeted at and inclusive of the Spanish speaking community. However, Volusia TPO has not developed a written LEP plan using the required four factor analysis as specified by Executive Order 13166, the Department of Justice LEP Clarification Memorandum, and the US DOT Federal Register guidance Vol. 70, No. 239, issued 12/14/2005. Volusia TPO must analyze the area demographics; both its contact and likelihood of contact with LEP individuals; the importance of its programs and services; and the resources available to it, and then develop a plan that lists the services it must provide and how it will provide those services. Volusia TPO must regularly revisit and update the plan if necessary, so that the area's changing LEP needs are met.

The TPO understands the importance of community outreach, especially to underrepresented populations. One good example is the TPO's focus on the disabled community. Not only do the TPO's committees contain disabled representation, the TPO has forged strong relationships with disability service providers and other stakeholders. However, the Review Team did not discover similar focus on the area's minority communities which are a large community within the TPO. The TPO has no minority representation on its BPAC or CAC. To the extent that committees are used, efforts should be made to make them representative. The TPO should encourage appointing officials to consider

minority representation when seats become vacant. The TPO should also conduct outreach to Minority Institutions of Higher Education (such as Bethune Cookman College), and develop relationships with minority business, social and faith based groups.

Noteworthy Practices, Recommendation and Corrective Actions: The Federal Review Team provided two noteworthy practices, one recommendation and two corrective actions related to Title VI. For more details on these findings, please see Section XII.

Section VII. Linking Planning and Environment (23 CFR 450.318)

All projects included in the 2035 LRTP are submitted for review through the Efficient Transportation Decision Making (ETDM) Process. ETDM provides FDOT, environmental agencies and the public the opportunity to participate in the early stages of transportation projects to determine potential environmental effects. This allows Volusia TPO to identify potential issues of concern, address them earlier, refine future studies, and ensure consideration of the human, natural and physical environments. **FEDERAL TEAM – does the LRTP discuss Environmental Mitigation?**

Section VIII. Long Range Transportation Plan (23 CFR 450.322)

Volusia TPO recently completed an update of their Long Range Transportation Plan (LRTP) and formally adopted it in September of 2009. The full plan is not yet available and only a summary document was available for the Federal Review Team to review. Because the documentation of the efforts undertaken in the development of the plan was not published at the time of the site visit, the Federal Review Team could not determine if all the planning requirements contained in 23CFR450.322 were met by the VTPO.

The Volusia TPO 2035 LRTP incorporates the planning factors into the Goals established for the LRTP as well as in various activities and sections of the report. Five Goals were adopted for the 2035 LRTP. The planning factors were considered in the LRTP through the goals, alternatives and project screenings.

All projects included in the 2035 LRTP are submitted for review through the Efficient Transportation Decision Making (ETDM) Process. This aspect of the LRTP is discussed in more detail in the Linking Planning and Environment section of this report.

The Volusia TPO's 2035 LRTP used as a base line vision the region's "How Shall We Grow?" vision that was developed over a two year period and included such aspects as land use, transportation corridors, conservation initiatives, education, and economic growth. For future year growth, two strategies were considered for developing and assigning future year population and employment data. The two land use strategies were intended to encourage local partners to develop a plan that responded to the adopted visions for their communities in 2035 rather than what the previous trends have been. In the end, the TPO agreed to use an accommodated model that was primarily based upon the Future Land Use Allocation Model assignments.

The concept was also promoted through the Make Your Mark outreach effort in 2035 planning activities. During each session, participants were grouped into teams of 6-8 members and each team was given a map representing the transportation system planning area. The maps included the boundaries for each municipality, known or anticipated Developments of Regional Impacts (DRI's), and an environmental overlay map as approved for Volusia County. Maps also included the existing transit routes and roadways by number of lanes as well as any roadway projects fully funded for construction. Teams were asked to assign a population of roughly 200,000 new residents throughout Volusia County (the estimated growth between the current year and 2035). Staff clarified that the population should be placed where the participants believe growth should be encouraged (or indicate where it should be discouraged) not where they think future development has already been planned. The intention behind this effort was to help participants consider the impacts of urban sprawl verses infill development and to make a connection between developing a transportation network that would support expected growth and development.

The financial aspect of the plan (revenues and costs) was primarily derived from the "2035 Revenue Forecast Handbook" issued by the FDOT in May 2008. A more detailed discussion of this aspect of the plan is presented in the Financial Plan/Fiscal Constraint section of this report. Three projects included in the Volusia TPO 2035 LRTP included financial contributions by private developers: US 92, SR 40 and the Interchange at I-95 and US-1. The Volusia TPO adopted a formal policy for considering amendments to the LRTP that requires a valid and verifiable revenue source be identified to support project additions.

Modeling efforts were handled using consultants. The modeling effort/contract was led by FDOT with input from the TPO staff because the model covered more than just the VTPO planning area. A VTPO subcommittee comprised of members from the TCC, CAC, BPAC and TDLCB were involved in the detailed data review and development of the modeling of the LRTP. Key activities such as providing direction for the approach for future land-use, the review of the socio-economic data sets and reviewing model outputs were also brought before

the Advisory Committees and Board. A more detailed discussion of this aspect of the plan is presented in the Travel Demand Modeling/Data section of this report.

Socio-economic Data was developed independently by two consultants and distributed using two land-use allocation strategies. These were reviewed in detail by TPO staff and local government representatives. Population forecasts were based on Bureau of Economic and Business Research at the University of Florida estimates and employment estimates utilized Woods and Poole data. All information was reviewed and approved by Volusia TPO advisory committees and Board.

Recommendation and Corrective Action: The Federal Review Team provided one recommendation and one corrective action related to the Long Range Transportation Plan. For more details about these findings, please see Section XII.

A. Travel Demand Modeling/Data

Modeling efforts were handled through a regional approach that involved the FDOT and all Central Florida MPO's/TPO's and Counties. Working together and utilizing a series of consultants, a base year model was calibrated and validated and future scenarios were evaluated including, an Existing plus Committed (E+C) transportation network, 2 transportation plan alternatives and a final, cost feasible output was generated. Screen lines and cut-lines were used to balance the model.

The regional model, called the Central Florida Regional Planning Model, version 5.0 (CFRPM5.0), was developed, reviewed and used by the following TPO/MPOs in District Five to update their respective plans: Space Coast TPO, Lake-Sumter MPO, Ocala/Marion TPO, and the Volusia TPO. Flagler County, though not part of an MPO, also participated in the process. Additionally, MetroPlan Orlando was an active participant in the validation process, working cooperatively to incorporate their independent model data into the CFRPM v5.0. This collaborative approach ensured regional and state priorities were well represented.

For Volusia County, the CFRPM v5.0 has 3,331 Links and 1,052 Traffic Analysis Zones (TAZs). This total is up from 729 TAZs in the previous model and is the result of a detailed effort to revise and update the model inputs. For transit, the modeling process included the existing transit service in the base year and E+C network models and the proposed service for each of the alternatives as well as the cost feasible 2035 LRTP that was adopted by the Volusia TPO Board.

The light truck trips in the CFRPM v5.0 are assumed to be equal to the 4-wheeled truck trips, while heavy truck trips are assumed to be equal to the sum of single-unit truck trips and combination tractor-trailer trips. The following input variables are used in the CFRPM v5.0 truck application:

- Industrial Employees;
- Commercial Employees;
- Service Employees; and
- Households.

From interviews with the VTPO staff, the Federal Review Team determined that the model was used to develop the LRTP.

B. Financial Plan/Fiscal Constraint

The financial plan for the 2035 LRTP includes forecasts of future revenues and is in the Year Of Expenditure (YOE) format, which was designed by FDOT in conjunction with Metropolitan Planning Organization Advisory Council. The projects in the cost feasible list of the LRTP are aligned with revenues. Therefore, the LRTP is fiscally constrained. TPO staff shared their compliments with FDOT for creating a universal YOE approach for all Florida MPOs. Staff also noted that YOE is very confusing to the general public and that it created difficulties in the public involvement process.

During the development of the LRTP, public input as well as direction from the TPO advisory committees indicated a desire to develop a more comprehensive mass transit system. The Long Range Plan does assume a ½ cent tax increase will be in place by 2016 and the plan does recognize that the increase in revenue is dependent upon a voter referendum. The VTPO Board directed staff to develop a plan including the ½ cent tax increase based on a previous voter referendum supporting a Charter County. This increase will be primarily used to fund the expansion of public transportation.

There are a number of financial checks that take place during the interaction of FDOT and the TPO. These are in place by design and are intended to insure that FDOT does not spend more than they have available. Since money flows from FDOT to the TPO, this system of checks and balances has the added benefit of keeping the financial systems of the TPO in check.

Section IX. Congestion Management Process (CMP) (23 CFR 450.320)

A Congestion Management Process (CMP) was established several years ago and has not been updated. During the site visit, staff made the statement that

since none of the projects selected through the use of TPO's roadway funds are capacity improvements and with changes to the state growth management laws, there is no need for a CMP. While the federal review team commends the TPO on its efforts to develop projects that are targeted at making transportation a quality of life issue, the Team respectfully disagrees that the TPO does not need a CMP.

The TPO spends a good deal, but not all, of their STP Urban Attributable (XU) funds on ITS projects which are generally congestion reduction projects. Approximately 40% of the VTPO's XU funds go to traffic management and ITS projects, 30% go to public transportation and the remaining 30% of XU funds go to non-motorized projects. Also, the coordinated traffic counting and transportation database management tasks are critical criterion in the project priority process. The executive summary of the TIP clearly states that the outputs of the CMP are used in the project selection process and are used to help establish the region's priorities. It was apparent to the Federal Review Team during the desk audit and throughout discussions during the site visit that the TPO incorporates the different elements of the CMP throughout their analyses and planning processes. However, the formalized document has not been updated since 2005.

Recommendation: The Federal Review Team provided one recommendation related to the CMP. For more details about this recommendation, please see Section XII.

Section X. Transportation Improvement Program (TIP) (23 CFR 450.324, 326, 328, 330, 332)

The Volusia TPOs TIP serves as a financially feasible program of improvements for all modes of travel within the planning area. The document includes projects for highways, sidewalks, transit improvements, bicycle facilities, and transportation enhancement activities to be funded by Title 23USC and the Federal Transit Act, including all regionally significant transportation projects for which federal action is required. The TIP is developed in coordination with the FDOT and local transportation providers including VOTRAN. FDOT and VOTRAN are responsible for providing the TPO with estimates of available federal and state funds. The Volusia TIP is a five year document. The Federal Review team, as well as 23 CFR 450.324 only consider the first four years as the TIP, and the fifth year for informational purposes only.

Additionally, for programming in the TIP, the TPO takes its XU (STP-Local) funds and splits them between Bike/Pedestrian activities, ITS/Traffic Operations projects and Transportation Enhancement projects.

The TIP includes sections devoted to changes in regionally significant projects as compared to the previous TIP as well as the scoring methodology used to select projects for inclusion in the TIP. The TPO issues a request to its members, through the Technical Coordinating Committee, for information regarding other non-federally funded, regionally significant transportation projects that should be included in the TIP. The TIP is reviewed by each advisory committee over the span of several meetings, each with public notice, prior to a public hearing and final adoption by the board.

Noteworthy Practice and Corrective Action: The Federal Review Team provides one noteworthy practice and one corrective action related to the TIP. For more details about these findings, please see Section XII.

Section XI. Regional Coordination

When the Federal Team arrived at this section of the site visit, the staff from FDOT, District 5 started the comments and shared that Volusia TPO has been a very good partner to the District office. Overall the comments from FDOT and the VTPO indicate a very good, collaborative working relationship.

TPO and District staff have been impressed with the BPAC and CAC committees and their ability to think regionally, not just of individual members parochial interests. Specifically mentioned by the TPO and FDOT was the quality of the questions asked by committee members. The depth of the questions demonstrates that the members understand the process and thus are effective in their roles. Both TPO and District staff expressed their impression that the committees have made a practical difference.

The Volusia TPO has been coordinating with the MetroPlan Orlando MPO since 1997. What started out as the Volusia/ Orlando Alliance has expanded to include four other MPOs (Lake-Sumter MPO, Polk TPO, Ocala/Marion County TPO, and the Space Coast TPO), now known as the Central Florida MPO Alliance (CFMPOA). Volusia TPO is a faithful attendee of the Alliance meetings and a frequent contributor. The Federal Review Team has observed since the last certification review site visit that the TPOs and MPOs in District 5 work well together and communicate with each other frequently. The level of cooperation and communication makes for more effective planning.

Section XII. Findings/Conclusions

The following items represent a compilation of the findings that are included in this 2011 certification review report. These findings, which are identified as noteworthy practices, corrective actions and recommendations, are intended to not only ensure continuing regulatory compliance of the Volusia TPO transportation planning process with federal planning requirements, but to also foster high-quality planning practices and improve the transportation planning program in this TMA. Corrective Actions reflect required actions for compliance with the Federal Planning Regulations and must be completed with the time frames noted. Recommendations reflect national trends and best practices, and are intended to provide assistance to the TMA to improve the planning process.

