



MEETING NOTICE & AGENDA

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

DATE: Tuesday, April 23, 2013
TIME: 8:30 a.m.
PLACE: Volusia TPO Conference Room
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114

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

Commissioner Robert Gilliland, Chairman Presiding

AGENDA

- I. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC COMMENT/PARTICIPATION *(Length of time at the discretion of the Chairman)*
- IV. CONSENT AGENDA
 - A. APPROVAL OF MARCH 26, 2013 VOLUSIA TPO BOARD MEETING MINUTES
(Contact: Pamela Blankenship) (Enclosure, pages 4-11)
 - B. APPROVAL OF TREASURER'S REPORT *(Contact: Herbert Seely) (Enclosure, pages 4, 12)*
 - C. EXECUTIVE COMMITTEE REPORT -- Report by Commissioner Robert Gilliland, Chairman
(Enclosure, pages 4, 13)
 - D. TECHNICAL COORDINATING COMMITTEE REPORT -- Report by Mr. Darren Lear, TCC
Chairman *(Enclosure, page 4) (provided under separate cover)*
 - E. CITIZENS' ADVISORY COMMITTEE REPORT -- Report by Mr. Dan D'Antonio, CAC
Chairman *(Enclosure, page 4) (provided under separate cover)*
 - F. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORT -- Report by Mr. Robert
Storke, BPAC Chairman *(Enclosure, pages 4, 14)*
 - G. BUDGET SUBCOMMITTEE REPORT -- Report by Vice Mayor Nancy Long, Chairperson
(Enclosure, pages 4, 15)
 - H. CENTRAL FLORIDA MPO ALLIANCE REPORT -- Report by Mayor Pro Tem Leigh Matusick
(Enclosure, pages 4, 16-17)

V. ACTION ITEMS

- A. REVIEW AND APPROVAL OF RESOLUTION 2013-07 AMENDING THE FY 2012/13 TO 2016/17 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) BY ADDING FM# 4337731 - SAFETY MATERIALS TRAINING** *(Contact: Robert Keeth) (Enclosure, pages 18-22)*
- B. REVIEW AND APPROVAL OF RESOLUTION 2013-08 AMENDING THE FY 2012/13 – FY 2013/14 UNIFIED PLANNING WORK PROGRAM (UPWP)** *(Contact: Herbert Seely) (Enclosure, pages 23-37)*
- C. REVIEW AND APPROVAL OF RESOLUTION 2013-09 DEFINING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS UTILIZING THE TPO'S URBAN ATTRIBUTABLE (XU) FUNDS AND TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDS** *(Contact: Robert Keeth) (Enclosure, pages 38-40)*

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

- A. PRESENTATION OF THE DRAFT VOLUSIA TPO BUDGET FOR FISCAL YEAR 2013/14** *(Contact: Herbert Seely) (Enclosure, pages 41-51)*
- B. PRESENTATION OF THE DRAFT FY 2013/14 TO FY 2017/18 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND COMPARISON REPORT** *(Contact: Robert Keeth) (Enclosure, page 52)*
- C. PRESENTATION ON THE FREIGHT, GOODS AND SERVICES PLAN AND ECONOMIC IMPACT ON CENTRAL FLORIDA** *(Contact: Lois Bollenback) (Enclosure, page 53)*
- D. PRESENTATION ON THE BACKGROUND AND VISION OF THE CITY OF PALM COAST** *(Contact: Lois Bollenback) (Enclosure, page 54)*
- E. DISCUSSION OF THE REQUEST TO AMEND THE 2035 LONG RANGE TRANSPORTATION PLAN (LRTP) TO ADD AN INTERCHANGE ON I-95 AT PIONEER TRAIL** *(Contact: Lois Bollenback) (Enclosure, pages 55-77)*
- F. FDOT REPORT** *(Contact: Claudia Calzaretta, FDOT District 5) (Enclosure, pages 78-84)*

VII. EXECUTIVE DIRECTOR'S REPORT

- ® Reapportionment Plan – Status of Pending Resolutions/Transition

VIII. VOLUSIA TPO BOARD MEMBER COMMENTS

IX. INFORMATION ITEMS *(Enclosure, pages 85-88)*

- ® Citizens' Advisory Committee Attendance Record – 2013
- ® Technical Coordinating Committee Attendance Record– 2013
- ® Bicycle/Pedestrian Advisory Committee Attendance Record – 2013

X. ADJOURNMENT

The next Volusia TPO Board meeting will be May 28, 2013

May Meeting Dates

Executive Committee, May 6, 2013 @ 3:00 p.m.

Transportation Disadvantaged Local Coordinating Board, May 8, 2013 @ 11:00 a.m.

Bicycle/Pedestrian Advisory Committee, May 8, 2013 @ 3:00 p.m.

Citizens' Advisory Committee, May 21, 2013 @ 1:30 p.m.

Technical Coordinating Committee, May 21, 2013 @ 3:00 p.m.

Volusia TPO Board, May 28, 2013 @ 8:30 a.m.

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.

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

NOTE: The Volusia TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at www.VolusiaTPO.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, pblankenship@volusiatpo.org.

**MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013**

IV. CONSENT AGENDA

A. APPROVAL OF MARCH 23, 2013 VOLUSIA TPO BOARD MEETING MINUTES

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

B. APPROVAL OF TREASURER'S REPORT

Monthly Treasurer Reports are prepared for review and approval by the Volusia TPO Board. The March 2013 Treasurer's Report is included for your information.

C. EXECUTIVE COMMITTEE REPORT

D. TECHNICAL COORDINATING COMMITTEE REPORT *(provided under separate cover)*

E. CITIZENS' ADVISORY COMMITTEE REPORT *(provided under separate cover)*

F. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORT

G. BUDGET SUBCOMMITTEE REPORT

H. CENTRAL FLORIDA MPO ALLIANCE REPORT

ACTION REQUESTED:

MOTION TO APPROVE THE CONSENT AGENDA

**MARCH 26, 2013 MEETING MINUTES
OF THE
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD**

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

Members Present:

Mayor Jim Ardell **
Commissioner Robert Gilliland, Chairman
Mayor Harry Jennings **
Council Member Nick Koval
Commissioner Phil Martin
Mayor John Masiarczyk
Councilman Gene Emter
Commissioner Marshall Shupe
Commissioner Penny Currie
Commissioner Rick Basso **
Commissioner Jason McGuirk
Council Member Ron Saylor
Mayor Ed Kelley
Mayor James Sowell **
Council Member Joe Perrone **
Council Member Robert Ford
Vice Mayor Nancy Long, 1st Vice Chairperson
Council Chairman Jason Davis
Council Member Joyce Cusack
Council Member Deb Denys
Council Member Pat Patterson
Council Member Pat Northey, 2nd Vice Chairperson
Council Member Joshua Wagner
Jim Brown (non-voting)
Dan D'Antonio (non-voting)
Robert Storke (non-voting)

Members Absent:

Mayor Doug Gibson
Linda Costello (non-voting)
Darren Lear (non-voting) (excused)

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

Others Present:

Pamela Blankenship, Recording Secretary
Lois Bollenback
Carole Hinkley
Robert Keeth
Stephan Harris
Herbert Seely
Gary Huttman
Sally Sherman
Barbara Revels
Charles J. Cino
Daniel D. Eckert

Representing:

Beverly Beach
Daytona Beach
Daytona Beach Shores
DeBary
DeLand (Alternate)
Deltona
Edgewater
Flagler Beach
Holly Hill
Lake Helen
New Smyrna Beach
Orange City
Ormond Beach
Pierson
Ponce Inlet
Port Orange
South Daytona
Volusia County
Volusia County
Volusia County
Volusia County
Volusia County
Volusia County
FDOT District 5
CAC Chairman
BPAC Chairman

Representing:

Oak Hill
Volusia County School Board
TCC Chairman

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
MetroPlan Orlando
Flagler County
Flagler County
TPO Attorney
Volusia County Attorney

Others Present:

Mary Schoelzel
Claudia Calzaretta
Susan Sadighi
Frank O'Dea
Mark Garcia
Rachel Ord
Judi Stetson
Naomi Weiss
Jose Papa
Dr. Louis Malenfant
Ruth Schiffermiller
Crystal Schiffermiller
Amy Blaida
Rob Palmer
Rich Walton
Heather Blanck
Pedro Leon
Jon Cheney
Mike Snyder
George Lovett
Billie Wheeler
Big John

Representing:

FDOT
FDOT
FDOT
FDOT
FDOT
Bunnell
Bunnell
Congressman DeSantis
Palm Coast
CERS
Osteen Diner
Osteen Diner
RS&H
RS&H
Daytona Beach
Votran
Daytona Beach Int'l Airport
Volusia County Traffic Engineering
CHRM Hill
GAI Consultants
Daytona Beach Shores
Press

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

The meeting of the Volusia Transportation Planning Organization (TPO) Board was called to order at 8:31 a.m. by Chairman Robert Gilliland. The roll was called and it was determined that a quorum was present.

Chairman Gilliland welcomed Commissioner Phil Martin, alternate for Mayor Pro Tem Matusick of DeLand.

II. **Pledge of Allegiance**

III. **Public Comment/Participation**

There were no public comments.

IV. **Consent Agenda**

- A. Approval of February 26, 2013 TPO Board Meeting Minutes
- B. Approval of Treasurer's Report
- C. Executive Committee
- D. Technical Coordinating Committee
- E. Citizens' Advisory Committee
- F. Bicycle/Pedestrian Advisory Committee
- G. Transportation Disadvantaged Local Coordinating Board (TDLCB)
- H. Small Cities Working Group
- I. Review and Approval of Appointment of Transportation Disadvantaged Local Coordinating Board (TDLCB) Chairman

MOTION: *Mayor Masiarczyk moved approval of the Consent Agenda. Mayor Jennings seconded the motion which carried unanimously.*

V. Action Items

A. Review and Approval of Executive Director Employment Agreement

Chairman Gilliland stated that Mr. Tipton, TPO consultant, had a prior commitment and could not be at the meeting. He reviewed the process that was followed in developing the contract.

MOTION: *Council Member Northey moved approval of the Executive Director employment agreement. Councilman Emter seconded the motion which carried unanimously.*

B. Review and Approval of Resolution 2013-04 Approving the Volusia TPO Reapportionment Plan for Submittal to FDOT

Chairman Gilliland stressed that the board was being asked to approve the expanded metropolitan planning area boundaries, membership and voting apportionment. They were not being asked to approve a new meeting time, name or other activities that must be undertaken. The Reapportionment Plan has been reviewed over the past few months, during which input was requested and received. The Reapportionment Subcommittee met many times to work through the details. Chairman Gilliland noted that an email from Palm Coast City Manager Jim Landon had been distributed to the board members via email regarding a number of issues that will be taken up by the Bylaws Subcommittee.

Ms. Bollenback pointed out two items in the plan that had been adjusted since the last draft. The population numbers had been adjusted for the city of Palm Coast and Flagler County and a statement was added at the request of FDOT to clarify their role as an "advisory only" non-voting member. The clarification of their role permits them to speak with TPO members regarding agenda items without violating the Sunshine Law.

Ms. Bollenback explained that the Small Cities Alliance Working Group had met recently and expressed a preference not to meet separately prior to the TPO Board but to continue to have each city sit at the table during the TPO Board meetings. They stressed that the ability to be able to voice their concerns and views was of great importance to them, perhaps more so than the collective weight of their vote. The group recognized that only one member of the Small Cities Alliance would cast a vote at the TPO Board meetings. Ms. Bollenback added that during a meeting of the Citizens' Advisory Committee (CAC), they requested assurance that all of the TPO Board members, whether voting or non-voting, would still be able to appoint members to represent their communities on the BPAC and CAC. The Small Cities Alliance also wanted to have a voting seat rotation that would allow each city to participate more fully rather than having annual rotations which would give each city the vote once every eight years.

Ms. Bollenback added that a sample resolution supporting the Planning Area Boundary Adjustment and Membership Reapportionment Plan had been included in the agenda. The sample resolution was distributed electronically to all of the members as well as the incoming new members so each one can customize it and present it to their respective councils and commissions for approval.

Discussion ensued on how the Small Cities Alliance would function; as the bylaws are revised by the Bylaws Subcommittee and approved by the TPO Board, the details on how the group will function will be spelled out in greater detail.

Councilman Emter asked if there would be any modifications to the resolution of support prior to the councils/commissions approval as a result of Palm Coast's letter.

Ms. Bollenback explained that the letter from Palm Coast was unclear in terms of what aspects of the Reapportionment Plan they would like to see changed. Between last month and this month, only two comments had been provided requesting a change to the Reapportionment Plan. There is no indication that the Reapportionment Plan or the resolution will change.

Chairman Gilliland indicated that he did not recall any concerns Palm Coast had with the Reapportionment Plan. He stated that he believed it was a misunderstanding as to what is in the plan and what is in the bylaws. The Bylaws Subcommittee will address items such as meeting times, how the priority lists will be merged and the new name. The city of Palm Coast has had a seat at the Reapportionment Subcommittee meetings and at the last meeting, which both Mr. Landon and Mayor Netts attended, no concerns were raised regarding the plan itself. The plan was also presented at last month's TPO Board meeting for information. He pointed out that there had been ample opportunity to comment and voice concerns prior to today.

Mayor Masiarczyk noted that it seemed that Palm Coast wanted to have a seat on the TPO Board prior to changing the bylaws; that would allow them to fully participate in the decisions on the name, meeting time, etc.

Ms. Bollenback responded that the TPO Chairman had sent a letter to each of the prospective new members inviting them to appoint members to the Bylaws and Reapportionment Subcommittees, allowing them the opportunity to participate and influence the recommendations that come before the TPO Board. No decisions have been made as to when they will sit at the table and participate in discussions at the TPO Board as opposed to doing so during public comments.

Mayor Masiarczyk asked if they could be made members prior to those decisions being made.

Chairman Gilliland responded that they would not be allowed to legally vote until the Governor approves the Reapportionment Plan. He stressed that a concerted effort had been made to provide them the opportunity to voice their concerns at the meetings and have their concerns addressed. He added that during the Reapportionment Subcommittee meetings, Palm Coast did not raise any issues or concerns about the Reapportionment Plan or its content.

MOTION: *Council Member Patterson moved to approve Resolution 2013-04 approving the Volusia TPO Reapportionment Plan to expand the metropolitan planning area boundary and reapportion the voting membership for submittal to FDOT. The motion was seconded by Mayor Jennings.*

An overview was provided on the process that will be followed after the Reapportionment Plan is approved by the TPO Board. Resolutions of support from the affected cities/counties councils and commissions should be submitted to the TPO by the end of April.

The motion carried unanimously.

C. Review and Approval of Resolution 2013-05 Reaffirming the Volusia TPO's Policy for Establishing and Maintaining Transportation Priority Projects

Mr. Keeth stated that the resolution for establishing and maintaining the TPO's Priority Projects was presented and reaffirmed every year by the TPO. This year, TPO staff has split the original resolution into two separate, continuing resolutions which will no longer need to be reaffirmed each year unless the TPO Board chooses to. The first resolution establishes and maintains the TPO's policy for transportation priority projects and protects the top projects in each funding category. Mr. Keeth added that both the CAC and TCC recommended approval of the resolution.

MOTION: *Council Member Northey moved approval of Resolution 2013-05 reaffirming the Volusia TPO's policy for establishing and maintaining transportation priority projects. The motion was seconded by Mayor Jennings and carried unanimously.*

D. Review and Approval of Resolution 2013-06 Reaffirming the Volusia TPO's Policy for the Annual Allocation of its Surface Transportation Program (STP) XU Funding and Transportation Alternatives Program (TAP) Funding

Mr. Keeth explained that Resolution 2013-06 relates to the TPO's policy for allocating XU Set-Aside and Transportation Alternatives Program (TAP) funding. It outlines the percentage of funding allocated to each type of project; 40% to ITS/Traffic Ops/Safety, 30% to Transit and 30% to Bicycle/Pedestrian projects. The resolution also prescribes limits to the funding that can be awarded to any project.

MOTION: *Mayor Masiarczyk moved to approve Resolution 2013-06 reaffirming the Volusia TPO's policy for the annual allocation of its Surface Transportation Program (STP) XU funding and Transportation Alternatives Program (TAP) funding. The motion was seconded by Council Member Northey and carried unanimously.*

VI. Presentations, Status Reports, and Discussion Items

A. Presentation on the Pedestrian Safety Crosswalk Program

Mr. Harris explained that the purpose of the Pedestrian Safety Crosswalk Study Program is to work with local governments and local law enforcement agencies to increase awareness of pedestrian safety and enforcement of Florida's traffic laws. The program is funded by a highway safety grant from FDOT and was implemented in Orange City last year. This year it will be implemented in Daytona Beach, New Smyrna Beach and Daytona Beach Shores. Mr. Harris introduced Dr. J.E. Louis Malenfant, President of the Center for Education and Research (CERS), who delivered a PowerPoint presentation.

Dr. Malenfant pointed out that in the Central Florida is one of the worst areas in the nation for the pedestrian injury rate. In the past five years, the data FDOT has been collecting indicates that there has been a 22% reduction in pedestrian injuries in Volusia County.

Commissioner Martin asked everyone to contact their state legislators and ask them to look at ways to let law enforcement enforce new legislation regarding texting and cell phone use.

Discussion continued.

B. Presentation on Flagler County Past, Present and Future Trends and Transportation Issues

Ms. Barbara Revels, Flagler County Commissioner representing District 3, gave a PowerPoint presentation highlighting the history of Flagler County, their transportation network and recently completed and upcoming projects.

C. FDOT Report

Mr. Jim Brown announced that this would be his last TPO Board meeting as he has accepted another position with FDOT in District 2. He reviewed the projects on the FDOT report.

Council Member Northey congratulated Mr. Brown on his new position. She asked about the width of the US 1 sidewalk in Oak Hill. She asked if FDOT had considered building the sidewalk wider than five feet so that it could be used as a "close the gap" portion of the River to Sea Loop Trail. She asked what the best way was to ensure that in the future there would be better coordination on regional projects.

Mr. Brown stated that he would follow up.

Councilman Emter commented that Edgewater has a sidewalk project that was approved to go up US 1 from Volco Road. He noted that the sidewalk could tie in to the bicycle trail concept.

Mr. Brown responded that FDOT had met with the city of Edgewater to discuss some of the concerns and alternatives. The consultant will be getting cost estimates of three alternatives that Edgewater has proposed.

Ms. Bollenback stated that cities develop master plans, the county has a master trail plan and the Office of Greenways and Trails also has a master plan. One of the benefits of the TPO is that it is one place where everyone can come together through all of the committees. The TPO will continue to improve communication between all of the entities. She encouraged the members and their staff to ask questions early on in the process noting that it is hard to change projects once they have been started.

Commissioner Basso suggested that the board draft a letter or resolution to FDOT recommending that eight feet be the standard width for sidewalks.

Ms. Bollenback noted that the TPO could not make that decision for the individual cities; the TPO can say that when prioritizing projects that are part of a city's master plan, it is expected the project will be built in accordance with what the city has identified in its master plan.

Mr. Brown introduced Ms. Claudia Calzaretta, Marion County MPO Liaison, noting that she would be the FDOT District 5 MPO Liaison until the position could be filled.

