

**Bicycle/Pedestrian Advisory Committee (BPAC)
Meeting Minutes
March 8, 2017**

Members Present:

Doug Hall
Ted Wendler
Scott Leisen
Michelle Grenham
Paul Eik
Dustin Savage, Chairperson
Nic Mostert
Bob Storke
Gayle Belin
Colleen Nicoulin, Vice Chairperson
Jason Aufdenberg
Alice Haldeman
Nancy Burgess-Hall

Non-Voting Technical Appointees Present:

Wendy Hickey
Gwen Perney
Melissa Winsett
Eric Kozielski (non-voting)
John Cotton
Deborah Tyrone

Members/Technical Appointees Absent:

John Schmitz
Jeff Hodge
Jeff Martin
Danielle Anderson
Patrick McCallister (excused)
Patricia Lipovsky
Christy Gillis (excused)
Heidi Petito/Bob Owens (non-voting)

Others Present:

Debbie Stewart
Stephan Harris
Robert Keeth
Vince Wang
Pamela Blankenship
Gene Ferguson
Gilles Blais
Mark Manwell

Representing:

Daytona Beach
DeLand
Deltona
Edgewater
Flagler Beach
Flagler County
New Smyrna Beach
Orange City
Ormond Beach
Port Orange
Volusia County, At Large
Volusia County, District 3
Volusia County, District 2

Representing:

Flagler County
Port Orange
Volusia County
Volusia County School Board
Votran
FDOT

Representing:

Daytona Beach Shores
DeBary
Holly Hill
Palm Coast
Volusia County, District 1
Volusia County, District 2
South Daytona
Flagler County Transit

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT
Holly Hill
ETM Inc.

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

The meeting of the River to Sea Transportation Planning Organization (TPO) Bicycle/Pedestrian Advisory Committee (BPAC) was called to order at 3:06 p.m. by Chairman Savage. The roll was called and it was determined that a quorum was present

II. Public Comment/Participation

There were no press/citizen comments.

III. Action Items

A. Review and Approval of February 8, 2017 BPAC Meeting Minutes

MOTION: *A motion was made by Mr. Storke to recommend approval of the February 8, 2017 BPAC meeting minutes. The motion was seconded by Ms. Grenham and carried unanimously.*

B. Review and Recommend Approval of Resolution 2017-## Adopting the Accessible Pedestrian Signal (APS) Action Plan Report

Mr. Wang stated the Accessible Pedestrian Signal (APS) Action Plan was initiated in August of last year. The goal of the APS Action Plan is to help cities and local jurisdictions identify key locations that would benefit from the installation of the APS in the future based on an analysis. It aims to improve safety and accessibility for pedestrians and transportation disadvantaged users, especially those with visual impairments. The study is based on evaluations of intersections obtained from the community's input. The evaluations include many aspects, such as travel destination, and pedestrian safety data, connections to existing APS networks, as well as population density data. After evaluating the data, 22 key locations were identified based on the total scores from the criteria described. These are the locations that are in the most need of the installation of APS equipment. Twelve of the 22 key locations are also identified as simple or short-term implementations because of the complete needs of sidewalk infrastructure; there is no need to do actual work on the sidewalk for the APS upgrade. By adopting this plan, the TPO hopes the cities will start to look at the need for APS equipment at these key locations during roadway projects or as small, individual cost effective projects in their planning process.

Dr. Aufdenberg stated he was pleased to see the challenges for the visually impaired in roundabouts in the report.

Mr. Wang replied that was one of the comments from the initial public meeting and that discussion was incorporated into the report.

MOTION: *A motion was made by Mr. Eik to recommend approval of Resolution 2017-## adopting the Accessible Pedestrian Signal (APS) Action Plan Report. The motion was seconded by Mr. Hall. There were none opposing and the motion passed.*

Ms. Nicoulin stated the committee must vote on this item; vote on the motion.

Chairman Savage replied he asked if there was any opposition to the motion and there was none; therefore, the motion passes.

Mr. Eik stated he agreed with Ms. Nicoulin; there should be a voice vote on this motion.

After a voice vote, the motion carried unanimously.