A. Noteworthy Practices

- 1. Bicycle and Pedestrian Advisory Committee:** The Federal Review Team commends the TPO staff for their efforts related to the BPAC. The membership is very active with the committee and meetings are well attended. The VTPO has encouraged participation by giving the committee the authority to program XU funds on bicycle and pedestrian projects.
- 2. Title VI and engaging smaller communities:** The Volusia TPO has made a strong commitment to providing services to the area that are designed to make transportation planning more effective and more relevant. This is exemplified in the TPOs effort to obtain LAP certification in order to assist and partner with smaller communities in applying for project funding for which they would ordinarily be a challenge.
- 3. Engagement of the disabled community:** The TPO has done a great job of engaging, and partnering with, the disabled community and TPO's committees contain disabled representation. The TPO has forged strong relationships with disability service providers and other stakeholders. This has resulted in an effective planning process which considers the needs of the disabled community.
- 4. Ease of use of the TIP:** The Volusia TPO TIP is very user friendly and is designed in a format that is very easy to read and understand. The inclusion of the scoring system used for project selection using the XU funds is also commendable. Overall, it is a very well designed and thought-out document.

B. Corrective Actions

- 1. Public Involvement Plan:** In the review of the TPO's Public Involvement Plan the Federal Review Team noted that the current plan contains activities that are not implemented by the VTPO. In accordance with 23 CFR 450.316, the Plan needs to be updated to reflect activities that the VTPO are doing to give the public a clear understanding of what can be expected from the VTPO staff. **The TPO staff needs to develop a new Public Involvement Plan and obtain TPO Board approval by March 31, 2012.**
- 2. Title VI Compliant Filing Procedure:** While Volusia TPO has a Title VI Complaint Filing Procedure, it lacks a nondiscrimination policy statement and a designated Title VI Coordinator, required by 23 CFR 200.9(b)(1) and 49 CFR 21.9(d). **The TPO staff needs to update their Title VI documents to include a nondiscrimination policy and to designate a Title VI Coordinator by January 31, 2012.**
- 3. Written LEP Plan:** Volusia TPO has not developed a written LEP plan using the required four factor analysis as specified by Executive Order 13166, the Department of Justice LEP Clarification Memorandum, and the US DOT Federal Register guidance Vol. 70, No. 239, issued 12/14/2005. **The TPO staff needs to have in place a LEP plan which meets the requirements of Executive Order 13166 by January 31, 2012.**
- 4. Long Range Plan documentation:** The TPO has adopted a Long Range Transportation Plan and has not yet made the entire plan available to the public. The lack of documentation of the LRTP has made it impossible for the federal review team to determine if the plan was developed in accordance with the planning requirements at 23 CFR 450.322. **Subsequent discussions with the TPO were held to address this issue and the TPO corrected this deficiency prior to publication of the report. FEDERAL TEAM – Is the LRTP compliant with requirements in 23 CFR 450.322?**
- 5. Transportation Improvement Program (TIP):** The TIP must include for each project the estimated total project costs, which may extend beyond the timeframe of the TIP in accordance with 23 CFR 450.324(e)(2). In reviewing the TIP, the Federal Team observed that the projects shown in the document display only the expenditures during the five year timeframe. The current TIP does not display the total project costs which may extend beyond the timeframe of the TIP. **The TPO staff needs to update, revise and obtain TPO Board approval of a new TIP which displays the total project cost(s) by June 30, 2012.**

C. Recommendations

1. **Review of VTPO agreements:** The Federal Review Team recommends that the VTPO review each of their agreements and update where needed to better reflect the current circumstances.
2. **Freight stakeholder involvement:** - The Federal Review Team recommends the TPO provide more opportunities for freight providers and stakeholders to participate and provide input into the planning processes for the TPO. While the TPO has a limited number of freight terminals just outside their boundaries, local freight providers and users exist within their boundary and need to be engaged.
3. **Updating of the VTPO COOP Plan:** The TPO is encouraged to update its COOP Plan and to eliminate outdated materials and references. The TPO is also encouraged to exercise the COOP and its strategies annually so that any weaknesses or vulnerabilities can be identified and strengthened before an actual emergency occurs.
4. **Minority representation on both BPAC and CAC:** The TPO should encourage appointing officials to consider minority representation when seats become vacant on the BPAC and CAC.
5. **Freight in the Long Range Transportation Plan:** The current federal planning regulations emphasize the MPOs/TPOs to “include both long-range and short-range strategies/actions that lead to the development of an integrated multimodal transportation system to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand.” The Federal Review Team recommends that the Volusia TPO establish specific strategies in their Public Involvement Plan to be used for outreach efforts to the freight stakeholder community. 23 CFR 450.316 specifically provides that the freight community be provided reasonable access to participate in the TPO planning process.
6. **Update of the Congestion Management Process:** The Federal Review Team recommends that the TPO update their CMP. The CMP is a tool to be used for evaluating projects in both the TIP and the LRTP. Capacity projects, while not programmed by the VTPO with their XU funds, may be funded by other implementing agencies in the region and the CMP will be used to evaluate these capacity projects prior to inclusion in the LRTP. Additionally, the CMP will assist the VTPO in recognizing where ITS investments will be most beneficial to the region.

Based on the overall findings, the FHWA and FTA jointly certify that the transportation planning process of the TMA, which is comprised entirely by the Volusia TPO, substantially meets the federal planning requirements in 23 CFR 450 Subpart C, subject to the TPO satisfactorily addressing the Corrective Actions stated in this report. The TPO is encouraged to provide FHWA and FTA with evidence of satisfactory completion of the corrective actions as they occur and prior to the noted deadlines. The TPO's progress in meeting the corrective actions will be monitored and evaluated during the coming year. This certification will remain in effect until **October 2015**.

APPENDIX A – Volusia TPO Site Visit Participants

Federal Highway Administration (FHWA)

Stacie Blizzard
Carl Mikyska
Rachyl Smith
Carey Shepherd

Federal Transit Administration (FTA)

Parris Orr

Florida Department of Transportation (FDOT)

Steve Friedl
Vickie Wyche
Mary Schoelzel
Yvonne Arens
Diane Poitras

Volusia TPO

Karl Welzenbach
Cathy Goldfarb
Lois Bollenback

VOTRAN

Ken Fischer
Carol Hinkley
Jim Dorsten
Heather Blanck

Other Participants

Michael Woods

APPENDIX B – Volusia TPO Certification Meeting Agenda

Federal Certification Review Of Volusia County TPO

Day 1 – June 28, 2011

Federal Team – Carl Mikyska, FHWA
Stacie Blizzard, FHWA
Carey Shepherd, FHWA
Rachyl Smith, FHWA
Parris Orr, FTA

7:45AM – Federal Team at TPO offices

8:00AM – Volusia County TPO Board Meeting
Federal Presentation

9:30AM – Federal Team Public Hearing for Certification Review of Volusia County TPO

11:00AM – Approximate end time of Public Hearing, may go longer if necessary

Break For Lunch

1:30PM – Reconvene for Certification Review, Introductions of staff and process

1:40PM – Title VI, DBE, Civil Rights and Public Involvement

4:30PM – Approximate end time for Day 1

Federal Certification Review Of Volusia County TPO

Day 2 – June 29, 2011

8:30AM – Discussion of previous certification review findings

8:45AM - Changes within the TPO since last certification

- Organization

- Demographics

- Political

- Process Changes

- Agreements

- Notable Events

9:15AM – Volusia TPO Accomplishments and Lessons Learned

9:45AM – Break

10:00AM – TPO Plans, LRTP and TIP

11:30AM – Break for Lunch

1:00PM – Public Transportation and Transportation Disadvantaged

1:45PM – Freight

2:00PM – Bike/Ped

2:15PM – Safety and Security

2:45PM – Break

3:00PM – Air Quality and Regional Coordination

3:30PM – UPWP and Congestion Management System

4:30PM – End of Day 2

Federal Certification Review Of Volusia County TPO

Day 3 – June 30, 2011

8:30AM – TPO staff, what do you need from USDOT and FDOT?
How can we help you?

9:00AM – Environmental Planning/Coordination

9:30AM – Travel Demand Forecasting

10:00AM – Intelligent Transportation System

10:30AM – Break for Federal Team discussion

11:00AM – Preliminary Findings and close of site visit

11:30AM – Adjourn

APPENDIX C – Volusia TPO Notice of Public Meeting

APPENDIX D – Volusia TPO Public Hearing Meeting Minutes

**Minutes
of the
Public Meeting with the
Volusia Transportation Planning Organization (TPO),
Federal Highway Administration (FHWA) and
Federal Transit Administration (FTA)
Tuesday, June 28, 2011
10:30 a.m.
Volusia TPO Conference Room
2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114**

Present:

Commissioner Herb Zischkau
Commissioner Leigh Matusick
Commissioner Liz Patton
Council Member Joie Alexander
William McCord Port
Pamela Blankenship, Recording Secretary
Karl Welzenbach
Stephan Harris
Lois Bollenback
Carole Hinkley
Robert Keeth
Jean Parlow
Karen Roch
Herb Seely
Vickie Wiche
Steve Friedel
Yvonne Arens
Heather Blanck
Elizabeth P. Orr
Stacie Blizzard
Carl Mikyska
Carey Shepard

Representing:

Deltona/TPO
DeLand/TPO
Holly Hill/TPO
Volusia County/TPO
Orange/TCC
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT
FDOT
FDOT
VOTRAN
FTA
FHWA
FHWA
FHWA

The public meeting was called to order at 10:36 a.m. by TPO Chairperson Presiding Leigh Matusick.

Mr. Carl Mikyska, Federal Highway Administration (FHWA), introduced Ms. Stacie Blizzard, FHWA, Mr. Carey Shepard, FHWA and Ms. Paris Orr, FTA. He stated that FHWA and FTA jointly

review the metropolitan transportation planning process for areas over 200,000 in population at least every four years; part of the review involves seeking feedback from the TPO Board and the public. He proceeded to give a brief presentation on the Federal Certification of a Transportation Management Area (TMA). The entire process has four basic parts: a desk audit, to review the TPOs products; a site visit, which includes an interactive discussion with the TPO Board members, FDOT, transit operators and the public; a formal, written report prepared by FHWA/FTA; and a closeout presentation that will be presented to the TPO Board to summarize the report and answer any questions. The closeout presentation will most likely take place at the August TPO Board meeting.

Mr. Mikyska noted that the public was present in order for the FHWA to collect their opinions on the TPOs processes and how the public thinks the TPO is working. He explained that a federal certification is done according to the “3-C” approach: continuing, cooperative and comprehensive. The transportation planning process is multi-modal and interconnected. He went on to explain why the planning process was important and who was involved in it.

Mr. Mikyska announced that public comments would be accepted through July 29, 2011; those comments would be summarized in the written report which will be issued within 60 days. The comments are taken into consideration when evaluating the transportation planning process for the TPO. He went over the required products of the TPO.

Mr. Mikyska then stated that under the opportunity for public comment, there are five questions:

- Are you provided with the opportunity to participate in the transportation planning and program process?
- Do you feel you have reasonable access to technical and policy information that is used to develop documents such as the Long Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP)?
- Do you have adequate time to comment on key decision points in this process and do you receive information about transportation issues early enough in the process so staff and the TPO can utilize your suggestions and recommendations?
- Do you feel your comments are taken into consideration by the staff and the TPO?
- What are the positive aspects about the transportation planning process and what suggestions do you have for improving the process?

Mr. Mikyska stated that he was available in person today, but if someone would like to send in written comments they should be addressed to either himself or Mr. Welzenbach (contact information was provided for Mr. Mikyska and Mr. Welzenbach). At this point, Mr. Mikyska opened the meeting for questions and discussion.

Mr. William McCord: stated that he represents the City of Port Orange on the Technical Coordinating Committee (TCC) and has worked with the TPO as the Chairman of the TCC; some of the issues that had been tackled in the last year included changes to the Transportation Improvement Plan (TIP), as well as consideration of the new TIP, the update to the Long Range Transportation Plan (LRTP) and the allocation of unexpected XU funds. He noted that it was a tedious process to identify projects in a very short time-frame, to take public input on the improvements that were being considered and to align them properly with the needs that

were identified by all the local governments. It was a very productive year considering the non-traditional things that had to be considered in a short time. In many instances, it was necessary to look at the current policies in place and amend them as needed. The TCC conducted orderly meetings which were always open for public comment (public comment was also accepted through the TPOs website). Public comments received influenced the committee and allowed them to make informed decisions. He added that he was very pleased with the process and was glad to be a part of it.

Commissioner Zischkau: stated that as a TPO Board member who has had experience as an eminent domain professional, he is overwhelmed by the complexity of the planning process; he added that if that is the case with a transportation professional, he can only imagine the difficulty for people who aren't. The priority at the level of the Federal Highway Administration should be on how the process can be simplified and streamlined. At the start of the planning process, there was a need for planning, however, what he has seen is an accumulation of processes and plans that make it too much now; if things could be cut down – for example, by deemphasizing bicycles, which he believes is a typical local function. To designate 25% of the debate time to bicycle paths seems to be out of proportion to its function in an intermodal transportation system.