VII. Executive Director's Report

® Volusia Days in Tallahassee

Ms. Bollenback relayed that Volusia Days in Tallahassee went well and she was pleased to attend.

Ms. Bollenback pointed out that in the handouts there was a notice for the River to Sea Loop Summit in Marineland on May 24th.

Ms. Bollenback thanked Mr. Brown for the time he spent with the TPO, adding that she was looking forward to working with Ms. Calzaretta.

VIII. Volusia TPO Board Member Comments

Council Member Wagner requested that the April TPO Board agenda include the county's request to add the Pioneer Trail interchange to the 2035 LRTP unfunded needs plan. He added that the city of Port Orange has taken similar action at their commission meeting.

Ms. Bollenback replied that it is included on the draft agenda for April. She has spoken with FDOT to make sure that everyone is clear on the history, data and process that needs to be followed.

Chairman Gilliland clarified that it will be a discussion item next month and then an action item in May.

Commissioner Basso explained that the Small City Alliance had recognized that while the cumulative weight of their vote is insignificant, the ability to have their voice heard is not.

Council Member Northey introduced Ms. Crystal Schiffermiller, a homeschooled sophomore, noting that she was shadowing her and Council Member Denys as part of her curriculum. Ms. Robin Birdsong, Florida Department of Environmental Protection (DEP) sent an email to Mr. Scott Martin, Volusia County, regarding a needs analysis for missing links on trails. There is \$50 million in the state Senate budget and nothing in the House budget. She has spoken with Representative David Santiago who assured her that he was assured that money will be available in the budget to close the gaps on the trails of statewide significance priority trails map. She requested assurance from Ms. Bollenback and also from the county staff that everyone is coordinating on the Coast-to-Coast Connector Trail and the information that Ms. Birdsong requested has been sent to her and that it is accurate and up to date.

Ms. Bollenback responded that she would go back to look at the request. She added that she had spoken with Ms. Birdsong after the appropriations had been discussed and they are going through a process of prioritizing the statewide trails. As part of that process, the Coast-to-Coast Trail is one of the opportunities where they can best leverage funding. The TPO's preference needs to be made very clear.

Mr. Brown added that FDOT has been compiling a list of the missing links and unfunded segments for Central Office to give to the Office of Greenways and Trails (OGT).

Ms. Bollenback noted that the Central Florida MPO Alliance (CFMPOA) has been discussing regional trail priorities and it would be helpful if they are consistent with the OGT priorities.

Chairman Gilliland requested that the TPO Board members speak with their city managers about putting the Reapportionment Plan Supporting resolution on their agendas for approval as soon as possible. He added that it would be helpful if TPO staff sent out another email with the draft supporting resolution and the approved copy of the TPO Reapportionment Plan.

Ms. Bollenback stated that if anyone needed assistance, such as having discussions with the city managers, councils or commissions, to contact her.

IX. Information Items

- ® Letter to Law Enforcement from TPO Chairman
- ® Florida Bicycle Month Resolution from Governor Scott
- ® Sample Resolution of Support for Reapportionment Plan
- ® Citizens' Advisory Committee Attendance Record – 2013
- ® Technical Coordinating Committee Attendance Report – 2013
- ® Bicycle/Pedestrian Advisory Committee Attendance Record – 2013
- ® Volusia Trail Vision 2013

X. Adjournment

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

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

CITY OF DAYTONA BEACH, COMMISSIONER ROBERT GILLILAND
CHAIRMAN, VOLUSIA TPO

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the Volusia TPO certified that the foregoing is a true and correct copy of the minutes of the March 26, 2013 regular meeting of the Volusia Transportation Planning Organization (TPO) Board, approved and duly signed this 23rd day of April 2013.

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION
MONTHLY TREASURER REPORT FY 12/13
PERIOD ENDING MARCH 31, 2013

<u>DESCRIPTION</u>	<u>12/13 BUDGET</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<u>REVENUES</u>					
LOCAL FUNDS	\$162,364.00	\$4,474.36	\$141,521.89	\$20,842.11	87.16%
STATE FUNDS	50,915.00	3,106.05	18,221.42	32,693.58	35.79%
FEDERAL FUNDS	<u>1,865,453.00</u>	<u>144,443.53</u>	<u>659,161.19</u>	<u>1,206,291.81</u>	35.34%
<u>REVENUES</u>	\$2,078,732.00	\$152,023.94	\$818,904.50	\$1,259,827.50	39.39%
<u>EXPENSES</u>					
SALARIES	\$530,254.00	\$32,804.67	\$316,058.18	\$214,195.82	59.61%
FRINGE BENEFITS	176,185.00	16,375.04	107,705.30	68,479.70	61.13%
OFFICE SUPPLIES	12,500.00	1,100.82	4,034.04	8,465.96	32.27%
POSTAGE	13,800.00	135.85	3,597.83	10,202.17	26.07%
OFFICE RENT EXPENSE	128,959.00	8,930.21	98,958.84	30,000.16	76.74%
ADVERTISING	4,000.00	0.00	815.87	3,184.13	20.40%
PRINTING	5,000.00	0.00	586.39	4,413.61	11.73%
CONFERENCE, WORKSHOPS & SEMINAR FEES	5,720.00	500.00	940.00	4,780.00	16.43%
FEES	28,600.00	931.34	25,481.97	3,118.03	89.10%
DUES	1,475.00	0.00	375.00	1,100.00	25.42%
PUBLICATIONS	1,500.00	0.00	537.45	962.55	35.83%
COPY EXPENSE	26,500.00	1,517.85	18,445.25	8,054.75	69.60%
COPY MACHINE COSTS	27,730.00	1,615.15	12,081.72	15,648.28	43.57%
TRAVEL EXPENSE	24,500.00	790.27	5,525.18	18,974.82	22.55%
AWARDS PROGRAM/PROMO	10,500.00	0.00	3,977.34	6,522.66	37.88%
SPECIAL STUDIES	837,092.00	58,403.51	354,063.63	483,028.37	42.30%
PROFESSIONAL SERVICES	162,100.00	2,706.17	86,880.60	75,219.40	53.60%
MEETING EXPENSE	2,500.00	179.81	2,746.97	(246.97)	109.88%
LIABILITY INSURANCE	10,000.00	2,500.25	9,392.50	607.50	93.93%
REPAIRS	1,500.00	0.00	541.48	958.52	36.10%
NETWORK COSTS	26,865.00	9,684.95	20,782.52	6,082.48	77.36%
CAPITAL OUTLAY	12,000.00	0.00	12,000.00	0.00	100.00%
SOFTWARE	9,718.00	3,760.00	4,404.99	5,313.01	45.33%
TELEPHONE	3,628.00	198.00	1,782.00	1,846.00	49.12%
EDUCATION	2,750.00	0.00	0.00	2,750.00	0.00%
CONTINGENCY	<u>13,356.00</u>	<u>0.00</u>	<u>0.00</u>	<u>13,356.00</u>	<u>0.00%</u>
<u>EXPENSES</u>	\$2,078,732.00	\$142,133.89	\$1,091,715.05	\$987,016.95	52.52%
<u>BALANCE</u>	<u>\$0.00</u>	<u>\$9,890.05</u>	<u>(\$272,810.55)</u>	<u>\$272,810.55</u>	

75% OF YEAR COMPLETE

Cash Balance as of MARCH 31, 2013 \$289,761.70



**EXECUTIVE COMMITTEE
MEETING SUMMARY
APRIL 1, 2013**

- Discussed UPWP amendment including a reduction in Planning (PL) Funds in FY 2013/14
- Discussed local match requirements for priority projects and agreed to discuss potential changes for next year's Call for Projects at an upcoming TPO Board meeting
- Discussed Volusia County's request to add the Pioneer Trail Interchange to the 2035 Long Range Transportation Plan Unfunded Needs Plan and directed the Executive Director to contact Port Orange to confirm their request to add the interchange
- Received staff update on the status of the supporting resolutions received for the Planning Area Boundary Adjustment and Membership Reapportionment Plan and discussed the process and activities that still need to occur
- Directed the Executive Director to set up a meeting with Mayor Pro Tem Matusick (Reapportionment Subcommittee Chairperson) and Palm Coast to discuss the Reapportionment Plan and other concerns that may exist
- Approved the draft April 23, 2013 TPO Board agenda with modifications

THE NEXT EXECUTIVE COMMITTEE MEETING WILL BE ON MONDAY, MAY 6, 2013



Bicycle/Pedestrian Advisory Committee (BPAC)
April 10, 2013
Meeting Summary

- **Approved** the minutes of the March 13, 2013 BPAC meeting with modifications
- **Recommended Approval** of Resolution 2013-XX establishing local match requirements for projects utilizing the VTPO's suballocated Surface Transportation Program funds (XU) and Transportation Alternatives Program funds (TALU)
- **Recommended Approval** of Letter 2013-XX supporting a Charity Bicycle Ride for Disability Solutions for Independent Living
- **Recommended Approval** to amend the FY 2012/13 to FY 2016/17 Transportation Improvement Program (TIP) by adding FM #4337731 – Safety Materials Training
- **Received** a presentation on the City of Palm Coast Past, Present and Future Trends and Transportation Issues
- **Received** a presentation on initiatives to address the safety of students traveling to and from Volusia County Schools
- **Received** Public Service Announcements (featuring students in Volusia County Schools) on School Bus Safety, Bicycle Safety and Pedestrian Safety
- **Received** an update on Regional Trail Initiatives
- **Announced** the BPAC Project Review Subcommittee will meet to rank XU Bicycle/Pedestrian Projects on April 24, 2013 at 1:00 p.m.

*****The next BPAC meeting will be on Wednesday, May 8, 2013*****



Budget Subcommittee Meeting Summary March 26, 2013

The Volusia TPO Budget Subcommittee met on Tuesday, March 26, 2013 and took the following actions:

- Discussed the annual TPO member assessments and directed TPO staff to identify what the funding is used for and include the explanation in the letter that is sent to the member cities with the assessment invoices
- Directed TPO staff to change the footnote referenced on the population estimates for Palm Coast, Flagler County and Bunnell to state “estimate contingent upon the completion of reapportionment”
- Directed TPO staff to follow up with TPO Board members via email regarding their interest in continuing to receive paper agendas
- Discussed the recent requests for the TPO to sponsor events and agreed that the TPO should not do so
- Discussed the decrease in PL funding for the state of Florida and the Volusia TPO
- Reviewed and approved the draft FY 2013/2014 Volusia TPO Budget as amended for placement on the April 23, 2013 Volusia TPO agenda as a presentation item and the May 28, 2013 agenda for approval



**REPORT TO THE VOLUSIA TPO BOARD
ON THE MEETING OF THE CENTRAL FLORIDA MPO ALLIANCE (CFMPOA)
APRIL 12, 2013**

- **Delegation Reports** – Chairperson Leigh Matusick, Volusia TPO, recognized the delegation reports from each of the member organizations included in the agenda.
- **FDOT District Reports**
 - Ms. Amy Perez, System Planning Administrator for FDOT, provided the board with an update from District 1 including I-4 coordination plans, the Polk Rail Relocation Study, the status of a freight study and project activity on the Central Polk Parkway.
 - Ms. Susan Sadighi, Intermodal Systems Development Manager for FDOT, provided an update on District 5 including a quiet zone analysis being coordinated with MetroPlan Orlando for SunRail, changes in FDOT regarding project development and coordination known as the 4-P process and a reminder of project activity associated with managed-use lanes along I-4 recognizing that a presentation would be provided later in the meeting.
 - No update was provided for the Florida Turnpike Enterprise.
- **Action Items**
 - The board approved the meeting minutes for the January 11, 2013 meeting of the CFMPOA.
- **Other Business**
 - Mr. T.J. Fish from the Lake-Sumter MPO presented information pertaining to efforts by the CFMPOA to develop a set of Regional Project Priority lists for SIS, Transit and Trail projects. A concept paper was presented along with draft project lists for discussion and feedback. Each MPO/TPO is expected to review the concept paper and draft lists for refinement during the July CFMPOA meeting.
- **Presentations / Discussion**
 - Mr. Greg Slay from the Ocala Marion TPO discussed activity regarding CFMPOA Legislative Priorities including consideration of Texting While Driving as a secondary offense; preservation of the Transportation Trust Fund, which appears to be financially healthy; and potential Surtax and Sales tax discussions which don't appear to be advancing.

- Mr. Rick Baldocchi, Chairman of the West Orange South Lake Transportation and Economic Development Task Force, provided an overview of work underway to address growth in West Orange and South Lake Counties.
- Mr. Tom Deardorff from the Polk TPO provided an update on the Winter Haven Intermodal Logistics Center, scheduled for completion in 2014. This is a cooperative effort between Orange and Lake Counties to explore alternatives to provide a connector between US 192 and SR 50, an area identified as one of the fastest growing in the region.
- Ms. Beata Stys-Palasz from FDOT District 5 provided an update on the implementation of the I-4 Master Plan. The discussion included the current status of the project and an explanation of the tentative financing plan. Ms. Stys-Palasz also played a video produced to help the public visualize what the I-4 Ultimate Project will look like.

**THE NEXT MEETING OF THE CENTRAL FLORIDA MPO ALLIANCE WILL BE HELD AT
10:00 a.m. on Friday, July 12, 2013 AT THE KISSIMMEE CIVIC CENTER**

(There will also be a joint meeting of the CFMPOA and the
West Central Florida Chairs Coordinating Committee at 11:30 a.m.)

Volusia TPO representatives on the CFMPOA Board:

- DeLand Mayor Pro Tem Leigh Matusick, CFMPOA Chairperson (present)
- Volusia County Council Member Pat Northey (present)
- Edgewater City Councilman Gene Emter (excused)

**MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013**

V. ACTION ITEMS

- A. REVIEW AND APPROVAL OF RESOLUTION 2013-07 AMENDING THE FY 2012/13 TO 2016/17 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) BY ADDING FM# 4337731 - SAFETY MATERIALS TRAINING**

Background Information:

FDOT has requested that the Volusia TPO include a new project in the Transportation Improvement Program (TIP). This project, identified as FM# 4337731 - Safety Materials Training, will provide safety materials for district schools including: 1) "walking to school kits"; and 2) equipment to benefit school access such as pedestrian signs, bike racks, and traffic calming. The project will be funded with \$75,000 in ACTA (Advanced Construction Transportation Alternatives) funds in the current fiscal year ending June 30, 2013. This category of funding is allocated at the discretion of FDOT and is available for use in any area.

ACTION REQUESTED:

MOTION TO APPROVE RESOLUTION 2013-07 AMENDING THE FY 2012/13 TO 2016/17 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) BY ADDING FM# 4337731 - SAFETY MATERIALS TRAINING

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2013-07

RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2012/13 TO FY 2016/17 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) BY ADDING FM# 4337731 – SAFETY MATERIALS TRAINING

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, the Volusia TPO shall annually endorse and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324, 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 adopted Five-Year Work Program; and

WHEREAS, the Florida Department of Transportation has programmed additional projects and/or project phases in the Five-Year Work Program which must now be added to the TIP for consistency;

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

1. Volusia TPO's FY 2012/13 to FY 2016/17 TIP is hereby amended by adding new projects and/or project phases as shown in Attachment A, attached hereto and made a part of this resolution; and the
2. Chairman of the Volusia TPO (or his designee) is hereby authorized and directed to submit the FY 2012/13 to FY 2016/17 TIP as amended to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and the
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation);

DONE AND RESOLVED at the regular meeting of the Volusia TPO held on the 23rd day of April 2013.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

CITY OF DAYTONA BEACH, COMMISSIONER ROBERT GILLILAND
CHAIRMAN, 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 April 23, 2013.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

ATTACHMENT "A"

Resolution 2013-07

Amending the
FY 2012/13 to FY 2016/17
Transportation Improvement Program (TIP)

April 23, 2013



4337731

Safety Materials Training – Districtwide

NEW PROJECT

Work Summary: TRAINING

From: Districtwide

To:

Responsible Agency: Florida Department
of Transportation

Proposed Amended FY 2012/13 to FY 2016/17 TIP

<u>Phase</u>	<u>Fund Source</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<u>OPS</u>	<u>ACTA</u>	<u>\$75,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
		<u>\$75,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Description:

Safety materials for district schools including "walking to school kits"; equipment to benefit school access such as ped signs, bike racks, and traffic calming. The total project cost including prior year and future year costs is \$75,000. (Reference Volusia TPO 2035 Long Range Transportation Plan, pgs 63-73.)

Current Adopted FY 2012/13 to FY 2016/17 TIP

<u>Phase</u>	<u>Fund Source</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
		0	0	0	0	0	0
		0	0	0	0	0	0

**MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013**

V. ACTION ITEMS

B. REVIEW AND APPROVAL OF RESOLUTION 2013-08 AMENDING THE FY 2012/13 – FY 2013/14 UNIFIED PLANNING WORK PROGRAM (UPWP)

Background Information:

Estimated costs were used in the preparation of the 2012-2014 Unified Planning Work Program (UPWP) which is a two year program. Staff has reviewed actual costs to-date and estimated expenses through the remainder of the first year and compared them to the estimates used. Several work tasks require adjustment in order to meet work activities for the remainder of the fiscal year. Task 1.02, Information Technology Systems & Web Support, Task 3.02, Transportation Improvement Program (TIP) Development, and Task 4.02, Bicycle/Pedestrian Planning & Implementation need to be increased. Task 3.03, Transportation Data Information Management and 6.01, Reapportionment Activities, will be decreased. This will not change the overall amount of the UPWP; this is merely a movement of funds between tasks based on actual staff activity.

ACTION REQUESTED:

MOTION TO APPROVE RESOLUTION 2013-08 AMENDING THE FY 2012/13 – FY 2013/14 UNIFIED PLANNING WORK PROGRAM (UPWP)

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2013-08

RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2012/13 TO 2013/14 UNIFIED PLANNING WORK PROGRAM (UPWP) TO REALLOCATE EXISTING FUNDS

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

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

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

WHEREAS, the Volusia TPO developed the two-year UPWP utilizing funding projections provided by FDOT and FHWA, and best judgment as to how personnel and financial resources should be allocated to best serve the TPO's purposes; and

WHEREAS, the Volusia TPO has now determined that certain programmed resources would better serve the TPO's purposes if reallocated to different tasks;

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

1. FY 2012/13 to FY 2013/14 Unified Planning Work Program is amended by reallocating funds from Task 3.03 (Transportation Data Information Management) and Task 6.01 (Reapportionment Activities) to Task 1.02 (Information Technology Systems and Website Support), Task 3.02 (Transportation Improvement Program), and Task 4.02 (Bicycle/Pedestrian Planning and Implementation) as more particularly indicated in Attachment A; and the
2. Chairman of the Volusia TPO (or his designee) is hereby authorized and directed to submit the FY 2012/13-2013/14 UPWP as amended to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation; and the
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regularly convened meeting of the Volusia TPO held on the 23rd day of April, 2013.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

**CITY OF DAYTONA BEACH, COMMISSIONER ROBERT GILLILAND
CHAIRMAN, 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 April 23, 2013.