C. Review and Recommend Approval of Resolution 2017-## Supporting Bicycle Safety and Adopting a Bicycle Helmet Fitting Policy

Mr. Keeth stated that Mr. Harris had not briefed him on this action and suggested the committee table this item until Mr. Harris arrived.

D. Review and Recommend Approval of Resolution 2017-## Amending the FY 2016/17 -2020/21 Transportation Improvement Program (TIP)

Mr. Keeth stated this issue was discussed at the meeting last month and has now been reviewed by the CAC, TCC and the TPO Board. The City of Daytona Beach is asking for additional funds for the US 92 corridor project between Nova Road and Lincoln Street. This project will provide general street enhancements including bicycle and pedestrian facilities, streetscape and drainage improvements. It was originally programmed in FY 2014/15 for \$1.5 million for construction but more recent estimates by the city have put construction costs at \$2.9 million. The city is asking for an additional \$1.5 million to fully fund the construction. This TIP amendment will accomplish that by adding a combination of Advanced Construction (ACSU) funds and SU funds.

Mr. Mostert asked what percentage of the money was for pedestrian improvements and what percentage was for landscaping.

Mr. Keeth replied he did not know.

MOTION: A motion was made by Mr. Leisen to recommend approval of Resolution 2017-## amending the FY 2016/17-2020/21 Transportation Improvement Program (TIP). The motion was seconded by Mr. Storke and carried unanimously.

C. Review and Recommend Approval of Resolution 2017-## Supporting Bicycle Safety and Adopting a Bicycle Helmet Fitting Policy

Ms. Blankenship stated this item is to make a formal policy that the TPO must fit bicycle helmets; children or adults must be present and fitted before receiving a bicycle helmet. The TPO cannot give them to anyone without being properly fitted.

Mr. Mostert stated that page 21 of the agenda packet goes over that, properly fitting the helmet.

Chairman Savage asked if a child could not receive a helmet if they were not present or if the literature covered that.

Ms. Blankenship replied a TPO staff member must physically fit the helmet to the child or adult.

Mr. Keeth stated this has always been a TPO practice; to deny a helmet if the child is not present. This formalizes the process and the TPO has something concrete if its position were ever to be challenged.

Dr. Aufdenburg asked if the TPO was going to South Daytona for a helmet fitting like last year in April.

Ms. Blankenship replied it was not on the schedule for this year; the next event is Trails Day in June.

MOTION: *A motion was made by Mr. Mostert to approve Resolution 2017-## supporting bicycle safety and adopting a bicycle helmet fitting policy. The motion was seconded by Ms. Burgess-Hall and carried unanimously.*

V. Presentation and Discussion Items

A. Presentation and Discussion of the FDOT/Florida Transportation Plan (FTP) Complete Streets Design Update

Mr. Gene Ferguson, FDOT, gave a PowerPoint presentation on the FDOT/Florida Transportation Plan (FTP) Complete Streets Design Update. He discussed the creation of the Complete Streets Handbook by FDOT. The handbook will document how FDOT will plan, design and implement projects using a complete streets approach for state road projects based on the surrounding community context. The goals and implementation of achieving the goals is ongoing. He stated the presentation has been given to different groups statewide, including the MPO's. FDOT has a series of policy plans, guidebooks and handbooks that are undergoing modifications to make them more compatible with this approach. This will also include the Complete Streets Handbook which is scheduled to be completed in the spring of this year.

Mr. Ferguson stated the Complete Streets effort is primarily an approach that will provide flexibility to existing planning and design as well as maintenance for state facilities based on the context of the community. The Complete Streets Handbook will be made available to the public for review and comment in March or April. The final documents are intended to be released in June. FDOT welcomes any comments. He showed the contexts that FDOT is using and stated they are intended to allow flexibility according to the context. Rural areas have less need for certain features that would be more desirable closer to an urban center. FDOT wants to put the right road in the right place. While there is no new funding associated with this effort, it gives FDOT the chance to use enhanced flexibility to get a better fit between the road and the community. The only new material from the Complete Streets Handbook is the design speeds; everything else is essentially identifying the flexibility FDOT has always had and makes it more official. The design speeds have been lowered on the higher speed roads and lowered the high speed approaching the urban corridors to minimize crashes between bicycles, pedestrians and motor vehicles.