Council Member Alexander: stated that transportation is not an easy subject and when someone new sits on the TPO Board, it is like they have to learn a foreign language. A good bit of trust is needed in the TPO (which she stated she does have). She added that the TPO functions well and is always open to the public.

TPO Chairperson Presiding Matusick: stated that the Board always gives an opportunity for public participation at the beginning of its meetings and it is also allowed during meetings on specific items as they come up in the agenda; those who do speak generally have strong feelings on a specific item. There have been some divisive projects that have been dealt with. TPO staff is always available and new members are encouraged to go the MPOAC training, which helps with the language and acronyms that are used in the transportation planning process. Many of those who get appointed to the TPO Board are not necessarily here by choice; sometimes it is the newest member of a city council who is appointed and they have no training or experience in transportation. There is a big learning curve. She commended all of the TPO Board members for really trying to understand and work together to make things go smoothly. The Board is very generous in allowing comment from both new and old Board members who want to discuss something. It is a good team and working group (including FDOT).

Mr. Carl Mikyska: stated that the public notice indicated that the public meeting would be open until 11:00 a.m., and therefore, the federal team would stay for another ½ hour (until the end of the hearing) in case someone walked in.

TPO Chairperson Presiding Matusick: asked what the process would be for the rest of the day.

Mr. Carl Mikyska: replied that they would be breaking for lunch and then resume at 1:30 p.m., at which time, Mr. Carey Shepard would conduct the efforts, for the most part, on the first day; topics to be discussed include Title VI, Limited English Proficiency, Disadvantaged Business

Enterprise (DBE) and public involvement. He noted there was an agenda and copies were available.

TPO Chairperson Presiding Matusick: stated that she would be available the whole day for help or comments but would not be available Wednesday or Thursday due to prior commitments.

Mr. Carl Mikyska: stated the Federal Certification public meeting would formally close at 11:25 a.m.

There were no further comments and Chairperson Presiding Matusick closed the public hearing at 11:25 a.m

Summary of the Federal Review Team response to ALL public meeting comments:

FHWA/FTA would like to thank you for the compliments regarding the Volusia TPO. Comments like yours, informs the review team that the TPO is going beyond measures to ensure they are reaching out to their partners and the public. We welcome the continued involvement of VOTRAN, FDOT and other transportation providers in the Urbanized Area – including the TPO and their respective committees. The commitment to transit, non-motorized and multi-modal transportation planning in key corridors and throughout the region is evident among the parties.

MEETING SUMMARY

JANUARY 24, 2012

VII. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

B) PRESENTATION ON VOLUSIA TPO'S DRAFT TITLE VI PROGRAM AND LIMITED ENGLISH PROFICIENCY (LEP) PLAN

Background Information:

TPO staff will give a brief overview of the draft Title VI Program and LEP Plan. The draft Title VI Plan is enclosed for your information. The LEP plan will be sent under separate cover.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

TITLE VI DISCRIMINATION COMPLAINT PROCEDURES

The Volusia Transportation Planning Organization (TPO) values diversity and both welcomes and actively seeks input from all interested parties, regardless of cultural identity, background or income level. Moreover, the Volusia TPO does not tolerate discrimination in any of its programs, services or activities. The Volusia TPO will not exclude participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, income or family status. The Volusia TPO will actively work to ensure inclusion of everyone in our community so that Volusia TPO programs, services and activities represent the diversity we enjoy.

The purpose of the Volusia TPO Title VI program is to establish and implement procedures that comply with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990 (ADA), as well as other related federal and state statutes and regulations. These procedures have been adopted to conform to Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) regulations, as well to Florida Department of Transportation (FDOT) guidelines.

COMPLAINT PROCEDURE

Filing of Title VI Complaints of Discrimination

Any person who feels that he/she has been subjected to race, color, or national origin discrimination under Title VI of the Civil Rights Act of 1964, or other forms of discrimination based upon sex, age, disability, religion, family or income status discrimination under related nondiscrimination laws and regulations may file a complaint with the TPO.

A complaint must be filed within one hundred eighty (180) days after the date of the alleged discrimination, unless the time for filing is extended by the FTA, FHWA or other federal authorities.

If possible, complaints should be in writing, signed by the complainant or his/her representative(s), and must include the complainant(s) name, address and telephone number, along with a description of the alleged discrimination and the date of the occurrence. Allegations of discrimination received via facsimile or e-mail will be acknowledged and processed. Allegations received by telephone will be documented in writing and provided to the complainant(s) for

review before processing. If complainant is hearing or speech impaired, call the Florida Relay Service (FRS) by dialing 711 or 1-800-955-8771 (TTY) or email the Title VI Coordinator for assistance.

Complaints should be submitted to:

Volusia Transportation Planning Organization
ATTN: Pamela Blankenship, Title VI Coordinator
2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114
386.226.0422, ext. 21
386.226.0428 Fax
pblankenship@volusiatpo.org

Complaint Investigation

Upon receipt of a signed complaint, the Volusia TPO Title VI Coordinator will, within five (5) working days, provide the complainant or his/her representative with a written acknowledgement of the complaint.

The Title VI Coordinator will take reasonable steps to resolve the matter and respond to the complaint within thirty (30) days. The TPO's Title VI Coordinator has 'easy access' to the TPO Executive Director and is not required to obtain management or other approval to discuss discrimination with the Executive Director.

Should the Volusia TPO be unable to satisfactorily resolve the complaint, the Title VI Coordinator shall forward the complaint, along with a record of its disposition, to the Florida Department of Transportation (FDOT) District Five Title VI Coordinator for further processing.

Retaliation

Retaliation is prohibited under Title VI of the Civil Rights Act of 1964 and related federal and state nondiscrimination authorities. It is the policy of the Volusia TPO that persons filing a complaint of discrimination should have the right to do so without interference, intimidation, coercion or fear of reprisal. Anyone who feels he/she has been subjected to retaliation should report such incident to the Title VI Coordinator.

ADA/504 STATEMENT

Section 504 of the Rehabilitation Act of 1973 (Section 504), the Americans with Disabilities Act of 1990 (ADA) and related federal and state laws and regulations forbid discrimination against those who have disabilities. Furthermore, these laws require federal aid recipients and other government entities to take affirmative steps to reasonably accommodate the disabled and ensure that their needs are equitably represented in the transportation planning process.

The Volusia TPO will make every effort to ensure that its facilities, programs, services and activities are accessible to those with disabilities. The Volusia TPO will make every effort to ensure that its advisory committees and public involvement activities include representation by the disabled community and disability service groups.

The Volusia TPO encourages the public to report any facility, program, service or activity that appears inaccessible to the disabled. Furthermore, the Volusia TPO will provide reasonable accommodation to disabled individuals who wish to participate in public involvement events or who require special assistance to access Volusia TPO facilities, programs, services or activities. Because providing reasonable accommodation may require outside assistance, organization or resources, the Volusia TPO asks that requests be made at least five (5) calendar days prior to the need for accommodation.

Questions, concerns, comments or requests for accommodation should be made to the:

Volusia Transportation Planning Organization
ATTN: Pamela Blankenship, Title VI Coordinator
2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114
386.226.0422, ext. 21
386.226.0428 Fax
pblankenship@volusiatpo.org

Public Involvement:

In order to plan for efficient, effective, safe, equitable and reliable transportation systems, the TPO must have the input of its public. The TPO spends extensive staff and financial resources in furtherance of this goal and strongly encourages the participation of the entire community. The TPO offers a number of volunteer roles for those wishing to become more involved in the planning process. The TPO also holds a number of transportation meetings, workshops and other events designed to gather public input on

planning activities. Further, the TPO attends and participates in other community events to promote its services and improve its name recognition in the public. Finally, the TPO is constantly seeking ways of measuring the effectiveness of its public involvement.

For more information on the TPO's public involvement and measures of effectiveness, the public may view the TPO Public Involvement Plan (PIP), available both on its website and at the TPO office. Persons wishing to request special presentations by the TPO, volunteer in any of its activities or offer suggestions for improvement of TPO public involvement may contact:

Volusia Transportation Planning Organization
ATTN: Pamela Blankenship, Title VI Coordinator
2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114
386.226.0422 ext. 21
386.226.0428 Fax
pblankenship@volusiatpo.org

Data Collection

FHWA regulations require federal-aid recipients to collect racial, ethnic and other similar demographic data on beneficiaries of or those affected by TPO programs, services and activities. The TPO accomplishes this through the use of census data, American Community Survey reports, Environmental Screening Tools (EST), driver and ridership surveys, and other methods. From time to time, the TPO may find it necessary to request voluntary identification of certain racial, ethnic or other data from those who participate in its public involvement events. This information assists the TPO with improving its targeted outreach and measures of effectiveness. Self-identification of personal data to the TPO will always be voluntary and anonymous. Moreover, the TPO will not release or otherwise use this data in any manner inconsistent with the federal regulations.

Assurances

Each year, the TPO must certify to FHWA and FDOT that its programs, services and activities are being conducted in a nondiscriminatory manner. These certifications are termed 'assurances' and serve two important purposes. First, they document the TPO's commitment to nondiscrimination and equitable service to its community. Second, they serve as a legally enforceable agreement by which the TPO may be held liable for breach. The public may view the annual assurance on the TPO website or by visiting the TPO offices.

Volusia Transportation Planning Organization
Title VI / Nondiscrimination Program
Complaint of Discrimination

Complainant(s) Name:			Complainant(s) Address:		
Complainant(s) Phone Number:					
			E-mail Address:		
Complainant's Representative's Name, Address, Phone Number and Relationship (e.g. friend, attorney, parent, etc.):					
Name and Address of Agency, Institution, or Department Whom You Allege Discriminated Against You:					
Names of the Individual(s) Whom You Allege Discriminated Against You (If Known):					
Discrimination Because of:		<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin <input type="checkbox"/> Sex <input type="checkbox"/> Age <input type="checkbox"/> Handicap/Disability <input type="checkbox"/> Income Status <input type="checkbox"/> Retaliation <input type="checkbox"/> Other		Date of Alleged Discrimination:	
Please list the name(s) and phone number(s) of any person, if known, that the Volusia Transportation Planning Organization could contact for additional information to support or clarify your allegation(s).					
Please explain as clearly as possible how , why , when and where you believe you were discriminated against. Include as much background information as possible about the alleged acts of discrimination. Additional pages may be attached if needed.					
Complainant(s) or Complainant(s) Representative(s) Signature:			Date of Signature:		

Título VI / Programa Antidiscriminatorio**Querella de Discriminación**

Nombre del querellante:		Dirección:
Número de teléfono:		Dirección de correo electrónico:
Nombre, dirección, teléfono y relación (ej. amigo, abogado, pariente, etc.) del Representante del querellante:		
Nombre y dirección de la Agencia, Institución, o Departamento que usted alega discrimino en su contra:		
Nombre(s) del Individuo(s) Quien(es) Usted Alega Discrimino Contra Usted Si lo(s) Conoce:		
Razón de la discriminación:	<input type="checkbox"/> Raza <input type="checkbox"/> Color <input type="checkbox"/> Origen Nacional <input type="checkbox"/> Incapacidad/Impedimento Físico <input type="checkbox"/> Edad <input type="checkbox"/> Sexo <input type="checkbox"/> Represalia <input type="checkbox"/> Status de Ingreso <input type="checkbox"/> Otro	Fecha de la alegada discriminación:
Favor de indicar el nombre (s) y número(s) de teléfono(s) de alguna persona(s) que el Volusia Organización de Planificación Transporte puede comunicarse para información adicional que clarifique o respalde su alegación o alegaciones.		
Favor de explicar tan claro como sea posible, como, porque, cuando y donde usted cree que fue discriminado. Incluya suficiente información acerca de los antecedentes según le sea posible, de los alegados actos de discrimen. Puede añadir paginas adicionales, si es necesario.		
Firma del Querellante(s) o su Representante:		Fecha:

MEETING SUMMARY

JANUARY 24, 2012

VII. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

C) FDOT REPORTS

Background Information:

Mr. Steve Friedel, FDOT, will be present to answer questions regarding projects on the FDOT Project Status Report, Construction Report, and Push-Button Report.

The FDOT Project Status Report, Construction Report and Push-Button Report are included in the agenda packet for your review.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

Volusia County

Construction in Progress

1. **US 92** - Resurface 12.6 miles from Kepler Road to the end of concrete pavement (FM No. 4220241/2) and convert flashing beacon to full signal at West Parkway intersection (FM No. 423864). Superior Construction Company Southeast was awarded the \$13,651,579 contract January 19. Work began March 21.
2. **SR 40 & SR 430**- Mast arm replacements at various intersections along SR 40 and SR 430 including: SR 430 and Grandview Ave, SR 430 and Wild Olive Ave, SR 430 and N. Oleander Ave, SR 430 and N. Peninsula Dr, SR 430 and Halifax Ave, SR 40 and Beach St, SR 40 and John Anderson Dr, SR 40 and Halifax Dr (FM No. 428926). Traffic Control Devices was awarded the \$817,450 design-build contract March 18. Work began April 4.