ATTEST:

**PAMELA C. BLANKENSHIP, RECORDING SECRETARY
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION**

“ATTACHMENT A”

Resolution 2013-08

amending the
FY 2012/13 and FY 2013/14
Unified Planning Work Program
(UPWP)

May 2, 2013



Task 1.02 -Information Technology Systems and Website Support

Responsible Entity: Volusia Transportation Planning Organization

Total Cost: \$103,180 ~~\$96,180~~

Revenues	FY 2012/13		FY 2013/14	2-Year Total	
FHWA PL Funds	<u>\$65,153</u>	\$58,153	\$29,327	<u>\$94,480</u>	\$87,480
FTA 5303 Funds		\$3,480	\$3,480		\$6,960
Total Federal Funds	<u>\$68,633</u>	\$61,633	\$32,807	<u>\$101,440</u>	\$94,440
FDOT Match - FTA		\$435	\$435		\$870
Total State Funds		\$435	\$435		\$870
Local Funds		\$435	\$435		\$870
Total Funds	<u>\$69,503</u>	\$62,503	\$33,677	<u>\$103,180</u>	\$96,180

Expenditures	FY 2012/13		FY 2013/14	2-Year Total	
Salaries		\$12,907	\$14,114		\$27,021
Fringe Benefits		\$4,327	\$4,775		\$9,102
Indirect Expenses		\$3,149	\$3,526		\$6,675
Staff Total		\$20,383	\$22,415		\$42,798
Direct Expenses	<u>\$49,120</u>	\$42,120	\$11,262	<u>\$60,382</u>	\$53,382
Total Expenses	<u>\$69,503</u>	\$62,503	\$33,677	<u>\$103,180</u>	\$96,180

Objectives

- Ongoing maintenance of interactive, Web based Transportation Improvement Program.
- Prior web-hosting and maintenance of VTPO website and the development of an LRTP web page.
- Establishment of a Continuity of Operations Plan (COOP).
- Annual purchases of new hardware and software systems including upgraded system capacity, system printers and plotter, and projection equipment.
- Maintain the VTPO website by contracting with a high performance Web host and integrate special web links and tools as appropriate (2035 LRTP, Interactive TIP and CIP project).
- Establish procedures and agreements necessary to ensure minimal interruption to TPO operations during emergencies and procure required support hardware and software.
- Maintain the VTPO's computer information system and network to improve internal and external data sharing capabilities and procure necessary hardware and software as needed to improve functioning of the organization.

Previous Work

- Contract with professional firm to update and maintain the VTPO's website and add new interactive components involving TIP information, online surveying capabilities, comprehensive links, etc.
- Ongoing maintenance of interactive, Web based Transportation Improvement Program.
- Prior web-hosting and maintenance of VTPO website and the development of an LRTP web page.
- Establishment of a Continuity of Operations Plan (COOP).

- Annual purchases of new hardware and software systems including upgraded system capacity, system printers and plotter, and projection equipment.

Methodology

- Utilize electronic media (VTPO web page and the Internet) to provide technical planning information using innovative and advanced applications.
- Periodically review the COOP and ensure all employees are familiar with procedures.
- Purchase replacement computers for staff as existing systems become outdated at highest level of technology available within budgetary constraints.
- Annually assess the VTPO's computer needs (hardware and software) and other related items as required to support the management information system and staff needs.
- Maintain accurate inventory of all capital equipment and budget annually for required replacements.

End Products

- Updated web site and Facebook site that offers current and timely information to TPO members and the public. Timeline/anticipated completion date: Ongoing.
- Updated computer systems and software.
- A current and implementable COOP.
- A computer support system that is current, functioning, and efficient.

Timeline: on-going

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun

Task 3.02 -Transportation Improvement Program (TIP) Development

Responsible Entity: Volusia Transportation Planning Organization

Total Cost: \$109,038 ~~\$104,038~~

Revenues	FY 2012/13		FY 2013/14	2-Year Total	
FHWA PL Funds	<u>\$51,393</u>	\$46,393	\$48,945	<u>\$100,338</u>	\$95,338
FTA 5303 Funds		\$3,480	\$3,480		\$6,960
Total Federal Funds	<u>\$54,873</u>	\$20,584	\$52,425	<u>\$107,298</u>	102,298
FDOT Match - FTA		\$435	\$435		\$870
Total State Funds		\$435	\$435		\$870
Local Funds		\$435	\$435		\$870
Total Funds	<u>\$55,743</u>	\$25,730	\$53,295	<u>\$109,038</u>	\$104,038

Expenditures	FY 2012/13		FY 2013/14	2-Year Total	
Salaries	<u>\$29,218</u>	\$26,052	\$27,514	<u>\$56,732</u>	\$53,566
Fringe Benefits	<u>\$9,797</u>	\$8,735	\$9,308	<u>\$19,105</u>	\$18,043
Indirect Expenses	<u>\$7,128</u>	\$6,356	\$6,873	<u>\$14,001</u>	\$13,229
Staff Total	<u>\$46,143</u>	\$41,143	\$43,695	<u>\$89,838</u>	\$84,838
Consultant		\$9,600	\$9,600		\$19,200
Total Expenses	<u>\$55,743</u>	\$50,743	\$53,295	<u>\$109,038</u>	\$104,038

Objectives

- Ensure compliance with all SAFETEA-LU requirements.
- Incorporate as much as possible, the County's five year work program into a similar format.
- Maintain the VTPO's web page interactive TIP.
- Annually issue a Call for Projects and develop the VTPO Lists of Prioritized Transportation Projects for use in the development of the FDOT Work Program and TIP's.
- Annually develop and maintain a new five-year TIP (FY 2014/2015 - FY 2017/2018 and FY 2015/2016 - FY 2018/2019).
- Maintain, and amend as needed the adopted FY 2013/2014 - FY 2017/2018 TIP.

Previous Work

- Review of draft TIP by CAC, TCC, BPAC, and VTPO Board, April June 2009.
- Convening of a TIP Subcommittee to participate in the annual project priority process.
- Developed and updated the VTPO's Web based, interactive TIP. Developed in May 2009 and updated as needed.
- Development of all previous TIPs and Prioritized Transportation Project lists.

Methodology

- Establish project schedules for the annual call for projects, the development of the project priority lists and development of the TIP.

- Utilize Volusia TPO subcommittees, standing committee's and Board to review and approve the TIP updates and process all amendments and complete updates to documents in a timely fashion.
- Timely processing of all amendments and updates to documents.
- Development of the above identified documents in an approved and prescribed manner pursuant to existing FHWA, FTA, and FDOT regulations.

End Products

- A SAFETEA LU compliant TIP.
- A completed set of Prioritized Project Lists for each year. Timeline/anticipated completion date: June 2012.
- A completed TIP each year covering the five-year periods of FY 2014/2015 - FY 2017/2018 and FY 2015/2016 - FY 2018/2019. Timeline/anticipated completion date: August 2013 and 2014.
- An accurate and up-to-date FY 2013/2014 - FY 2017/2018 TIP.

Timeline: on-going

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun

Task 3.03 -Transportation Data Information Management

Responsible Entity: Volusia Transportation Planning Organization

Total Cost: \$88,755 ~~\$107,755~~

Revenues	FY 2012/13		FY 2013/14	2-Year Total	
FHWA PL Funds	<u>\$28,098</u>	\$47,098	\$48,957	<u>\$77,055</u>	\$96,055
FTA 5303 Funds		\$4,680	\$4,680		\$9,360
Total Federal Funds	<u>\$32,778</u>	\$51,778	\$53,637	<u>\$86,415</u>	\$105,415
FDOT Match - FTA		\$585	\$585		\$1,170
Total State Funds		\$585	\$585		\$1,170
Local Funds		\$585	\$585		\$1,170
Total Funds	<u>\$33,948</u>	\$52,948	\$54,807	<u>\$88,755</u>	\$107,755

Expenditures	FY 2012/13		FY 2013/14	2-Year Total	
Salaries	<u>\$20,863</u>	\$32,894	\$33,881	<u>\$54,744</u>	\$66,775
Fringe Benefits	<u>\$6,998</u>	\$11,029	\$11,462	<u>\$18,460</u>	\$22,491
Indirect Expenses	<u>\$5,087</u>	\$8,025	\$8,464	<u>\$13,551</u>	\$16,489
Staff Total	<u>\$32,948</u>	\$51,948	\$53,807	<u>\$86,755</u>	\$105,755
Direct Expenses		\$1,000	\$1,000		\$2,000
Total Expenses	<u>\$33,948</u>	\$52,948	\$54,807	<u>\$88,755</u>	\$107,755

Objectives

- Assist in data collection and analysis for the Central Florida Regional Planning Model (CFRPM) network as needed.
- Provide technical support in the development of online surveys as needed.
- Provide data support and data related activities for the 2040 LRTP, local Mobility Plans, livability principles and other local and regional transportation planning and integrated transportation-land use planning efforts, as appropriate.
- Ongoing developments of and improvements to the TPO's website. Identification of desired functionality of a web based transportation data management tool for use by local governments and the general public to access transportation information.
- Provide support activities related to GIS database maintenance, data collection and dissemination of information including the Work Program, TIP, Bicycle/Pedestrian and mobility related data.
- Continue to maintain the integration of databases as needed for tracking of projects.
- Provide local governments with transportation data in both tabular and map formats as needed.
- Assist local governments with the integration of data to help meet legislative, local and regional requirements, goals and objectives.

Previous Work

- Assistance to county and local governments in developing and maintaining a compatible GIS informational database.

- Develop a bicycle/pedestrian web page that promotes the bicycle/pedestrian program including school safety videos and public service announcements.
- Development of the 2035 LRTP website and online surveys.
- Development of the TPO website including site discovery, content, structure, schedules, design, architecture and layout.
- Workshops with the cities, County, FDOT, VCAR, VOTRAN and the VTPO for coordinated efforts related to concurrency data and analysis.
- Development and maintenance of socio economic and TAZ data for the 2035 LRTP.
- Development of a countywide bicycle and pedestrian facilities database.
- Assist in the analysis of traffic counting stations to determine current needs and traffic count reports for state and county thoroughfare roads.

Methodology

- Develop and add new Interactive components involving inventory of information, online surveying capabilities, comprehensive links, updating of the site to integrate mapping capabilities.
- Management of the web based applications to collect information, disseminate data, produce reports through the administrative back end to make them available on the website for downloading and viewing.
- Ongoing development and implementation of projects tracking system.
- Prepare and maintain data for input and output as required.
- Work in conjunction with Mobility Subcommittee and TCC to help programs as identified by the local jurisdictions, County, FDOT, VOTRAN and TPO in efforts to help in create a more transit friendly multi-modal transportation system.
- Ongoing consultation and collaboration with various agencies for the collection and dissemination of transportation related data.
- To enhance and maintain the VTPO's interactive website as to promote and stimulate public interest and knowledge of the organization and its planning processes.
- Coordinate with local jurisdictions Volusia County, Florida Department of Transportation (FDOT) and agencies to ensure consistency of data.

End Products

- An accurate, compiled, and assimilated database to be used in assisting with public involvement through the use of graphics (maps) and for coordinating efforts with state and local governmental agencies. Timeline/anticipated completion date: Ongoing.
- Ability to access data on TPO website and full functionality of interactive Web based application.

Timeline: on-going

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun

Task 4.02 -Bicycle/Pedestrian Planning and Implementation

Responsible Entity: Volusia Transportation Planning Organization

Total Cost: \$117,688 ~~\$95,688~~

Revenues	FY 2012/13		FY 2013/14	2-Year Total	
FHWA PL Funds	<u>\$69,189</u>	\$47,189	\$48,499	<u>\$117,688</u>	\$95,688
Total Federal Funds	<u>\$69,189</u>	\$47,189	\$48,499	<u>\$117,688</u>	\$95,688
Total State Funds		\$0	\$0		\$0
Total Funds	<u>\$69,189</u>	\$47,189	\$48,499	<u>\$117,688</u>	\$95,688

Expenditures	FY 2012/13		FY 2013/14	2-Year Total	
Salaries	<u>\$37,100</u>	\$23,169	\$23,864	<u>\$60,964</u>	\$47,033
Fringe Benefits	<u>\$12,439</u>	\$7,768	\$8,073	<u>\$20,512</u>	\$15,841
Indirect Expenses	<u>\$9,050</u>	\$5,652	\$5,962	<u>\$15,012</u>	\$11,614
Staff Total	<u>\$58,589</u>	\$36,589	\$37,899	<u>\$96,488</u>	\$74,488
Direct Expenses		\$10,600	\$10,600		\$21,200
Total Expenses	<u>\$69,189</u>	\$52,948	\$48,499	<u>\$117,688</u>	\$95,688

Objectives

- Ensure compliance with SAFETEA-LU planning requirements.
- To continue to prioritize bicycle and pedestrian projects based on approved criteria.
- To pursue additional grant programs to help implement a safe and efficient bicycle and pedestrian system.
- To implement and update the VTPO Bicycle and Pedestrian Implementation Plan and help maintain and expand an integrated bicycle and pedestrian transportation system.
- To continue bicycle/pedestrian feasibility studies in order to expedite the construction of selected projects.
- To continue to research and identify additional funding sources and opportunities.

Previous Work

- Bicycle/Pedestrian Plan.
- Volusia County Bicycling Map for the Experienced Cyclist.
- Bicycle & Pedestrian Feasibility Studies.

Methodology

- In partnership with local governments, the School Board, Votran, FDOT and the Florida Bicycle Association continue efforts to collect, maintain and update an inventory of the bicycle and pedestrian facilities located within Volusia County.
- Refine, as needed, the bicycle and pedestrian funding criteria and identify projects for future funding.
- Bicycle/Pedestrian Set-Aside list.
- Continue feasibility reports (to FDOT standards) for projects on the VTPO's List of Prioritized XU.
- Continued coordination with stakeholders (including Brevard MPO, FDOT, Brevard and Volusia

Counties) to develop the East Central Florida Regional Rail Trail.

- Work with other county and MPO/TPO staffs in developing the five-county St Johns River to Sea Loop Trail.

End Products

- Adopted VTPO Bicycle/Pedestrian Implementation Plan, Map, and Priority Project Lists.

Timeline: on-going

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun

Task 6.01 -Reapportionment Activities

Responsible Entity: Volusia Transportation Planning Organization

Total Cost: \$90,087 ~~\$105,087~~

Revenues	FY 2012/13		FY 2013/14	2-Year Total	
FHWA PL Funds	<u>\$36,218</u>	\$51,218	\$30,569	<u>\$66,787</u>	\$81,787
FTA 5303 Funds		\$9,320	\$9,320		\$18,640
Total Federal Funds	<u>\$45,538</u>	\$60,538	\$39,889	<u>\$85,427</u>	\$100,427
FDOT Match - FTA		\$1,165	\$1,165		\$2,330
Total State Funds		\$1,165	\$1,165		\$2,330
Local Funds		\$1,165	\$1,165		\$2,330
Total Funds	<u>\$47,868</u>	\$62,868	\$42,219	<u>\$90,087</u>	\$105,087

Expenditures	FY 2012/13		FY 2013/14	2-Year Total	
Salaries	<u>\$30,311</u>	\$39,809	\$26,585	<u>\$56,896</u>	\$66,394
Fringe Benefits	<u>\$10,162</u>	\$13,347	\$8,993	<u>\$19,155</u>	\$22,340
Indirect Expenses	<u>\$7,395</u>	\$9,712	\$6,641	<u>\$14,036</u>	\$16,353
Staff Total	<u>\$47,868</u>	\$62,868	\$42,219	<u>\$90,087</u>	\$105,087
Total Expenses	<u>\$47,868</u>	\$62,868	\$42,219	<u>\$90,087</u>	\$105,087

Objectives

- Coordinate and communicate all activities between FDOT, FHWA, FTA and other entities as necessary to ensure a timely and successful re-apportionment that continues to support sound transportation planning and programming.
- Ensure legal and regulatory requirements are met for the update of all documents and agreements that guide the activities of the TPO.
- Coordinate, as needed, the activities required to comply with a re-apportionment of the TPO based on updated census data.
- To ensure that all Census products, particularly the Census Transportation Planning Package (CTPP) TAZ level tabulations, will be sufficiently detailed, accurate and complete to allow sound transportation decisionmaking.

Previous Work

- Participated in development and review of Volusia County census geography and data products associated with previous decennial censuses.
- Reapportionment of the Volusia TPO.

Methodology

- Present information to TPO Board and technical support staff to inform and educate members of potential changes to the TPO.
- Coordinate and communicate routinely with affected parties and establish project schedules and

activities to ensure timely completion of required tasks.

- Monitor the progress of the Census Bureau's American Community Survey (ACS), the release of data and its applications to the transportation planning process.

End Products

- Completion of required reapportionment activities including the execution of legal documents by the prescribed deadlines.

Timeline:

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION
FY 12/13 UNIFIED PLANNING WORK PROGRAM AMENDMENT

APRIL 2013

UPWP TASK NUMBER	UPWP TASK DESCRIPTION	PL FUNDS APPROVED	AMENDMENT AMOUNT	PL FUNDS AMENDED 4/23/13	UPWP TASK NUMBER
1.01	GENERAL ADMINISTRATION & PROGRAM SUPPORT	\$317,270		\$317,270	1.01
1.02	INFORMATION TECHNOLOGY SYSTEMS & WEB SUPPORT	58,153	\$7,000	65,153	1.02
1.03	PUBLIC INVOLVEMENT	27,666		27,666	1.03
3.01	PROGRAM DEVELOPMENT (UPWP)	17,681		17,681	3.01
3.02	TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT	46,393	5,000	51,393	3.02
3.03	TRANSPORTATION DATA INFORMATION MANAGEMENT	47,098	(19,000)	28,098	3.03
3.04	CORRIDOR IMPROVEMENT PROGRAM AND STUDIES	15,372		15,372	3.04
3.05	STATE & REGIONAL PLANNING AND COORDINATION	17,279		17,279	3.05
3.06	TECHNICAL ASSISTANCE TO SMALL LOCAL GOVERNMENTS	25,145		25,145	3.06
3.08	COMMUNITY TRANSPORTATION SURVEY	5,346		5,346	3.08
3.09	2040 LONG RANGE TRANSPORTATION PLAN (LAP)	42,725		42,725	3.09
3.1	GENERAL PLANNING STUDIES AND INITIATIVES	20,311		20,311	3.1
4.01	COMMUNITY SAFETY-RELATED PROGRAM	21,579		21,579	4.01
4.02	BICYCLE/PEDESTRIAN PLANNING & IMPLEMENTATION	47,189	22,000	69,189	4.02
4.04	PEDESTRIAN SAFETY ENFORCEMENT PROGRAM	7,596		7,596	4.04
4.05	BPAC MASTER PLANNING ASSISTANCE FOR SMALL COMMUNITIES	7,596		7,596	4.05
4.06	SAFETY VILLAGE	8,253		8,253	4.06
6.01	REAPPORTIONMENT ACTIVITIES	51,218	(15,000)	36,218	6.01
	TOTALS	\$783,870	\$0	\$783,870	

**MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013**

V. ACTION ITEMS

C. REVIEW AND APPROVAL OF RESOLUTION 2013-09 DEFINING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS UTILIZING THE TPO'S URBAN ATTRIBUTABLE (XU) FUNDS AND TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDS

Background Information:

The Volusia TPO originally began requiring a local match for the Urban Attributable (XU) funds as part of an initiative to leverage the funding available for bicycle and pedestrian projects. That strategy was expanded when the TPO created a set-aside for ITS/Traffic Ops/Safety projects. The original match requirement was 50%. However, in subsequent years it was reduced to 25% and then to 15%.

