



MEETING NOTICE

Please be advised that the Volusia Transportation Planning Organization (VTPO) **CITIZENS' ADVISORY COMMITTEE (CAC) & TECHNICAL COORDINATING COMMITTEE (TCC)** will be meeting on:

DATE: Tuesday, February 21, 2012

TIME: 1:30 p.m. (CAC) & 3:00 p.m. (TCC)

PLACE: Volusia TPO Conference Room
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, Florida 32114

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

Mr. Dan D'Antonio, CAC Chairman

Mr. Ron Paradise, TCC Chairman

AGENDA

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

II. CONSENT AGENDA

A. APPROVAL OF JANUARY 17, 2012 CAC/TCC MEETING MINUTES (Contact: Pamela Blankenship) (Enclosures, CAC pages 3-9; TCC pages 10-17)

III. ACTION ITEMS

A. REVIEW AND RECOMMEND APPROVAL OF PROJECT PRIORITY CRITERIA AND APPLICATION FORMAT (Contact: Robert Keeth) (Enclosures, pages 18-33)

B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2012-05 AMENDING THE FY 2011/12 - 2015/16 TRANSPORTATION IMPROVEMENT PROGRAM TO ADD A PROJECT TO DEVELOP SOCIO-ECONOMIC DATA FOR LRTP UPDATE (Contact: Karl D. Welzenbach) (Enclosures, pages 34-38)

Beverly Beach
Daytona Beach
Daytona Beach Shores
DeBary

DeLand
Deltona
Edgewater
Flagler Beach

Holly Hill
Lake Helen
New Smyrna Beach
Oak Hill

Orange City
Ormond Beach
Pierson
Ponce Inlet

Port Orange
South Daytona
Volusia County

- C. **REVIEW AND RECOMMEND ADOPTION OF VOLUSIA TPO'S TITLE VI PROGRAM AND LIMITED ENGLISH PROFICIENCY ACCESS PLAN** *(Contact: Pamela C. Blankenship) (Enclosures, pages 39-50)*
 - D. **REVIEW AND APPROVAL OF TRAFFIC ANALYSIS ZONE (TAZ) CHANGES TO UPDATE THE CENTRAL FLORIDA REGIONAL PLANNING MODEL (TCC ONLY)** *(Contact: Lois Bollenback) (Enclosure, page 51)*
 - E. **REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2012-07 SUPPORTING FLORIDA HOUSE OF REPRESENTATIVES BILL 405 AND FLORIDA SENATE BILL 1192 REGARDING PERSONS WITH DISABILITIES** *(Contact: Karl D. Welzenbach) (Enclosures, pages 52-69)*
- IV. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS**
- A. **PRESENTATION OF DRAFT FY 2012/13 – 2013/14 UNIFIED PLANNING WORK PROGRAM (UPWP)** *(Contact: Lois Bollenback) (Enclosures, pages 70-74)*
 - B. **PRESENTATION ON THE SCHEDULE OF ACTIVITY FOR THE 2040 LONG RANGE TRANSPORTATION PLAN (LRTP)** *(Contact: Lois Bollenback) (Enclosure, page 75)*
 - C. **PRESENTATION ON THE PEDESTRIAN SAFETY ENFORCEMENT AT CROSSWALKS PROGRAM** *(Contact: Stephan C. Harris) (Enclosure, page 76)*
 - D. **PRESENTATION/STATUS UPDATE ON THE US 1 CORRIDOR IMPROVEMENT PROGRAM** *(Contact: Jean Parlow) (Enclosure, page 77)*
 - E. **FDOT REPORTS** *(Contact: Steve Friedel, FDOT District 5) (Enclosures, pages 78-85)*
 - F. **VOLUSIA COUNTY CONSTRUCTION REPORT** *(Contact: Jon Cheney, V.C. Traffic Engineering) (Enclosure, page 86)*
- V. STAFF COMMENTS** *(Enclosure, page 87)*
- VI. CAC/TCC MEMBER COMMENTS** *(Enclosure, page 87)*
- VII. INFORMATION ITEMS** *(Enclosures, pages 87-88)*
- *East Central Florida Regional Rail Trail Invitation*
- VIII. PRESS/CITIZEN COMMENTS** *(Enclosure, page 87)*
- IX. ADJOURNMENT** *(Enclosure, page 87)*

Mark Your Calendars:

The next meetings of the CAC and TCC are Tuesday, March 20, 2012

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.

MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012

II. CONSENT AGENDA

A. APPROVAL OF JANUARY 17, 2012 CAC & TCC MEETING MINUTES

Background Information:

Minutes are prepared for each CAC and TCC meeting and said minutes must be approved by their respective committees.

ACTION REQUESTED:

MOTION TO APPROVE THE CONSENT AGENDA

Citizens' Advisory Committee (CAC)
Meeting Minutes
January 17, 2012

Members Present:

Donald Smart
John Schmitz
Richard Gailey
Janet Deyette
Bliss Jamison
Gilles Blais
Bob Storke
Peter Hauser
Susan Elliott
Bobby Ball
Dan D'Antonio, Chairman
Judy Craig
Lary Galphin
Steve Friedel (non-voting)
Karl Welzenbach (non-voting)
Melissa Booker (non-voting)

Members Absent:

Tomm Friend (excused)
Nadine Collard (excused)
Frank Kinsley, Vice Chairman
Richard Gailey
Jake Sachs
Heather Blanck

Others Present:

Pamela Blankenship, Recording Secretary
Stephan Harris
Robert Keeth
Lois Bollenback
Jean Parlow
Carole Hinkley

Representing:

Daytona Beach
Daytona Beach Shores
DeBary
Deltona
Edgewater
Holly Hill
Orange City
Ormond Beach
Pierson
Port Orange
Volusia County
Volusia County
Volusia County
FDOT District 5
TPO Staff
VC Traffic Engineering

Representing:

Volusia County
Volusia County
Deland
DeBary
New Smyrna Beach
Votran (CTC)

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff

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

The meeting of the Volusia Transportation Planning Organization (VTPO) Citizens' Advisory Committee (CAC) was called to order at 1:31 p.m. by Chairman Dan D'Antonio. The roll was called and it was determined that a quorum was present.

II. Consent Agenda

A. Approval of November 15, 2011 CAC Meeting Minutes

MOTION: *Mr. Storke moved to approve the November 15, 2011 CAC meeting minutes. The motion was seconded by Mr. Hauser and carried unanimously.*

III. Action Items

A. Review and Recommend Approval of Resolution 2012-01 Amending the 2011/12 Unified Planning Work Program (UPWP)

Mr. Welzenbach explained the proposed changes to the UPWP and the reasons behind them. Part of the request is to reallocate among the UPWP tasks a decrease of \$29,000 in federal planning funds; an increase of \$23,000 in FTA 5303 funding; and the addition of \$16,000 from a federal highway safety grant. In addition, TPO staff, when acting as project managers on various projects, will begin to charge their time against the XU funding set aside for that project. He added that there was a correction on page 21 of the agenda; Safe Routes to School Funding should be changed to Federal Highway Safety Funds.

MOTION: *Mr. Hauser made a motion to recommend approval of Resolution 2012-01 amending the 2011/12 UPWP. The motion was seconded by Mr. Galphin and carried unanimously.*

B. Review and Recommend Approval of Resolution 2012-03 Amending the Volusia TPO's 2035 Long Range Transportation Plan (LRTP) to Accommodate I-95 Improvements

Mr. Welzenbach explained that currently, the FDOT Work Program includes a design/build project in Brevard County to widen I-95 from SR 406 to the Volusia County line. FDOT anticipates that there will be funding left over due to bids coming in lower than expected. FDOT would like to be able to continue the widening of I-95 into Volusia County with any leftover funds. The Volusia TPO 2035 LRTP includes the widening of I-95, but the project is identified for the out year of the plan (2030-2035) and is not fully funded. In order for FDOT to move forward with widening I-95 into Volusia County the project must be in the Volusia TPOs 2035 LRTP. The limits must be defined and funding must be identified. He added that this creates a dilemma since FDOT does not know how far the widening will go or the amount of funding that will be available, if any. Working together, FDOT and FHWA came up with language that FHWA will approve as long as the TPO amends its 2035 LRTP to accommodate the project.

MOTION: *Mr. Galphin moved to recommend approval of Resolution 2012-03 amending the Volusia TPO's 2035 Long Range Transportation Plan*

(LRTP) to accommodate I-95 improvements. The motion was seconded by Mr. Smart and carried unanimously.

- C. Review and Recommend Approval to Allocate XU Funds to Cover a Shortfall in Funding for the Design of Intersection Improvements to SR A1A/3rd Avenue in New Smyrna Beach

Mr. Welzenbach explained that in November of 2009, the TPO was notified that there were additional XU funds available that the TPO was unaware of. To use these funds, the TPO programmed many projects in a short period of time, one of which was design of intersection improvements at SR A1A and 3rd Avenue in New Smyrna Beach. The cost estimate provided by the TCC at that time, was \$50,000. The project design was more complicated than expected and FDOT now estimates that an additional \$350,000 is needed. He stressed that the other phases of the project, right-of-way and construction, are estimated at \$400,000 and \$571,000 respectively. No funding has been set aside for these phases. TPO staff recommends that XU funds not be allocated to fund the project shortfall of \$350,000.

Mr. Galphin asked about the ramifications if the funds were allocated to the project.

Mr. Welzenbach replied that TPO staff does not recommend approval because it would jeopardize a number of other projects currently being studied.

MOTION: Mr. Smart made a motion to reject the recommendation to allocate XU funds to cover a shortfall in funding for the design of intersection improvements to SR A1A/3rd Avenue in New Smyrna Beach.

Chair D'Antonio asked why the original estimate was so far off.

Mr. Keeth explained that part of the proposed improvements to the intersection of SR A1A and 3rd Avenue would relocate the shopping center driveway to the east where the Red Dog Surf Shop is currently located. The plan would require moving the surf shop, and realigning the driveway with 3rd Avenue, which is why the right-of-way and design are so expensive.

The motion was seconded by Mr. Galphin and carried unanimously.

Chair D'Antonio questioned what would happen to the existing \$50,000 allocated for the design of the intersection if the additional costs were not funded.

Mr. Welzenbach replied that TPO staff would go back and look at the other projects to allocate those funds to.

D. Review and Recommend Approval 2012-04 Amending the FY 2011/12 – 2015/16 Transportation Improvement Program (TIP) to Add 1-95 Improvements, a Transit Project, Three Railroad Crossing Safety Improvement Projects, and to Delete the SR A1A/3rd Avenue Intersection Modification Project

Mr. Welzenbach gave a brief explanation of the TIP amendments being recommended.