Near Future Construction

1. **SR 5A (Nova Road)** - Convert intersection with US 1 to a standard "T" intersection and construct dual left turn lanes from Nova Road to northbound US 1 in Ormond Beach (FM No. 425665). The estimated cost is \$300,000 with construction scheduled to begin May 2012.

Other Projects Pending

1. **Interstate 4** - Six-laning the 12.2 miles from SR 44 to I-95 (FM No. 408464). The estimated cost is \$181 million.
2. **Interstate 95** – Design for widening to six lanes of 27.4 miles from the Brevard Co. line to I-4 is in progress, with right of way to be purchased through FY 11/12 (FM No. 4068694/6). Resurfacing from the Brevard County line 6.7 miles to the north is funded in FY 13/14 at an estimated cost of \$7.7 million (FM No. 428945).
3. **Interstate 95** - Operational improvements and interchange modifications from south of I-4 to north of US 92 (FM No. 2427152). Design is in progress, with right of way acquisition funded through FY 12/13). This section is to be resurfaced in FY 13/14 at an estimated cost of \$4.7 million (FM No. 428855).
4. **SR 415** – Four-laning 3.3 miles from SR 46 in Seminole County to just Reed Ellis Road (FM No. 4073553). Bids are to be received in FY 11/12. The estimated cost is \$40 million.
5. **SR 415** – Four-laning five miles from Reed Ellis Road to just north of Acorn Lake Road (FM No. 4073554). Bids are to be received in April. The estimated cost is \$23.5 million.
6. **US 92** - Construct a second eastbound left turn lane and extend the westbound left turn lane at

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Nova Road (FM No. 422683). Bids are to be received in FY 12/13. The estimated cost is \$790,000.

7. **US 17** - Design is in progress for the widening the 6.4 miles from Deleon Springs Blvd to SR 40 in Barberville (FM No. 410251). Right of way is to be purchased in FY 14/15. Estimated Cost is \$12.5 million.
8. **US 17/92** - A \$190,000 grant to the City of Debarry in FY 11/12 will pay for installation of an emergency traffic signal at the Columba Road intersection (FM No. 430216).
9. **US 1** - Median modifications along the 2.1 miles from north of Falcon Avenue to north of Lamont Street (FM No. 426889). Bids are to be received in FY 12/13. The estimated cost is \$730,000.
10. **US 1** - Resurface 1.2 miles from north of Hernandez Avenue to north of Nova Road (FM No. 428689). Bids are to be received in FY 13/14. The estimated cost is \$900,000.
11. **US 1** - Resurface 2.6 miles from south of Harbor Rd to Fleming Ave (FM No. 428688). Bids are to be received in FY 11/12 for Design and FY 13/14 for Construction. The estimated project cost is \$2.5 million.
12. **SR 40** – Design and Environmental Mitigation for widening to four lanes along the 13.6 miles from US 17 to Cone Road is funded in FY 11/12 & 13/14 (FM No. 240836 & 240837). The estimated cost is \$11.9 million.
13. **SR 40** - Resurface 1/3 miles from Washington Avenue to east of Beach Street (FM No. 4220302). Bids are to be received in FY 12/13. The estimated cost is \$610,000.
14. **SR 40** - Resurface 4.7 miles from Tymber Creek Road to east of Perrott Street (FM No. 424904). Bids are to be received in FY 13/14. The estimated cost is \$5 million.
15. **SR 44** - Resurface 6.9 miles from SR 415 to Jungle Road/Hidden Pines (FM No. 427267). Bids are to be received in FY 12/13. The estimated cost is \$7 million.
16. **US 92** - A \$3 million grant to the City of Daytona Beach is to pay part of the cost of widening to six lanes from the I-4 eastbound ramp to Tomoka Farms Road (FM No. 422627).
17. **ECF Regional Trail** - \$10 million in grants to Volusia County between FY 11/12 and FY 15/16 will pay for design and construction of this trail project and pedestrian bridges (FM No. 415434-3/5/6).
18. **SR 421** - Resurface 2.1 miles from east of I-95 to Nova Road (FM No. 427279). Bids are to be received in FY 13/14. The estimated cost is \$3.5 million.
19. **SR 421** - Construct eastbound and northbound right turn lanes at Spruce Creek Road intersections (FM No. 430177). A \$1.1 million grant in FY 11/12 to Port Orange is to pay for this project.
20. **SR 421** - \$132,000 in grants to the city of Port Orange through FY 11/12 will pay part of the cost of design and construction of an eastbound right turn lane at Village Trail (FM No. 427632).

21. **Dirksen Drive Trail** - \$62,000 in grants to the county through FY 10/11 are to pay half the cost of design and construction of this trail from US 17/92 to Gemini Springs Park (FM No. 424058).
22. **Big Tree Road/Magnolia Avenue School Crossing** - A \$375,000 grant to the city of South Daytona in FY 11/12 will pay for construction of a school crossing and intersection improvements (FM No. 427633).
23. **CR A-1-A Sidewalk** - An \$862,000 grant to the city of Daytona Beach Shores in FY 10/11 will pay for construction of a sidewalk from Dunlawton Avenue to Marcelle Avenue (FM No. 427635).
24. **Riverside Drive Sidewalk** - \$110,000 in grants to Volusia County through FY 11/12 will pay for design and construction of this sidewalk along the east side of Riverside Drive in Holly Hill (FM No. 425192).
25. **Greynolds Street Sidewalk** - \$82,000 in grants to the City of Deltona through FY 11/12 will pay for design and construction of a sidewalk from Kimberly Dr. to Florida Dr. (FM No. 425820).
26. **Orange Avenue Sidewalk/Trail** - \$61,000 in grants to Daytona Beach through FY 10/11 are to pay half the cost of design and construction of a sidewalk/trail from Tarragona Way to Nova Road (FM No. 424054).
27. **30th Street (Edgewater)** - \$460,000 in grants to the city of Edgewater through FY 11/12 will pay part of the cost of design and construction of a sidewalk from Silver Palm Drive to India Palm Drive (FM No. 427627).
28. **Orange Avenue (CR 4050) Bridge Replacement** - A \$48 million grant in FY 14/15 will pay for a Volusia County project to replace this drawbridge with a high bridge (FM No. 242172).
29. **Turnbull Bay Road Bridge** - \$4.1 million in grants to Volusia County through FY 12/13 are to pay for replacement of the bridge over Turnbull Creek (FM No. 430040).
30. **Willow Run Blvd.** - \$100,000 in grants to the city of Port Orange through FY 11/12 is to pay part of the cost of right turn lanes at Clyde Morris Blvd. (FM No. 427621).
31. **Herbert Street Sidewalk** - \$16,000 in grants to the city of Port Orange in FY 11/12 for the construction of a sidewalk from Golden Gate Circle to Nova Rd. (FM No. 430228)
32. **Naranja Road Sidewalk** - A \$190,000 grant to the City of Debary in FY 12/13 will pay for construction of a sidewalk from Valencia Road to Highbanks Road (FM No. 428976).
33. **New Smyrna Beach Trail** - \$876,000 in grants to the City of New Smyrna Beach through FY 12/13 will pay part of the cost of design and construction of a trail from Sugar Mill Drive to Turnbull Creek (FM No. 430078).
34. **Ridge Blvd. Bike Path** - A \$625,000 grant to the City of South Daytona through FY 12/13 will pay for part of the cost of design and construction of a bike path from Pope Avenue to South

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Palmetto Avenue (FM No. 430028).

35. **South Spruce Creek Road Sidewalk** - \$275,000 in grants to the City of Port Orange through FY 14/15 will pay part of the cost of design and construction of a sidewalk from Central Park Blvd. to Taylor Road (FM No. 430079).

CONSTRUCTION STATUS REPORT

VOLUSIA

Contract #	E5P57	Work Begin	08-26-2010
County	VOLUSIA	Present Amount	\$ 77,805.79
Contractor	P & S PAVING, INC.	Days Used as of Last Approved Estimate	77
Project Manager	CN513PT Phillips, Terry (386)943-5770	Cost Perf. Measure	100.00%
Project Admin.	CN513PT Phillips, Terry (386)943-5770	Time Perf. Measure	125.00%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	10-12-2010

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
425684-1-72-17	Yes	-	-	6060 ROUTINE MAINTENANCE	MISC PROJECTS D/W	-

Contract #	E5P42-R0	Work Begin	08-26-2010
County	VOLUSIA	Present Amount	\$ 1,115,500.00
Contractor	P & S PAVING, INC.	Days Used as of Last Approved Estimate	474
Project Manager	MT591JR Read, James	Cost Perf. Measure	44.44%
Project Admin.	MT591JR Read, James	Time Perf. Measure	44.38%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	08-25-2013

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
425455-2-72-01	Yes	-	-	6060 ROUTINE MAINTENANCE	PAIRS:PERFORMANCE VARIOUS LOCATIONS	-

Contract #	E5P33-R0	Work Begin	05-18-2011
County	VOLUSIA	Present Amount	\$ 1,707,148.28
Contractor	USA SERVICES OF FLORIDA, INC.	Days Used as of Last Approved Estimate	214
Project Manager	MT591JR Read, James	Cost Perf. Measure	22.45%
Project Admin.	MT591JR Read, James	Time Perf. Measure	19.53%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	05-18-2014

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
428003-1-72-01	Yes	-	-	6060 ROUTINE MAINTENANCE	VOLUSIA PERFORMANCE AESTHETICS	-

Contract #	E5Q01	Work Begin	08-25-2011
County	VOLUSIA	Present Amount	\$ 2,209,436.80
Contractor	INSITUFORM TECHNOLOGIES INC.	Days Used as of Last Approved Estimate	119
Project Manager	CN513AF Fisher, Alan (386)943-5767	Cost Perf. Measure	44.85%
Project Admin.	CN513AF Fisher, Alan (386)943-5767	Time Perf. Measure	44.73%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	05-22-2012

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
427986-1-72-02	Yes	-	-	6060 ROUTINE MAINTENANCE	DRAINAGE MAINTENANCE AND REPAIR	-

CONSTRUCTION STATUS REPORT

VOLUSIA

Contract #	E5P32	Work Begin	09-13-2010
County	VOLUSIA	Present Amount	\$ 299,999.00
Contractor	ARAZOZA BROTHERS CORPORATION	Days Used as of Last Approved Estimate	139
Project Manager	MT591JR Read, James	Cost Perf. Measure	100.00%
Project Admin.	MT591JR Read, James	Time Perf. Measure	141.00%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	12-30-2010

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
425636-2-72-01	Yes	-	-	6060 ROUTINE MAINTENANCE	GROUND COVER REHAB I4 VOLUSIA COUNTY	-

Contract #	T5351	Work Begin	03-21-2011
County	VOLUSIA	Present Amount	\$ 13,548,813.46
Contractor	SUPERIOR CONSTRUCTION COMPANY SOUTHEAST, LLC	Days Used as of Last Approved Estimate	267
Project Manager	CN513PT Phillips, Terry (386)943-5770	Cost Perf. Measure	35.04%
Project Admin.	CN513PT Phillips, Terry (386)943-5770	Time Perf. Measure	34.56%
SM Contract Type	CC Const Contract	Adj. Est. Completion	03-09-2013

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
422024-1-52-01	No	SR 600 FROM SR15 TO SR 5	4224061C	0227 RIGID PAVEMENT REHABILITATION	SR 600 US 92 FROM KEPLER RD TO 0.514 MI EAST OF CLARK BAY RD	FULL OVERSIGHT (NON-NHS)
422024-2-52-01	Yes	SR 600 FROM SR15 TO SR 5	4224060C	0227 RIGID PAVEMENT REHABILITATION	SR 600 US 92 FROM E OF CLARK BAY RD TO END RIGID PAVEMENT	FULL OVERSIGHT (NON-NHS)
423864-1-52-01	No	SR 600 FROM SR15 TO SR 5	4011060P	0716 TRAFFIC SIGNALS	SR 600 (US 92) AT WEST PARKWAY	FULL OVERSIGHT (NON-NHS)

Contract #	E5N98	Work Begin	04-04-2011
County	VOLUSIA	Present Amount	\$ 850,563.48
Contractor	TRAFFIC CONTROL DEVICES, INC.	Days Used as of Last Approved Estimate	224
Project Manager	CN513NC Nolen, Chris 386(943-7565)	Cost Perf. Measure	12.58%
Project Admin.	CN513NC Nolen, Chris 386(943-7565)	Time Perf. Measure	61.75%
SM Contract Type	CDBL Const Design Build - Low Bid	Adj. Est. Completion	05-12-2012

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
428926-1-52-01	Yes	SR430;A1A TO N BEACH	-	0714 TRAFFIC SIGNAL UPDATE	SR 430 & SR 40 MAST ARM REPLACEMENTS MULTIPLE LOCATIONS	-