The current match requirement of 10% of the total amount of XU funds programmed on a project was set by Resolution 2011-03.

The resolution proposed in this agenda reaffirms a 10% local match requirement for XU funded projects. In addition, this resolution establishes a new match requirement for projects utilizing the TPO's suballocated Transportation Alternatives Program (TAP) funds (TALU). TAP is a new program established by the federal Moving Ahead for Progress in the 21st Century Act (MAP-21). It provides funding for many of the project types that were eligible for the discontinued Transportation Enhancements (TE) program. A local match was not required for TE projects.

The TPO Board provided clear direction for the establishment of a local match requirement equal to 20% of the total amount of TALU funds programmed on a project when it approved the Transportation Alternatives Projects Application for Funding last November. FDOT will use Toll Revenue Credits as a soft match for the projects funded through their allocation of TAP funds.

ACTION REQUESTED:

MOTION TO APPROVE RESOLUTION 2013-09 DEFINING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS UTILIZING THE TPO'S URBAN ATTRIBUTABLE (XU) FUNDS AND TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDS

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2013-09

RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION DEFINING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS UTILIZING THE TPO'S URBAN ATTRIBUTAL FUNDS (XU) AND TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDS

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

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

WHEREAS, the Volusia TPO is designated and certified by the U.S. DOT as a "large MPO"; and

WHEREAS, as a result of the aforementioned designation the Volusia TPO annually receives suballocations of federal Surface Transportation Funds (XU) and Transportation Alternatives Program Funds (TALU); and

WHEREAS, the Volusia TPO maintains full authority over the programming and distribution of these XU and TALU funds; and

WHEREAS, the Volusia TPO desires to provide, whenever possible, financial assistance to governmental entities to allow them to pursue transportation projects and programs which benefit residents of and visitors to our planning area; and

WHEREAS, the Volusia TPO wants to leverage its annual allocations of XU and TALU funds and ensure a measure of local financial commitment to transportation projects and programs utilizing these funds;

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

- 1) every governmental entity receiving XU or TALU funds from the Volusia TPO shall provide a local match commitment; and
- 2) effective April 23, 2013, a local match of 10% of the total amount of XU funds programmed for each project utilizing XU funds and a local match of 20% of the total amount of TALU funds programmed for each project utilizing TALU funds shall be required of the governmental entity requesting the funds; and
- 3) the Volusia TPO determines that "local match" shall be defined as non-federal cash match and/or in-kind services that advance the project in question; and

- 4) the Volusia TPO also reaffirms its policy that any cost overruns encountered on a project funded with XU funds or TALU funds will be the responsibility of the governmental entity identified as the project originator with the following exception: if the project is on the state highway system and the State DOT is the project manager of record then the state shall be responsible for any cost overruns utilizing state dollars; and
- 5) notwithstanding the terms prescribed in subparagraph 2, above, the required local match shall not exceed the percentage required in the current policy of the TPO board at the time the governmental entity requesting the funds commits to its amount of local match for the project; and
- 6) the Volusia TPO reserves the right to waive or adjust the local match requirements if the TPO Board deems there exists sufficient reason or circumstance; and
- 7) the Chairman of the Volusia TPO (or his designee) is hereby authorized and directed to submit this resolution to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (through the Florida Department of Transportation);
 - c. Federal Highway Administration (through the Florida Department of Transportation); and
 - d. Councils, Commissions, and Managers of the TPO Member Local Governments.

DONE AND RESOLVED at the regularly convened meeting of the Volusia TPO held on the 23rd day of April 2013.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

CITY OF DAYTONA BEACH, COMMISSIONER ROBERT GILLILAND
CHAIRMAN, 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 April 23, 2013.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY

**MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013**

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

A. PRESENTATION OF THE DRAFT VOLUSIA TPO BUDGET FOR FISCAL YEAR 2013/2014

Background Information:

The draft FY 2013/14 Volusia TPO Budget has been reviewed by the Budget Subcommittee and recommended for presentation to the TPO Board. It is the practice of this TPO to present crucial documents such as the budget, UPWP, and TIP to the TPO Board initially for review and at a subsequent meeting for adoption. The recommended budget will be placed on the May agenda for adoption.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

**Volusia TPO FY 2013-2014 Budget
With Prior Year Carryover**

**Volusia TPO FY 2013-2014 Budget
With Prior Year Carryover**

	Amended Budget FY 2012/2013	** Proposed FY 2013/2014	Change
<u>REVENUES</u>			
Federal Funds	1,865,453	\$1,871,899	\$6,446
State Funds	50,915	57,830	6,915
Local Funds	\$162,364	176,575	14,211
Total Revenue	\$2,078,732	\$2,106,304	\$27,572
<u>EXPENDITURES</u>			
Salaries	\$530,254	\$543,401	\$13,147
Fringe Benefits	176,185	187,526	11,341
Office Supplies	12,500	12,500	0
Postage	13,800	10,800 *	(3,000)
Office Expense (Rent, Utilities & Cleaning)	128,959	136,003 *	7,044
Advertising	4,000	2,500	(1,500)
Printing	5,000	5,000	0
Conference, Workshops & Seminar Fees	5,720	6,650	930
Fees	28,600	28,600	0
Dues	1,475	3,237	1,762
Publications	1,500	1,050	(450)
Copy Expense	26,500	26,500 *	0
Copy Machine Costs	27,730	26,500	(1,230)
Travel Expenses	24,500	20,800	(3,700)
Awards Program/Promo	10,500	10,500	0
Special Studies	837,092	862,807	25,715
Professional Services	162,100	105,600	(56,500)
Meeting Expense	2,500	3,000	500
Liability, Equipment & Auto Insurance	10,000	10,000	0
Repairs	1,500	1,500	0
Network/Web Page Costs	26,865	29,240 *	2,375
Capital Outlay (Computer & Server)	12,000	6,300	(5,700)
Software	9,718	7,000 *	(2,718)
Telephone	3,628	3,850 *	222
Education	2,750	1,500	(1,250)
Contingency	13,356	53,940	40,585
Total Expenditures	\$2,078,732	\$2,106,304	\$27,572
Excess of revenues over (under) expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

* Include expenses for VCOG which are paid back through Administrative Services Revenues

** The TPO Budget was amended March 27, 2012

**Volusia TPO FY 2013-2014 Budget
With Prior Year Carryover**

Revenue Sources

	<u>New FY 2013/2014</u>	<u>Carryover From FY 2012/2013</u>	<u>Totals</u>
Federal Funds			
PL-112 UPWP FY 12/13		\$100,000	
PL-112 FY 13/14	\$652,432		
PL-11 Prior Year Carryover Funds		64,946	
FTA-5303 FY 11/12		43,200	
FTA-5303 FY 12/13		48,400	
FTA-5303 FY 13/14	152,443		
XU-Bike Feasibility Studies	100,000		
XU-2040 LRTP (LAP)		390,000	
XU-Corridor Improvement Program		220,478	
XU-Traffic Operations	100,000		
	<u>\$1,004,875</u>	<u>\$867,024</u>	
			\$1,871,899
State Funds			
FTA-5303 FY 11/12		\$5,400	
FTA-5303 FY 12/13		\$6,050	
FTA-5303 FY 13/14	\$19,055		
TD FY 13/14	27,325		
	<u>\$46,380</u>	<u>\$11,450</u>	
			57,830
Local Funds			
FTA-5303 FY 11/12		\$5,400	
FTA-5303 FY 12/13		\$6,050	
FTA-5303 FY 13/14	\$19,055		
XU-Bike Feasibility Studies	10,000		
XU-Traffic Operations	10,000		
Interest Income	500		
VCOG	40,596		
Member Assessments	58,474		
Copy Machine Revenue	26,500		
	<u>\$165,125</u>	<u>\$11,450</u>	
			176,575
Total	<u>\$1,216,380</u>	<u>\$889,924</u>	<u>\$2,106,304</u>

**Volusia TPO FY 2013-2014 Budget
With Prior Year Carryover**

Staff Salary, Fringe & Indirect

TPO STAFF	FY 12/13 Salary Costs			Fringe		Total
	Salary	PTO*	Total	\$	hlth/auto	
Full-Time Salaries	\$528,950	\$14,451	\$543,401	\$95,133	\$92,393	\$187,526
Total Salary	\$528,950	\$14,451	\$543,401	\$95,133	\$92,393	\$187,526

**Volusia TPO FY 2013-2014 Budget
With Prior Year Carryover**

Office Expense

	<u>TPO</u>		<u>VCOG</u>	
Rent	\$90,766		\$25,437	\$116,203
Utilities (electric)	6,450		1,350	\$7,800
Storage Units	5,400		0	\$5,400
Cleaning Services/Supplies	5,496		1,104	\$6,600
	\$108,112	Indirect	27,891	VCOG \$136,003

Conference, Workshops & Seminar Fees

Transportation Disadvantaged (2)	\$500		5.01	Transit Planning & TD Program
Seminars & Workshops - Various Tasks in state	2,000		1.01	General Administration
AMPO/Rail Volution - Portland, OR/Seattle, WA (2)	1,800		3.05	State & Regional Planning & Coordination
Professional Development Conferences (4)	1,000			
MPOAC Institute (3)	750		1.01	4 Registrations @ \$250
GMS-Accounting System (1) - Baltimore, MD	600		1.01	General Administration
	\$6,650			

Fees

Central FL MPO Alliance	\$5,000		1.01	General Administration
ESRI Maintenance License	1,000		3.02	TIP
Pension Administration Fee	1,600		1.01	General Administration
GMS Accounting Maintenance	4,500		1.01	General Administration
MPOAC	500		TPO	
Bank Fees	1,400		1.01	General Administration
Legal Fees	2,500		1.01	General Administration
Audit Fees	12,100		1.01	General Administration
	\$28,600			

Dues/Memberships

APTA	\$1,022		TPO	
FL for Better Transportation	250		TPO	
FL Bicycle Association	125		TPO	
FPZA	340		1.01	
Employee Memberships (4)	1,500		TPO	4 @ \$125, ED \$1,000
	\$3,237			

Copy Machine Costs

Copier Lease	\$10,500		TPO	
Copy Cost	12,000		TPO/VCOG	
Paper & Staples	4,000		TPO	
	\$26,500			

Travel

Transportation Disadvantaged (2)	\$1,250	Indirect	Room \$120 X 3 = \$360 Meals 3 @ \$56 = \$168, Mileage \$85 = \$613
Seminars & Workshops - Various Tasks in state	1,500	Indirect	Room \$, Meals \$, Mileage \$ = \$
AMPO/Rail Volution - Portland, OR/Seattle, WA (2)	4,450	Indirect	Room \$300 X 4 = \$1,200, Meals 5 @ \$71 = \$355, Airfare \$370, Misc \$300 = \$2,225
Professional Development Conferences (4)	4,000	Indirect	4 Trips @ \$1,000
MPOAC Institute (3)	1,600	Indirect	Room \$250, Meals \$102, Mileage \$170 = \$522
GMS-Accounting System (1) - Baltimore, MD	2,000	Indirect	Room \$200 X 5 = \$1,000 Meals 6 @ \$71 = \$426, Airfare \$400, Misc \$100 = \$1,926
Employee Mileage	6,000	Indirect	10,000 @ .565 = \$5,650 plus tolls
	\$20,800		

**Volusia TPO FY 2013-2014 Budget
With Prior Year Carryover**

Network Costs

	TPO	VCOG
Server/Workstation Monitoring/Off Site Storage/Spam Block	\$19,755	4,685
Laptop Installation/Network Repairs	1,000	0
Web Page Annual Fee/Survey Monkey	800	0
High-speed Internet	2,550	450
	\$24,105	\$5,135

1.02 ITS

Special Studies

Community Transportation Study	\$30,000	3.08 Community Transportation Study
General Planning Studies	15,000	3.10 General Planning Studies
XU-Bike Feasibility Studies	100,000	4.03 Bike Feasibility Studies
XU-2040 LRTP (LAP)	427,807	3.09 2040 LRTP (LAP)
XU-Corridor Improvement Program	190,000	3.08 Corridor Improvement Program contracts \$85K
XU- ITS/Traffic Operations	100,000	3.07 ITS/Traffic Operations contracts \$85K plus local
	\$862,807	

Professional Services

TPO Board Retreat	\$6,000	1.01 General Administration
Votran - Transit Planning Services - General Consulting - FY13/14	24,000	5.03 Transit Planning Services-General Consulting
Votran - Transit Planning Services - General Consulting - FY12/13	20,000	5.03 Transit Planning Services-General Consulting
Votran-Increasing Transit Ridership - FY11/12	41,000	8.06 Increasing Transit Ridership
TIP Website Maintenance	9,600	3.02 TIP
TPO Web Page Update	5,000	1.02 ITS
	\$105,600	

Capital Outlay

Replacement Equipment (1 Watchguard)	\$1,600	1.02 ITS
Replacement Equipment (3 - laptops)	6,300	
	\$7,900	

Software

Licenses - (Microsoft Office & Watchguard)	\$2,700	1.02 ITS
Microsoft Operating System Licenses - Server	3,760	1.02 ITS
Other new software	540	1.02 ITS
	\$7,000	

Awards Program/Promo

Bicycle Helmets & Giveaways	\$10,000	4.02 Bike-Pedestrian Planning & Implementation
Awards	500	TPO
	\$10,500	

Publications

Newspapers	\$550
Misc	500
	\$1,050

**Volusia TPO FY 2013-2014 Budget
With Prior Year Carryover**

**VCOG/TPO Administrative Services
FY 12/13**

	VCOG	TPO	Total	
Rent	\$25,437	\$90,766	\$116,203	Rent increase 7/1/13
Janitorial & Supplies	1,104	5,496	6,600	
Phone Service	750	3,100	3,850	
Utilities (electric)	1,350	6,450	7,800	
Software-Licenses	520	2,180	2,700	
Network Service	4,685	19,755	24,440	
Internet	450	2,550	3,000	
Postage	800	10,000	10,800	
Copy Expense	5,500	21,000	26,500	
Total	\$40,596	\$161,297	\$201,893	
Software-Licenses				
Microsoft Office - 13 @ \$150	\$450	\$1,950	\$2,400	
WatchGuard	70	230	300	
	\$520	\$2,180	\$2,700	
Network Service				
Watchguard 3 year contract	\$185	\$615	\$800	
Off site storage	360	1,200	1,560	
Annual computer maintenance	4,140	17,940	22,080	
	\$4,685	\$19,755	\$24,440	
Telephone				
Office service	\$750	\$3,100	\$3,850	
Executive Director		600	600	
	\$750	\$3,700	\$4,450	

**Volusia TPO FY 2013-2014 Budget
With Prior Year Carryover**

	BEBR* 2012 Population	FY 13/14 Assessment Amount (.10)
Beverly Beach	334	\$33
Bunnell	2,101 #	210
Daytona Beach	61,859	6,186
Daytona Beach Shores	4,255	426
DeBary	19,338	1,934
DeLand	27,700	2,770
Deltona	85,281	8,528
Edgewater	20,776	2,078
Flagler Beach	4,482	448
Flagler County	5,551 #	555
Holly Hill	11,665	1,167
Lake Helen	2,619	262
New Smyrna Beach	22,792	2,279
Oak Hill	1,788	179
Orange City	11,226	1,123
Ormond Beach	38,612	3,861
Palm Coast	75,182 #	7,518
Pierson	1,691	169
Ponce Inlet	3,046	305
Port Orange	56,386	5,639
South Daytona	12,294	1,229
Volusia County	<u>115,757</u>	<u>11,576</u>
Total	<u><u>584,739</u></u>	<u><u>\$58,474</u></u>

* Bureau of Economic and Business Research

2010 US Census-This amount may be adjusted
after reapportionment is completed.

**Volusia TPO
FY 13/14 BUDGET
INDIRECT COST ALLOCATION**

Note: These are TPO costs that are allocated using salary & fringe as a base.
 These are common expenses that need to be allocated and can not
 be charged directly to any one program.

**Volusia TPO FY 2013-2014 Budget
With Prior Year Carryover**

Indirect Allocation

Expenses

Office Expense	108,112
Travel Expense	20,800
Liability Insurance	<u>10,000</u>

Total Expenses (Indirect Costs)	<u>\$138,912</u>	
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Direct Salaries	\$543,401	
Fringe Benefits	<u>187,526</u>	
Total Direct Salaries		<u><u>\$730,927</u></u>

Indirect Costs	<u>\$138,912</u>	=	19.00%
Total Direct Salaries	<u>\$730,927</u>		

**MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013**

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

B. PRESENTATION OF THE DRAFT FISCAL YEAR 2013/14 TO 2017/18 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND COMPARISON REPORT

Background Information:

The purpose of the Transportation Improvement Program (TIP) is to identify all federal and state funded transportation project development activity that has been scheduled in the Volusia TPO planning area for fiscal years 2013/2014 to 2017/2018. The projects listed in the TIP include improvements to area highway, transit and bicycle/pedestrian systems. Regionally significant projects, as well as some of the area's locally funded projects, are included in the TIP for informational purposes. The TIP also identifies transportation-disadvantaged projects, bicycle facilities, sidewalks and other enhancement projects scheduled during this time period.

Mr. Robert Keeth, TPO Senior Planner, will lead a discussion regarding the draft FY 2013/2014 to FY 2017/2018 TIP. Issues identified during this discussion will be addressed in a subsequent draft which will be presented to the CAC/TCC and TPO Board for final review and approval in May.

The draft TIP and a report comparing the draft TIP to the current adopted TIP are available on the TPO website at <http://www.volusiatpo.org/resources/tips/>.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

**MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013**

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

C. PRESENTATION ON THE FREIGHT, GOODS AND SERVICES PLAN AND ECONOMIC IMPACT ON CENTRAL FLORIDA

Background Information:

Mr. Gary Huttman, MetroPlan Orlando, will provide an overview of progress being made to conduct a regional freight study. The project has been underway for the past year and has included a review of current freight flows, freight facilities, types of freight, freight generators and attractions, trading partners and how freight is currently moving.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013

VI. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

D. PRESENTATION ON THE BACKGROUND AND VISION OF THE CITY OF PALM COAST

Background Information:

Representatives from the City of Palm Coast will deliver a brief presentation on past, present and future trends of growth and development in Palm Coast and the transportation vision and priorities.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

**MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013**

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

E. DISCUSSION OF THE REQUEST TO AMEND THE 2035 LONG RANGE TRANSPORTATION PLAN (LRTP) TO ADD AN INTERCHANGE ON I-95 AT PIONEER TRAIL

Background Information:

The Volusia TPO has received correspondence from the Volusia County Council Chairman Jason Davis, requesting that the Volusia TPO amend the 2035 Long Range Transportation Plan (LRTP) to include an interchange on I-95 at Pioneer Trail on the unfunded needs list. A resolution of support for this request was also received from the City of Port Orange. A copy of these items is included in the agenda.