Chairman D'Antonio advised the members that brief summaries for each amendment were on page 27 of the agenda.

MOTION: *Mr. Smart made a motion to recommend approval of Resolution 2012-04 amending the FY 2011/12 – 2015/16 Transportation Improvement Program (TIP) to add 1-95 Improvements, a transit project, three railroad crossing safety improvement projects, and to delete the SR A1A/3rd Avenue intersection modification project The motion was seconded by Mr. Storke and carried unanimously.*

IV. Presentation, Status Reports, and Discussion Items

A. Discussion of Transit Funding Options

Chair D'Antonio stated that this discussion was intended for the TCC only.

Mr. Welzenbach added that the discussion deals with technical information, including local ordinances and existing agreements, which is why it is only for the TCC. The TPO is looking for feedback as to whether this concept should be pursued.

B. FDOT Reports

Mr. Friedel gave the FDOT report. He noted that the recent Revenue Estimating Conference had minimal impact on Volusia County. The only project affected was the SR 40 capacity project from US 17 to SR 11; the environmental mitigation phase was moved from FY 2014 to FY 2015.

C. Volusia County Construction Report

[Handout provided]

Ms. Booker gave the construction report.

Mr. Galphin questioned if the TPO is involved in the funding of the mast arms in at High Banks Road and US 17/92 in DeBary. Mr. Friedel and Ms. Booker said they would check into it.

V. Staff Comments

Mr. Welzenbach reminded the members that the TPO Board retreat was on January 20, 2012 and that reapportionment would be the focus.

VI. CAC Member Comments

Mr. D'Antonio stated that Mr. Galphin had previously requested an update on SunRail.

Mr. Welzenbach stated the rail had been delivered and they have a firm on board to start with designs for various stations, DeBary being one of them. He added that gopher tortoises are creating a problem at five other stations; in order to proceed, temperatures of above 50 degrees for thirty consecutive days are required before the tortoises can be relocated.

Ms. Craig expressed concern that the lifts used on the cars will be 30 inches wide, but that they need to be larger (36 inches) to accommodate wheel chairs.

Discussion continued on ADA designs and boarding.

Mr. Welzenbach replied that TPO staff would look in to it.

Ms. Hinkley commented that Ms. Craig is correct in stating that there are lifts on the actual vehicles. The width of the lifts was in question. The TPO website has a video on lifts and how they operate. They are designed to be flush with the platform so there is no bumping of the wheelchair. The presentation also shows the restrooms and how they are set up.

Ms. Craig stated that if doorways are not 36 inches, you cannot get through them because of the way the wheels extend out. She asked for assistance in this.

VII. Information Items

- TPO Committee Meeting Schedule for 2012
- Update on Title VI Program and Limited English Proficiency (LEP) Plan

Mr. Welzenbach explained that the Title VI Program and Limited English Proficiency (LEP) Plan were a result of the Federal Certification the TPO went through last summer. Ms. Blankenship has completed the draft versions, and they will be brought before the board this month for review, and then in March for adoption.

Ms. Blankenship gave a brief description of the LEP.

VIII. Press/Citizen Comments

There were none.

IX. Adjournment

There being no further business, the meeting adjourned at 2:16 p.m.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

**Dan D'Antonio, Chairman
Citizens' Advisory Committee (CAC)**

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia TPO certifies that the foregoing is a true and correct copy of the minutes of the **January 17, 2012** regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 21st day of February 2012.

**Karen Roch, Recording Secretary
Volusia Transportation Planning Organization**

**Technical Coordinating Committee (TCC)
Meeting Minutes
January 17, 2012**

TCC Members Present:

Fred Ferrell
Pedro Leon
Rebecca Hammock
Mike Holmes
Ron Paradise, Chairman
Darren Lear, Vice Chairman
Chad Lingenfelter
Tom Harowski
Don Findell
Gail Henrikson
Jim Kerr
Ric Goss
Clay Ervin
Bill McCord
John Dillard
Jon Cheney
Marian Ridgeway
Heather Blanck
Steve Friedel
Karl Welzenbach (non-voting)

TCC Members Absent:

Stewart Cruz (excused)
Jim Smith
Larry LaHue (excused)

Others Present:

Pamela Blankenship, Recording Secretary
Robert Keeth
Lois Bollenback
Carole Hinkley
Stephan Harris
Jean Parlow
Rich Walton
Mike Marcum
Melissa Booker

Representing:

Daytona Beach
Daytona Bch Int'l Airport
DeBary
DeLand
Deltona
Edgewater
Flagler Beach
Holly Hill
Lake Helen
New Smyrna Beach
Orange City
Ormond Beach
Ponce Inlet
Port Orange
South Daytona
VC Traffic Engineering
VC School Board
Votran
FDOT District 5
TPO Staff

Representing:

Daytona Beach Shores
Pierson
VC Emergency Management

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
Daytona Beach
Daytona Beach
VC Traffic Engineering

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

The meeting of the Volusia Transportation Planning Organization (VTPO) Technical Coordinating Committee (TCC) was called to order at 3:00 p.m. by Chairman Ron Paradise. The roll was called and it was determined that a quorum was present.

II. Consent Agenda

A. Approval of November 15, 2011 TCC Meeting Minutes

MOTION: Mr. Cheney moved to approve the November 15, 2011 TCC meeting minutes. The motion was seconded by Mr. Ferrell.

Mr. Cheney requested a correction to the last sentence on page five of the TCC minutes; the words "...US 17/92 Corridor meeting..." should be replaced with "...Westside Transportation Planning Group..."

The motion to approve the minutes as modified by Mr. Cheney carried unanimously.

III. Action Items

A. Review and Recommend Approval of Resolution 2012-01 Amending the 2010/2011 to 2011/12 Unified Planning Work Program (UPWP)

Mr. Welzenbach explained the proposed changes to the UPWP and the reasons behind them. Part of the request is to reallocate among the UPWP tasks a decrease of \$29,000 in federal planning funds; an increase of \$23,000 in FTA 5303 funding; and the addition of \$16,000 from a federal highway safety grant. In addition, TPO staff, when acting as project manager on various projects, will begin to charge their time against the XU funding set aside for that project.

Mr. Cheney asked if 100% of staffs salaries could be charged against the XU funding for program management or if only a percentage could be (i.e. are benefits charged against XU funding). He added that when local governments do LAP projects, salaries are deducted by a certain amount because benefits cannot be paid.

Mr. Welzenbach replied that he would check with Mr. Seely to see what has been worked out with FDOT.

Mr. Welzenbach added that there was a mistake on page 21 of the agenda; Safe Routes to School Funding should be changed to Federal Highway Safety Funds.

Chairman Paradise asked what percentage of XU funding was set aside for administrative work.

Mr. Welzenbach stated that he did not think there was a percentage set aside for LAP agreements because they are not grants.

Chairman Paradise asked if there was a mechanism in place to regulate consulting fees and TPO staff salaries.

Mr. Welzenbach explained that when staff works on a specific project they will charge to the XU funds set aside for that project.

Chairman Paradise stated he was concerned about transparency.

Mr. Welzenbach commented that all of the TPO's information is open for public review. He added that he would check with FDOT to ensure that everything was being done correctly.

MOTION: *Mr. Cheney moved to recommend approval of Resolution 2012-01 amending the 2011/12 Unified Planning Work Program (amended to include the replacement of "Safe Routes to School" with "Federal Highway Safety Funds" (page 21 – Attachment B). The motion was seconded by Mr. McCord.*

Discussion ensued on individual line items listed in UPWP attachment A.

The motion carried with Mr. Harowski voting in opposition.

B. Review and Recommend Approval of Resolution 2012-03 Amending the Volusia TPO's 2035 Long Range Transportation Plan (LRTP) to Accommodate I-95 Improvements

Mr. Welzenbach explained that currently, the FDOT Work Program includes a design/build project in Brevard County to widen I-95 from SR 406 to the Volusia County line. FDOT anticipates that there will be funding left over due to bids coming in lower than expected. FDOT would like to be able to continue the widening of I-95 into Volusia County with any leftover funds. The Volusia TPO 2035 LRTP includes the widening of I-95, but the project is identified for the out year of the plan (2030-2035) and is not fully funded. In order for FDOT to move forward with widening I-95 into Volusia County the project must be in the Volusia TPOs 2035 LRTP. The limits must be defined and funding must be identified. He added that this creates a dilemma since FDOT does not know how far the widening will go or the amount of funding that will be available, if any. Working together, FDOT and FHWA came up with language that FHWA will approve as long as the TPO amends its 2035 LRTP to accommodate the project.

MOTION: *Mr. Cheney moved to recommend approval of Resolution 2012-03 amending the Volusia TPO's 2035 Long Range Transportation Plan (LRTP) to accommodate I-95 improvements. The motion was seconded by Mr. Ferrell.*

Mr. McCord stated that he was in support of the motion to the extent that if money is left over it should be used on I-95, but requested that the widening stop at the Volusia County line and begin at Beville Road and go south. He added that that segment of I-95 is a higher priority in the LRTP.

Mr. Welzenbach replied that Tallahassee ultimately makes the final decision. In addition, this is an existing contract that is being extended not an entirely new project.

Chairman Paradise summarized that it appears FDOT is asking the TPO to take a leap of faith in advancing this project from the out year of the LRTP. His concern is that we will be skipping over projects that are scheduled to be done before the I-95 widening in Volusia County. In addition, there is the concern that payback would be expected from Brevard County.

Mr. Welzenbach clarified that the money is not Brevard County's, it is FDOT's and it is their choice where the funding goes.

Mr. Cheney explained that FDOT wants to take advantage of an opportunity to extend the widening of I-95 north of the Volusia County line. This opportunity can either be taken advantage of or the money will go somewhere else, most likely not Volusia County.

Chairman Paradise asked if the funding of other projects on the LRTP would be affected by advancing the project.

Mr. Welzenbach replied that advancing this project from the out years of the LRTP would not affect other projects because the money is already programmed on I-95, not being taken from another project. If the money is not used for this, it will be used for other statewide priorities.

The motion to recommend approval of Resolution 2012-03 amending the Volusia TPO's 2035 Long Range Transportation Plan (LRTP) to accommodate I-95 improvements carried with one dissenting vote by Chairman Paradise.

C. Review and Recommend Approval to Allocate XU Funds to Cover a Shortfall in Funding for the Design of Intersection Improvements to SR A1A/3rd Avenue in New Smyrna Beach

Mr. Welzenbach stated that in November 2009, there had been a sudden inflow of XU funds and many projects were programmed in a short period of time. One of those projects was the design of intersection improvements at SR A1A and 3rd Avenue in New Smyrna Beach. At that time, the estimate for the design of the project was \$50,000 (as provided by TCC members). The project design was more complicated than expected and FDOT estimates that an additional \$350,000 is needed. FDOT has recommended that the project be removed from the TIP unless the TPO chooses to fund the shortfall. He stressed that the other phases of the project, right-of-way and construction, are estimated at \$400,000 and \$571,000 respectively. No funding has been set aside for these phases. TPO staff recommends that the additional \$350,000 not be allocated to the project.