CONSTRUCTION STATUS REPORT

VOLUSIA

Contract #	E5Q22	Work Begin	11-02-2011
County	VOLUSIA	Present Amount	\$ 51,000.00
Contractor	MASCI GENERAL CONTRACTORS, INC	Days Used as of Last Approved Estimate	-
Project Manager	CN513GD Grube, Dwight (386)943-5768	Cost Perf. Measure	-
Project Admin.	CN513GD Grube, Dwight (386)943-5768	Time Perf. Measure	41.11%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	01-27-2012

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
417368-1-72-02	Yes	-	-	6060 ROUTINE MAINTENANCE	NOVA CANAL RESTORATION & MAINTENANCE	-

Contract #	E5Q13	Work Begin	12-01-2011
County	VOLUSIA	Present Amount	\$ 441,887.60
Contractor	OGLESBY CONSTRUCTION, INC.	Days Used as of Last Approved Estimate	-
Project Manager	CN513AF Fisher, Alan (386)943-5767	Cost Perf. Measure	-
Project Admin.	CN513AF Fisher, Alan (386)943-5767	Time Perf. Measure	21.00%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	02-09-2012

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
427833-1-72-02	Yes	-	-	6060 ROUTINE MAINTENANCE	PAVEMENT MARKINGS	-

**PUSHBUTTON PROJECT LIST
VOLUSIA COUNTY
January 2012**

SECTION	MP	PROJECT DESCRIPTION	PROJECT TYPE	STATUS	WORK ORDER DATE	EST. CONST. COMPLETE
79030	10.758	US 1, Benton St	Median Nose Modification	Under Construction	10/13/11	12/16/11
79060	1.405	US 92, Jacobs Rd	Modify Pedestrian Features	In Design	NA	NA
79070	0.291	SR 44, CR 4139	Replace Concrete Strain Pole in SW Quadrant	Under Construction	10/13/11	1/5/12
79100	26.206	SR 40, Interchange Blvd	Modify Full Median Opening to a WB Directional Opening	Design Complete- Public Notification	NA	NA
79060	9.117	US 92, FDOA Division of Forestry driveway	Close Full Median 985' West of Driveway. Construct Full Median Opening and EB Left Turn Lane at the Driveway Entrance	In Design	NA	NA
79080	5.922	A1A, Silver Beach	Mast Arm Replacement	Under Construction	10/25/11	3/27/12
79180	6.284	A1A, Revillo Blvd to Braddock Ave	Pedestrian Island	In Design		

MEETING SUMMARY

JANUARY 24, 2012

VIII. EXECUTIVE DIRECTOR'S REPORT

- FEC Passenger Rail Service

IX. VOLUSIA TPO MEMBER COMMENTS

X. INFORMATION ITEMS

- Draft XU Bicycle/Pedestrian Project Criteria
- Draft XU ITS/Traffic Ops/Safety and Enhancement Project Criteria
- Citizens' Advisory Committee Attendance Record – 2011
- Technical Coordinating Committee Attendance Report – 2011
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2011
- Volusia TPO Board and Committee Meeting Schedule for 2012

XI. ADJOURNMENT

Please note that the next TPO Board meeting will be February 28, 2011

Volusia TPO
DRAFT 2012 Priority Application for
XU Bicycle/Pedestrian Projects

Initial Project Screening:

Any project submitted by a local government for consideration needs to meet the following screening criteria:

- For any proposed facility to be considered eligible through the TPO process, the project must be included on the **Volusia TPO's Bicycle/Pedestrian Plan**.
- A **ten percent (10%) local match** is required for funding of XU projects. Projects whose sponsors are willing and able to provide a local match **greater than 10%** will be awarded additional points.
- Project applications submitted for bicycle/pedestrian funds that contain more than a strictly bicycle/pedestrian component (i.e. roadway improvements, bridge replacements, etc.) may be funded in part with XU funds. The limitations are as follows: a maximum of 10% of the total project cost may be funded with bicycle/pedestrian XU funds, but that amount MAY NOT exceed 10% of the total annual allotment of bicycle/pedestrian XU funds. These projects will be ranked separately and only the top two (2) projects will be recommended for funding in a given year. All project applications are subject to approval by the Volusia TPO Board.
- Is this **Shared Use Path** project at least ~~10~~**12** feet wide?
 - If **Yes** – the project is eligible.
 - If **No** – ~~if this project is at least 5 feet wide then it may be eligible to be submitted as a sidewalk project.~~ justification is required.
- Is this **Sidewalk** project at least 5 feet wide?
 - If **Yes** – the project is eligible.
 - If **No** – the project application is not acceptable.

XU Project Application Submittal Procedures:

Any project submitted by a local government for consideration **MUST** include the following information/materials:

- **Each application MUST include a Project Map** that clearly identifies the termini of the project and Proximity to Community Assets through the use of a one (1) mile radius buffer for Shared Use Path projects and a one-half (½) mile radius buffer for Sidewalk projects. Maximum map size is 11"x17".

In addition, all maps **MUST** include a **Scale** (in subdivisions of a mile), **North Arrow**, **Title** and **Legend**. Photographs are optional.
- Each application **MUST** be submitted as: (1) digital media in Portable Document Format (PDF), compatible with MS Windows and Adobe Acrobat® Version 9.3 or earlier, and (2) include one printed "hard-copy."
- Electronic documents may be submitted through our FTP site, as an attachment to email, on a CD or DVD.
- The application and all supporting documentation shall be included in one electronic PDF file.
- Recommended scanning resolution is 300 dpi minimum to balance legibility and file size.

- **Applications will be reviewed for ranking each year.** The TPO will then distribute the copies to the Bicycle and Pedestrian Advisory Committee for review and scoring.
- Applications will be ranked based on the information supplied in the application.
- **Please submit any ROW information as available.**
- **Incomplete applications will not be accepted.**

Criteria Summary:

Priority Criteria	Points
(1) Proximity to Community Assets	30
(2) Connectivity	30
(3) Safety	25
(4) Public Support/Special Considerations	5
(5) Local Matching Funds > 10%	10
(6) Value-Added Tie Breaker (if necessary)	variable
Total (excluding Value-Added Tie Breaker)	100

Project Title: _____

Applicant (project sponsor): _____

Contact Person: _____ **Job Title:** _____

Address: _____

Phone: _____ **FAX:** _____

E-mail: _____

Governmental entity with maintenance responsibility for roadway facility on which proposed project is located: _____

[If not the same as Applicant, attach letter of support for proposed project from the responsible entity.]

Is the Applicant Local Agency Program (LAP) certified to administer the proposed project?

☐ Yes ☐ No

If Applicant is not LAP certified, explain how you intend to comply with the LAP requirements: _____

Priority of this proposed project relative to other applications submitted by the Applicant: _____

Project Description: _____

Project Location (include project length and termini, if appropriate, and attach location map): _____

The Applicant is requesting a Feasibility Study: ☐ Yes ☐ No

[Note: the "No" box should be checked only if a feasibility study has been completed within the last 3 years. If so, the completed feasibility study must be submitted with this application.]

Criteria #1 – Proximity to Community Assets (30 points max.)

This measure will estimate the potential demand of bicyclists and pedestrians based on the number of productions or attractions the facility may serve within a one (1) mile radius for Shared Use Paths or a one-half (½) mile radius for Sidewalks. A maximum of 30 points will be assessed overall, and individual point assignments will be limited as listed below.

For the application list and describe how the facilities link directly to community assets and who is being served by the facility. Show each of the Community Assets on a Project Area Map through the use of a buffer - a one (1) mile radius for Shared Use Path projects or a one-half (½) mile radius for Sidewalk projects.

Proximity to Community Assets	Check All that Apply	Max. Points
Residential developments, apartments, community housing	<input type="checkbox"/>	5
Activity centers, town centers, office parks, post office, city hall/government buildings, shopping plaza, malls, retail centers	<input type="checkbox"/>	5
Parks, trail facilities, recreational facilities	<input type="checkbox"/>	5
Medical/health facilities, nursing homes, assisted living, rehabilitation center	<input type="checkbox"/>	5
School bus stop	<input type="checkbox"/>	5
Schools	<input type="checkbox"/>	5
Maximum Point Assessment		30

Criteria #1 Description (if needed): _____

Criteria #2 – Connectivity (30 points max.)

This criterion considers the gaps that exist in the current network of bike lanes, bike paths and sidewalks. The measurement will assess points based on the ability of the proposed project to join disconnected networks or complete fragmented facilities.

For the application list and describe how this project fits into the local and regional bicycle/pedestrian networks and/or a transit facility. Depict this on the map and describe in the document.

Network Connectivity	All that Apply	Max. Points
Project provides access to a transit facility	<input type="checkbox"/>	5
Project extends an existing bicycle/pedestrian facility (at one end of the facility)	<input type="checkbox"/>	5
Project provides a connection between two existing or planned/programmed bicycle/pedestrian facilities	<input type="checkbox"/>	10
Project has been identified as “needed” in an adopted document (i.e. A comprehensive plan, master plan, arterial study)	<input type="checkbox"/>	10
Maximum Point Assessment		30

Criteria #2 Description (if needed): _____

Criteria #3 – Safety (25 points max.)

This measure provides additional weight to applications that have included safety as a component of the overall project and includes school locations identified as hazardous walking/biking zones and areas with significant number of safety concerns.

For the application list and describe whether the proposed facility is located within a “hazardous walk/bike zone” and/or provide documentation that illustrates how bicycle or pedestrian safety could be enhanced by the construction of this facility.

Safety	All that Apply	Max. Points
The project is located in an area identified as a hazardous walk/bike zone by Volusia County School District Student Transportation Services	<input type="checkbox"/>	15
The project removes or reduces potential conflicts (bike/auto and ped/auto). There is a pattern of bike/ped crashes along the project route. Please provide documentation such as photos or video of current situation/site or any supportive statistics or studies	<input type="checkbox"/>	10
Maximum Point Assessment		25

Criteria #3 Description (if needed): _____

[For more information, contact Volusia County School District Student Transportation Services.](#)

Criteria #4 – Public Support/Special Considerations (5 points max.)

This is an opportunity for applicant to provide other relevant data that may provide **additional** information as related to the project application.

For the application list and describe whether the proposed facility has examples of public support (i.e., documented requests from community groups, homeowners associations, school administrators, as well as letters of support, signed petitions, documented public comments) or any special issues or concerns that are not being addressed by the other criteria.

Special Considerations	All that Apply	Max. Points
Is documented public support provided for the project? Are there any special issues or concerns?	<input type="checkbox"/>	5
Maximum Point Assessment	<input type="checkbox"/>	5

Criteria #4 Description (if needed): _____

Criteria #5 – Local Matching Funds > 10% (10 points max.)

If local matching funds greater than 10% of the estimated project cost are available, describe the local matching fund package in detail.

Local Matching Funds > 10%	Check One	Max. Points
Is a local matching fund package greater than 10% of the estimated project cost documented for the project?		
10.0% < Local Matching Funds < 12.5%	<input type="checkbox"/>	1
12.5% ≤ Local Matching Funds < 15.0%	<input type="checkbox"/>	2
15.0% ≤ Local Matching Funds < 17.5%	<input type="checkbox"/>	3
17.5% ≤ Local Matching Funds < 20.0%	<input type="checkbox"/>	4
20.0% ≤ Local Matching Funds < 22.5%	<input type="checkbox"/>	5
22.5% ≤ Local Matching Funds < 25.0%	<input type="checkbox"/>	6
25.0% ≤ Local Matching Funds < 27.5%	<input type="checkbox"/>	7
27.5% ≤ Local Matching Funds < 30.0%	<input type="checkbox"/>	8
30.0% ≤ Local Matching Funds < 32.5%	<input type="checkbox"/>	9
32.5% ≤ Local Matching Funds	<input type="checkbox"/>	10
Maximum Point Assessment		10

Criteria #5 Description (if needed): _____

Criteria #6 – Value-Added Tie Breaker (if necessary) (variable points)

Projects with equal scores after evaluations using the five Project Proposal Criteria are subject to the Value-Added Tie Breaker. The BPAC and Project Review Subcommittee are authorized to award tie breaker points based on the additional value added by the project. A written explanation of the circumstances and amount of tie breaker points awarded for each project will be provided.

**Volusia TPO
2012 Project Process for
XU Bicycle/Pedestrian Projects**

1. Local government submits project(s)
2. BPAC reviews and ranks projects for feasibility studies
3. TPO requests a Fee Proposal from consultant to perform a feasibility study
4. TPO schedules a scoping meeting with the consultant and local government
5. Consultant provides Fee Proposal to TPO
6. Local government pays the 10% local match for the feasibility study based on the Fee Proposal. TPO pays the majority of the cost for a consultant to perform feasibility studies on the highest ranking projects. (Local governments can bypass the TPO Study if they pay for the feasibility study themselves.)
7. TPO gives the consultant a Notice to Proceed on the feasibility study
8. Draft feasibility study is reviewed and approved by the TPO and local government
9. Final feasibility study is completed
10. Local government gives the TPO an “unofficial” go-ahead for their project, based on the cost from the feasibility study and submits a project letter of commitment to the TPO
11. FDOT (i.e., Special Projects Coordinator) conducts a field review of the project
12. FDOT schedules an intake meeting with the local government, TPO and FDOT staff to review the project
13. TPO coordinates with FDOT to program the project in the next available fiscal year of the FDOT Work Program
14. Construction of top ranked project: 2-3 years

Volusia TPO
2011 Priority Application for
Transportation Enhancement Projects

OVERVIEW:

This is not a grant program. Applicants should expect to pay for the work and be reimbursed from their award. Items eligible for reimbursement include, project planning and feasibility studies, environmental analysis or preliminary design, preliminary engineering, land acquisition, and construction costs.