The Florida Department of Transportation (FDOT) outlines the requirements for requesting “New or Modified Interchanges” in Topic# 525-030-160-i. Chapter 9 of the adopted Volusia TPO 2035 LRTP outlines the TPO’s policy for amending the LRTP. A copy of these items is also included in the agenda.

Volusia TPO staff will discuss these policies along with the public involvement requirements for approving an amendment to the LRTP.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD



RECEIVED
MAR 26 2013
BY: PB

Jason P. Davis
County Chair

JASON P. DAVIS
COUNTY CHAIR

JOYCE CUSACK
Vice-Chair
AT-LARGE

PAT PATTERSON
DISTRICT 1

JOSHUA J. WAGNER
DISTRICT 2

DEBORAH DENYS
DISTRICT 3

DOUG DANIELS
DISTRICT 4

PATRICIA NORTHEY
DISTRICT 5

JAMES T. DINNEEN
COUNTY MANAGER

Transmitted Via Fax and US Mail

March 25, 2013

Ms. Lois Bollenback
Interim Executive Director
Volusia Transportation Planning Organization
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114-8145

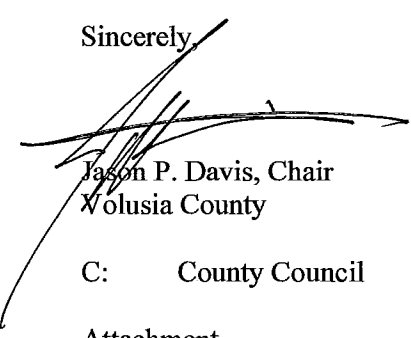
Dear Ms. Bollenback:

On March 21, 2013 the Volusia County Council passed the attached resolution regarding an interchange at I-95 and Pioneer Trail.

Please place this item on the April 23, 2013 agenda for discussion.

Thank you.

Sincerely,


Jason P. Davis, Chair
Volusia County

C: County Council

Attachment

RESOLUTION 2013- 28

A RESOLUTION OF THE COUNTY COUNCIL OF VOLUSIA COUNTY, FLORIDA, REQUESTING THE INCLUSION OF THE INTERSTATE 95 INTERCHANGE AT PIONEER TRAIL AS AN UNFUNDED PROJECT ON THE VOLUSIA TPO'S 2035 LONG RANGE TRANSPORTATION PLAN; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an interchange at Pioneer Trail and Interstate 95 was previously listed on the Adopted Cost Feasible Volusia County MPO 2025 Long Range Transportation Plan; and

WHEREAS, the Florida Department of Transportation has completed a Pioneer Trail Interchange Feasibility Study concluding that the proposed interchange at Pioneer Trail and Interstate 95 will not have an adverse impact on the mainline operations and will reduce traffic on some of the adjacent interchange ramps; and

WHEREAS, the study also concludes that the proposed interchange will reduce delays at area intersections and reduce traffic volumes on parallel roadways; and

WHEREAS, the County of Volusia has an interest in reducing traffic volumes on its roadways; and

WHEREAS, a Pioneer Trail Interchange would provide a viable alternative to the already congested Dunlawton Avenue and Interstate 95 interchange.

BE IT RESOLVED BY THE COUNTY COUNCIL OF VOLUSIA COUNTY, FLORIDA, IN OPEN MEETING DULY ASSEMBLED IN THE THOMAS C. KELLY ADMINISTRATION CENTER, DELAND, FLORIDA THIS 21 DAY OF MARCH, 2013, AS FOLLOWS:

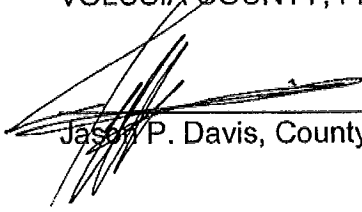
Section I. The Volusia County Council requests the inclusion of the Interstate 95 interchange at Pioneer Trail as an unfunded project on the Volusia TPO's 2035 Long Range Transportation Plan.

Section II. The Volusia County Council requests the Volusia TPO take all action necessary to process the request.

Section III. This Resolution shall take effect immediately upon adoption.

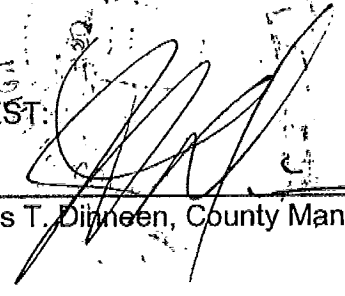
DONE AND ORDERED IN OPEN MEETING.

COUNTY COUNCIL
VOLUSIA COUNTY, FLORIDA



Jason P. Davis, County Chair

ATTEST:



James T. Dinneen, County Manager

RESOLUTION NO. 13-18

A RESOLUTION OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; AGREEING TO WORK WITH VOLUSIA COUNTY FOR THE PURPOSE OF INCLUDING THE INTERCHANGE AT INTERSTATE I-95 AND PIONEER TRAIL IN THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION 2035 LONG RANGE TRANSPORTATION PLAN UNMET TRANSPORTATION NEEDS LIST; PROVIDING FOR TRANSMITTAL OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has recognized the long range planning need for the interchange at Interstate 95 and Pioneer Trail; and

WHEREAS, the City Council incorporated the interchange in the adopted City of Port Orange Comprehensive Plan in 2001; and

WHEREAS, the adopted City of Port Orange Comprehensive Plan 2010-2025 lists the interchange at Interstate 95 and Pioneer Trail as a projected transportation improvement in the Transportation Mobility Element of the Port Orange Comprehensive Plan; and

WHEREAS, the interchange at Interstate 95 and Pioneer Trail was included in the 2025 Volusia County Transportation Planning Organization (TPO) Long Range Transportation Plan; and

WHEREAS, the City Council has determined that the interchange at Interstate 95 and Pioneer Trail is a long range plan to reduce traffic congestion for the interchange at Interstate 95 and Dunlawton Avenue; and

WHEREAS, the City Council has determined that it is in the best interests of the citizens of the City of Port Orange, its adjoining communities and visitors to include the interchange at Interstate 95 and Pioneer in the 2035 Volusia Transportation Planning Organization (VTPO) Long Range Transportation Plan as set forth hereinafter.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Port Orange, Florida as follows:

Section 1: The City Council of the City of Port Orange hereby supports and agrees to work with the County of Volusia, a political subdivision of the State of Florida, for the purpose of including the interchange at Interstate 95 and Pioneer Trail in the Volusia Transportation Planning Organization 2035 Long Range Transportation Plan Unmet Transportation Needs List.

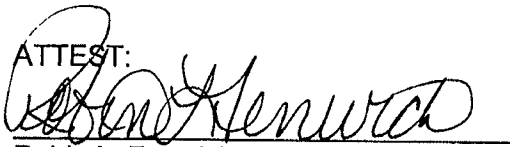
(RESO. NO. 13-18)

Section 2. The City Clerk shall promptly after adoption deliver a copy of this Resolution No. 13-18 by U.S. Mail and email to the attention of the County Manager of the County of Volusia.

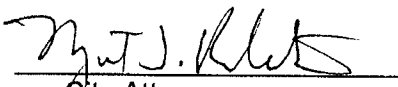
Section 3. This Resolution No. 13-18 shall become effective immediately upon adoption.


MAYOR ALLEN GREEN

ATTEST:


Robin L. Fenwick, City Clerk

Adopted on the 19 day of March, 2013.

Reviewed and Approved: 
City Attorney

Approved:


Department of Transportation

Effective: May 16, 2012
Office: Systems Planning
Topic No.: 525-030-160-i

NEW OR MODIFIED INTERCHANGES

PURPOSE:

This procedure sets forth the state and federal requirements and processes to be used for determinations of preliminary engineering and operational acceptability associated with adding or modifying interchange access to limited access facilities on Florida's **Strategic Intermodal System (SIS)**. It is to be used in the development of an interchange access request document (***Interchange Justification Report, Interchange Modification Report or Interchange Operational Analysis Report***). Full compliance with the requirements and processes in this procedure is necessary for Department consideration of any interchange access. However, submittal of all necessary information does not ensure approval of the interchange access request. Each interchange access request approval decision will be based on need, on current Department and Federal Highway Administration (FHWA) policies and on evaluation criteria including engineering, operational, safety, environmental and financial.

AUTHORITY:

Sections 20.23(4)(a) and 334.048(3), Florida Statutes (F.S.)

SCOPE:

This procedure is applicable to the preparation, review and consideration for approval of an interchange access request of all new or modified access to existing limited access highways on the **SIS**.

REFERENCES:

Sections 335.181 and 339.64, F.S.

Department Policy Statement 000-525-015, Approval of New or Modified Access to Limited Access Highways on the Strategic Intermodal System (SIS)

Interchange Handbook prepared by the Systems Planning Office (SPO) and available on the Internet (<http://www.dot.state.fl.us/planning/systems/sm/intjus/default.shtm>)

Transportation Impact Handbook: Estimating the Transportation Impacts on Growth prepared by the SPO and available on the Internet (<http://www.fdottransportationimpacthandbook.com/>)

Department Manual, Topic No. 675-000-001, Project Development and Environment Manual (PD&E Manual), prepared by the Environmental Management Office and available on the Internet (<http://www.dot.state.fl.us/emo/pubs/pdeman/pdeman1.shtm>)

GLOSSARY/ACRONYMS/DEFINITIONS:

ANNUAL AVERAGE DAILY TRAFFIC (AADT) – The volume of traffic passing a point or segment of a roadway in both directions for one year divided by the number of days in the year.

APPLICANT – A person who submits a request for an interchange access. An applicant may be a private developer, a local government, a transportation authority, or an office within the Department.

APPROVAL AUTHORITY – An applicable entity that approves an interchange access request document or Methodology Letter of Understanding (MLOU).

CENTRAL OFFICE – Department headquarters.

DEPARTMENT – The Florida Department of Transportation.

DEVELOPMENT OF REGIONAL IMPACT (DRI) - A development which, because of its character, magnitude or location would have a substantial effect upon the health, safety or welfare of citizens of more than one county.

DISTRICT – One of the Department's seven regional districts.

DISTRICT INTERCHANGE REVIEW COMMITTEE (DIRC) - An advisory committee established in each district responsible for coordinating new or modified interchange access requests on existing SIS highways within their Districts/Turnpike. For the purpose of this procedure the Turnpike Enterprise Interchange Review Committee is considered a DIRC.

FEDERAL HIGHWAY ADMINISTRATION (FHWA) - The approval authority for interchange documents on Interstate System and serves in an advisory role on non-Interstate submittals.

INTERCHANGE ACCESS DOCUMENT – An Interchange Justification Report, Interchange Modification Report, Interchange Operational Analysis Report or related report.

INTERCHANGE HANDBOOK – An accompanying Department document to this procedure providing guidance on the evaluation and development of new or modified interchange access.

INTERCHANGE JUSTIFICATION REPORT (IJR) – A document prepared by the applicant for a proposed action intending to provide a new interchange to a SIS limited access highway.

INTERCHANGE MODIFICATION REPORT (IMR) – A document prepared by the applicant for a proposed action intending to provide substantially modified access to an existing interchange on a SIS limited access highway as specified in the Interchange Handbook.

INTERCHANGE OPERATIONAL ANALYSIS REPORT (IOAR) – A document prepared by the applicant for proposed minor safety and/or operational improvements mostly within the Department's existing right of way; not requiring an IMR.

INTERSTATE or INTERSTATE SYSTEM – A highway that is part of the Dwight D. Eisenhower National System of Interstate and Defense Highways.

LIMITED ACCESS FACILITY – A street or highway especially designed for through traffic and over, from, or to which owners or occupants of abutting land or other persons have no right or easement, or only a limited right or easement, of access, light, air, or view by reason of the fact that their property abuts upon such limited access facility or for any other reason..

METHODOLOGY LETTER OF UNDERSTANDING (MLOU) – A document providing agreements reached among the applicant, DIRC, SPO and, if applicable, FHWA during study design development of an Interchange Access Request.

NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) – The Act establishes national environmental policy and goals for the protection, maintenance, and enhancement of the environment and provides a process for implementing these goals within the federal agencies.

OTHER EXPRESSWAY – A limited access highway on the SIS not operated and maintained by the Department or the Turnpike.

PROJECT DEVELOPMENT AND ENVIRONMENT STUDY (PD&E study) – An analysis prepared to obtain location and design concept approval for a project that includes federal funding and which must comply with state and federal environmental requirements.

SYSTEMS INTERCHANGE MODIFICATION REPORT (SIMR) – A document prepared for a series of closely spaced existing or approved interchanges that are operationally interrelated in an effort to support the development of a system or series of interchanges that may be conducted concurrent with a corridor PD&E study as defined in the Interchange Handbook.

STATE ENVIRONMENTAL IMPACT REPORT (SEIR) – A document prepared to obtain location and design concept approval for a project in which no federal funding is involved.

STRATEGIC INTERMODAL SYSTEM (SIS) – Florida’s system of transportation facilities and services of statewide and interregional significance.

SYSTEMS PLANNING OFFICE (SPO) – An office within the Department’s Central Office whose responsibilities include coordinating interchange access at a statewide level.

TURNPIKE – Florida’s Turnpike Enterprise

TURNPIKE ENTERPRISE INTERCHANGE REVIEW COMMITTEE (TE-IRC) – See District Interchange Review Committee.

1. INTERCHANGE ACCESS REQUEST REPORTS

1.1 New or Modified Access to the Interstate System

FHWA approval of an **IJR** is required for all new interchanges to the existing Interstate System. The **IJR** must be consistent with and adequately address FHWA policies and regulations.

Analysis and documentation requirements for modifications to existing Interstate System interchanges range from the development of a simple operational analysis of specific movements documented in an **IOAR** to the development of a full **IMR**. The analysis must document that the proposed modifications will function in a safe and efficient manner, resolve the identified operational or safety problems and not adversely affect the mainline or adjacent interchanges.

1.2 New or Modified Access to Non-Interstate Facilities on the SIS

Florida Statutes and Department policy require the strict regulation of access to the SIS. Department approval of an **IJR** for all new interchanges on existing **SIS** facility is required.

Analysis and documentation requirements for modifications to existing SIS expressway interchanges range from the development of a simple operational analysis of specific movements documented in an **IOAR** to the development of a full **IMR**. The analysis must document that the proposed modifications will function in a safe and efficient manner, resolve the identified operational or safety problems and not adversely affect the mainline and improve operations on adjacent interchanges. The requirement for the preparation of an **IMR** or **IOAR** will be determined by the DIRC. An **MLOU** will be prepared for an **IJR** or **IMR**. When appropriate, an **MLOU** will be prepared for an **IOAR**.

1.3 Non-Interchange Facilities Associated With Limited Access Highways

This procedure covers only access associated with interchanges. Approval of overpasses, rest areas, service plazas, weigh stations, and other transportation facilities internal to the limited access highway (e.g., elements of special use lanes, high speed rail) not affecting interchanges are not included as a part of this procedure. However, since these facilities may have a potential impact on the operation of the limited access mainline and on adjacent interchanges, the DIRC shall be informed and involved in the planning, design and approval process for such facilities.

- (A) **Overpasses:** Primary issues for consideration by the DIRC may include the vertical clearance, accommodations of the ultimate mainline typical section and the probability the overpass may become a full interchange in the future.
- (B) **Rest Areas, Service Plazas and Weigh Stations:** Primary issues for consideration by the DIRC include merge, diverge and weave movements, ramp queuing capacity and impacts on the operation of adjacent interchanges.
- (C) **Other Internal Transportation Facilities:** Primary issues for consideration by the DIRC include merge, diverge and weave movements, ramp queuing capacity, main line operations, and impacts on the operation of adjacent interchanges.

1.4 Guidelines for Interchange Access Documents – Interchange Justification Reports, Interchange Modification Reports and Interchange Operational Analysis Reports

Guidelines for developing interchange access documents are contained in the Department's **Interchange Handbook**. The DIRC develops a preliminary recommendation on the level of analysis and documentation needed for approval authorities based upon these guidelines, on the extent of the modifications proposed, and on any potential impacts to the mainline and adjacent interchanges.

For an **IJR** or **IMR**, a **MLOU** documenting the agreed upon study design and analysis for an interchange access request is prepared. Upon completion of the **MLOU** and concurrence by approval authorities the process may be continued.

For an **IOAR**, the preparation of an **MLOU** may not always be necessary. The DIRC is responsible for deciding whether an **IOAR** requires a **MLOU**. When it is determined that an **MLOU** is needed for an **IOAR** project, the process may be continued upon completion of the **MLOU** and concurrence by approval authorities.

2. APPROVAL AUTHORITY

2.1 Interchange Access Request Approvals

Approval authorities for Interstate Highway Systems and non-Interstate facilities on the SIS are provided in **Table 1 and Table 2**, respectively.

TABLE 1: Interstate Interchange Access Request Approval Authorities

Approval Authority	Interstate					
	MLOU			Access Report		
	IJR	IMR	IOAR ¹	IJR	IMR	IOAR ²
District/Turnpike	X	X	X	X	X	X
Central Office	X	X	X	X		
FHWA	X	X	X	X	X	X

¹ For an IOAR, the DIRC determines the need for a MLOU. If the DIRC determines that an MLOU should be prepared, Central Office may be requested to participate in the review and to provide approval.

² FHWA need to approve an IOAR will be determined on a case-by-case basis. The decision will be based on discussions between the FHWA Area Engineer and the DIRC, the scope of the project and a technical analysis.

TABLE 2: Non- Interstate SIS Limited Access Facility Interchange Access Request Approval Authorities

Approval Authority	Turnpike/District Access				Other Expressway Access				
	MLOU		Access Report		MLOU		Access Report		
	IJR/IMR	IOAR ¹	IJR	IMR	IJR/IMR	IOAR ¹	IJR	IMR	IOAR ¹
Other Expressway					X	X	X	X	X
District/Turnpike	X	X	X	X	X	X	X	X	X
Central Office	X	X	X		X	X	X		

¹ For an IOAR, the DIRC determines the need for an MLOU. If the DIRC determines that an MLOU should be prepared, Central Office may be requested to participate in the review and to provide approval.

Where the interchange access request affects more than one District (including Turnpike), the interchange access or accesses are near a District boundary, the **MLOU** shall be signed by all affected DIRCs. All analysis, documentation and final reports shall be reviewed and approved by all affected DIRCs.

2.2 National Environmental Policy Act (NEPA) or Other Environmental Approval

For an **IJR** or **IMR**, approvals are needed for both the interchange access (preliminary engineering and operational acceptability) and **NEPA**, obtained through the Department's **PD&E** process. The approval to proceed to final design and construction of all new or modified access on the Interstate Systems by FHWA is considered a

federal action. When both documentation requirements are met, location and design concept approval may be granted.

Depending on the project scope and associated impact, such as in an **IOAR**, a Categorical Exclusion may satisfy the NEPA requirements instead of a full PD&E study. **Chapter 2** of the **PD&E Manual, Topic No. 650-000-001** should be referenced for the appropriate process.

If the interchange access is a non-Federal project, a **State Environmental Impact Report (SEIR)** approval must be obtained from the District, as well as the interchange access request before location and design concept approval is granted.