Mr. Cheney stated that Volusia County was acting as an agent for FDOT. The project is intended to make operational improvements to the 3rd Avenue intersection. FDOT Traffic Operations still feel the project should move forward from an operational standpoint. He asked if the project should still be on the project priority list to be funded, remove the \$50,000 until funding becomes available.

Mr. Welzenbach clarified that he was not recommending the project be removed from the priority list. It is currently in the TIP for \$50,000 and there is no money (at least for this fiscal year and the next).

Mr. Harowski asked why the original estimate was so wrong.

Mr. Cheney stated that there will be title searches and right-of-way issues.

Mr. Ferrell added that the increased cost is due to the need for a consultant and right-of-way acquisition. He recommended keeping the project as a placeholder in the event that money becomes available.

MOTION: *Mr. Lingenfelter moved to recommend that an additional \$350,000 in XU funding not be allocated for the design of SR A1A/3^d Avenue intersection improvements. The motion was seconded.*

Chairman Paradise asked what would happen to the remaining \$50,000 that is currently programmed for the project.

Mr. Welzenbach answered that there were other projects on the priority lists which could use the \$50,000; some of the projects are located in New Smyrna Beach. He added that TPO staff would look at the priority list and bring the item back to the committee in February.

The motion carried with Ms. Henrikson, Mr. Cheney and Mr. Harowski voting on opposition.

- D. Review and Recommend Approval 2012-04 Amending the FY 2011/12 – 2015/16 Transportation Improvement Program (TIP) to Add 1-95 Improvements, a Transit Project, Three Railroad Crossing Safety Improvement Projects, and to Delete the SR A1A/3rd Avenue Intersection Modification Project

Mr. Welzenbach reviewed the projects included in the TIP amendment.

MOTION: *Mr. Lear moved to recommend approval of Resolution 2012-04 amending the FY 2011/12 – 2015/16 Transportation Improvement Program (TIP) to add 1-95 Improvements, a transit project, three railroad crossing safety improvement projects, and to delete the SR A1A/3rd Avenue intersection modification project. The motion was seconded by Mr. Lingenfelter.*

Mr. Cheney noted that two of the railroad crossing safety projects were not on state roads; the asked if the local governments had been notified because they may need to provide matching funds.

Mr. Welzenbach stated that he believed that FDOT was the agency that requested the projects and they were going to provide the match if needed. He noted that he would check with FDOT to get clarification.

The motion carried with Mr. Cheney, Ms. Henrikson and Chairman Paradise voting against the motion.

Mr. Cheney explained that he only voted no because he did not know about the requirement of a local match.

Mr. Friedel announced that he would check to see if there was a local match required.

IV. Presentation, Status Reports, and Discussion Items

A. Discussion of Transit Funding Alternatives

Mr. Welzenbach stated that the purpose of discussing transit-funding alternatives was to look at potential ways to generate a local revenue stream for transit. He explained that in the Volusia TPOs 2035 LRTP most of the transit portion was based on the assumption that a sales tax would be passed by voter referendum; however, because of the economy, even the mention of a sales tax is met with disapproval. Even though no money is available, many of the communities, particularly on the east side of Volusia County, are planning for enhanced and increased transit services.

Mr. Welzenbach referenced the Pavilion in Port Orange and stated that as part of the agreement, Votran received more than \$180,000 as a lump sum and the developer charges a 1% assessment on every sale. This fee, which is kept by the developer, is called a transportation infrastructure assessment. Mr. Welzenbach added that he had come up with an idea very similar to the one with the Pavilion, except that the developer would not keep the entire assessment. He noted that typically a mobility or impact fee is imposed at the local level; however, in this case those fees would be reduced (the fees are only charged one time) and the assessment be levied for every sale in that particular development. If the developer or city wants transit to be involved, Votran would be included in the planning and receive a percentage of the receipts from that assessment on an annual basis; this would generate a steady stream of income for that specific section of transit. He asked if the TCC had any ideas on what the difficulties would be and whether this was something that should be pursued. He stressed that Volusia County is at a point where transit needs to be moved out of the social services and into a choice ridership system.

Chairman Paradise asked if it would be possible to direct road-building funds to transit rather than impact fees.

Mr. Welzenbach replied that impact fees have to be assessed and spent in the same region. They are a one-time fee for capital improvements.

Chairman Paradise clarified that what Mr. Welzenbach was looking for was a consensus from the TCC members as to whether this was worth looking further into. He added that he felt –the issue should be addressed.

Mr. Cheney noted that he was currently on at least three committees that were looking at transit funding. Individual buses go through multiple cities not just one. He commented that he would like to hear from Votran.

Mr. Ervin mentioned that the Corridor Implementation Programs (CIP's) were underway and further discussion on transit funding should be postponed until that information is understood and complete. Currently, there is no room for expansion.

Ms. Blanck stated that Votran has capitalized operating expenditures, and in doing so, it put stress on the replacement program. She added that Votran is the beneficiary of FDOT funds for corridors that will allow them to go to half hour service. What Mr. Welzenbach is recommending is to look at what can be done for incremental funding that can be used for situations that demand transit funding. For example, if this funding were in place, Votran would have been able to plan for Wal-Mart relocation in New Smyrna Beach.

Mr. Cheney recommended the Mobility Plan Subcommittee undertake this discussion.

B. FDOT Reports

Mr. Friedel gave the FDOT report.

Mr. Ferrell asked if the I-95 resurfacing project (#2 – “Other Projects Pending”) would be removed if the I-95 widening project from the Volusia County line to 0.5 miles north of SR 44, (which was just recommended for approval) was completed.

Mr. Friedel replied that he would check into that and let the TCC know.

He noted that the recent Revenue Estimating Conference had minimal impact on Volusia County. The only project affected was the SR 40 capacity project from US 17 to SR 11; the environmental mitigation phase was moved from FY 2014 to FY 2015.

C. Volusia County Construction Report

[Handout provided]

Mr. Cheney gave the construction report.

Mr. McCord asked if Volusia County could provide a list of the resurfacing projects that it intends to do.

Mr. Cheney replied that he would try to do so.

V. Staff Comments

Mr. Welzenbach gave a brief synopsis of the TPO Board Retreat and invited the TCC members to participate.

VI. TCC Member Comments

Ms. Blanck provided a handout containing information on a Transit-Oriented Development course being offered by the National Transportation Institute.

VII. Information Items

- TPO Committee Meeting Schedule for 2012
- Update on Title VI Program and Limited English Proficiency (LEP) Plan

Mr. Welzenbach stated that the Title VI and LEP plans were a result of the TMA Certification last summer. Ms. Blankenship is the Title VI Coordinator for the TPO and she has been working on the draft Title VI and LEP Plans. They are almost complete and will be coming back for approval by the Board in February.

VIII. Press/Citizen Comments

There were no press or citizen comments.

IX. Adjournment

There being no further business, the meeting adjourned at 4:12 p.m.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

Ron Paradise, Chairman
Technical Coordinating Committee (TCC)

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 January 17, 2012 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 17th-day of February 2012.

Pamela C. Blankenship, Recording Secretary
Volusia Transportation Planning Organization

**MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012**

III. ACTION ITEMS

A. REVIEW AND RECOMMEND APPROVAL OF PROJECT PRIORITY CRITERIA AND APPLICATION FORMAT

Background Information:

Last year, in advance of the 2011 "Call for Projects", the TPO thoroughly reviewed and revised the Priority Project application forms, including project scoring criteria, for XU Traffic Operations/ITS/Safety Projects and Enhancement Projects. Once again, TPO staff offer you an opportunity to review and revise the application forms and scoring criteria. However, TPO staff suggests that you try to minimize revisions so that project scores can be fairly compared from year to year. This will make it easier to merge each new year's projects into the lists of previously scored and ranked projects.

The TIP Subcommittee reviewed the application forms on January 13, 2012, and recommended a few changes relating to the information required to be submitted with the applications and to the scoring criteria. Those recommended changes are shown on the application forms included in your agenda packet.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF PROJECT PRIORITY CRITERIA AND APPLICATION FORMATS FOR XU TRAFFIC OPERATIONS/ITS/SAFETY PROJECTS AND ENHANCEMENT PROJECTS AS PRESENTED

Volusia TPO
2012 ~~2011~~ Priority Application for
XU Traffic Operations/ITS/Safety Projects

February ~~2011~~ 201

General Instructions:

201

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.

General Instructions

XU Traffic Operations/ITS/Safety Project Application

Pg. 2 of 2

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
201 ~~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

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		

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.

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		Completed	Not Required	Required But Not Completed (no points)	Unknown or TBD (no points)	Max. Points
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 \geq 2 per million entering vehicles [VTPO shall specify methodology for calculating crash rates.]		<input type="checkbox"/>	4
Corridor Crash Rate \geq 2 per vehicle million miles		<input type="checkbox"/>	4
Street lights needed (Nighttime to Daytime Crash Rate \geq 2) [VTPO shall 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	0
Minor Drainage Impact – extending pipes, reconfiguring swales or other minor work is required		2
No Drainage Impact – no drainage work required		4
Relocation of private gas utility or fiber optic communication cable is not required ²	Select all that apply	3
Relocation of public/private water or sewer utility is not required ²		3
Relocation of telephone, power, cable TV utilities is not required ³		3
No specimen or historic trees ≥ 18” diameter will be removed or destroyed		3
No new railroad crossing or alteration of existing crossing is required		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: _____

Volusia TPO
2012 ~~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 ^{5:00}12:00 PM (noon) on Friday, ^{April 13,}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

- 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
 201 ~~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: _____

(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)?

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>

MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012

III. ACTION ITEMS

- B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2012-05 AMENDING THE FY 2011/12 - 2015/16 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) TO ADD A PROJECT TO DEVELOP SOCIO-ECONOMIC DATA FOR LRTP UPDATE

Background Information:

This TIP amendment allows the TPO to enter into a Joint Planning Agreement (JPA) with FDOT so that the TPO may utilize consultant services to develop the Socio-Economic data required to update the Volusia County portion of the District-wide transportation model used in the update to the LRTP. This work task was added to the UPWP during the January meeting.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2012-05 AMENDING THE FY 2011/12 - 2015/16 TRANSPORTATION IMPROVEMENT PROGRAM TO DEVELOP NEW FM # TO ACCOMMODATE THE DEVELOPMENT OF SOCIO-ECONOMIC DATA FOR LRTP UPDATE

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2012-05

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 Volusia TPO finds it necessary and appropriate to amend its TIP to include a new project which provides for the development of socioeconomic data to be used for updating the Long Range Transportation Plan.