The following are the only activities related to surface transportation that can be funded with enhancement funds¹:

- a) Provision of facilities for pedestrians and bicycles.
- b) The provision of safety and educational activities for pedestrians and bicyclists.
- c) Acquisition of scenic easements and scenic or historic sites.
- d) Scenic or historic highway programs, (including the provision of tourist and welcome center facilities).
- e) Landscaping and other scenic beautification.
- f) Historic preservation.
- g) Rehabilitation of historic transportation buildings, structures, or facilities (including historic railroad facilities and canals).
- h) Preservation of abandoned railway corridors (including the conversion and use thereof for pedestrian or bicycle trails).
- i) Control and removal of outdoor advertising.
- j) Archaeological planning and research.
- k) Environmental mitigation to address water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity.
- l) Establishment of Transportation museums.

All construction and pre-construction work phases will be administered by the Florida Department of Transportation (FDOT) or other Local Agency Program (LAP) certified local government. Reimbursements are distributed only to a LAP certified agency responsible for completing the tasks. FDOT assigns a LAP Design and LAP Construction Liaison for each project. Federal law requires that each project be administered under the rules and procedures governing federally funded transportation projects. Certified Local Agencies comply with all applicable Federal statutes, rules and regulations. (FDOT WEB site reference:

<http://www.dot.state.fl.us/projectmanagementoffice/lap>)

No more than \$1 million in Transportation Enhancement (TE) funds will be awarded to any single project in any single application cycle, and no more than \$3 million dollars in enhancement funds is to be awarded toward the completion of any single project. *Waivers/exceptions may be granted by the VTPO Board.*

All projects must be consistent with local comprehensive plans, including future land use and transportation elements, required under Section 9J-5 of the Florida Administrative Code. Enhancement dollars are to be allocated with the caveat that all projects meet ADA standards.

¹ Only these activities are included within the meaning of the term "transportation enhancement activity" pursuant to 23 U.S.C. 101(a)(35).

GENERAL REQUIREMENTS

Each application shall include the following information:

- a) A project map that clearly identifies the location & termini of the project and proximity of the project to Community Assets (as described in the criteria). Each map should be no larger than 11"x17". In addition, all maps must include a scale (in subdivisions of a mile), north arrow, title and legend.
- b) Right-of-way (ROW) information as available. (*i.e. deeds, easements, donations, recordable documents*)
- c) Project cost estimates. (*i.e. FDOT's Long Range Estimates (LRE)*)
- d) Documentation of commitment to provide matching funds (if applicable).
- e) Each applicant must provide a statement ensuring that the project is consistent with local comprehensive plans, including future land use and transportation elements, required under Section 9J-5 of the Florida Administrative Code.
- f) **A completed FDOT Transportation Enhancement Project Funding Application.**

Applications shall be submitted electronically as prescribed below:

- a) The application and all supporting documentation shall be included in one Portable Document Format (PDF) file, compatible with MS Windows and Adobe Acrobat Version 9.3 or earlier.
- b) The file may be submitted through our FTP site, as an attachment to email, on a CD or DVD.
- c) All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
- d) Page size shall be either 8-1/2" by 11" (letter) or 11" by 17" (tabloid).
- e) PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at a minimum 300 dpi to balance legibility and file size.
- f) If you are unable to produce an electronic document as prescribed here, please call us to discuss other options.

Incomplete applications will not be accepted. Applications will be ranked based on the information supplied in the application.

All applications must be received by the VTPO by 12:00 PM (noon) on Friday, March 18, 2011. Applicant's are strongly advised to request verification that your applications have been received.

Initial Project Screening

Any project submitted by a local government for consideration needs to meet the following screening criteria:

- a) Project must demonstrate a clear and definitive link to transportation.
- b) Projects submitted with individual components or phase must be physically or functionally related. For example multiple sidewalk segments, non-contiguous segments must reasonably serve a common purpose.
- c) The applicant must have authorization from responsible jurisdiction to submit for project funding. (For example, a city that submits a project for landscaping on a State road must have authorization from the State). For multi-jurisdictional portions each respective agency must co-sponsor the project or provide a formal letter of agree

Showing changes recommended by TIP Subcommittee on 1-13-12 in red type.

- d) All work must be done by pre-certified vendors and contractors of FDOT or the LAP sponsor. Projects or project phases completed by these firms are also required to meet federal guidelines. Provide documentation on how sponsor will address this criterion.
- e) Except for bicycle transportation projects and pedestrian walkways, TE projects may not be undertaken on roads functionally classified as local or rural minor collectors, unless such roads are on the adopted Federal-Aid highway system or permission is secured from the United States Secretary of Transportation. However, TE projects are allowed on any other classification of roadway or on locations not on the roadway system provided that such land is publicly owned, or over which public access has been granted through an easement or other conveyance extending over the foreseeable useful life of the completed project.
- f) **If this is a Shared-Use Path project is it at least 10 feet wide? [The TIP Subcommittee discussed whether this should be increased from 10 ft. to 12 ft. as was done by the BPAC for XU-funded bicycle and pedestrian projects. However, no action was taken.]**
 - If yes, the project is eligible.
 - If no, if this project is at least 5 feet wide then it may be eligible to be submitted as a sidewalk project.
- g) If this is a Sidewalk project is it at least 5 feet wide?
 - If yes, the project is eligible.
 - If no, the project application is not acceptable.

Volusia TPO
2011 Priority Application for
Transportation Enhancement Projects

Scoring Criteria Summary

Priority Criteria	Maximum Points
(1) Contribution to "Livability" and Sustainability in the Community	25
(2) Enhancements to the Transportation System	25
(3) Demand/Accessibility	15
(4) Safety/Security	15
(5) Project Readiness	10
(6) Matching Funds Provided	10
Total	100

Project Title: _____

Applicant (project sponsor): _____

Contact Person: _____ **Job Title:** _____

Address: _____

Phone: _____ **FAX:** _____

E-mail: _____

Governmental entity with maintenance responsibility for roadway facility on which proposed project is located (if different from Applicant): _____

[Attach letter from responsible entity expressing support for proposed project.]

[Letter of support must include a statement describing the responsible entity's expectations for maintenance of the proposed improvements, i.e., what the applicant's responsibility will be.]

Is the Applicant certified to administer the proposed project through LAP? ☐ Yes ☐ No

If Applicant is not LAP certified to administer the proposed project, name a qualified Project Administrator who will manage the proposed project: _____

[Attach letter from Project Administrator agreeing to serve in that capacity.]

Priority of this proposed project relative to other applications submitted by the Applicant: _____

Project Description: _____

Project Location (include project length and termini, if appropriate, and attach location map): _____

Project Purpose and Need: _____

Showing changes recommended by TIP Subcommittee on 1-13-12 in red type.

(1) Contribution to “Livability” and Sustainability in the Community (maximum 25 points)

Describe how the project positively impacts the “Livability” and Sustainability in the community that is being served by that facility. Depict assets on a project area map in relation to a one-half mile buffer around the project.

Contribution to “Livability” and Sustainability in the Community (Maximum 25 Points)

- Project includes traffic calming measures.
- Project is located in “gateway” or entrance corridor as identified in a local government of applicant’s master plan, or other approved planning document.
- Project removes barriers and/or bottlenecks for bicycle and/or pedestrian movements.
- Project includes features which improve the comfort, safety, security, enjoyment or well-being for bicyclists, pedestrians, and/or transit users.
- Project improves transfer between transportation modes.
- Project achieves a significant reduction of non-renewable energy usage.
- Project supports infill and redevelopment consistent with transit-oriented design principals and strategies are in place making it reasonably certain that such infill and redevelopment will occur.
- Project supports a comprehensive travel demand management strategy that will likely significantly advance one or more of the following objectives: 1) reduce average trip length, 2) reduce single occupancy vehicle trips, 3) increase transit and non-motorized trips, 4) reduce motorized vehicle parking, reduce personal injury and property damage resulting from vehicle crashes
- Project significantly enhances “walkability” and “bikeability”. The following are key indicators of walkability and bikeability:
 - Are there safe walking spaces? (smooth, unobstructed, separated from traffic, crossings with appropriate signs and signals)
 - Are there places to bicycle safely? (on the road, sharing the road with motor vehicles or an off road path or trail)
 - Can pedestrians and bicyclists see and detect traffic (oncoming vehicles) day and night?
 - Are the surfaces adequate for walking or bike riding? (free of cracked or broken concrete/pavement, slippery when wet, debris)
 - Is there enough time to cross streets and intersections?
 - Is there access to well designed sidewalks and crossings?
 - Are there signs and markings designating routes? (including crosswalk markings, way finding and detour signs)
 - Are there continuous facilities? (sidewalks and trails free from gaps, obstructions and abrupt changes in direction or width)
 - Is driver behavior conducive to safe walking or biking? (yielding to pedestrians in crosswalks, maintaining at least 3’ passing distance from bicyclists)

Criterion (1) Describe how this project contributes to the “Liveability” and Sustainability of the Community: _____

(2) Enhancements to the Transportation System (maximum 25 points)

This criterion considers the demonstrated and defensible relationship to surface transportation.

Describe how this project fits into the local and regional transportation system. Depict this on the map where applicable.

Enhancements to the Transportation System (Maximum 25 Points)

- Is the project included in an adopted plan?
- Does local government have Land Development Code requirements to construct sidewalks?
- Does the project relate to surface transportation? Some factors that can help establish this relationship include:
 - Is the project near a highway or a pedestrian/bicycle corridor?
 - Does the project enhance the aesthetic, cultural, or historic aspects of the travel experience?
 - Does it serve a current or past transportation purpose?
- Does the project improve mobility between two or more different land use types located within 1/2 mile of each other, including residential and employment, retail or recreational areas?
- Does the project benefit transit riders by improving connectivity to existing or programmed pathways or transit facilities? Does it conform to TOD principals?
- Is the project an extension or phased part of a larger beautification/redevelopment effort in corridor/area?

Criterion (2) Describe how this project enhances the Transportation System: _____

(3) Demand/Accessibility (Maximum 15 points)

Describe indications of existing demand (e.g., photographs of worn pathways that demonstrate ground wear from use) and the degree to which the project will satisfy that demand. Describe expressions of community support and include supporting documentation (e.g., letters of support or petitions from community groups, homeowners associations, school administrators, etc.) Describe how the project improves accessibility to activity centers, town centers, office parks, post office, city hall/government buildings, shopping centers, employment centers, trail facilities, recreational and cultural facilities, schools and other points of concentrated activity.

Demand/Accessibility (Maximum 15 Points)

- Is there a documented obvious indication of demand?
- Is documentation of public support for the project provided?
- Does the project enhance mobility or community development for disadvantaged groups, including children, the elderly, the poor, those with limited transportation options and the disabled? Documentation that will help determine a score include school access routes, proximity to public housing or public facilities that can currently only be accessed by roadways.

Criterion (3) Describe how this project satisfies Demand and improves Accessibility: _____

(4) Safety/Security (Maximum 15 Points)

In the space provided below, describe how and to what extent the proposed facility would enhance safety conditions for motorized travelers, non-motorized travelers, or the community. Provide documentation that illustrates how it does.

Safety/Security (Maximum 15 Points)

- How does the project address a hazardous, unsafe or security condition/issue?
- How does the project remove or reduce potential conflicts (bicyclist/automobile and pedestrian/automobile)?

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Criterion (4) Describe how this project promotes Safety and/or Security: _____

(5) Project "Readiness" (Maximum 10 Points)

Describe.

Project Readiness (Maximum 10 Points)

- Is there an agreement and strategy for maintenance once the project is completed, identifying the responsible party?
- Project has been completed through design. Only construction dollars are being sought.
- Is right-of-way readily available and documented for the project?

Criterion (5) Description (if needed): _____

(6) Matching Funds (Maximum 10 Points)

Matching funds are not required, but will be viewed as an expression of the Applicant's dedication and commitment to the project. Therefore, points may be awarded in proportion to the size of the match. Applicants and/or project sponsors should demonstrate the availability of the match for project. In lieu of a cash match, Applicant/project sponsor match may include other valuable services such as planning, engineering, design, construction or environmental activities approved by the U.S. Department of Transportation and right-of-way donations by private parties. Applicants must demonstrate the feasibility of such in-kind arrangements in their applications. Applicants must specify the amount, origin and availability of matching funds.

Check the appropriate box and describe.

Matching Funds Provided (Maximum 10 Points)

Check all that apply:

Will the applicant be providing matching funds for the project?	<input type="checkbox"/>
Is there an agreement and strategy for such funds by the responsible party for which dollars are being sought?	<input type="checkbox"/>

Criterion (6) Description (if needed): _____

Applicants should consult the FDOT Document "Eligibility Criteria and Implementation. Guidelines for Transportation Enhancement Projects".