3. APPROVAL CRITERIA

Existing Department policy, rules and standards and the current FHWA policy requirements and criteria shall be the primary basis for the analysis and documentation required in the preparation, review and consideration for approval of any interchange access request. Additional approval criteria may be requested required by the DIRC or the approval authority. Such additional criteria shall be agreed upon by the applicant, the DIRC and the approval authority prior to the initiation or review of any analysis and documentation.

Any **variations or exceptions** to the Department and FHWA standards or criteria must be coordinated with the DIRC and appropriate Department offices to address related issues with regard to interchange access. Variations or exceptions shall be identified and documented in the interchange access request document, as appropriate.

4. RESPONSIBILITIES

4.1 Establishment of a District Interchange Review Committee

Each district shall establish a **DIRC** which shall be composed of appropriate planning, production and operations staff. Each District and the Turnpike Enterprise shall determine the specific composition of the committee, who will chair the committee and the process the committee will use to perform required functions. The SPO is considered a member of the DIRC and must be invited to each DIRC meeting.

4.2 District Interchange Review Committee Responsibilities

The DIRC shall be the primary point of contact for all applicants, both inside and outside the Department, requesting new or modified interchanges on existing limited access facilities within their Districts. The committee shall also serve in a review and processing role for all in-house interchange proposals.

For all interchange access requests, the DIRC shall establish the basis for approval, the evaluation criteria and the scope of the technical analysis and documentation. The

DIRC shall provide a technical review of the engineering, operational, environmental and safety impacts of the interchange access request and make recommendation for action on the request.

4.3 Applicant Responsibilities

An applicant may be an office within the Department, a local government, a transportation authority (toll authority, port authority, etc.), or a private developer. Private developers must document that the interchange access request is supported by the local government. The provided information must be accepted by the Department. In all cases, the applicant has the responsibility for collecting any data required, documenting the need for the new or modified interchange access and developing the engineering and operational analysis required by the approval authority to make a decision on the interchange access request. Specifically the applicant must:

- (A) Reach agreement with the DIRC and other approval authorities on the study design or scope of work;
- (B) Develop, sign and submit to the DIRC a **MLOU**, if required, documenting the agreed upon study design;
- (C) Develop and submit to the DIRC a draft interchange proposal containing the analysis and documentation agreed to in the **MLOU**;
- (D) Respond to all comments for corrections, requests for additional information and analysis and document revisions; and
- (E) Develop, sign and submit an interchange access request responding to all items in **Section 4.3 (D)** to the DIRC for an approval decision.

4.4 Department Responsibilities

The DIRC will coordinate with the applicant, review and approve or deny the **MLOU** for the continuation of the process, and provide review and comments on all interchange access request submittals. If the proposed new or modified interchange is needed and meets operational and safety criteria, the DIRC will either provide an approval decision or transmit the interchange access request for an approval decision to SPO and/or FHWA.

5. THE INTERCHANGE PROCESS

5.1 Step 1: Development of Project Study Design and Methodology Letter of Understanding (MLOU)

The applicant and approval authorities (as outlined in Tables 1 and 2) shall reach agreement on the study design including the basis for approval, evaluation criteria, data sources, traffic factors, project traffic development, operational analysis, preliminary financial commitments and documentation required to address the applicable FHWA criteria and any additional criteria required by the DIRC. The results of the study design process shall be documented in the **MLOU** to be developed by the applicant for submittal to the DIRC. Further guidance on development of the **MLOU** is contained in the Department's **Interchange Handbook**.

5.2 Step 2: Department Review and Approval of the MLOU

The DIRC and the SPO shall review the **MLOU** for consistency, completeness and correctness with the agreements reached in the study design development process. When agreement is reached on the contents, the **MLOU** shall be signed by the applicant, DIRC Chair, and the SPO. This action will constitute Department approval of the **MLOU** and serve as a “notice to proceed” with the development of the interchange access request by the applicant. When FHWA is the final approval authority, all comments shall be addressed and resolved prior to the Department signing the **MLOU**.

Any work initiated by the applicant prior to the signing of the **MLOU** is done “at risk.” The DIRC shall not initiate the review of any analysis or documentation produced prior to the signing of the **MLOU** unless previously agreed upon.

Full compliance with the analysis and documentation requirements of the approved **MLOU** by the applicant is required for Department consideration of the interchange access request. However, an applicant's compliance with the analysis and documentation requirements does not ensure approval of the interchange access request by the Department or FHWA. Moreover, approval of the **MLOU** does not restrict the ability of the applicant, the Department or FHWA to request changes to the methodology or require additional data collection, analysis or documentation needed for a final decision. Any modifications to the **MLOU** must be documented in writing and be approved by all the original **MLOU** signatories, or their designees.

5.3 Step 3: Development of Preliminary Interchange Access Request

The preliminary interchange access request shall be a “stand alone” report based on the analysis and documentation requirements defined in the approved **MLOU** that includes existing conditions, future year design traffic and a comprehensive analysis of all build and no-build alternatives. The interchange access request shall contain a recommendation for a preferred alternative, including a funding plan for the proposed opening year.

The applicant is responsible for collecting all data, performing all required analysis and developing the required documentation consistent with the requirements and agreements in the **MLOU**. The applicant shall submit the preliminary interchange access request and any requests for exceptions to the DIRC for review and comment. The applicant may request review of any interim analysis and documentation as agreed upon with the DIRC.

5.4 Step 4: Department and Approval Authority Review of Preliminary Interchange Report

The DIRC Chair shall coordinate the review of the preliminary interchange access request with the approval authorities. This review shall evaluate consistency with Department and, if applicable, FHWA policy criteria, the requirements of the **MLOU** for sufficiency, completeness and correctness and for consistency of the data, analysis and recommendations with a Development of Regional Impact (DRI), if required. In addition, any requests for exceptions to policies, procedures and/or standards must be reviewed and processed in accordance with **Section 3** above.

Based upon the review of the preliminary interchange access request and the approval of any exception requests, the DIRC shall make a determination on the need for a new or modified interchange and the adequacy of the supporting analysis and documentation and make one of the following recommendations:

- (A)** Stop the process if any of the following occurs:
 - The need is not demonstrated;
 - Engineering, environmental, operational or safety problems cannot be avoided or satisfactorily mitigated;
 - A funding plan between the District/Turnpike and the applicant cannot be reached; or
 - A pending exception request cannot be approved.
- (B)** Required a revised preliminary interchange access request be submitted that responds to all Department and FHWA comments; or
- (C)** Require a revised interchange access request responding to all Department and FHWA comments be developed and submitted.

5.5 Step 5: Development of Interchange Access Request for Approval Decision

The interchange access request shall be a “stand alone” report consistent with the analysis and documentation requirements in the approved **MLOU** that adequately responds to all Department and FHWA comments. The interchange access request shall include a final recommended alternative and a funding plan. The funding plan will identify both costs and funding source(s) for the interchange and all other transportation

improvements required for the proposed opening year. Provide a summary of the expected project cost and a listing of the funding sources. Include identification of Department portions of the funding. It is recommended that the applicant have a sound financial plan in place prior to finalizing the MLOU, meaning that grants, safety funds, etc. have all been discussed and identified as highly probable sources of funding with expected amounts.

Upon notification by the DIRC, the applicant shall prepare the interchange report incorporating responses to all Department and FHWA comments. The applicant shall transmit the interchange report to the DIRC requesting an approval decision.

5.6 Step 6: Interchange Access Request Processing and Approval Decision

5.6.1 DIRC Review and Approval Recommendation

The DIRC shall review the analysis and documentation in the interchange report for completeness, correctness, consistency with the requirements of the **MLOU** and response to Department and FHWA comments. The DIRC shall make a determination on the need for the proposed new or modified interchange and shall develop an approval recommendation for the District Secretary/Executive Director.

5.6.2 Report Processing and Approval Decision

The District Secretary/Executive Director shall make the final approval decision for interchange access requests where authorized or shall make the decision to transmit the document to the approval authority with an approval decision recommendation. For an **IJR** transmitted to the Central Office, the Assistant Secretary for Intermodal Systems Development will provide an approval decision and, if appropriate, transmit the document to FHWA for an approval decision.

5.6.3 Additional Comments

Should the approval authority have further comments or request additional analysis or documentation prior to making an approval decision, the DIRC will coordinate the response request with the applicant. Should the applicant be unwilling or unable to adequately respond to this request, the DIRC shall notify the applicant of the denial of the requested access.

5.7 Step 7: Project Implementation Activities

5.7.1 Project Funding and Production Phase Programming

Upon final approval of a Department interchange access request, the District shall program any additional agreed upon funding and production phases in the Work Program consistent with the proposed opening year. Private developers and local governments are required to fulfill any funding and production activities as agreed upon

and documented in the approved interchange access request.

5.7.2 Project Reevaluation and Approval Withdrawal

The DIRC must review the status of projects and may require a project reevaluation prior to the initiation of any production phases. A reevaluation may be required if one of the following occurs:

- (A) An applicant does not initiate the PD&E phase within two years of the approval of the interchange access document, or
- (B) If there is a substantial deviation for any DRI associated with the approved interchange (see the *Transportation Impact Handbook*)
- (C) Design modifications or updates due to interchange construction schedules, change in traffic forecasts, adjacent land use, a change in the surrounding Interstate System or a change to the local roadway network

This reevaluation may be done prior to or concurrent with the initiation of the PD&E phase. The specific information to be provided in the reevaluation will be agreed upon between the applicant and the DIRC. For interchange access requests associated with the Interstate System, a reevaluation is required (an FHWA requirement) if the project has not progressed to construction within eight years of FHWA approval.

The Department may withdraw approval of new or modified interchanges for non-interstate SIS limited access facilities that are not open to traffic within three years of the opening year in the approved interchange access request. The DIRC may initiate this process through a review of the project status at any time after the opening year contained in the approved interchange access document. The review and basis for withdrawal will consider progress toward the construction, any changes to the need for the interchange, and failure to complete construction and open interchange to traffic within three years of the opening year.

If a decision is made to pursue approval withdrawal, the DIRC will coordinate with approval authorities on the required documentation and process to be followed. The Department will provide an opportunity for a hearing on the DIRC's decision.

6. INTERCHANGE ACCESS REQUEST TRAINING

Training on the administrative and technical review process is available upon request to the SPO. Detailed technical training on capacity analysis tools is also available in cooperation with FHWA on an as requested basis.

7. FORMS

No forms are required as part of this procedure.

Chapter 9 **L RTP Amendment Procedure**

Introduction

During the development of the *2025 Long Range Transportation Plan (LRTP)*, the Volusia Transportation Planning Organization (TPO) adopted an official procedure for amending the plan. This section of the 2035 LRTP outlines that procedure, which has been carried forward in this effort. It should be noted, however, that the Volusia TPO Board retains the authority to bypass this procedure and amend the long-range transportation plan as necessary to comply with the administrative requirements of either the federal or state governments.

L RTP Amendment Procedure

The process for amending the adopted *Volusia TPO 2035 Long Range Transportation Plan* is established as follows:

1. Amendments that add a project(s) to the adopted long-range transportation plan must include a source of funding to pay for the proposed project. If the proposed amendment is based on a Congressional Earmark, it must be a funded earmark.
2. Amendments to the long-range transportation plan may be requested for consideration by the TPO two times annually, at the TPO's May and November meetings.
3. Notification of an amendment shall be requested in writing, and shall be addressed to the TPO Chairperson with two (2) additional copies for TPO staff.
4. Projects subject to the amendment request and review process include:
 - a. Any transportation project, funded either entirely, or in part, by federal or state funds, that is proposed to be deleted, substituted, or added to the adopted long-range transportation plan.
 - b. Any transportation project of regional significance not involving federal funds must come before the TPO Board for action prior to that project being deleted, substituted, or added to the adopted long-range transportation plan.
 - c. Projects that are proposed to be added to the Needs Plan (which is not the adopted Cost-Feasible Plan) do not need to be fiscally constrained, and therefore, do not need to have any funding sources identified. However, amendments to add projects to the Needs Plan still must go through the technical review process.
5. Who may submit an amendment request:
 - a. Amendment requests may be initiated by either a government or quasi-government agency such as the state, a city or county or, if applicable, a transportation or expressway authority.

- b. Amendment requests originating from the private sector shall be sponsored by an effected local government of jurisdiction.
- 6. Who shall approve an amendment request:
 - a. The Technical Coordinating Committee shall review the requested amendment based upon a technical evaluation of its merit and shall recommend approval or disapproval to the TPO Board.
 - b. The Citizens' Advisory Committee shall review the requested amendment and shall recommend approval or disapproval to the TPO Board.
 - c. The TPO Board shall consider the recommendations of its advisory committees and shall exercise final approval or disapproval of the amendment request.
- 7. Amendment requests shall describe the project and its location and shall include an analysis of the project impacts, as follows:
 - a. Financial
 - (1) Project capital costs subdivided according to preliminary engineering and design, right-of-way acquisition, and construction; and
 - (2) Identification of funding source, time period, and impact on other projects.
 - b. Traffic
 - (1) Current year and future year analyses consistent with the adopted long-range transportation plan;
 - (2) Annual average daily traffic (AADT) and peak-hour traffic volumes;
 - (3) Directional traffic load on the roadway network; and
 - (4) Level-of-service and roadway capacity.
 - c. Environmental and social
 - (1) Minimal, moderate, or major impact on wetlands displaced;
 - (2) Minimal, moderate, or major impact on threatened and endangered species;
 - (3) Minimal, moderate, or major impact on homes and businesses displaced; and
 - (4) Minimal, moderate, or major impact on public facilities.
 - d. Compatibility with all applicable local comprehensive plans and programs.
 - (1) Existing and future land uses;
 - (2) capital improvement programs; and
 - (3) Transportation (traffic circulation and transit) elements.
 - e. Compatibility with the TPO's adopted long-range transportation plan and the ECFRPC Strategic Regional Policy Plan.

- f. Contribution to the implementation of a multi-modal transportation system.
 - (1) Potential for inclusion of future transit facilities; i.e. commuter rail, transit, exclusive bus lanes, etc.;
 - (2) Proximity to existing or proposed transit routes, transit centers, and/or multimodal facilities, and major activity centers; and
 - (3) Inclusion of transit passenger amenities.
- 8. Process of Evaluation:
 - a. The process for evaluating and approving or denying a proposed amendment will take a minimum of four months to complete. This process includes the following:
 - (1) A minimum of one month for the TPO staff to review the proposed amendment, make a sufficiency determination regarding the information provided by the applicant, and develop a justification analysis/summary of findings of the proposed amendment; and
 - (2) A minimum of one month for the Technical Coordinating Committee (TCC) and the Citizens' Advisory Committee (CAC) to review the proposed amendment and a minimum of one month to approve or deny the proposed amendment; a minimum of one month for the TPO Board to review the proposed amendment and a minimum of one month to approve or deny the proposed amendment. Under most circumstances, the proposed amendment will be placed on the TCC and CAC's agenda for approval or denial during the same month it is placed on the TPO's agenda for review.
 - b. The following checklist of evaluation criteria developed by the TPO will be utilized to evaluate each amendment request:
 - (1) Have the categories of information required by this rule been provided in sufficient detail?
 - (a) financial
 - (b) traffic
 - (c) environmental and social
 - (d) compatibility with local comprehensive plans
 - (e) compatibility with long-range transportation plan and strategic regional policy plan
 - (f) contribution to implementation of multi-modal transportation system
 - (2) Has an adequately-sized impact area been identified which includes the major arterials and collectors?

- (3) Has the applicant used officially adopted level-of-service tables (FDOT) in preparing its report on traffic impacts?
 - (4) Has the applicant assumed various transportation projects, which may be of benefit to its project, to be funded and constructed in the immediate time period when there may be no commitments for doing so?
 - (5) Will the applicant prepare a mitigation plan for environmental (i.e., wetlands, threatened and endangered species, etc.) impacts?
 - (6) Has the applicant identified not only the project costs, but also the sources of funding?
 - (7) Has the applicant provided evidence of funding commitments, both from itself and other parties if involved?
 - (8) Does the project incorporate mobility improvements that address capacity or concurrency improvements?
 - (9) If it is a transit project, is it compatible with Voltran's adopted Transit Development Plan?
 - (10) Does the project add to the connectivity of the current transportation system, and/or enhance the movement toward a seamless transportation system?
- c. Within 30 days of receipt of the amendment request, the TPO staff will review the request to determine if it contains sufficient information upon which to base an analysis of the project.
 - (1) If the TPO staff finds that the amendment request contains insufficient information upon which to rule, the staff shall identify and request in writing from the applicant, prior to the expiration of the 30 day examination period, the additional information needed.
 - (2) If the TPO staff finds that the amendment request contains sufficient information upon which to rule, the staff shall notify the applicant in writing that the amendment request has been accepted for review.
 - d. Upon determination that the amendment request contains sufficient information upon which to rule, the TPO staff shall distribute copies of the amendment request to all members of the TPO Board and its advisory committees.
 - e. The applicant will present the amendment request and the TPO staff will present its justification analysis findings to the Technical Coordinating Committee and Citizens' Advisory Committee one month prior to the regularly scheduled TPO Board meeting. The applicant will be advised in writing by the TPO when the amendment request has been placed on the TPO Board meeting agenda.
 - f. The applicant will also present the amendment request and the TPO staff will present its justification analysis findings to the TPO, one month prior to the regularly scheduled

meeting at which the TPO Board will take formal action on the amendment request, approving or denying the request. In addition, a public hearing regarding the proposed amendment will be conducted during the TPO Board meeting at which the Board is presented with the proposed amendment for its initial review. Representatives of the applicant agency must be present at this meeting and prepared to answer all questions regarding the proposed amendment raised by the public, local government, and agency staff, and/or the members of the TPO Board. It is the responsibility of the amendment applicant agency to place a legal advertisement in the appropriate section of the Daytona Beach News-Journal to inform the general public of the public hearing. This legal advertisement must be published no later than seven calendar days before the scheduled public hearing.

Upon approval of the requested amendment, TPO staff, in coordination with FDOT District Five will initiate appropriate network changes to the Volusia TPO's long-range transportation plan. FDOT District Five will make all necessary changes to the Central Florida Regional Planning Model required as a result of the approval.

**MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013**

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

F. FDOT REPORTS

Background Information:

Ms. Claudia Calzaretta, FDOT District 5, will be present to answer questions regarding projects on the FDOT Construction Status Report and Push-Button Report.