Mr. Ferguson stated the handbook emphasizes the importance of collaboration with regional partners and local governments. FDOT expects the draft to be available in about a month for partner comments; it will be going out to the TPO. He showed the other manuals and policies FDOT is incorporating into complete streets.

Ms. Nicoulin asked if Mr. Ferguson would need to be contacted for a draft to review and comment or if it would be available on the FDOT website.

Mr. Ferguson replied that the draft would be distributed to the agency partners and it will be on the FDOT website. FDOT will collaborate with the TPO on this as to where the information can be found.

Dr. Aufdenburg commented he did not see any six or seven lane corridors like there is in Daytona Beach on the slide presentation.

Mr. Ferguson replied that the area is stuck with the geography it has to a certain extent; the notion of the flexibility allows FDOT to do things differently and better.

Mr. Keeth asked if the flexibility extended to Strategic Intermodal Systems (SIS) roads.

Mr. Ferguson replied that many SIS roads are not limited access facilities. The parts of a SIS, for example access to Port Canaveral, a major airport or other model center, are considered SIS connectors and would fall within this because they have driveways and other things that are not limited access. The interstates as well as state administered toll roads are considered complete as is; they are intended for high speeds and not for pedestrians or bicycles.

B. Presentation and Discussion of Votran's Bus Stop Improvement Plan

Mr. Wang stated this project has not yet begun; this is a formal presentation to the TPO's committee members that the TPO is going to conduct such a project in partnership with Votran. The Bus Stop Improvement Plan is one of the projects that has been programmed in the FY 2017/18 Unified Planning Work Program (UPWP). Votran has been collecting bus stop data at each individual bus stop throughout the county for years. He recognized Mr. John Cotton, Votran, as being behind that effort. The Bus Stop Improvement Plan will build on the collected data and aims to help the county and cities identify existing bus stop infrastructure conditions, provide improvement plans for the cities to fix deteriorating conditions and improve the American with Disabilities Act (ADA) accessibility at the sites. This will be a two-phase study; a comprehensive report will be prepared for each individual city to identify all current bus stop conditions and will include a priority list for implementing the necessary improvements.

Mr. Mostert stated he saw the article regarding the Tanger Outlet Mall and Votran choosing not to service it. He noted there were a couple of sites that were approved like the Walmart in New Smyrna Beach and asked if Mr. Ferguson or anyone from Votran had any comments.

Mr. Cotton replied that Votran did not choose to not go there; the County Council chooses for Votran.

Mr. Wang stated there was a Volusia County Council meeting on March 2, 2017 and there is a presentation regarding the issue on the county website as well as the county's budget workshop for transit and Votran that is very comprehensive. Eventually they reached an agreement to extend some of the service. Also on the website are some other discussions related to the Tanger Outlet Mall issues and a great presentation that can answer a lot of questions anyone may have.

Ms. Burgess-Hall stated the article in the paper Friday summarized some of the points from Thursday's council meeting. The New Smyrna Beach site and others in the southeast part of the county had been planned but were suspended because of finances; they had been requested for years. The Tanger Outlet Mall is a new project and would fall lower on the list. The audio to the

county council meeting is available as well on the county website. In her opinion, the problem is the planning boards; they do not consider transit. They provide money for infrastructure, meaning roads, but do not include sidewalks and bus service.

Ms. Winsett stated the when the county reviewed that project and the traffic impact analysis (TIA), it had a transit section and a multimodal section. The county continuously made the comment that there was no transit service going to this site and the applicant would need to figure that out. The applicant, along with the city, will have to figure that out. The county knew that Votran did not have the money; the county did not forget about it and it was not an oversight.

Ms. Burgess-Hall asked if it was the city that dropped the ball.

Ms. Winsett replied that they did not necessarily drop the ball; it is complicated because this is about extending transit service which is not typically done. It is easier for a developer to construct a roadway, a sidewalk or add a bus stop bench and ADA accommodations; it is harder when it is transit related and operational.

Ms. Nicoulin stated a lot of it is the operational costs; the infrastructure for a road can be added and paid to construct it but the operational cost for Votran carries on after the project has been developed and built. This is where the large dollar amounts come in and how to fund service. It is not just providing a bus stop at the Tanger Outlet Mall; it is how to continue the bus service.