This document is revised annually and is available from FDOT or the VTPO Enhancements Coordinator. It can also be accessed on line at:

<http://www.dot.state.fl.us/emo/enhance/enhance.shtm>

Volusia TPO
2011 Priority Application for
XU Traffic Operations/ITS/Safety Projects

February 2011

General Instructions:

This is the first of two calls for projects for the 2011 calendar year. [Only one "Call for Projects" unless it is later determined to be necessary.] Applications for Feasibility Studies and Project Implementation will be accepted with this call for projects. A second call for projects this summer will only be for projects for which Feasibility Studies have already been completed or are not required.

Applicants must use the attached VTPO XU Traffic Operations/ITS/Safety Project Application form whether applying for a Feasibility Study or for Project Implementation. If applying for a Feasibility Study, you will complete only the first part of the application.

No project will advance beyond a Feasibility Study unless the VTPO receives an application for Project Implementation for the project. Applications for Project Implementation will be accepted only if a Feasibility Study has already been completed or if the project does not require a Feasibility Study. When applying for Project Implementation, you must complete the entire application. Information that was provided previously in an application for Feasibility Study must be updated to reflect findings and recommendations from the completed Feasibility Study.

Applications will be ranked based on the information supplied in the application.

Incomplete applications will not be accepted.

Project Qualification:

Except for certain improvements identified in 23 U.S.C. §133¹, projects located on roads functionally classified as local or rural minor collectors may not be funded with Federal XU funds unless such roads are on a Federal-aid highway system on January 1, 1991.

Only applications for Traffic Operations, ITS and Safety Projects will be considered. These projects are relatively low-cost enhancements to improve the operational safety and efficiency of the existing traffic circulation system. They are quick responses to implement low-cost improvements. They are typically narrow in scope and focus on improvements to traffic operations and modifications to traffic control devices. The following list of projects is representative of qualifying projects; however, it is not exhaustive:

1. left and/or right turn lanes, improved signage or signalization,
2. targeted traffic enforcement,
3. limitation or prohibition of driveways, turning movements, trucks and on-street parking,
4. modification of median openings,
5. replacement of standard intersections with traffic circles or roundabouts,
6. incident response plans,
7. extension of turn lanes,
8. realignment of a road,
9. intelligent transportation systems (ITS),
10. provision of traffic calming roadway designs or devices, and

¹ These exceptions include, carpool projects, fringe and corridor parking facilities and programs, bicycle transportation and pedestrian walkways, modification of public sidewalks to comply with the Americans with Disabilities Act, highway and transit safety infrastructure improvements and programs, hazard eliminations, projects to mitigate hazards caused by wildlife, and railway-highway grade crossings.

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11. installation of street lighting.

Local Match Requirement:

VTPO Resolution 2011-03 requires a local match of ten (10) percent of the total amount of XU funds programmed for each project. For this purpose, local match is defined as non-federal cash match and/or in-kind services that advance the project. This resolution also reaffirms the VTPO's policy that the applicant (project originator) shall be responsible for any cost overruns encountered on a project funded with XU funds unless the project is on the state highway system, in which case, the State DOT shall be responsible for any cost overruns.

Electronic and "Hard Copy" Submittal Requirement:

1. Applications and supporting documentation shall be submitted as digital media in Portable Document Format (PDF), compatible with MS Windows and Adobe Acrobat Version 9.3 or earlier.
2. Electronic documents may be submitted through our FTP site, as an attachment to email, on a CD or DVD.
3. The application and all supporting documentation shall be included in one electronic PDF file.
4. All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
5. Page size shall be either 8-1/2" by 11" (letter) or 11" by 17" (tabloid).
6. PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at a minimum 300 dpi to balance legibility and file size.
7. If you are unable to produce an electronic document as prescribed here, please call us to discuss other options.
8. In addition to the digital submittal, we require one (1) complete paper copy of the application and all supporting documents. This must be identical to the digital submittal.

VTPO staff will provide assistance in completing an application to any member local government that requests it.

Volusia TPO
2011 Priority Application for
XU Traffic Operations/ITS/Safety Projects

Project Title: _____

Applicant (project sponsor): _____

Contact Person: _____ Job Title: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

Governmental entity with maintenance responsibility for roadway facility on which proposed project is located: _____

[If not the same as Applicant, attach a letter of support for proposed project from the responsible entity.]

[Letter of support must include a statement describing the responsible entity's expectations for maintenance of the proposed improvements, i.e., what the applicant's responsibility will be.]

Is the Applicant LAP certified to administer the proposed project? ☐ Yes ☐ No

If the Applicant is not LAP certified, explain how you intend to comply with the Local Agency Program (LAP) requirements: _____

Priority of this proposed project relative to other applications submitted by the Applicant: _____

Project Description: _____

Project Location (include project length and termini, if appropriate, and attach location map): _____

Project Eligibility for XU Funds (check the appropriate box):

- ☐ the proposed improvement is located on the Federal-aid system;
- ☐ the proposed improvement is **not** located on the Federal-aid system, but qualifies as a type of improvement identified in 23 U.S.C. §133 that is not restricted to the Federal-aid system.

The Applicant is requesting (check only one): ☐ Feasibility Study ☐ Project Implementation

[If requesting a Feasibility Study, the Applicant will be required to submit a new application for Project Implementation after the Feasibility Study has been completed. If requesting Project Implementation, attach a copy of the completed Feasibility Study, or explain in the space provided below for commentary why a Feasibility Study is not necessary.]

Commentary: _____

Project Purpose and Need Statement:

In the space provided below, describe the Purpose and Need for this proposed project. It is very important that your Purpose and Need statement is clear and complete. It will be the principal consideration in ranking your application for a Feasibility Study. It must convince the public and decision-makers that the expenditure of funds is necessary and

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worthwhile and that the priority the project is being given relative to other needed transportation projects is warranted. The project Purpose and Need will also help to define the scope for the Feasibility Study, the consideration of alternatives (if appropriate), and ultimate project design.

The Purpose is analogous to the problem. It should focus on particular issues regarding the transportation system (e.g., mobility and/or safety). Other important issues to be addressed by the project such as livability and the environment should be identified as ancillary benefits. The Purpose should be stated in one or two sentences as the positive outcome that is expected. For example, the purpose is to reduce intersection delays or to reduce rear end collisions. It should avoid stating a solution as a purpose as in - the purpose of the project is to add an exclusive left turn lane. It should be stated broadly enough so that no valid solutions will be dismissed prematurely.

The Need should establish the evidence that the problem exists, or will exist if anticipated conditions are realized. It should support the assertion made in the Purpose statement. For example, if the Purpose statement is based on safety improvements, the Need statement should support the assertion that there is or will be a safety problem to be corrected. When applying for a Feasibility Study, you should support your Need statement with the best available evidence. However, you will not be expected to undertake new studies.

Commentary: _____

***** STOP HERE IF YOU ARE APPLYING FOR A FEASIBILITY STUDY. COMPLETE THE FOLLOWING SECTIONS ONLY IF YOU ARE APPLYING FOR PROJECT IMPLEMENTATION. *****

Criteria #1 – Location (5 points max.)

This criterion looks at the classification of the roads that will benefit from a proposed project. This criterion gives more points to projects that provide a benefit on roads that are classified at a higher level. If a project benefits more than one road, the road that has the highest classification will be used to allocate points.

VTPO staff will review the application to determine the classification of the roads benefitting from the proposed project.

Project located on a ...			Max. Points
Non-Federal Functionally Classified Road	Select only one	<input type="checkbox"/>	0
Local Road (Federal Functional Classification)		<input type="checkbox"/>	0
Rural Minor Collector (Federal Functional Classification)		<input type="checkbox"/>	0
Urban Minor Collector Road (Federal Functional Classification)		<input type="checkbox"/>	2
Major Collector Road (Federal Functional Classification)		<input type="checkbox"/>	3
Minor Arterial Road (Federal Functional Classification)		<input type="checkbox"/>	4
Principal Arterial Road (Federal Functional Classification)		<input type="checkbox"/>	5
Subtotal			5

Commentary: _____

Criteria #2 – Project Readiness (15 points max.)

This criterion looks at the amount of work required to develop the project and get it ready for construction. The closer a project is to the construction phase, the more points it is eligible for.

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Check the appropriate boxes to indicate which phases of work have already been completed or will not be required. For each phase that will not be required, explain why in the space provided for commentary. Include with this application a copy of any relevant studies, warrants, designs, and/or permits. If this is an application for Project Implementation, you must attach a copy of the project scope and cost estimate.

Phasing Already Completed or Not Required ¹				Required But Not Completed (no points)	Unknown or TBD (no points)	Max. Points
Completed	Not Required					
Feasibility Study/Conceptual Design/Cost Estimate	Check only one in each row	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
PE (Design)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Environmental		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Right-of-Way Acquisition		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Permitting		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Subtotal						15

¹ Since XU funding is Federal funding, all activities or work, including that which is done in advance of applying for Federal funds, must comply with all applicable Federal statutes, rules and regulations.

Commentary: _____

Criteria #3 – Mobility and Operational Benefits (30 points max.)

This criterion looks at the extent of traffic operational benefits that will be derived from a proposed project.

In the space provides below for commentary, describe the operational benefits of the proposed project. When putting your application together please include a copy of any approved signal warrant or street lighting studies.

Mobility and Operational Benefits			Maximum Points	
Existing volume to capacity ratio [Must be documented.] (i.e., existing congestion severity)	Select only one	< 0.75	<input type="checkbox"/>	0
		0.75 to 0.99	<input type="checkbox"/>	3
		1.00 to 1.25	<input type="checkbox"/>	4
		>1.25	<input type="checkbox"/>	5
Mobility Enhancements (i.e., level of increased mobility that a project will provide)	Select all that apply	- None	<input type="checkbox"/>	0
		- Bike, Ped. or Transit	<input type="checkbox"/>	5
		- Access Mgmt, ITS, Critical Bridge, Intersection Improvement, or Traffic Signal Retiming ¹	<input type="checkbox"/>	10
Approved signal warrant (new signals only), left turn phase warrant, left turn lane warrant, street light warrant or widening justification ² , access management or ITS improvements ³	Select only one	No	<input type="checkbox"/>	0
		Yes	<input type="checkbox"/>	5
Hurricane evacuation or secondary evacuation route upgrade of including, but not limited to, converting critical traffic signal to mast arm or other operational improvements.	Select only one	No	<input type="checkbox"/>	0
		Yes	<input type="checkbox"/>	5
Subtotal				30

¹ Attach Traffic Signal Timing Study.

² Attach Warrant Study to application; otherwise VTPO staff will assume that a Warrant Study justifying the improvement has not been completed.

³ Access management and ITS improvements include, but are not limited to, addition of non-traversable median greater than 50% project length, addition of curb/gutter at intersection or greater than 50% project length, closure of minor intersections or crossovers, reduction of the number of access points (driveways or driveway widths), elimination of existing at-grade RR crossing, elimination of existing on-street parking, provision of traffic signal preemption for emergency vehicles, connection of three or more traffic signals, and new connection of traffic signal system to computerized signal control.

Commentary: _____

Criteria #4 – Safety Benefits (20 points max.)

This criterion looks at the extent of safety benefits that will be derived from a proposed project. The distinction between the categories of benefits will be coordinated with the Community Traffic Safety Teams (CTST).

In the space provides below for commentary, describe the safety benefits expected from the proposed project, and explain how the proposed project will help to achieve those benefits. VTPO staff will work with the appropriate agencies to determine the intersection and corridor crash rates.

Safety Benefits ¹			Max. Points
On Florida DOT's High Crash List?	Select all that apply	<input type="checkbox"/>	4
Intersection Crash Rate ≥ 2 per million entering vehicles [VTPO should specify methodology for calculating crash rates.]		<input type="checkbox"/>	4
Corridor Crash Rate ≥ 2 per vehicle million miles		<input type="checkbox"/>	4
Street lights needed (Nighttime to Daytime Crash Rate ≥ 2) [VTPO should specify methodology for calculating crash rates.]		<input type="checkbox"/>	4
Provides pedestrian safety features (e.g., RR crossing or intersection crossing)		<input type="checkbox"/>	4
Subtotal			20

¹ If an application scores very high in this criterion, the VTPO may submit application to either the East or West Volusia CTST for Safety Fund consideration.

Commentary: _____

Criteria #5 – Comprehensive Plan and Economic Development (10 points max.)

This criterion looks at the degree to which the proposed project will contribute to the satisfaction of one or more of the local government's adopted comprehensive plan goals or objectives, and the degree to which it supports economic development. Points should be awarded in proportion to how well the project will show direct, significant and continuing positive influence. Temporary effects related to project construction, such as the employment of construction workers, will not be considered.

Comprehensive Plan Compliance and Economic Development			Max. Points
Directly contributes to the satisfaction of one or more goals/objectives in the adopted comprehensive plan	Select all that apply	<input type="checkbox"/>	5
Directly supports economic development (e.g., supports community development in major development areas, supports business functionality, and/or supports creation or retention of employment opportunities)		<input type="checkbox"/>	5
Subtotal			10

Commentary: _____

Criteria #6 – Infrastructure Impacts (20 points max.)