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

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

CONSTRUCTION STATUS

03/17/2013

SR 415 from Seminole Co. Line to Reed Ellis Road						
FIN #	407355-3-52-01, 240216-5-52-01, & 407355-1-52-01					
Contract #	T5415					
Project Description:						
Add lanes & reconstruct.						
CONTRACTOR:	United Infrastructure Group, Inc.	LET DATE:	5/23/2012	ORIGINAL	1100	\$32,798,973.37
CCEI:	AECOM	NTP:	7/27/2012	CURRENT	1123	\$32,798,973.37
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	10/1/2012	ELAPSED	168	\$6,757,846.67
FED. AID #:	N/A	WORK BEGAN:	10/1/2012	% ORIGINAL	15.3%	20.6%
SECTION:	79120000	EST. COMPLETION:	10/28/2015	% TO DATE	15.0%	20.6%
FUND TYPE	STA	CURRENT CPPR:	100%	LIQ. DAMAGES		
Seth Simpson (407)302-6943 Office AECOM Phone: Email:						
CONTRACTOR'S PROJECT MANAGER:		Steve Kullman	407-377-0550 O, 803-445-0245 C		Steve.Kullman@uig.net	
CONTRACTOR'S SUPERINTENDENT:		Joe Walters	407-377-0550 O; 843-415-2171 C		Joe.Walters@uig.net	
SENIOR PROJECT ENGINEER:		Harold Dubon, P.E.	407-302-6943 O; 407-729-7339 C		Harold.Dubon@aecom.com	
OFFICE SPECIALIST:		Seth Simpson	(407)302-6943 Office AECOM		seth.simpson@aecom.com	
CEI SENIOR PROJECT ADMINISTRATOR:	Terry Simpson	386-943-5770 O; 386-846-4753 C		terry.simpson@aecom.com		
SENIOR INSPECTOR:	Frank Shaw	407-302-6943 O; 407-314-7417 C		Frank.Shaw2@aecom.com		
INSPECTOR:	Jim Cerar	407-302-6943 O; 407-314-8931 C		James.Cerar@aecom.com		
INSPECTOR:	Dominic Fiandra	407-301-6943 O; 407-340-1806 C		Dominic.Fiandra@aecom.com		
MAINTENANCE CONTACT:	Jim Read	386-740-3406 O; 386-801-5584 C		james.read@dot.state.fl.us		
24 HR CONTRACTOR MOT CONTACT:	Joe Walters	407-377-0550 O; 843-415-2171 C				
WEEKLY MEETING: Tuesday 10:00 at AECOM field Office.						
SR 415 from north of Reed Ellis Rd. northerly to north of Acorn Lake Rd.						
FIN #	407355-4-52-01					
Contract #	T-5417					
Project Description:						
Adding lanes, reconstruction, milling and resurfacing, widening, drainage improvements, new traffic signals, new noise wall, and signing and pavement markings on State Road 415 from north of Reed Ellis Road northerly 5.034 miles to north of Acorn Lake Road.						
				TIME	COST	
CONTRACTOR:	P & S Paving, Inc.	LET DATE:	4/25/2012	ORIGINAL	870	\$18,388,844.65
CCEI:	In House	NTP:	6/28/2012	CURRENT	898	\$18,388,844.65
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	7/16/2012	ELAPSED	245	\$5,188,359.27
FED. AID #:	N/A	WORK BEGAN:	7/16/2012	% ORIGINAL	28.2%	28.2%
SECTION:	79120000	EST. COMPLETION:	12/30/2014	% TO DATE	27.3%	28.2%
FUND TYPE	STA	CURRENT CPPR:	100%	LIQ. DAMAGES		
Phone: Email:						
CONTRACTOR'S PROJECT MANAGER:		Brian Davidson	386-258-7911 O; 386-566-0551 C		bdavidson@pandspavinginc.com	
CONTRACTOR'S SUPERINTENDENT:		Mike Smith	386-402-5705			
RE/SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	386-943-5761 O; 386-956-2146 C		michael.ruland@dot.state.fl.us	
PROJECT ADMINISTRATOR:		Chris Nolen, P.E.	386-943-5765 O; 386-846-4618 C		christopher.nolen@dot.state.fl.us	
Consultant LEAD INSPECTOR:		Ray Budd (RS&H)	386-931-8354 C			
INSPECTOR:		Ken Laurette	386-453-3917			
INSPECTOR:		Jeremy Ahmann	321-281-7739			
MAINTENANCE CONTACT:		Jim Read	386-740-3406 O; 386-801-5584		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:		Mike Smith	386-402-5705			
WEEKLY MEETING: Wednesday 3:00 Daytona Construction Office.						
I-4 from SR 44 to E of I-95						
FIN #	408464-1-52-01					
Contract #	E5R16					
Design Build						
Project Description:						
The improvements under this contract consist of reconstruction and widening the interstate from four lanes to six lanes. Additional scope of work includes resurfacing SR 44 eastbound ramps onto SR 400 and replacement of existing US 92 ramps and ramp bridge over US 92.						
				TIME	COST	
CONTRACTOR:	Condotta/de Moya Group	LET DATE:	2/3/2012	ORIGINAL	900	\$134,462,000.00
CCEI:	Parsons Brinckerhoff, Inc.	NTP:	5/9/2012	CURRENT	953	\$134,462,000.00
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	5/9/2012	ELAPSED	313	\$38,574,786.65
FED. AID #:	422501	WORK BEGAN:	5/9/2012	% ORIGINAL	34.8%	28.7%
SECTION:	79110000	EST. COMPLETION:	12/17/2014	% TO DATE	32.8%	28.7%
FUND TYPE	FAO	CURRENT CPPR:	100%	LIQ. DAMAGES		
Phone: Email:						
CONTRACTOR'S PROJECT MANAGER:		Grant Cool	305-322-5597 C; 386-873-0770		grant.cool@demoya.com	
CONTRACTOR'S SUPERINTENDENT:		Grant Cool	305-322-5597 C; 386-873-0770			
SUPERVISOR:		Jorge Rodriguez	305-302-6277 C			
RE/SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	386-943-5761 O; 386-846-3931 C		michael.ruland@dot.state.fl.us	
CONSTRUCTION PROJECT MANAGER:		Tim Grimm	386-943-5762 O; 386-946-4149 C		tim.grimm@dot.state.fl.us	
CEI SENIOR PROJECT ADMINISTRATOR:		Steve Wigle	407-509-8541 C		wigle@pbworld.com	
PROJECT ADMINISTRATOR:		Barry Johnson	407-947-7426 C; 386-873-0772 O		johnsonba@pbworld.com	
SENIOR INSPECTOR:		Jay Johnson	321-229-9821			
OFFICE SPECIALIST:		Mike Atkins	407-660-4720 O 407-406-1218 C		matkins@metriceng.com	
DOT PROJECT MANAGER:		Beata Stys-Palasz	386-943-5418 O			
DOT DESIGN PROJECT MANAGER:		Beata Stys-Palasz	386-943-5418 O			
MAINTENANCE CONTACT:		Jim Read	386-740-3406 O		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:		Grant Cool	305-322-5597 C			
WEEKLY MEETING: Tuesday 1:30 at Kepler Complex						

SR 600 (US 92) from Kepler Rd. to SR 415						
FIN #	422024-2-52-01, 422024-1-52-01, & 423864-1-52-01					
Contract #	T5351					
Project Description:						
This project consists of concrete pavement rehabilitation and paved shoulder milling and resurfacing from Kepler Rd. east to SR 415, and 793 ft. of precast prestressed post tensioned concrete slab test site in the west bound lane. Intersection modifications at West parkway, including the removal of the flashing beacon and the construction of a signalized intersection with pedestrian features, sidewalk, gravity wall, traffic separator, pavement markings and removal, and new pavement markings.						
					TIME	COST
CONTRACTOR:	Superior Const. Co.	LET DATE:	12/8/2010	ORIGINAL	680	\$13,651,578.61
CCEI:	In House	NTP:	3/7/2011	CURRENT	832	\$14,069,511.83
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	3/21/2011	ELAPSED	728	\$13,651,578.61
FED. AID #:	4224060C	WORK BEGAN:	3/21/2011	% ORIGINAL	107.1%	100.0%
SECTION:	79060	EST. COMPLETION:	6/29/2013	% TO DATE	87.5%	97.0%
FUND TYPE	FAO	CURRENT CPPR:	98%	LIQ. DAMAGES		
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:		Jeremy Andrews	(904)292-4240 O; (904)509-0868 C		jandrews@superiorfla.com	
CONTRACTOR'S SUPERINTENDENT:		Kevin Kipta	(904)292-4240 O; (904)655-0813 C		kkipta@superiorfla.com	
FOREMAN:		Mundo	(904)759-2703 WC; (386)717-9532 PC			
SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	(386)943-5761 O; (386)846-3931 C		michael.ruland@dot.state.fl.us	
PROJECT ADMINISTRATOR:		Terry Phillips	(386)943-5770 O; (386)846-4753 C		terry.phillips@dot.state.fl.us	
LEAD INSPECTOR:		Mike Sweinhagen	(386)931-1091			
INSPECTOR:		Jim Boyle	(407)466-7432			
INSPECTOR:		David Fogt	(407)466-3535			
ESTIMATE & LIMS:		Sam Saleh	(407)467-6250			
CONSTRUCTION PROJECT MANAGER:		N/A				
DESIGN PROJECT MANAGER:		Dennisse Zoman	(386)943-5184 O			
MAINTENANCE CONTACT:		Jim Read	(386)740-3406 O; (386)801-5584		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:		Mundo	(904)759-2703 WC; (386)717-9532 PC			
BI-WEEKLY MEETING: Monday 10:00 Daytona Construction Office or in the Field on jobsite.						

Daytona Avenue Bridge over Halifax Cannal						
Fin #	431907-1-52-01					
Contract #	E5R63					
Project Description: Daytona Avenue Brige Replacement over Halifax Canal in Holy Hill						
					TIME	COST
CONTRACTOR:	Gregori Const. & Engineering Inc.	LET DATE:	6/18/2012	ORIGINAL	300	\$818,500.00
CCEI:	In House	NTP:	1/11/2013	CURRENT		
CONT. TYPE:	Construction	TIME BEGAN:	1/11/2013	ELAPSED		
FED. AID #:	00B5-019-B	WORK BEGAN:		% ORIGINAL	0.0%	0.0%
SECTION:		EST. COMPLETION:		% TO DATE	#DIV/0!	#DIV/0!
FUND TYPE		CURRENT CPPR:	98%	LIQ. DAMAGES		
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:						
CONTRACTOR'S SUPERINTENDENT:		Dale Muudrak	(321)438-1879 O			mdmudrak@gregori-inc.com
SENIOR PROJECT ENGINEER:		Mike Ruland	(386)943-5761 O; (386)846-3931 C			michael.ruland@dot.state.fl.us
PROJECT ADMINISTRATOR:		Dwight Grube	(386)943-5768 O; (386)846-4587 C			dwight.grube@dot.state.fl.us
LEAD INSPECTOR:		James Reininger	(386)527-3834 C			james.reininger@dot.state.fl.us
DESIGN PROJECT MANAGER:		Bassel Kassem	(407)201-6153 O; (407)492-1744 C			bkassem@saieng.com
MAINTENANCE CONTACT:		Jim Read	386-740-3406 O			james.read@dot.state.fl.us
MONTHLY CONTACT:						
24 HR CONTRACTOR MOT CONTACT:						
Bi Weekly Meeting: Wednesday 9:00 on site						

SR 40 FROM W OF WASHINGTON ST TO BEGIN OF BRIDGE 790032						
Fin # 422030-2-52-01						
Contract # T5428						
Project Description: Resurfacing, and raised medians						
					TIME	COST
CONTRACTOR:	Masci General Contractor, Inc	LET DATE:	9/12/2012	ORIGINAL	105	\$562,391.54
CCEI:	In House	NTP:	11/6/2012	CURRENT	118	\$562,391.54
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	1/7/2013	ELAPSED	70	\$310,344.25
FED. AID #:	N/A	WORK BEGAN:	1/7/2013	% ORIGINAL	66.7%	55.2%
SECTION:	79150000	EST. COMPLETION:	4/21/2013	% TO DATE	59.3%	55.2%
FUND TYPE	STA	CURRENT CPPR:	98%	LIQ. DAMAGES		
				Phone:	Email:	
CONTRACTOR'S PROJECT MANAGER:		Chris Wright	(386)322-4500 O; (386)561-8057 C		chrswright@cfl.r.com	
CONTRACTOR'S SUPERINTENDENT:		Pat Richards	(386)32-24500 O; (386) 527-2423 C		patrichards@yahoo.com	
SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	(386)943-5761 O; (386)846-3931 C		michael.ruland@dot.state.fl.us	
PROJECT ADMINISTRATOR:		Dwight Grube	(386)943-5768 O; (386)846-4587 C		dwight.grube@dot.state.fl.us	
LEAD INSPECTOR:		Jhon Stanley	(407)-557-0205			
MAINTENANCE CONTACT:		Al Neuman	(386)740-3466 O;		albert.newman@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:		Pat Richards	(386)32-24500 O; (386) 527-2423 C			
Bi-WEEKLY MEETING: Wednesday 9:00 on site.						

SR 44 West of SR 415 to a point east of Junglre road						
FIN #	427267-1-52-01					
Contract #	T5426					
Project Description: Milling and resurfacing, correct deficient cross slope, reconstruct ADA compliant curb ramps, extend left turn lane, drainage						
				TIME	COST	
CONTRACTOR:	P & S Paving, Inc.	LET DATE:	9/26/2012	ORIGINAL	200	\$ 5,008,595.00
CCEI:	In House	NTP:	11/28/2012	CURRENT	212	\$ 5,008,595.00
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	11/29/2012	ELAPSED	79	\$ 1,010,508.19
FED. AID #:	N/A	WORK BEGAN:	1/2/2013	% ORIGINAL	39.5%	20.2%
SECTION:	79150	EST. COMPLETION:	7/18/2013	% TO DATE	37.3%	20.2%
FUND TYPE	EXN	CURRENT CPPR:	98%	LIQ. DAMAGES		
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:		Brian Davidson	(386)258-7911 O; (386)566-0551 C		bdavidson@pandspavinginc.com	
CONTRACTOR'S SUPERINTENDENT:		John Dunlap	(386)258-7911 O; (386)566-6267 C			
SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	(386)943-5761 O; (386)846-3931 C		michael.ruland@dot.state.fl.us	
PROJECT ADMINISTRATOR:		Terry Phillips	(386)943-5770 O; (386)846-4753 C		terry.phillips@dot.state.fl.us	
LEAD INSPECTOR:		Jhon Roberto	(386)689-7937		john.roberto@rsandh.com	
MAINTENANCE CONTACT:		Jim Read	386-740-3406 O		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:		John Dunlap	(386)258-7911 O; (386)566-6267 C			
Weekly Meeting: Every other Tuesday on site						

ISB (US 92) Mast Arm Project						
FIN #	430178-2-52-01					
Contract #	E5N54					
Project Description: Design-Build Contract						
SR 600 (US92) from I-95 NB off ramp to Palmetto Avenue, intersection improvement.						
					TIME	COST
CONTRACTOR:	Chinchor Electric, Inc.	LET DATE:	1/30/2012	ORIGINAL	400	\$2,491,385.73
CCEI:	In House	NTP:	5/25/2012	CURRENT	511	\$2,593,584.19
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	5/25/2012	ELAPSED	269	\$1,233,503.93
FED. AID #:	3441027P	WORK BEGAN:	9/10/2012	% ORIGINAL	67.3%	49.5%
SECTION:	79060000	EST. COMPLETION:	10/17/2013	% TO DATE	52.6%	47.6%
FUND TYPE	EXO	CURRENT CPPR:	100%	LIQ. DAMAGES		
		Jeff Solitis	904-509-0015 C;	jsolitis@chinchorelectnc.com		
		Phone:		Email:		
CONTRACTOR'S PROJECT MANAGER:		Brian Silva	321-229-6540 C			
CONTRACTOR'S SUPERINTENDENT:		Jim Zabele	386-561-0165 C			
SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	386-943-5761 O; 386-846-3931 C	michael.ruland@dot.state.fl.us		
PROJECT ADMINISTRATOR:		Tim Grimm	386-943-5762 O 386-946-4149 C	tim.grimm@dot.state.fl.us		
LEAD INSPECTOR:		Earl Hollister	321-229-6540			
MAINTENANCE CONTACT:		Jim Read	386-740-3406 O; 386-801-5584 C	james.read@dot.state.fl.us		
24 HR CONTRACTOR MOT CONTACT:						
Weekly Meeting: Tuesday 9:00 am on site.						

SR 5 (US-1) OAK HILL						
FIN #		431748-1-52-01				
Contract #		T5427				
Project Description: Construction of sidewalk. Other improvements include drainage improvements and minor signing and pavement markings						
				TIME	COST	
CONTRACTOR:	Onas Corporation	LET DATE:	10/31/2012	ORIGINAL	90	\$398,540.50
CCEI:	In House	NTP:	1/9/2013	CURRENT	95	\$398,540.50
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	1/24/2013	ELAPSED	53	\$25,065.80
FED. AID #:	485705P	WORK BEGAN:	2/18/2013	% ORIGINAL	58.9%	6.3%
SECTION:	79010000	EST. COMPLETION:	4/28/2013	% TO DATE	55.8%	6.3%
FUND TYPE	EXO	CURRENT CPPR:	84%	LIQ. DAMAGES		
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:		Irvin Goodrich	904-745-0508	irvine@onascorporation.com		
CONTRACTOR'S SUPERINTENDENT:		Willie Axon	904-239-8708	willie@onascorporation.com		
SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	386-943-5761 O; 386-846-3931 C	michael.ruland@dot.state.fl.us		
PROJECT ADMINISTRATOR:		John Bailey	407-466-4387	john.bailey@kisingercampo.com		
INSPECTOR:		Luke Classon	407-451-5718	luke@jbseng.com		
LEAD INSPECTOR:		Joe Bryant	407-575-8595	jbryant@eismannrusso.com		
MAINTENANCE CONTACT:		Jim Read	386-740-3406 O; 386-801-5584 C	james.read@dot.state.fl.us		
24 HR CONTRACTOR MOT CONTACT:		Willie Axon	904-239-8708	willie@onascorporation.com		

SR 5 (US-1) OAK HILL						
Fin #		426889-1-52-01				
Contract #		T5433				
Project Description:						
Access management, milling and resurfacing of existing travel lanes southbound travel lanes, base work, curb and gutter, drainage improvements, traffic signal adjustments, highway signing and pavement markings.						
				TIME	COST	
CONTRACTOR:	Masci General Contractor, Inc	LET DATE:	10/31/2012	ORIGINAL	190	\$1,107,192.50
CCEI:	In House	NTP:	1/4/2013	CURRENT	196	\$1,107,192.50
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	2/3/2013	ELAPSED	43	\$74,459.05
FED. AID #:	4857050P	WORK BEGAN:	2/4/2013	% ORIGINAL	22.6%	6.7%
SECTION:	79010000	EST. COMPLETION:	8/17/2013	% TO DATE	21.9%	6.7%
FUND TYPE	EXO	CURRENT CPPR:	96% LIQ. DAMAGES			
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:		Chris Wright	386-322-4500			
CONTRACTOR'S SUPERINTENDENT:		Tony Chaplow	386-527-2310			
SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	(386)943-5761 O; (386)846-3931 C		michael.ruland@dot.state.fl.us	
PROJECT ADMINISTRATOR:		John Bailey	407-466-4387		john.bailey@kisingercampo.com	
INSPECTOR		Luke Classon	407-451-5718		luke@bseng.com	
LEAD INSPECTOR:		Joe Bryant	407-575-8595		jbryant@eismannrusso.com	
MAINTENANCE CONTACT:		Jim Read	386-740-3406 O; 386-801-5584 C		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:		Tony Chaplow	386-527-2310			
Bi Weekly Meeting:						