Ms. Burgess-Hall stated that should be part of the plan; when it is a large development like the Tanger Outlet Mall, Twin Lakes Medical Center, schools, and senior citizen housing developments that are going to lead to residents needing these services, it needs to be part of the plan. She knows that operations are a significant part of it but if money is being laid out for roads, then if Daytona Beach wants to be known for tourists and a place to draw retirees, the city needs to plan for this community to be a walkable and transit oriented community. It is always after the fact that citizens start screaming this service is needed when it should be part of the planning. There is no sidewalk plan there and she asked why the sidewalk is not part of the Tanger development.

Ms. Nicoulin replied there is a sidewalk at Tanger; the problem is Tanger does not own all that property. When other development comes and surrounds Tanger, they will be responsible for constructing the sidewalk in front of their property.

Ms. Burgess-Hall stated the road is being widened there and asked if a sidewalk was not part of that plan.

Ms. Nicoulin replied that sidewalks are looked at; this is her job; she does traffic impact analyses and they do look at a multimodal analysis. They look at what the infrastructure is in the area for bicycles, pedestrians and transit and identify stops but they cannot say Votran must extend their service just because there is a new mall there. It is talked about and planned; service to the Walmart in New Smyrna Beach has been requested for a while. The planning for Votran and the planning for the routes and the bus stops takes longer than it does to construct the facilities; it is a timing issue. It is not forgotten; there is a lag that leads to the issue that is occurring right now of providing service to an area where people need it.

Ms. Winsett stated that the area around the Tanger Outlet Mall is under review right now; and the county has made the comment about providing an extension of Votran service in the form of a

trolley service that the Tanger Outlet Mall would provide. That was one of the written comments for the record and they have not heard back from that yet. This is a huge development and it is being reviewed by many.

Ms. Burgess-Hall replied that with the publicity of it all, she along with others have been asking questions for about six months at the TDLCB about this. It has not been communicated to the public. Today it was said by Votran that it can take months or years to plan out a project and it should have been pointed out in the beginning so when consumers like her say something it is known that it is a long-term project instead of it just not being looked at.

Ms. Nicoulin stated that sometimes it is the media. The county has a checklist and do coordinate with Votran on what is being provided on site in terms of infrastructure. They do look at more than just roads.

Ms. Burgess-Hall asked if there will be discussion for putting benches back at bus stops. This was also discussed at the TDLCB. She was proud of Daytona Beach for keeping the benches but now she has noticed they have disappeared within the last month or two.

Mr. Cotton replied they have been gone for almost a year.

Ms. Burgess-Hall stated there was one at Walmart on Beville Road recently.

Mr. Cotton explained that when that Walmart became a Super Walmart, Votran donated the shelter under the agreement that Walmart would maintain it. Managers changed, new people came in then the shelter was damaged beyond repair and became a safety hazard. For the safety of its riders, Votran dismantled the shelter and hauled it away. It is not Votran's responsibility to put benches and shelters along the way. The Votran shelters on the road are a joint agreement with the developer. Votran gets the shelters in crates; donated free of charge. The city or the developer installs the shelters with the agreement that they are now the owners to maintain. This particular shelter became a safety hazard so Walmart had no issue with Votran taking it away. At this time, Votran has no plans to put one back in unless Walmart is willing to sign an agreement that they now own that shelter.

Ms. Burgess-Hall asked if that would be part of the TPO study that will be happening.

Mr. Wang stated the study is intended to provide streamlined, general solutions at the end of the report, whether it is adding a bus bench, shelter or upgrading the ramp. The TPO will work with each city on the specific details at each bus stop within each city's jurisdiction for improvements. This is a two phased study and in Phase Two, the TPO will work with each city to create their city profile with the solutions communicated and implemented.

Ms. Hickey asked if the bus shelter and bench were part of the development order that the Walmart in question had to provide.

Mr. Cotton replied that no, it was not. Votran knew that the capacity for ridership was there so at the time of the renovation entered the agreement for the shelter. It was not part of the development order; Votran thought it was the right thing to do.

Mr. Mostert asked if public or private scenarios have been explored rather than Votran for benches.

Mr. Cotton replied that is handled by the individual municipalities. If they want to contract with someone for benches or shelters then it is up to those contractors to install ADA compliant furniture and bus pads at each location. Votran would love it because each bus pad is \$5,000.