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 by adding a new project, FM 4321301, which provides for the development of socioeconomic data to be used for updating the Long Range Transportation Plan. Said project is more fully described in "Attachment A", attached hereto and made a part of this resolution; 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 hereby 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
- d. Florida Department of Economic Opportunity.

DONE AND RESOLVED at the regular meeting of the Volusia TPO held on the 28th day of February, 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 February 28, 2012.

ATTEST:

Pamela C. Blankenship, Recording Secretary

ATTACHMENT “A”

Resolution 2012-05

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

February 28, 2012



4321301

SE Data Development for LRTP



Work Summary: PLANNING MODELS/DATA UPDATE

From:

To:

Trans System: NON-SYSTEM SPECIFIC **Jurisdiction:** Volusia TPO

Phase	Fund Source	2011/12	2012/13	2013/14	2014/15	2015/16	Total
PLN	XU (SU)	30,000	0	0	0	0	30,000
Total		30,000	0	0	0	0	30,000

Project Description: Develop socioeconomic data (zdata1 and zdata2) for update of the VTPO's 2035 Long Range Transportation Plan.

**MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012**

III. ACTION ITEMS

C. REVIEW AND RECOMMEND ADOPTION OF VOLUSIA TPO'S TITLE VI PROGRAM AND LIMITED ENGLISH PROFICIENCY ACCESS PLAN

Background Information:

The purpose of the Volusia TPO's 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 are necessary to conform to Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) regulations, as well to Florida Department of Transportation (FDOT) guidelines. The TPO's Title VI program defines what Title VI is, includes a written process on how to file a Title VI complaint should one arise, and describes the complaint investigation process.

The Limited English Proficiency Plan has been developed to address the TPO's responsibilities as recipients of federal financial assistance as they relate to the needs of individuals with limited English language skills. The goal of the Volusia Transportation Planning Organization (TPO) Limited English Proficiency (LEP) Access Plan is to ensure that the Volusia TPO recognizes the needs of limited English proficient (LEP) members of the community and implements a plan to communicate effectively and ensure reasonable access to our processes, information and decision-making.

The Volusia TPO's Title VI Program and Limited English Proficiency Access Plan are provided for your review.

ACTION REQUESTED:

MOTION TO RECOMMEND ADOPTION OF VOLUSIA TPO'S TITLE VI PROGRAM AND LIMITED ENGLISH PROFICIENCY ACCESS PLAN

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

TITLE VI POLICY STATEMENT AND 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:
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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
Querrela 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"/> Fecha de la alegada discriminación:
	<input type="checkbox"/> Sexo	<input type="checkbox"/> Represalia	<input type="checkbox"/> Status de Ingreso
	<input type="checkbox"/> Otro		
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:	

Volusia Transportation Planning Organization

Limited English Proficiency Access Plan

I. Introduction

Title VI of the Civil Rights Act of 1964 prohibits recipients of federal financial assistance from discriminating against or otherwise excluding individuals on the basis of race, color, or national origin in any of their activities. It has been recognized that one form of discrimination occurs through an inability to communicate due to a limited proficiency in the English language. This limitation is often the result of an individual's national origin. Title VI of the Civil Rights Act of 1964, Executive Order 13166, and various directives from the US Department of Justice (DOJ) and US Department of Transportation (DOT) require federal aid recipients to take reasonable steps to ensure meaningful access to programs, services and activities by those who do not speak English well.

To determine the extent to which LEP services are required and in which languages, the law requires the analysis of four factors:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the Volusia TPO's programs, services or activities.
2. The frequency with which LEP individuals come in contact with these programs, services or activities.
3. The nature and importance of the program, service, or activity to people's lives.
4. The resources available and the overall cost to the Volusia TPO.

The goal of the *Volusia Transportation Planning Organization (TPO) Limited English Proficiency (LEP) Access Plan* is to ensure that the Volusia TPO recognizes the needs of limited English proficient (LEP) members of the community and implements a plan to communicate effectively and ensure reasonable access to our processes, information and decision-making.

Background

On August 11, 2000, the President issued Executive Order 13166, entitled "Improving Access to Services by Persons with Limited English Proficiency," 65 FR 50121 (August 16, 2000). On the same day, the Assistant Attorney General for Civil Rights at the U.S. Department of Justice (DOJ) issued a Policy Guidance Document, entitled "Enforcement of Title VI of the Civil Rights Act of 1964 – National Origin Discrimination Against Persons With Limited English Proficiency" (*hereinafter referred to as "DOJ LEP Guidance"*), reprinted at 65 FR 50123 (August 16, 2000). In addition, the U.S. Department of Transportation (USDOT) issued a policy Guidance Document, titled "Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons," reprinted at 70 FR 74087, dated December 14, 2005.

Executive Order 13166 requires federal agencies to assess and address the needs of otherwise eligible persons seeking access to federally conducted programs and activities who, due to limited English

proficiency, cannot fully and equally participate in or benefit from those programs and activities. The DOJ LEP Guidance, in turn, advises each federal department or agency to "take reasonable steps to ensure 'meaningful' access [to LEP individuals] to the information and services they provide." [DOJ LEP Guidance, 65 FR at 50124]. The DOJ LEP Guidance goes on to provide that:

[W]hat constitutes reasonable steps to ensure meaningful access will be contingent on a number of factors. Among the factors to be considered is the number or proportion of LEP persons in the eligible service population, the frequency with which LEP individuals come in contact with the program, the importance of the service provided by the program, and the resources available to the [agency].

The DOJ LEP Guidance explains that the identification of "reasonable steps" to provide oral and written services in languages other than English is to be determined on a case-by-case basis through a balancing of all four factors. The DOJ LEP and USDOT Guidance focus principally on the obligation of federal departments and agencies extending federal financial assistance to clarify the long-standing legal obligation on the part of recipients of such assistance to address the language needs of their otherwise-eligible LEP beneficiaries. Executive Order 13166 applies this same obligation to programs and activities undertaken directly by a federal department or agency. Section 2 of the Executive Order directs each federal department or agency "to prepare a plan to improve access to . . . federally conducted programs and activities by eligible LEP persons . . . consistent with the standards set forth in the LEP Guidance . . ."

II. Volusia TPO Factor Analysis

To determine the extent to which LEP services are required and in which languages, the law requires the analysis of four factors. The following sections address each of these with respect to the Volusia TPO planning area.

Factor 1: Review of LEP Populations

Understanding the needs of the community begins with identifying the number of Limited English Proficiency (LEP) persons eligible to be served, likely to be served or likely to be encountered by the Volusia TPO through its programs, services or activities. In an effort to determine potential LEP needs in the Volusia TPO planning area, staff reviewed data available through the U.S. Census Bureau American Fact Finder for the period of 2006 through 2011. Data collected for Volusia County indicated that 4.6% of households speak English "less than very well". A further breakdown of the data showed that 3.0% speak Spanish as the primary language. Other languages spoken in households that speak English "less than very well" include Indo-European (0.9%), Asian and Pacific Islander (0.4%) and Other (0.2%) (see Table 1). This information led staff to review the Spanish speaking LEP group to identify whether this population was concentrated into specific communities.

Table 1: The Top Languages Spoken at Home in Volusia County

Table 1: The Top Five Languages Spoken at Home in Volusia County (US Census Bureau’s 2006-2010 American Community Survey)						
Population 5 years and older	Number of LEP Persons	Percentage of LEP Persons	LEP Persons who speak Spanish	LEP Persons who speak Indo-European Languages	LEP Persons who speak Asian and Pacific Islander Languages	LEP Persons who speak Other Languages
496,053	21,576	4.6%	3.0%	0.9%	0.4%	0.2%

After reviewing a breakdown of Volusia County Spanish LEP populations by city, (2006 – 2010 American Community Survey Five-Year Estimates), it became clear that much of the data was not statistically significant when viewed on a local level. However, the data did appear to indicate a slight concentration of Spanish speaking LEP persons in the city of Deltona (8.6%) and the town of Pierson (12.8%). Because the Volusia TPO realizes that statistical data can be outdated or inaccurate, TPO staff worked with the local public transit provider, Votran, to confirm estimates of LEP populations. Under the Title VI program, Spanish was reported to be the prevalent LEP language and the geographic locations of those populations were consistent with TPO analysis.

Factor 2: Assessing Frequency of Contact with LEP Persons

The results of the census data indicate that Spanish is the most prevalent language spoken by the LEP population in the area covered by the Volusia TPO. To date, the TPO has not received any requests for translation or interpretation of its programs, services or activities into Spanish or any other language. The TPO also translated and distributed a Spanish language version of a transportation survey during the development of its 2035 Long Range Transportation Plan (LRTP), and none were returned to the TPO. The TPO has not had any LEP attendees at public events. One exception, however, is the annual participation in the Univision Telefutera Fair, which is attended predominantly by Spanish speaking people. Informal estimates are that more than half of the encounters at this event are LEP.

Factor 3: Assessing the Importance of TPO Programs

All of the Volusia TPO programs are important; however, those related to safety, public transit, right-of-way, the environment, nondiscrimination and public involvement are among the most important. The TPO must ensure that all segments of the population, including LEP persons, have been involved or have had the opportunity to be involved in the transportation planning process to be consistent with the goal of the Federal Environmental Justice Program and Policy.

Factor 4: Determining Available Resources

When planning any activity, it is imperative that an organization assess the resources available to conduct the activity in a way that is meaningful and balances those efforts with the overall cost to the organization. Given the size of the Spanish LEP population in the Volusia TPO area and current financial

constraints, full language translations of plan documents are not considered warranted or cost feasible at this time. However, the Volusia TPO is fortunate to house within its jurisdiction a number of institutions of higher education and military facilities, both of which have extensive language services. In addition, the TPO maintains cordial relationships with a number of faith-based and community organizations that offer competent language services at no cost to the TPO. The TPO will continually evaluate its programs, services and activities to ensure that persons who may be LEP are always provided with meaningful access.

The analyses of these four factors suggest that, although the costs for providing access are reasonable, the need is limited and extensive LEP services are not required at this time. Nevertheless, the Volusia TPO believes that Spanish language assistance is necessary for certain activities in order to provide broad access by members of the public.