This criterion looks at impacts to adjoining public or private infrastructure, which may be in the way of the project. The less existing infrastructure is impacted the more points a project will score.

In the space provided below for commentary, describe the infrastructure impacts that will occur as a result of constructing the proposed project. When completing your application, please consider the drainage issues that may be involved (see notes below for a more detailed explanation).

Infrastructure Impacts			Max. Points
Major Drainage Impact – relocating or installing new curb inlets or other extensive drainage work is required, or drainage impact has not yet been determined	Select only ¹	<input type="checkbox"/>	0
Minor Drainage Impact – extending pipes, reconfiguring swales or other minor work is required		<input type="checkbox"/>	2
No Drainage Impact – no drainage work required		<input type="checkbox"/>	4
Relocation of private gas utility or fiber optic communication cable is not required ²	Select all that apply	<input type="checkbox"/>	3
Relocation of public/private water or sewer utility is not required ²		<input type="checkbox"/>	3
Relocation of telephone, power, cable TV utilities is not required ³		<input type="checkbox"/>	3
No specimen or historic trees $\geq 18''$ diameter will be removed or destroyed		<input type="checkbox"/>	3
No new railroad crossing or alteration of existing crossing is required		<input type="checkbox"/>	4
Subtotal			20

¹ ADA pedestrian crossings at intersections may impact drainage significantly. Attached Traffic Study should address drainage impacts.

² Typically, these are underground utilities that can only be determined by a complete set of plans. Attach plans showing no impacts; otherwise, assumption is in urban area utilities will be affected.

³ Typically, above ground utilities are not affected except for widening and turn lane projects.

Commentary: _____

CAC Attendance Record 2011

Citizens' Advisory Committee (CAC)

Name	18-Jan	15-Feb	15-Mar	19-Apr	17-May	21-Jun	19-Jul	16-Aug	20-Sep	18-Oct	15-Nov	20-Dec	Notes							
Donald Smart	x	x	x	x	x	exc		x	x	x	x		Daytona Beach (appt. 1/06)							
John Schmitz								exc	exc	x	x		Daytona Beach Shores (appt. 07/11)							
Richard Gailey	abs	x	x	x	x	x		abs	abs	abs	x		DeBary (appt. 6/10)							
Frank Kinsley (Vice Chairman)	x	x	x	x	x	x		x	x	x	x		DeLand (appt. 3/10)							
Janet Deyette	x	x	x	x	x	x		x	x	x	x		Deltona (appt. 11/10)							
Bliss Jamison	x	x	x	x	F. Heeb	x		x	x	x	x		Edgewater (appt. 1/11)							
Gilles Blais	x	x	x	x	x	x		x	x	x	x		Holly Hill (appt. 11/07)							
Jacob Sachs			x	x	abs	x		x	x	x	x		New Smyrna Beach (appt. 03/11)							
Bob Storke	x	x	x	x	x	x		x	x	x	x		Orange City (appt. 1/08)							
Peter Hauser	exc	exc	x	x	x	x		abs	x	x	x		Ormond Beach (appt. 5/04)							
Susan Elliott	exc	x	x	x	x	x		x	abs	exc	x		Pierson (appt. 3/06)							
Bobby Ball	x	x	x	x	exc	x		x	x	x	x		Port Orange (appt. 12/02)							
Lary Galphin	x	x	exc	x	x	x		x	exc	x	exc		Volusia County (appt. 4/07)							
Nadine Collard	x	exc	exc	x	x	x		x	exc	exc	exc		Volusia County (appt. 9/09)							
Dan D'Antonio (Chairman)	x	x	x	x	x	x		x	x	x	x		Volusia County (appt. 4/09)							
Tomm Friend	x	x	exc	exc	exc	x		abs	x	abs	x		Volusia County (appt. 8/07)							
Judy Craig					exc	exc		x	x	x	abs		Volusia County District 1 (appt. 5/11)							
Heather Blanck	x	x	abs	exc	x	x		x	x	exc	x		Votran (appt. 1/07)							
Steve Friedel (non-voting)	x	x	x	x	x	x		x	x	x	x		FDOT (appt. 10/10)							
Melissa Booker (non-voting)										x	x		Volusia Co Traffic Eng. (appt 10/11)							
Karl Welzenbach (non-voting)	x	x	x	x	x	x		exc	x	x	x		Volusia TPO							
<u>Vacancies</u>																				
Volusia County District 1																				
Volusia County At-Large																				
Lake Helen																				
Oak Hill																				
Beverly Beach																				
Flagler Beach																				
Ponce Inlet																				
QUORUM	Y	Y	Y	Y	Y	Y		Y	Y	Y	Y									

TCC Attendance Record 2011

Technical Coordinating Committee (TCC)

Name	18-Jan	15-Feb	15-Mar	19-Apr	17-May	21-Jun	19-Jul	16-Aug	20-Sep	18-Oct	15-Nov	20-Dec	Notes						
Fred Ferrell	x	x	x	x	x	x		x	x	x	x		Daytona Beach (appt. 11/08)						
Pedro Leon								x	x	x	x		Daytona Beach Airport (appt. 0 (07/11)						
Stewart Cruz	x	x	x	x	x	x		abs	x	x	exc		Daytona Beach Shores (appt. 10/04)						
Mike Holmes	x	exc	B. Hardy	x	x	x		x	x	x	x		DeLand (appt. 09/98)						
Ron Paradise (Chairman)	x	x	x	x	x	x		x	x	x	x		Deltona (appt. 11/09)						
Rebecca Hammock	exc	x	x	x	exc	x		x	x	x	x		DeBary (appt. 06/10)						
Darren Lear (Vice Chairman)	x	exc	x	x	x	exc		x	x	abs	x		Edgewater (appt. 10/99)						
Chad Lingenfelter								x	x	x	x		Flagler Beach (appt. 8/11)						
Tom Harowski	x	x	x	x	x	x		x	x	abs	x		Holly Hill (appt. 01/11)						
Gail Henrikson	x	x	x	x	x	x		x	x	x	x		New Smyrna Beach (appt. 12/07)						
Don Findell	exc	exc	x	abs	x	x		x	exc	exc	x		Lake Helen (appt. 10/97)						
Ric Goss	x	x	x	x	exc	x		exc	x	x	x		Ormond Beach (appt. 11/07)						
Jim Kerr	x	x	x	x	x	x		x	x	x	x		Orange City (appt. 06/00)						
Jim Smith	x	abs	x	x	x	x		x	x	x	x		Pierson (appt. 05/09)						
Clay Ervin								x	x	x	x		Ponce Inlet (appt. 8/11)						
Bill McCord	x	x	x	x	x	x		x	x	x	x		Port Orange (appt. 11/08)						
John Dillard	x	x	x	x	x	x		x	x	P.Rippey	x		South Daytona (appt. 12/03)						
Jon Cheney	x	x	x	x	x	x		M. Booker	x	M. booker	M. booker		Volusia County Traffic Engineering (appt. 04/99)						
Marian Ridgeway	x	exc	x	x	exc	exc		abs	abs	x	exc		Volusia County School Board(appt. 11/98)						
Heather Blanck	x	x	abs	exc	x	x		x	x	exc	x		Votran (appt. 01/07)						
Larry LaHue	x	x	exc	x	abs	x		x	p. white	x	x		V.C. Emergency Management (appt. 01/04)						
Steve Friedel	x	x	x	x	x	x		x	x	x	x		FDOT (appt. 10/10)						
<u>NON-VOTING</u>																			
Karl Welzenbach	x	x	x	x	x	x		exc	x	x	x		Volusia TPO						
<u>Vacancies</u>																			
Oak Hill																			
Beverly Beach																			
QUORUM	Y	Y	Y	Y	Y	Y		Y	Y	Y	Y								

BPAC Attendance Record 2011

Bicycle/Pedestrian Advisory Committee (BPAC)

Name	12-Jan	9-Feb	9-Mar	13-Apr	11-May	8-Jun	13-Jul	10-Aug	14-Sep	12-Oct	9-Nov	14-Dec	Notes									
Mike Chuven	x	exc		x	x	x		x	x	x	x		Daytona Beach (appt. 1/04)									
Rani Merens	x	x		exc	x	abs		x	x	x	exc		DeBary (appt. 3/06)									
Tim Bustos - Alternate: Ted Wendler						x		x	x	x	Ted W.		DeLand (appt. 05/11) (alternate appt. 10/11)									
Alexis Collock Rohr									exc	abs	abs		Deltona (appt. 08/2011)									
Michelle Grenham	x	x		x	exc	x		exc	x	x	x		Edgewater (appt. 1/08)									
Craig Wells	x	x		exc	abs	exc		abs	exc	x	exc		Flagler Beach (appt. 4/08)									
Rocky Rivera	x	x		x	x	x		abs	x	abs	x		Holly Hill (appt. 6/09)									
Bob Storke	x	x		x	x	x		x	x	x	x		Orange City (appt. 12/07)									
Phyllis Campbell (Vice Chairperson)	x	x	C	x	x	x	C	x	x	exc	x		Ponce Inlet (appt. 11/06)									
Colleen Nicoulin			A				A	x	x	x	x		Port Orange (appt. 7/11)									
Bill Pouzar	x	exc	N	x	abs	x	N	exc	abs	x	x		Volusia County (appt. 12/10)									
A.J. Devies (Chairperson)	x	x	E	x	x	x	E	x	x	x	x		Volusia County (appt. 1/06)									
Roy Walters	exc	exc	L	x	x	abs	L	exc	exc	x	exc		Volusia County At-Large (appt. 03/05)									
Peter Cerullo	exc	exc	L				L	abs	abs	x	abs		Volusia County (appt 4/10)									
Alt: DeAnn Parker			E	x	exc	abs	E	abs	abs		abs		Volusia County (appt 4/11)									
			D				D															
<u>NON-VOTING</u>																						
Melissa Booker	x	x		exc	x	x		x	J. Cheney	x	J. Cheney		Volusia County Traffic Engineering									
John Harper								abs	abs	x	abs		Volusia County Parks, Recreation & Culture (appt. 07/11)									
Gwen Perney	x	x		x	x	x		x	x	x	Bill Mccord		Large City - Port Orange									
Wendy Hickey	exc	exc		x	x	x		x	x	abs	abs		Small City - Orange City									
Tina Skipper	x	x		x	x	x		x	x	x	exc		Volusia County School Board									
Heather Blanck	abs	x		x	x	exc		exc	x	x	x		Votran									
Joan Carter	x	x		x	x	x		x	x	x	x		FDOT									
<u>Vacancies</u>																						
Ormond Beach																						
Beverly Beach																						
South Daytona																						
Oak Hill																						
Lake Helen																						
Pierson																						
Daytona Beach Shores																						
New Smyrna Beach																						
Volusia County District 3																						
QUORUM	Y	N	N	Y	Y	Y		N	Y	Y	Y											

2012 Meeting Schedule of the Volusia TPO Board and Committees

	Volusia TPO Board	Executive Committee	Technical Coordinating Committee (TCC)	Citizens' Advisory Committee (CAC)	Bicycle/Pedestrian Advisory Committee (BPAC)	Trans. Disadvantaged Local Coordinating Board (TDLCB)
2012	4th Tues. @ 8:00 a.m.	1st Mon. @ 3:00 p.m.	3rd Tues. @ 3:00 p.m.	3rd Tues. @ 1:30 p.m.	2nd Wed. @ 3:00 p.m.	2nd Wed. of every other month @ 11:00 a.m. @ Votran
January	January 24, 2012	January 9, 2012	January 17, 2012	January 17, 2012	January 11, 2012	January 11, 2012
February	February 28, 2012	February 6, 2012	February 21, 2012	February 21, 2012	February 8, 2012	
March	March 27, 2012	March 5, 2012	March 20, 2012	March 20, 2012	March 14, 2012	March 14, 2012
April	April 24, 2012	April 2, 2012	April 17, 2012	April 17, 2012	April 11, 2012	
May	May 22, 2012	May 7, 2012	May 15, 2012	May 15, 2012	May 9, 2012	May 9, 2012
June	June 26, 2012	June 4, 2012	June 19, 2012	June 19, 2012	June 13, 2012	
July	July 24, 2012*	July 2, 2012*	July 17, 2012*	July 17, 2012*	July 11, 2012	July 11, 2012
August	August 28, 2012	August 6, 2012	August 21, 2012	August 21, 2012	August 8, 2012	
September	September 25, 2012	September 3, 2012	September 18, 2012	September 18, 2012	September 12, 2012	September 12, 2012
October	October 23, 2012	October 1, 2012	October 16, 2012	October 16, 2012	October 10, 2012	
November	November 27, 2012	November 5, 2012	November 20, 2012	November 20, 2012	November 14, 2012	November 14, 2012
December	December 25, 2012*	December 3, 2012*	December 18, 2012*	December 18, 2012*	December 12, 2012*	

* These meetings are typically cancelled