VI. Staff Comments

→ FDOT Alert Today Florida's 3rd Annual Champions Ride for Bicycle Safety

Mr. Harris stated the 3rd Annual Champions Ride for Bicycle Safety was held at the Daytona International Speedway on February 20, 2017. It was a sixty-mile bike ride, a part of Alert Today Florida and was organized by Mr. Scott Lagasse, who is also a race car driver. He showed a short video on the ride. He announced this is to promote bike safety and that March is Florida Bicycle Month. The proclamation signed by Governor Rick Scott is in the agenda packet.

Mr. Harris announced the annual call for projects opened January 6, 2017 and is ongoing. The deadline is March 31, 2017 at noon. Mr. Harris and Mr. Keeth will be meeting with local governments to discuss their applications. He stated the BPAC Project Review Subcommittee will be reviewing these applications after March 31, 2017.

VII. Information Items

- BPAC Attendance Record
- Florida Bicycle Month Proclamation
- TPO Board Meeting Report
- TPO Outreach & Activities (February 2017)
- TPO Resolution 2017-07
- TPO Resolution 2017-08

VIII. BPAC Member Comments

Mr. Hall announced the Halifax Council of the Blind will be having a workshop on March 18, 2017 on emergency management and using Votran. There was a lot of controversy about what happened during Hurricane Matthew and they are looking to address the issues. Someone from Volusia County Emergency Management and Ms. Heather Blanck from Votran will be there to discuss it. It is being held at the Daytona International Airport in the Airline Room from 2:00 pm to 4:00 pm.

Mr. Eik stated Flagler Beach received a really good presentation by FDOT and others on different projects that are going to take place along SR A1A. One of them would be a covered revetment, which is not a seawall. At the very northern end of town they will be doing other things. The city will have to maintain the berm that is there. It was very well done, a lot of different projections put out and lots of people there to answer questions. Flagler Beach just recently had a presentation from some of the city's contractors and it looks like the Flagler Beach pier will be accessible in April. It will only be accessible as far as it reaches right now; it will not be extended at this point. He commented he has seen an increase in bicycle ridership in town.

Mr. Storke stated he attended the Annual Planning Retreat and the TPO did an outstanding job. The subject matter was very interesting.

Dr. Aufdenberg thanked the TPO and Ms. Blankenship for coming out to Embry Riddle Aeronautical University's First Annual Not So Noisy Bike Week Bicycle Fest today. Mr. Wendler helped him on Monday when they caught students going away from and toward campus with no lights after dark. They passed out about 50 rear and front lights with the help of FDOT and Mr. Chad Lingenfelter from the Deland office. Since the shared use path has gone in and the Eagle Landing Apartments have opened there are a lot more people biking without lights. He stated Mr. Wendler believes they can hand out more lights in the future. He announced the Bicycle Fest Week is ending this evening with retired Professor Robert Fleck speaking on his bicycle adventures which include him biking from Port Orange to New York City a few years ago.

Mr. Blais announced he will be representing Holly Hill at the next BPAC meeting; the city council meeting will be on the second Tuesday of this month to make it official. He attended the Annual Planning Retreat last week as a member of another TPO committee and found it very interesting.

Ms. Haldeman asked how far in advance the BPAC Project Review Sub-Committee would receive the project applications to review.

Mr. Harris replied the TPO would get the applications to the subcommittee about a week after the call for projects closes, probably by April 7, 2017. The TPO staff has to screen and organize them first.

Ms. Tyrone thanked the committee; she announced this was her last BPAC meeting and her last day at FDOT is Tuesday. She stated it had been a pleasure to be part of the BPAC.

VIII. Adjournment

The BPAC meeting adjourned at 4:00 p.m.

River to Sea Transportation Planning Organization


Mr. Larry Coletti, Chairman, Flagler County Alternate
Bicycle/Pedestrian Advisory Committee (BPAC)

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certifies that the foregoing is a true and correct copy of the minutes of the March 8, 2017 regular meeting of the Bicycle/Pedestrian Advisory Committee (BPAC); approved and duly signed this 12th day of April 2017.



Debbie Stewart, Recording Secretary
River to Sea Transportation Planning Organization