III. Language Access Implementation Plan and Procedures

A limited English proficiency plan helps management and staff members understand their roles and responsibilities with respect to overcoming language barriers for LEP individuals. It is a management roadmap that outlines how the agency defines tasks, assigns responsibility and allocates the resources necessary to come into or maintain compliance with language access requirements. It describes how the agency will meet the service delivery standards delineated in the policy directives, provide notice of language assistance services, provide staff training and conduct ongoing monitoring and evaluation. The following sections outline the activities to be taken by the Volusia TPO to comply with LEP needs.

Administer LEP services by:

1. Assign a staff member to oversee the LEP program; this includes the development and implementation of this plan and annually examining the LEP plan to ensure that it remains reflective of the community's needs.
2. Document the number and type of contacts by LEP persons and activities and events requiring LEP assistance.
3. Ensure Volusia TPO staff is familiar with the requirements and resources for LEP persons.

Provide verbal translation as follows:

1. The Census Bureau's "I Speak" language cards will be available at the TPOs reception desk and staff will be able to identify language needs in order to match them with available services.
2. Maintain a list of support contacts who competently speak Spanish and who are willing to provide translation and/or interpretation services. The resource list will be distributed to TPO staff.
3. Develop agreements with local agencies, colleges/universities and community partners to provide oral and written LEP services with reasonable notification.

4. Identify events and activities that may require a translator to ensure meaningful access by LEP persons.

Provide written translation as follows:

1. Provide meeting notifications in English and Spanish, where appropriate.
2. State in outreach documents that language services are available free of charge in a language LEP persons can understand.
3. Provide Spanish language outreach materials from other organizations including federal, state and local transportation agencies when possible.
4. Identify documents that will be provided in Spanish language format.

LEP Services Required

Given the four-factor analysis, the Volusia TPO has identified the following documents for translation into Spanish language format:

- The 2035 Long Range Transportation Plan (LRTP) Summary Report
- The Walk and Ride Bicycle & Pedestrian Safety Video
- Spanish language format will be made available on the TPO website

The TPO has also identified the following events and activities requiring a Spanish language translator:

- Univision Telefutura
- Public outreach events in Northwest Volusia

For questions or concerns regarding the Volusia TPOs commitment to nondiscrimination or to request LEP services, contact Pamela Blankenship, Title VI Coordinator, at (386) 226-0422 ext. 21 or by e-mail PBlankenship@volusiatpo.org.

**MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012**

III. ACTION ITEMS

D. REVIEW AND APPROVAL OF TRAFFIC ANALYSIS ZONE (TAZ) CHANGES TO UPDATE THE CENTRAL FLORIDA REGIONAL PLANNING MODEL (TCC ONLY)

Background Information:

Over the past month, Volusia TPO staff have shared information and met with various local government representatives and developer representatives to review potential changes that may be required to the Traffic Analysis Zones (TAZ's) for the Volusia TPO planning area. This information is being used by consultants under contract to the Florida Department of Transportation to validate the 2010 base year of the Central Florida Regional Planning Model (CFRPM). A rigorous examination of the TAZ structure was completed during the previous update of the base year CFRPM and this recent review has focused on areas that have known changes.

Volusia TPO staff will discuss the TAZ review and recommended changes that resulted from this effort.

ACTION REQUESTED:

MOTION TO APPROVE THE TAZ CHANGES FOR THE CFRPM AND TO SUBMIT THIS DATA TO FDOT DISTRICT 5 (TCC ONLY)

MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012

III. ACTION ITEMS

E. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2012-07 SUPPORTING FLORIDA HOUSE OF REPRESENTATIVES BILL 405 AND FLORIDA SENATE BILL 1192 REGARDING PERSONS WITH DISABILITIES

Background Information:

The two bills mentioned above would promote greater pedestrian safety especially for the blind and physically handicapped. The bills would require state law enforcement officials to supplement their current data collection efforts regarding pedestrian accidents and fatalities to include whether or not the individual involved was physically handicapped or transportation disadvantaged. In addition, the bills would require drivers' license tests to include expanded language and questions regarding the rights of the physically handicapped and transportation disadvantaged as they pertain to existing traffic laws and also require that law enforcement officials received supplemental training on these same rights.

Florida House Bill 405 and Senate Bill 1192 along with the Analysis and Fiscal Impact Statement of Senate Bill 1192, are provided with this agenda packet for reference purposes.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2012-07 SUPPORTING FLORIDA HOUSE OF REPRESENTATIVES BILL 405 AND FLORIDA SENATE BILL 1192 REGARDING PERSONS WITH DISABILITIES

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2012-07

**RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION SUPPORTING
FLORIDA HOUSE OF REPRESENTATIVES BILL 405 AND RELATED FLORIDA SENATE BILL 1192
REGARDING PERSONS WITH DISABILITIES**

WHEREAS, the Volusia Transportation Planning Organization (VTPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process, including transportation disadvantaged planning as authorized by section 427.0159, Florida Statutes and Rule 41-2, Florida Administrative Code, for Volusia County and the cities of Beverly Beach and Flagler Beach in Flagler County; and

WHEREAS, the Volusia TPO is an active proponent of safety with regards to traffic, cyclists, pedestrians, and particularly the safety of those individuals that are mobility challenged such as the legally blind and individuals that are mobility impaired; and

WHEREAS, the Volusia TPO has, in the past and currently, funded and participated in educational programs for local law enforcement agencies regarding Florida Statutes and their application to pedestrian safety; and

WHEREAS, Florida House Bill 405 and Senate Bill 1192 would require law enforcement agencies in the State of Florida to report crimes affecting persons with disabilities, legally blind persons and persons who are mobility impaired including incidents of crashes involving legally blind persons and crashes involving mobility-impaired persons; and

WHEREAS, Florida House Bill 405 and Senate Bill 1192 would also require certain traffic law education programs to include the study of traffic laws to assist legally blind and mobility impaired persons and for driver education programs to include the same; and

WHEREAS, the Volusia TPO supports including the study of F.S. 316.1301 and traffic laws to assist legally blind and mobility-impaired persons in the curricula of every basic skills course required in order for law enforcement officers to obtain initial certification.

NOW THEREFORE, BE IT RESOLVED by the Volusia Transportation Planning Organization (VTPO) that the:

1. Volusia TPO supports Florida House of Representatives Bill 405 – Persons with Disabilities;

2. Volusia TPO supports Florida Senate Bill 1192 – Persons with Disabilities; and
3. the Chairperson of the TPO, or her designee, is hereby authorized and directed to transmit this resolution to the:
 - a. Governor, State of Florida;
 - b. Secretary of Transportation, United States
 - c. Secretary of Transportation, State of Florida;
 - d. Commissioner of Florida Department of Law Enforcement;
 - e. Director of Department of Highway Safety and Motor Vehicles;
 - f. Secretary of FDOT District 5;
 - g. East Central Florida Regional Planning Council;
 - h. Volusia and Flagler Legislative Delegation;
 - i. Members of the Central Florida MPO Alliance; and
 - j. Members of the TPO Board.

DONE AND RESOLVED at the regular meeting of the Volusia TPO on the 28th day of February, 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 February 28, 2012.

ATTEST:

Pamela C. Blankenship, Recording Secretary

1 A bill to be entitled
 2 An act relating to persons with disabilities;
 3 requiring law enforcement agencies to report certain
 4 criminal activity and enforcement of certain laws to
 5 the Department of Law Enforcement and the Department
 6 of Highway Safety and Motor Vehicles; amending s.
 7 322.12, F.S.; providing requirements for examination
 8 questions pertaining to traffic laws relating to
 9 legally blind and mobility impaired persons; amending
 10 s. 322.095, F.S.; requiring certain traffic law
 11 education programs to include the study of traffic
 12 laws to assist legally blind and mobility impaired
 13 persons; amending s. 943.17, F.S.; requiring the basic
 14 skills course required in order for law enforcement
 15 officers to obtain certification to include the study
 16 of traffic laws to assist legally blind and mobility
 17 impaired persons; amending s. 1003.48, F.S.; requiring
 18 driver education programs to include study of traffic
 19 laws to assist legally blind and mobility impaired
 20 persons; providing an effective date.

21
 22 Be It Enacted by the Legislature of the State of Florida:

23
 24 Section 1. Law enforcement reports.—Each month, each law
 25 enforcement agency in the state shall report crimes affecting
 26 persons with disabilities, legally blind persons, and persons
 27 who are mobility impaired to the Department of Law Enforcement
 28 and report its enforcement of s. 316.1301, Florida Statutes, and

HB 405

CORRECTED COPY

2012

29 traffic laws to assist legally blind and mobility impaired
 30 persons to the Department of Highway Safety and Motor Vehicles.
 31 The report to the Department of Highway Safety and Motor
 32 Vehicles shall include incidents of crashes involving legally
 33 blind persons and crashes involving mobility impaired persons.
 34 The Department of Law Enforcement and the Department of Highway
 35 Safety and Motor Vehicles shall each provide procedures for the
 36 collection and maintenance of the reports in the same manner as
 37 other criminal activity and enforcement reports are collected
 38 and maintained by that department.

39 Section 2. Subsection (6) is added to section 322.12,
 40 Florida Statutes, to read:

41 322.12 Examination of applicants.—

42 (6) Each examination given for a Class E driver license or
 43 a commercial driver license under this section must include one
 44 question testing the applicant's knowledge of s. 316.1301 and
 45 traffic laws to assist legally blind and mobility impaired
 46 persons. In developing questions under this subsection, the
 47 department shall emphasize pedestrian right of way when a driver
 48 is making a right turn at an intersection.

49 Section 3. Subsection (1) of section 322.095, Florida
 50 Statutes, is amended to read:

51 322.095 Traffic law and substance abuse education program
 52 for driver ~~driver's~~ license applicants.—

53 (1) The Department of Highway Safety and Motor Vehicles
 54 must approve traffic law and substance abuse education courses
 55 that must be completed by applicants for a Florida driver
 56 ~~driver's~~ license. The curricula for the courses must provide

57 | instruction on the physiological and psychological consequences
 58 | of the abuse of alcohol and other drugs, the societal and
 59 | economic costs of alcohol and drug abuse, the effects of alcohol
 60 | and drug abuse on the driver of a motor vehicle, and the laws of
 61 | this state relating to the operation of a motor vehicle. The
 62 | curricula must also include the study of s. 316.1301 and traffic
 63 | laws to assist legally blind and mobility impaired persons. All
 64 | instructors teaching the courses shall be certified by the
 65 | department.

66 | Section 4. Subsection (5) of section 943.17, Florida
 67 | Statutes, is amended to read:

68 | 943.17 Basic recruit, advanced, and career development
 69 | training programs; participation; cost; evaluation.—The
 70 | commission shall, by rule, design, implement, maintain,
 71 | evaluate, and revise entry requirements and job-related
 72 | curricula and performance standards for basic recruit, advanced,
 73 | and career development training programs and courses. The rules
 74 | shall include, but are not limited to, a methodology to assess
 75 | relevance of the subject matter to the job, student performance,
 76 | and instructor competency.