Nova Canal, desilt box culverts						
FIN #		427986-1-72-04				
Contract #		E5Q27				
Project Description:						
Desilt Nova Canal box culverts.						
				TIME	COST	
CONTRACTOR:	Proshot Concrete, Inc.	LET DATE:	5/1/2012	ORIGINAL	280	\$822,438.00
CCEI:	In House	NTP:	1/26/2012	CURRENT	312	\$875,896.44
CONT. TYPE:	MAINTENANCE	TIME BEGAN:	7/27/2012	ELAPSED	234	\$372,029.81
FED. AID #:	N/A	WORK BEGAN:	7/31/2012	% ORIGINAL	83.6%	45.2%
SECTION:	79/Volusia	EST. COMPLETION:	5/28/2013	% TO DATE	75.0%	42.5%
FUND TYPE	MC	CURRENT CFPR:	80%	LIQ. DAMAGES		
				Phone:	Email:	
CONTRACTOR'S PROJECT MANAGER:		Bill Morris	(256)483-9092	billm@proshotconcrete.com		
CONTRACTOR'S SUPERINTENDENT:		Jeremy Simpson	(256)627-0280			
SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	(386)943-5761 O; (386)846-3931 C	michael.ruland@dot.state.fl.us		
PROJECT ADMINISTRATOR:		Alan Fisher	(386)943-5767 O; (386)846-3862 C	alan.fisher@dot.state.fl.us		
INSPECTOR:		Ralph Conner	(376)943-5777 O; (386)527-3831 C			
INSPECTOR:		NA				
MAINTENANCE CONTACT:		Jim Read	(386)740-3406 O; (386)801-5584	james.read@dot.state.fl.us		
24 HR CONTRACTOR MOT CONTACT:		Jeremy Simpson	(256)627-0280			
Meeting: Wednesday 9 :00am Daytona Construction						

US1 (Ridgewood Ave.) from Fleming Ave. to Big Tree						
FIN #	427986-1-72-06					
Contract #	E5Q61					
Project Description:						
Lining all storm drain pipes and rehabilitating all drainage structures in the FDOT rights-of-way on US 1 from Fleming Ave. in Port Orange to Big Tree Rd. in South						
					TIME	COST
CONTRACTOR:	Insituform Technologies LLC	LET DATE:	6/5/2012	ORIGINAL	180	\$1,715,626.70
CCEI:	In House	NTP:	8/23/2012	CURRENT	201	\$1,715,626.70
CONT. TYPE:	MAINTENANCE	TIME BEGAN:	9/7/2012	ELAPSED	192	\$1,404,150.30
FED. AID #:	N/A	WORK BEGAN:	9/17/2012	% ORIGINAL	106.7%	81.8%
SECTION:	79/Volusia	EST. COMPLETION:	3/18/2013	% TO DATE	95.5%	81.8%
FUND TYPE	MC	CURRENT CFPR:	80%	LIQ. DAMAGES		
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:			Brandt Curvel		(904)838-0090	
CONTRACTOR'S SUPERINTENDENT:			Al Yeomans		(904)838-9832	
SENIOR PROJECT ENGINEER:			Mike Ruland, P.E.		(386)943-5761 O; (386)846-3931 C	
PROJECT ADMINISTRATOR:			Alan Fisher		(386)943-5767 O; (386)846-3862 C	
LEAD INSPECTOR:			Jim Reininger		(386)527-3834 C	
INSPECTOR:			NA			
MAINTENANCE CONTACT:			Jim Read		(386)740-3406 O; (386)801-5584	
24 HR CONTRACTOR MOT CONTACT:			Al Yeomans		(904)838-9832	
Bi-Weekly Meeting: Wednesday 9:00 Daytona Construction.						

SR A1A (N. Atlantic), and SR-5 various locations						
Fin # 427986-1-52-01						
Contract # E5Q57						
Project Description: Lining storm drains and rehabilitating drainage structures.						
					TIME	COST
CONTRACTOR:	SKA Construction LLC	LET DATE:	10/8/2012	ORIGINAL	180	\$2,706,651.80
CCEI:	In House	NTP:	12/5/2012	CURRENT	180	\$2,706,651.80
CONT. TYPE:	MAINTENANCE	TIME BEGAN:	12/20/2012	ELAPSED		
FED. AID #:	NA	WORK BEGAN:		% ORIGINAL	0.0%	0.0%
SECTION:	Various locations	EST. COMPLETION:		% TO DATE	0.0%	0.0%
FUND TYPE	MC	CURRENT CFPR:	80%	LIQ. DAMAGES		
			Phone:		Email:	
CONTRACTOR'S PROJECT MANAGER:		Loren Goens	(843)297-3674		lgoens@sakcon.com	
CONTRACTOR'S SUPERINTENDENT:						
SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	(386)943-5761 O; (386)846-3931 C		michael.ruland@dot.state.fl.us	
PROJECT ADMINISTRATOR:		Alan Fisher	(386)943-5767 O; (386)846-3862 C		alan.fisher@dot.state.fl.us	
LEAD INSPECTOR:		Jim Reininger	(386)527-3834 C			
MAINTENANCE CONTACT:		Jim Read	(386)740-3406 O; (386)801-5584		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:						
BI Weekly Meeting: Wednesday 9:00 Daytona Construction.						

US-1 SR-44 & A1A						
Fin # 42917917201						
Contract # E5Q53						
Project Description: Desilting , Cleaning, Video inspection of Storm drains						
				TIME	COST	
CONTRACTOR:	ESTEP CONSTRUCTION, INC.	LET DATE:	12/4/2012	ORIGINAL	270	\$289,884.55
CCEI:	In House	NTP:	2/11/2013	CURRENT	275	\$289,884.55
CONT. TYPE:	MAINTENANCE	TIME BEGAN:	2/11/2013	ELAPSED	35	\$8,956.55
FED. AID #:	NA	WORK BEGAN:	2/11/2013	% ORIGINAL	13.0%	3.1%
SECTION:	Various Locations	EST. COMPLETION:	11/7/2013	% TO DATE	12.7%	3.1%
FUND TYPE	MC	CURRENT CFPR:		LIQ. DAMAGES		
				Phone:	Email:	
CONTRACTOR'S PROJECT MANAGER:		Jeffrey Estep	(407)325-5998 C	jeff@estepconstruction.com		
CONTRACTOR'S SUPERINTENDENT:		Bob Hersey	(407)810-4936 C			
SENIOR PROJECT ENGINEER:		Mike Ruland	(386)943-5761 O; (386)846-3931 C	michael.ruland@dot.state.fl.us		
PROJECT ADMINISTRATOR:		Alan Fisher	(386)943-5767 O; (386)846-3862 C	alan.fisher@dot.state.fl.us		
LEAD INSPECTOR:		Ralph Conner	(376)943-5777 O; (386)527-3831 C			
MAINTENANCE CONTACT:		Jim Read	(386)740-3406 O; (386)801-5584	james.read@dot.state.fl.us		
24 HR CONTRACTOR MOT CONTACT:		Bob Hersey	(407)810-4936 C			
BI Weekly Meeting: Tuesday 9:00am by phone						

FLAGLER COUNTY						
Milling and Resurfacing A1A						
Fin # 427253-1-52-01						
Contract # T5425						
Project Description: From Island Estates Pkwy. To St. Johns Co. Line						
				TIME	COST	
CONTRACTOR:	Duval Asphalt Products Inc.	LET DATE:	9/26/2012	ORIGINAL	200	\$3,226,911.48
CCEI:	In House	NTP:	11/28/2012	CURRENT	212	\$3,226,911.48
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	12/29/2012	ELAPSED	79	\$194,187.60
FED. AID #:	491104P	WORK BEGAN:	1/3/2012	% ORIGINAL	39.5%	6.0%
SECTION:	73030 000	EST. COMPLETION:	7/28/2013	% TO DATE	37.3%	6.0%
FUND TYPE	EXO	CURRENT CPFR:	98%	LIQ. DAMAGES		
				Phone:	Email:	
CONTRACTOR'S PROJECT MANAGER:		Chris Wright	(904)424-2644		cwright@duvalasphalt.com	
CONTRACTOR'S SUPERINTENDENT:		Chris Austell	(904)219-3947			
SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	(386)943-5761 O; (386)846-3931 C		michael.ruland@dot.state.fl.us	
PROJECT ADMINISTRATOR:		Tim Grimm	(386)-943-5762 O; (386)-946-4149 C		tim.grimm@dot.state.fl.us	
LEAD INSPECTOR:		Glenn Raney	(386)846-4862			
MAINTENANCE CONTACT:		Jim Read	(386)740-3406 O; (386)801-5584		james.read@dot.state.fl.us	
24 HR CONTRACTOR MOT CONTACT:		Chris Austell	(904)219-3947			
Weekly Meeting: On Site						

US-1 at Seminole Woods Blv and Belle Terre Blv						
Fin # 427191-1-52-01						
Contract # T5410						
Project Description: Construction of Traffic signal at the intersection of SR 5 and Seminole Woods and Belle Terre Blv. Includes turn lane, widening, signalization, guardrail, pavement marking and highway signing.						
					TIME	COST
CONTRACTOR:	American Lighting & Signalization	LET DATE:	2/28/2012	ORIGINAL	110	\$655,000.00
CCEI:	In House	NTP:	5/30/2012	CURRENT	116	\$664,686.59
CONT. TYPE:	CONSTRUCTION	TIME BEGAN:	1/21/2013	ELAPSED	56	\$244,849.09
FED. AID #:	4858045P & 4858046P	WORK BEGAN:	1/21/2013	% ORIGINAL	50.9%	37.4%
SECTION:	73010000	EST. COMPLETION:	5/16/2013	% TO DATE	48.3%	36.8%
FUND TYPE	EXO	CURRENT CPPR:	97%	LIQ. DAMAGES		
				Phone:	Email:	
CONTRACTOR'S PROJECT MANAGER:		Phil Karaganis	(904)219-2821	pkaraganis@asplundh.com		
CONTRACTOR'S SUPERINTENDENT:		Darren O'Kelley	(904)424-7840	dokelle@asplundh.com		
SENIOR PROJECT ENGINEER:		Mike Ruland, P.E.	(386)943-5761 O; (386)846-3931 C	michael.ruland@dot.state.fl.us		
PROJECT ADMINISTRATOR:		Chris Nolen, P.E.	(386)-943-5765 O; (386)-846-4618 C	christopher.nolen@dot.state.fl.us		
LEAD INSPECTOR:		Patrick Langello	(386)-931-8617 C	plangello@eismannrusso.com		
MAINTENANCE CONTACT:		Jim Read	(386)740-3406 O; (386)801-5584	james.read@dot.state.fl.us		
24 HR CONTRACTOR MOT CONTACT:		Darren O'Kelley	(904)424-7840	dokelle@asplundh.com		
Weekly Meeting: On site Tuesdays						

PUSHBUTTON STATUS

COUNTY	SECTION	MP	STATE RD	LIMITS	PROJECT DESCRIPTION	EOR	PROJECT PHASE	WORK ORDER SENT	EST. CONST. COMPLETE	CONTR.
Flagler	73010	6.819	US 1	CR 304	Median modification	M-N	Under Construction	1/16/13	3/21/13	P&S
Flagler	73010	0.325	US 1	Plantation Bay	Install Signals	STROZ	In Design			
Volusia	79010	28.371	US 1	Venture Dr	Replace Concrete Strain Pole	STROZ	On Hold			
Volusia	79160	4.591	15A	CR 92	Add Pedestrian features on the south leg of intersection	ASPIREON	In Design			
Volusia	79180	2.500	A1A	Publix/Oceans	Pedestrian Island	STROZ	In Design			
Volusia	79190	7.124	5A	Bellevue Ave	Add Pedestrian Features to the north leg of intersection	TEDS	Design Complete			
Volusia	79181	2.500	472	Driveway 1000' West of CR 4101	U-Turn apron on the south side of SR 472	STROZ	Under Construction	11/7/12	1/10/13	P & S

MEETING SUMMARY
(TPO BOARD)
APRIL 23, 2013

VII. EXECUTIVE DIRECTOR'S REPORT

- ® Reapportionment Plan – Status of Pending Resolutions/Transition

VIII. VOLUSIA TPO MEMBER COMMENTS

IX. INFORMATION ITEMS

- ® Citizens' Advisory Committee Attendance Record – 2013
- ® Technical Coordinating Committee Attendance Record– 2013
- ® Bicycle/Pedestrian Advisory Committee Attendance Record – 2013

X. ADJOURNMENT

Please note that the next TPO Board meeting will be May 28, 2013

Name	15-Jan	19-Feb	19-Mar	16-Apr	21-May	18-Jun	16-Jul	20-Aug	17-Sep	15-Oct	19-Nov	17-Dec	Notes
Donald Smart	x	x	x										Daytona Beach (appt. 1/06)
Richard Gailey	x	x	abs										DeBary (appt. 6/10)
Janet Deyette	x	x	exc										Deltona (appt. 11/10)
Bliss Jamison	x	x	x										Edgewater (appt. 1/11)
Richard Belhumeur	x	exc	x										Flagler Beach (appt 7/12)
Gilles Blais (Vice Chairman)	x		x										Holly Hill (appt. 11/07) (Reap. 02/13)
Jacob Sachs	x	x	x										New Smyrna Beach (appt. 03/11)
Bob Storke	x	x	x										Orange City (appt. 1/08)
Susan Elliott	x	x	exc										Pierson (appt. 3/06)
Nancy Epps	x	x	x										Ponce Inlet (appt. 4/12)
Bobby Ball	x	exc	x										Port Orange (appt. 12/02)
Nadine Collard	x	exc	x										Volusia County D-5 (appt. 9/09)(Northey)
Dan D'Antonio (Chairman)	x	x	x										Volusia County D-2 (appt. 4/09)(Wagner)
Judy Craig	x	x	x										Volusia County D-1 (reappt. 2/13) (Patterson)
Heather Blanck	x	x	x										Votran (appt. 1/07)
Claudia Calzaretta (non-voting)			x										FDOT (appt. 3/13)
Melissa Winsett (non-voting)	x	x	x										Volusia Co Traffic Eng. (appt 10/11)
Lois Bollenback (non-voting)	x	x	x										Volusia TPO
QUORUM	Y	Y	Y										
<u>Vacancies</u>													
Deland													
Volusia County At-Large (Cusack)													
Volusia County Chair (Davis)													
Ormond Beach													
Volusia County D-3 (Denys)													
Lake Helen													
Oak Hill													
Beverly Beach													
South Daytona													
Volusia County School Board													

Name	15-Jan	19-Feb	19-Mar	16-Apr	21-May	18-Jun	16-Jul	20-Aug	17-Sep	15-Oct	19-Nov	17-Dec	Notes
Fred Ferrell/Mike Marcum	x	x	x										Daytona Beach (appt. 11/08)
Pedro Leon	x	x	abs										Daytona Beach Airport (appt. (07/11)
Stewart Cruz	x	x	abs										Daytona Beach Shores (appt. 10/04)
Mike Holmes	x	x	x										DeLand (appt. 09/98)
Ron Paradise	x	x	x										Deltona (appt. 11/09)
Rebecca Hammock	x	exc	x										DeBary (appt. 06/10)
Darren Lear (Chairman)	x	x	x										Edgewater (appt. 10/99)
Chad Lingenfelter	x	x	x										Flagler Beach (appt. 8/11)
Tom Harowski	x	x	x										Holly Hill (appt. 01/11)
Gail Henrikson	x	x	x										New Smyrna Beach (appt. 12/07)
Kent (KC) Cichon		x	x										Lake Helen (appt. 2/13)
Ric Goss	x	abs	exc										Ormond Beach (appt. 11/07)
Jim Kerr	x	x	x										Orange City (appt. 06/00)
Jim Smith	exc	x	x										Pierson (appt. 05/09)
Clay Ervin (Vice Chair)	x	x	x										Ponce Inlet (appt. 8/11)
Bill McCord	x	x	x										Port Orange (appt. 11/08)
John Dillard	x	x	x										South Daytona (appt. 12/03)
Jon Cheney	x	x	x										V.C. Traffic Engineering (appt. 04/99)
Marian Ridgeway	exc	x	x										Volusia County Schools(appt. 11/98)
Heather Blanck	x	x	x										Votran (appt. 01/07)
Larry LaHue	x	x	exc										V.C. Emergency Management (appt. 01/04)
Claudia Calzaretta			x										FDOT (appt. 03/13)
Lois Bollenback (non-voting)	x	x	x										Volusia TPO
QUORUM	Y	Y	Y										
<u>Vacancies</u>													
Oak Hill													
Beverly Beach													

Name	9-Jan	13-Feb	13-Mar	10-Apr	8-May	12-Jun	10-Jul	14-Aug	11-Sep	9-Oct	13-Nov	11-Dec	Notes
Holly Idler	x	x	x	x									Daytona Beach (appt. 3/12)
John Schmitz	x	x	x	exc									Daytona Beach Shores (appt. 8/12)
Rani Merens	x	x	x	x									DeBary (appt. 3/06)
Tim Bustos/Ted Wendler	x	x	x	exc									DeLand (appt. 05/11) (alternate appt. 10/11)
Scott Leisen	abs	x	x	x									Deltona (appt. 12/12)
Michelle Grenham	x	x	x	x									Edgewater (appt. 1/08)
Sandra Mason	x	x	x	exc									Flagler Beach (appt. 07/12)
Kris Jones				x									New Smyrna Beach (appt. 04/13)
Nic Mostert	x	x	x	x									Holly Hill (appt. 01/12) (reapp. 02/13)
Bob Storke (Chairman)	x	x	x	x									Orange City (appt. 12/07)
Phyllis Campbell	x	x	abs	x									Ponce Inlet (appt. 11/06)
Colleen Nicoulin	exc	x	x	x									Port Orange (appt. 7/11)
Pamela Masters													South Daytona (appt. 04/13)
Bill Pouzar	x	exc	exc	abs									Volusia County (appt. 12/10) D-5 (Northey)
A.J. Devies	x	x	x	exc									Volusia County (appt. 1/06) D-2 (Wagner)
Roy Walters/Jason Aufdenberg	exc	x	x	x									Volusia County At-Large (appt. 03/05) (alt appt 07/12)
Kevin Phelps	x	x	x	x									Volusia County (reapp 02/13) D-1 (Patterson)
<u>NON-VOTING MEMBERS</u>													
Melissa Winsett	x	exc	x	abs									Volusia County Traffic Engineering
Amanda Vandermaelen	exc	x	abs	x									V.C. Parks, Recreation & Culture (appt. 03/12)
Bill McCord	x	x	x	x									Large City - Port Orange (appt. 4/12)
Wendy Hickey	exc	x	x	x									Small City - Orange City
Helen LaValley	x	x	x	x									Volusia County School District (appt. 06/12)
Heather Blanck/Bob Davenport	x	x	x	x									Votran
Joan Carter	x	x	x	x									FDOT
QUORUM	Y	Y	Y	Y									
<u>Vacancies</u>													
Beverly Beach													
Holly Hill													
Lake Helen													
Oak Hill													
Pierson													
South Daytona													
Volusia County Chairman (Davis)													
Volusia County D-3 (Denys)													