77 | (5) The commission, in consultation with the Florida
 78 | Violent Crime and Drug Control Council, shall establish
 79 | standards for basic and advanced training programs for law
 80 | enforcement officers in the subjects of investigating and
 81 | preventing violent crime. The curricula of every basic skills
 82 | course required in order for law enforcement officers to obtain
 83 | initial certification must include the study of s. 316.1301 and
 84 | traffic laws to assist legally blind and mobility impaired

85 persons. After January 1, 1995, every basic skills course
 86 required in order for law enforcement officers to obtain initial
 87 certification must include training on violent crime prevention
 88 and investigations.

89 Section 5. Subsection (1) of section 1003.48, Florida
 90 Statutes, is amended to read:

91 1003.48 Instruction in operation of motor vehicles.—

92 (1) A course of study and instruction in the safe and
 93 lawful operation of a motor vehicle shall be made available by
 94 each district school board to students in the secondary schools
 95 in the state. As used in this section, the term "motor vehicle"
 96 shall have the same meaning as in s. 320.01(1)(a) and shall
 97 include motorcycles and mopeds. Instruction in motorcycle or
 98 moped operation may be limited to classroom instruction. The
 99 curricula of every course must include the study of s. 316.1301
 100 and traffic laws to assist legally blind and mobility impaired
 101 persons. The course shall not be made a part of, or a substitute
 102 for, any of the minimum requirements for graduation.

103 Section 6. This act shall take effect July 1, 2012.

By Senator Lynn

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A bill to be entitled
 An act relating to persons with disabilities;
 requiring law enforcement agencies to report certain
 criminal activity and enforcement of certain laws to
 the Department of Law Enforcement and the Department
 of Highway Safety and Motor Vehicles; amending s.
 322.12, F.S.; providing requirements for examination
 questions pertaining to traffic laws relating to
 legally blind and mobility impaired persons; amending
 s. 322.095, F.S.; requiring certain traffic law
 education programs to include the study of traffic
 laws to assist legally blind and mobility impaired
 persons; amending s. 943.17, F.S.; requiring the basic
 skills course required in order for law enforcement
 officers to obtain certification to include the study
 of traffic laws to assist legally blind and mobility
 impaired persons; amending s. 1003.48, F.S.; requiring
 driver education programs to include study of traffic
 laws to assist legally blind and mobility impaired
 persons; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Law enforcement reports.—Each month, each law enforcement agency in the state shall report crimes affecting persons with disabilities, legally blind persons, and persons who are mobility impaired to the Department of Law Enforcement and report its enforcement of s. 316.1301, Florida Statutes, and traffic laws to assist legally blind and mobility impaired

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30 persons to the Department of Highway Safety and Motor Vehicles.
31 The report to the Department of Highway Safety and Motor
32 Vehicles shall include incidents of crashes involving legally
33 blind persons and crashes involving mobility impaired persons.
34 The Department of Law Enforcement and the Department of Highway
35 Safety and Motor Vehicles shall each provide procedures for the
36 collection and maintenance of the reports in the same manner as
37 other criminal activity and enforcement reports are collected
38 and maintained by that department.

39 Section 2. Subsection (6) is added to section 322.12,
40 Florida Statutes, to read:

41 322.12 Examination of applicants.—

42 (6) Each examination given for a Class E driver license or
43 a commercial driver license under this section must include one
44 question testing the applicant's knowledge of s. 316.1301 and
45 traffic laws to assist legally blind and mobility impaired
46 persons. In developing questions under this subsection, the
47 department shall emphasize pedestrian right of way when a driver
48 is making a right turn at an intersection.

49 Section 3. Subsection (1) of section 322.095, Florida
50 Statutes, is amended to read:

51 322.095 Traffic law and substance abuse education program
52 for driver ~~driver's~~ license applicants.—

53 (1) The Department of Highway Safety and Motor Vehicles
54 must approve traffic law and substance abuse education courses
55 that must be completed by applicants for a Florida driver
56 ~~driver's~~ license. The curricula for the courses must provide
57 instruction on the physiological and psychological consequences
58 of the abuse of alcohol and other drugs, the societal and

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59 economic costs of alcohol and drug abuse, the effects of alcohol
60 and drug abuse on the driver of a motor vehicle, and the laws of
61 this state relating to the operation of a motor vehicle. The
62 curricula must also include the study of s. 316.1301 and traffic
63 laws to assist legally blind and mobility impaired persons. All
64 instructors teaching the courses shall be certified by the
65 department.

66 Section 4. Subsection (5) of section 943.17, Florida
67 Statutes, is amended to read:

68 943.17 Basic recruit, advanced, and career development
69 training programs; participation; cost; evaluation.—The
70 commission shall, by rule, design, implement, maintain,
71 evaluate, and revise entry requirements and job-related
72 curricula and performance standards for basic recruit, advanced,
73 and career development training programs and courses. The rules
74 shall include, but are not limited to, a methodology to assess
75 relevance of the subject matter to the job, student performance,
76 and instructor competency.

77 (5) The commission, in consultation with the Florida
78 Violent Crime and Drug Control Council, shall establish
79 standards for basic and advanced training programs for law
80 enforcement officers in the subjects of investigating and
81 preventing violent crime. The curricula of every basic skills
82 course required in order for law enforcement officers to obtain
83 initial certification must include the study of s. 316.1301 and
84 traffic laws to assist legally blind and mobility impaired
85 persons. After January 1, 1995, every basic skills course
86 required in order for law enforcement officers to obtain initial
87 certification must include training on violent crime prevention

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88 and investigations.

89 Section 5. Subsection (1) of section 1003.48, Florida
90 Statutes, is amended to read:

91 1003.48 Instruction in operation of motor vehicles.—

92 (1) A course of study and instruction in the safe and
93 lawful operation of a motor vehicle shall be made available by
94 each district school board to students in the secondary schools
95 in the state. As used in this section, the term "motor vehicle"
96 shall have the same meaning as in s. 320.01(1)(a) and shall
97 include motorcycles and mopeds. Instruction in motorcycle or
98 moped operation may be limited to classroom instruction. The
99 curricula of every course must include the study of s. 316.1301
100 and traffic laws to assist legally blind and mobility impaired
101 persons. The course shall not be made a part of, or a substitute
102 for, any of the minimum requirements for graduation.

103 Section 6. This act shall take effect July 1, 2012.

The Florida Senate
BILL ANALYSIS AND FISCAL IMPACT STATEMENT

(This document is based on the provisions contained in the legislation as of the latest date listed below.)

Prepared By: The Professional Staff of the Transportation Committee

BILL: SB 1192

INTRODUCER: Senator Lynn

SUBJECT: Persons with Disabilities

DATE: January 23, 2012 REVISED: _____

	ANALYST	STAFF DIRECTOR	REFERENCE	ACTION
1.	Looke	Buford	TR	Pre-meeting
2.	_____	_____	CJ	_____
3.	_____	_____	BC	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____

I. Summary:

This bill creates a new unnumbered section of the Florida Statutes which requires law enforcement agencies to report crimes affecting persons with disabilities, legally blind persons, and persons who are mobility impaired to the Florida Department of Law Enforcement (FDLE); and to report violations of s. 316.1301, F.S., entitled “traffic regulations to assist blind persons”, any other violations of traffic laws to assist legally blind persons and mobility impaired persons, and incidents of crashes involving such persons to the Department of Highway Safety and Motor Vehicles (DHSMV). FDLE and DHSMV are authorized to provide procedures to collect and maintain such reports in the same manner as other similar reports are collected.

This bill amends s. 322.12, F.S., so that driver license exams for Class E and commercial licenses must include one question testing the applicants knowledge of s. 316.1301, F.S, as well as other traffic laws to assist legally blind persons and mobility impaired persons, with particular emphasis given to pedestrian right of way when a driver is making a right turn at an intersection.

This bill amends s. 322.095, F.S., in order to add the study of s. 316.1301, F.S, as well as other traffic laws to assist legally blind persons and mobility impaired persons, to the course curricula for traffic law and substance abuse education courses.

This bill amends s. 943.17, F.S., to add the study of s. 316.1301, F.S, as well as other traffic laws to assist legally blind persons and mobility impaired persons, to the curricula of every basic skills course required for law enforcement officers to obtain initial certification.

This bill amends s. 1003.48, F.S., in order to add the mandatory study of s. 316.1301, F.S, as well as other traffic laws to assist legally blind persons and mobility impaired persons, to the course curricula of driver education programs available in secondary schools in the state.

II. Present Situation:

Law Enforcement Reporting:

FDLE

Currently, the FDLE collects data on crimes across the state through its uniform crime report (UCR) program. The current program, which was implemented for the first full year of crime reporting in 1989¹, collects data according to the following hierarchy of types of crime²:

- Murder and Non-Negligent Manslaughter
- Sex Offenses
- Robbery
- Aggravated Assault
- Aggravated Stalking
- Burglary/Breaking and Entering
- Larceny/Theft
- Motor Vehicle Theft
- Simple Assault
- Arson

Between 1989 and 1995, the UCR system relied on monthly reports from the various law enforcement agencies around the state. However, since 1996, the system has moved to a semi-annual or annual reporting system.³ Currently, no crime data is collected by FDLE relating to crimes against persons with disabilities, legally blind persons, and persons who are mobility impaired.⁴

DHSMV

Currently, in accordance with s. 316.066, F.S., all accidents must be recorded through the use of either a long form report or a short form report. The long form report is used to record accidents which involve death, personal injury, damage to a vehicle or property, or DUI. The short form is used to report all other types of accidents. Long form reports must be submitted to DHSMV within ten days completing the investigation. Short form reports are maintained by the agency for which the officer works.

¹ “Understanding Florida’s UCR Data”, The Florida Department of Law Enforcement, last viewed on 1/23/2012, <http://www.fdle.state.fl.us/Content/getdoc/685508bc-ce34-4423-b867-827ed0dc6fac/datahistory.aspx>

² “Uniform Crime Reports Guide Manual”, The Florida Department of Law Enforcement, 2008, last viewed on 1/23/2012, http://www.fdle.state.fl.us/Content/getdoc/7fad02e4-96bd-46d9-82fc-4a5c46f0be22/datahistory_ucrmanual-1-.aspx, p. 8.

³ See note 1.

⁴ “SENATE BILL #1192 Relating to Persons With Disabilities” analysis, the Florida Department of Law Enforcement, Jan 13, 2012, on file with the Transportation Committee.

Currently, DHSMV keeps a database of all uniform traffic citations (UTCs) which are issued statewide and also collects records of citation and disposition information which it receives from the county clerks of court.⁵ DHSMV does not note the number of traffic citations involving disabled persons, legally blind persons, or mobility impaired persons.

Driver License Examinations:

Currently, the Florida Driver's Handbook, 2012, contains section 5.16.3 entitled "Persons Who are Blind" which includes advice as to how to recognize a blind pedestrian and which also states that "[d]rivers must always yield the right-of-way to persons who are blind. When a pedestrian is crossing a street or highway guided by a dog or carrying a white cane (or a white cane with a red tip), vehicles must come to a complete stop." Also, the Florida Driver's Handbook, 2012, contains section 5.16.4, entitled "Mobility-Impaired Persons", which states that "[d]rivers must yield the right-of-way to mobility-impaired persons and pedestrians utilizing the assistance of a guide dog or service animal. When a pedestrian is crossing a public street or highway and the pedestrian is using a walker, a crutch, or an orthopedic cane or wheelchair, **vehicles must come to a complete stop.**"

Currently, Driver's License exams are formulated by pulling random questions from a large pool of questions. Questions about mobility impaired persons or blind pedestrians may be, but are not guaranteed to be, tested on current driver's license examinations.

Traffic Law and Substance Abuse Education Courses:

Currently, s. 322.095, F.S., requires that the curricula for the courses developed under that section "must provide instruction on the physiological and psychological consequences of the abuse of alcohol and other drugs, the societal and economic costs of alcohol and drug abuse, the effects of alcohol and drug abuse on the driver of a motor vehicle, and the laws of this State relating to the operation of a motor vehicle." There is not presently any requirement to include s. 316.1301, F.S., or the traffic laws to assist legally blind and mobility impaired persons in the curricula under s. 322.095, F.S.

Law Enforcement Basic Skills Course Curricula:

According to FDLE, "the study of traffic laws to assist the blind is specifically covered throughout the law enforcement basic recruit training curriculum. The curriculum addresses types of blindness and their definitions, and additionally directs the basic recruit student to make special accommodations for suspects, victims and witnesses who are visually impaired. Law enforcement basic recruit trainees are provided similar guidance with regard to traffic regulations to assist the blind."⁶

⁵ "2010 Florida Uniform Traffic Citation Statistics Report" cover letter, Department of Highway Safety and Motor Vehicles, last viewed on 1/23/2012, <http://www.flhsmv.gov/reports/2010UTCStats/UTCCoverLetter.pdf>

⁶ "SENATE BILL #1192 Relating to Persons With Disabilities" analysis, the Florida Department of Law Enforcement, Jan 13, 2012, on file with the Transportation Committee.

The following is excerpted from the 2010 law enforcement basic recruit textbook:

Chapter 4—Human Issues

According to the ADA, an individual with a disability is a person who has a physical or mental impairment that substantially limits a major life activity, has a record of such impairment, or is regarded as having such an impairment (IN006.1.I.6.). An **impairment** is defined as any mental or physiological condition that impedes the completion of daily tasks using traditional methods. Examples of impairments are blindness, severe breathing limitation, deafness, inability to use arms or legs, paranoia, or schizophrenia.

IN006.1.J.3. Define blindness and partially sighted.

Vision Impairments

Vision impairment refers to a loss or partial loss of vision. There are several types and degrees of visual impairments. People who have visual impairments, such as blindness or partial sight, meet the ADA definition of disability.

The types of vision impairments that an officer will encounter most often are blindness and partial sight. **Blindness** is a functional loss of vision. This definition applies both to people who cannot see at all (are unable to distinguish light from dark) and people who have some vision in one or both eyes. In fact, 80 to 90 percent of people who are blind or visually impaired have some vision. **Partial sight** is a visual impairment in which, after correction, objects still look dim or out of focus. People with partial sight may not see color well or at all or may lack peripheral vision, but they can still see and even read with magnifiers or other aids. (IN006.1.J.3.)

An officer should make special accommodations for suspects, victims, and witnesses who are visually impaired. When people cannot see, they may be afraid. The officer should reassure a crime victim that the assailant is no longer present. A person with a visual impairment who is arrested must be given large-print versions of any written documents that require the suspect's signature or have the documents read to him or her. A witness with a visual impairment may provide useful and reliable nonvisual observations. People deprived of one sense often develop their four other senses to make up for the loss. Their nonvisual observations may assist with investigations. (IN006.2.D.)

Chapter 5: Patrol 1

IN006.1.J.4. Identify traffic regulations to assist the blind.

An officer's job when directing traffic is to maintain safety for drivers and pedestrians. Officers should be especially aware of pedestrians who are totally or partially blind, guided by a dog, or carrying a white cane or a white cane tipped in red. F.S. § 316.1301 states:

Whenever a pedestrian is crossing, or attempting to cross, a public street or highway, guided by a dog guide or carrying in a raised or extended position a cane or walking stick

which is white in color or white tipped with red, the driver of every vehicle approaching the intersection or place where the pedestrian is attempting to cross shall bring his or her vehicle to a full stop before arriving at such intersection or place of crossing and, before proceeding, shall take such precautions as may be necessary to avoid injuring such pedestrian. A person who is convicted of a violation of this subsection is guilty of a moving violation.

While a white tipped cane or guide dog are clues of a pedestrian's partial or total blindness, all pedestrians should be afforded the same rights when crossing a public street or highway. Officers should also be aware that it is unlawful for any person not partially or totally blind or otherwise incapacitated to carry a white cane in a raised or extended way. Any person convicted of such a violation is guilty of a misdemeanor of the second degree. (IN006.1.J.4.)⁷

Driver's Education Courses in Secondary Schools:

Currently, the district school board determines the manner in which the curricula for courses is developed pursuant to s. 1003.48, F.S. As such, the curricula may vary between districts and there is no set requirement to study s. 316.1301, F.S., or traffic laws to assist legally blind and mobility impaired persons.

III. Effect of Proposed Changes:

Section 1 of this bill creates a new unnumbered section of the Florida Statutes which requires law enforcement agencies to report crimes affecting persons with disabilities, legally blind persons, and persons who are mobility impaired to the Florida Department of Law Enforcement (FDLE); and to report violations of s. 316.1301, F.S., entitled "traffic regulations to assist blind persons," any other violations of traffic laws to assist legally blind persons and mobility impaired persons, and incidents of crashes involving such persons to the Department of Highway Safety and Motor Vehicles (DHSMV). FDLE and DHSMV are authorized to provide procedures to collect and maintain such reports in the same manner as other similar reports are collected.

Section 2 of this bill amends s. 322.12, F.S., so that driver license exams for Class E and commercial licenses must include one question testing the applicants knowledge of s. 316.1301, F.S, and other traffic laws to assist legally blind persons and mobility impaired persons, with particular emphasis given to pedestrian right of way when a driver is making a right turn at an intersection.

Section 3 of this bill amends s. 322.095, F.S., in order to add the study of s. 316.1301, F.S, as well as other traffic laws to assist legally blind persons and mobility impaired persons, to the course curricula for traffic law and substance abuse education courses.

⁷ For complete descriptions, go to [http://www.fdle.state.fl.us/Content/getdoc/8c0fb0b7-3ef5-4cf2-ab9e-6627bb0f2037/FLBRC-LEV1-2011-07-\(1\).aspx](http://www.fdle.state.fl.us/Content/getdoc/8c0fb0b7-3ef5-4cf2-ab9e-6627bb0f2037/FLBRC-LEV1-2011-07-(1).aspx)

Section 4 of this bill amends s. 943.17, F.S., to add the study of s. 316.1301, F.S, as well as other traffic laws to assist legally blind persons and mobility impaired persons, to the curricula of every basic skills course required for law enforcement officers to obtain initial certification.

Section 5 of this bill amends s. 1003.48, F.S., in order to add the mandatory study of s. 316.1301, F.S, as well as other traffic laws to assist legally blind persons and mobility impaired persons, to the course curricula of driver education programs available in secondary schools in the state.

Section 6 of this bill creates an effective date of July 1, 2012.

Other Potential Implications:

FDLE requests the effective date be moved to January 1, 2013 in order to begin collection in line with current UCR submission guidelines.⁸

IV. Constitutional Issues:

A. Municipality/County Mandates Restrictions:

None.

B. Public Records/Open Meetings Issues:

None.

C. Trust Funds Restrictions:

None.

V. Fiscal Impact Statement:

A. Tax/Fee Issues:

None.

B. Private Sector Impact:

Section 3: There are 22 organizations that provide courses amended by this bill and which will likely experience a direct, but indeterminate fiscal impact due to the need to expand the curricula to meet the bill requirements.

C. Government Sector Impact:

FDLE: “There is no cost associated with including these provisions in the law enforcement basic recruit training [section 4] because the existing curriculum already

⁸ “SENATE BILL #1192 Relating to Persons With Disabilities” analysis, the Florida Department of Law Enforcement, Jan 13, 2012, on file with the Transportation Committee.

addresses the issue. Also, FDLE would require 512 hours of contract programming (\$38,400) and equipment in the amount of \$2,000 to complete this project” (section 1).⁹

DHSMV: The provisions of section 1 will likely cause an indeterminate fiscal impact on DHSMV. The provisions of section 2 may cause an indeterminate fiscal impact on DHSMV which will likely be minor because, according to DHSMV, “[t]he modifications to include the question would be simple.”¹⁰

Local Law Enforcement Agencies: The provisions of section 1 will likely cause an indeterminate but significant fiscal impact on local law enforcement agencies due to having to rework their current reporting systems.

School Districts: The provisions of section 5 may cause an indeterminate fiscal impact on local school districts; however, it will likely be minimal.

VI. Technical Deficiencies:

None.

VII. Related Issues:

None.

VIII. Additional Information:

A. Committee Substitute – Statement of Substantial Changes:

(Summarizing differences between the Committee Substitute and the prior version of the bill.)

None.

B. Amendments:

None.

This Senate Bill Analysis does not reflect the intent or official position of the bill’s introducer or the Florida Senate.

⁹ “SENATE BILL #1192 Relating to Persons With Disabilities” analysis, the Florida Department of Law Enforcement, Jan 13, 2012, on file with the Transportation Committee.

¹⁰ Florida Department of Highway Safety and Motor Vehicles, *Agency Bill Analysis, SB 1974* (on file with the Senate Transportation Committee)

MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012

IV. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

A. PRESENTATION OF DRAFT FY 2012/13 – 2013/14 UNIFIED PLANNING WORK PROGRAM (UPWP)

Background Information:

Every two years, the Volusia TPO is required to develop and submit a Unified Planning Work Program (UPWP) to both the state and federal government. This document discusses the role of the TPO, its planning efforts and any special studies that are to be undertaken in that two-year span. The UPWP provides detailed information on how and where the planning funds which the TPO receives from FHWA and FTA will be spent.

A summary of the tasks included in the proposed UPWP document is included with this agenda. A more detailed draft of the UPWP will be forward under separate cover. The document was developed by TPO staff with input provided by the UPWP Subcommittee and is being presented for review and comment. A final document will be presented in March for adoption.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

FY 2012/13 – 2013/14 Unified Planning Work Program (UPWP)

DRAFT Program Summary

Activities begin July 1, 2012 and extend through June 30, 2014

UPWP Section/Task	Funding Year 1 & 2	General Description
1.0 Administration & Program Development		
1.01 General Administration & Program Support	\$364,232 / \$352,964	Organizational Management & Development, Financial Administration, Board Retreat, Reports, Publications & Printing, Meeting Support and Agenda Development, Administrative Staff, Training.
1.02 Information Technology Systems & Website Support	\$62,503 / \$34,308	Information Technology/Management Information Systems Support, Web Hosting Site Updates (includes consultant fees and TPO staff support), Equipment Purchase & Replacement.
1.03 Public Involvement	\$29,146 / \$10,723	Public Involvement Plan, Miscellaneous Outreach Activities and Public Relations, Press Releases & Public Notice, Limited English Proficiency Plan & Title VI.
2.0 FDOT Support & Planning		
2.01 FDOT Support & Planning	\$172,885 / \$152,974	FDOT funding that provides VTPO support activities.
3.0 Planning Projects & Programs		
3.01 UPWP (& Amendment)	\$19,131 / \$41,214	Updates to the existing UPWP after Reapportionment, Developing the next 2-year UPWP, Miscellaneous updates as needed.
3.02 TIP (& Amendment)	\$50,743 / \$53,295	Updates to the existing TIP after Reapportionment, Annual development of the TIP & call for projects, Miscellaneous updates.

3.03 Transportation Data Information Management	\$52,948/ \$54,807	Maintaining the Project Tracking Database, Developing a Data Resource Portal on the VTPO Web-site, Traffic & Safety Data Coordination, Model Data Management, Miscellaneous
3.04 Corridor Improvement Programs & Studies	\$275,572 / \$267,412	Project management for CIP studies (includes consultant fees and TPO Project Management). Support provided for studies such as ISB Coalition, various PD&E's, Project Design, etc. Support transitioning communities with developing sustainability plans, mobility plans, transit supportive development, transit corridors, comprehensive plan changes and funding options (includes consultant fees and VTPO staff time).
3.05 State / Regional Planning & Coordination	\$20,179 / \$20,857	Participation & support for the Central Florida MPO Alliance, Grants Coordination & Support, MPOAC & FDOT Quarterly Meetings, etc.
3.06 Technical Assistance to Small Communities	\$25,145 / \$29,328	Project Development and Engineering Assistance to enable small cities full access to the TPO process and funding opportunities (includes consultant fees and TPO Project Management)
3.07 ITS/Traffic Ops/Safety Project Feasibility Studies (LAP)	\$99,340 / \$90,965	Funding for the completion of Feasibility Projects under the ITS/Traffic Op.'s/Safety Priority List (includes consultant fees and TPO Project Management)
3.08 Community Transportation Survey	\$35,346 / \$35,538	Coordinate the development of a community transportation survey (includes consultant fees and TPO Project Management).
3.09 2040 LRTP (LAP)	\$412,725 / \$42,515	Data collection, financial forecasting, modeling, public outreach, environmental justice, congestion management, freight & safety, alternatives development, meetings and project coordination (includes consultant fees and TPO Project Management).
3.10 General Planning Studies & Initiatives	\$20,311 / \$23,201	Includes miscellaneous transportation planning opportunities that are in development (ATMS / ITS Architecture, Model Input data collection/micro-surveys, post-reapportionment needs, etc.).

4.0 Bicycle, Pedestrian & Safety Programs

4.01 Community Safety Programs	\$21,579 / \$22,351	Various safety program initiatives, helmet fittings, community traffic safety team support, etc.
4.02 Bike-Pedestrian Planning & Implementation	\$47,189 / \$48,499	Miscellaneous program support, BPAC meetings, development of bike map and bicycle and pedestrian plan.
4.03 Bike-Pedestrian Feasibility Studies (LAP)	\$99,527 / \$90,965	Funding for the completion of Feasibility Projects under the ITS/Traffic Op.'s/Safety Priority List (includes consultant fees and TPO Project Management).
4.04 Pedestrian Safety Enforcement Program	\$7,596 / \$7,868	Law enforcement education effort (grant funded).
4.05 Master Planning Assistance to Small Communities	\$7,596 / \$7,868	TPO staff support to small communities to develop bicycle and pedestrian plans within their communities.
4.06 Safety Village	\$8,253 / \$10,909	Coordinate activities, develop concept and partnerships and explore funding opportunities for a Safety Village.

5.0 Transit & Transportation Disadvantaged Programs

5.01 Transit Planning & TD Program	\$79,414 / \$81,923	VTPO public transportation planning support to Votran and Transportation Disadvantaged program support activities. Data reporting, TDLCB support, GIS support, oversight of the CTC.
5.02 Flex Route Service	\$25,730 / \$0	Review and analysis of Flex Route service.
5.03 Transit Planning Support - Continuing Contract	\$23,542 / \$3,669	General Planning Consultant services.

6.0 Reapportionment

6.01 Reapportionment Activities	\$82,868 / \$42,219	Census Data, Coordination Meetings, Negotiation , ICAR, Various Legal Documentation, 2035 LRTP Amendment, New Member Orientation , Community Relations, Update Literature
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**MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012**

IV. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

B. PRESENTATION/UPDATE ON THE 2040 LONG RANGE TRANSPORTATION PLAN (LRTP)

Background Information:

Preliminary activities are underway to support the development of the 2040 Long Range Transportation Plans (LRTPs) throughout the Central Florida region. The Volusia TPO has been engaged in activities regarding the development of the 2010 base year model. In an effort to keep our partners informed, TPO staff will give a brief presentation outlining the timeline of key activities for the development of the 2040 LRTP.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012

IV. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

C. PRESENTATION ON THE PEDESTRIAN SAFETY ENFORCEMENT AT CROSSWALKS PROGRAM

Background Information:

Dr. Malenfant and Dr. Van Houten, the two senior researchers at the Center for Education and Research in Safety (CERS), have been providing pedestrian and bicycle safety enforcement workshops for more than 20 years. They have recently developed a research-based, comprehensive, low-cost police enforcement campaign that is easy to implement. It is designed to produce robust increases in drivers yielding to pedestrians at crosswalks while generating interested agency buy-in, positive media and community support. The Volusia TPO is working with CERS to provide Pedestrian Safety Police Enforcement Workshops to the cities of Daytona Beach Shores, DeLand, Flagler Beach and Holly Hill.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

**MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012**

IV. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

D. PRESENTATION/STATUS UPDATE ON THE US 1 CORRIDOR IMPROVEMENT PROGRAM

Background Information:

The Corridor Improvement Program (CIP) is Task 5.08 in the Volusia TPO's adopted Unified Planning Work Program (UPWP). Under this task, the TPO is pursuing coordinated efforts to help improve the safety and operational efficiency of corridors for all users of the transportation system.

The Phase I Assessment of the US 1/SR 5 corridor includes the collection and review of pertinent studies, plans and analyses that have been completed to-date. This includes, but is not limited to PD&E's, crash data, master plans, transportation concurrency exception areas (TCEA's), comprehensive plans, transportation studies, community redevelopment area (CRA) plans, overlay districts, and the Transit Development Plan (TDP). The US 1/SR 5 corridor review and assessment activities are being conducted concurrently in the following sections:

- Section 1: US 1/SR 5 Rose Bay north to I-95 in Ormond Beach
- Section 2: US 1/SR 5 Rose Bay south to the Brevard County line

This assessment is being undertaken with an eye towards identifying conflicts and commonalities between the identified plans and studies.

Kittelson & Associates, Inc. is the consultant that is conducting this study and they will be providing the committees and TPO Board with an update on the status of this assessment.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012

IV. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

E. FDOT REPORTS

Background Information:

Mr. Steve Friedel, Florida Department of Transportation (FDOT), will be present to answer questions regarding projects on the FDOT Project Status Report, Construction Report, and the 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 COMMITTEE

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	SIDEWALK/CONCRETE REPAIRS; 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	-

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		SR 430 TRAVEL SIGNAL UPDATE	SR 430 & SR 10 MAST ARM REPLACEMENTS MULTIPLE LOCATIONS	-

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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	-

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

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. **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).
22. **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).
23. **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).
24. **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).
25. **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).
26. **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).
27. **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).
28. **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).
29. **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).
30. **Herbert Street Sidewalk**- \$22,000 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)
31. **Naranja Road Sidewalk** - A \$190,000 grant to the City of Debarry in FY 12/13 will pay for construction of a sidewalk from Valencia Road to Highbanks Road (FM No. 428976).
32. **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).
33. **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 Palmetto Avenue (FM No. 430028).
34. **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).

**PUSHBUTTON PROJECT LIST
VOLUSIA COUNTY
February 2012**

SECTION	MP	PROJECT DESCRIPTION	PROJECT TYPE	STATUS	WORK ORDER DATE	EST. CONST. COMPLETE
79060	1.405	US 92, Jacobs Rd	Modify Pedestrian Features	In Design	NA	NA
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		
79181		SR 472, Driveway 1000' West of CR 4101	U-Turn apron on the south side of SR 472	In Design		

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MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012

IV. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

F. VOLUSIA COUNTY CONSTRUCTION REPORT

Background Information:

Staff from Volusia County Traffic Engineering will present an update on the county projects that are either under construction or close to being ready for construction.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

MEETING SUMMARY
(CAC & TCC)
FEBRUARY 21, 2012

- V. STAFF COMMENTS
- VI. CAC/TCC MEMBER COMMENTS
- VII. INFORMATION ITEMS
 - *East Central Florida Regional Rail Trail Invitation*
- VIII. PRESS/CITIZEN COMMENTS
- IX. ADJOURNMENT

****The next meetings of the CAC & TCC will be on March 20, 2012****



You're Invited

The Volusia County Council invites you to celebrate the completion of the first segment of the East Central Regional Rail Trail.

***10 a.m. Saturday,
Feb. 25, 2012***

*Intersection of Perimeter Drive
and Providence Boulevard, Deltona*

*Park at Thornby Park or the Publix shopping plaza
on the corner of DeBary Avenue and Providence Boulevard.*

Bring your bike and ride the 5.7-mile trail!

*The Volusia Transportation Planning Organization
will offer free bicycle helmets to the first 100 persons.*