



MEETING AGENDA

Please be advised that the **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD** will be meeting on:

DATE: WEDNESDAY, JUNE 22, 2022
TIME: 9:00 A.M.
PLACE: RIVER TO SEA TPO CONFERENCE ROOM
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114

NOTE:
Microsoft Teams has been
established for remote participation.
Masks are requested to be worn by
those physically present according to
CDC guidelines

River to Sea TPO Board Meeting
June 22, 2022 at 9:00 a.m. EDT

[Click here to join the meeting](#)

Or call in (audio only)

+1 561-484-5911 454131870# United States, West Palm Beach

Phone Conference ID: 454 131 870#

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Volusia County Council Member Billie Wheeler, Chairperson Presiding

- I. CALL TO ORDER / ROLL CALL / DETERMINATION OF A QUORUM
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC COMMENT/PARTICIPATION *(Public comments may be limited to three (3) minutes at the discretion of the Chairperson)*
- IV. CONSENT AGENDA
 - A. MAY 25, 2022 RIVER TO SEA TPO BOARD MEETING MINUTES *(Contact: Debbie Stewart) (Enclosure, pages 4-12)*
 - B. TREASURER'S REPORT *(Contact: Mariel Lemke) (Enclosure, pages 4, 13)*
 - C. EXECUTIVE COMMITTEE REPORT – Report by Volusia County Council Member Billie Wheeler, Executive Committee Chairperson *(Enclosure, pages 4, 14)*

Beverly Beach
Bunnell
Daytona Beach
Daytona Beach Shores

DeBary
DeLand
Deltona
Edgewater

Flagler Beach
Flagler County
Holly Hill
Lake Helen

New Smyrna Beach
Oak Hill
Orange City
Ormond Beach

Palm Coast
Pierson
Ponce Inlet
Port Orange

South Daytona
Volusia County

IV. CONSENT AGENDA

- D. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORT** -- Report by Dr. Jason Aufdenberg, BPAC Chairperson (Enclosure, pages 4, 15)
- E. CITIZENS ADVISORY COMMITTEE REPORT** -- Report by Ms. Kerry Karl, CAC Chairperson (under separate cover)
- F. TECHNICAL COORDINATING COMMITTEE REPORT** -- Report by Ms. Becky Mendez, TCC Chairperson (under separate cover)
- G. RIVER TO SEA TPO BOARD REPORT** -- Report by Volusia County Council Member Billie Wheeler, TPO Board Chairperson (Enclosure, pages 4, 16-17)
- H. TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD APPOINTMENTS** - Contact: Stephan Harris (Enclosure pages 4, 18)
- I. EXECUTIVE DIRECTOR TIMESHEET REVIEW REPORTS** -- Report by Volusia County Council Member Billie Wheeler, TPO Board Chairperson (Enclosure, pages 4, 19-20)
- J. CANCELLATION OF JULY EXECUTIVE COMMITTEE AND TPO BOARD MEETINGS** (Contact: Debbie Stewart) (Enclosure, page 4)
- K. REVIEW AND APPROVAL OF RESOLUTION 2022-12 AUTHORIZING THE EXECUTION OF THE METROPOLITAN PLANNING ORGANIZATION (MPO) AGREEMENT FOR THE USE OF FEDERAL PLANNING FUNDS** (Contact: Colleen Nicoulin) (Enclosure, pages 4, 21-39)

V. ACTION ITEMS

- A. REVIEW AND APPROVAL OF RESOLUTION 2022-13 ADOPTING THE FY 2022/23 TO 2026/27 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (ROLL CALL VOTE REQUIRED)** (Contact: Colleen Nicoulin) (pages 40-42)
- B. REVIEW AND APPROVAL OF RESOLUTION 2022-14 ADOPTING THE RIVER TO SEA TPO 2022 LIST OF PRIORITY PROJECTS (LOPP)** (Contact: Colleen Nicoulin) (pages 43-45)
- C. REVIEW AND APPROVAL OF RESOLUTION 2022-15 ADOPTING THE CONGESTION MANAGEMENT PROCESS (CMP) REPORT** (Contact: Colleen Nicoulin) (pages 46-48)
- D. REVIEW AND APPROVAL OF RESOLUTION 2022-16 ADOPTING THE RIVER TO SEA TPO'S PUBLIC PARTICIPATION PLAN (PPP)** (Contact: Pam Blankenship) (pages 49-51)
- E. REVIEW AND APPROVAL OF THE RIVER TO SEA TPO FY 2022/23 BUDGET** (Contact: Colleen Nicoulin) (Enclosure, pages 52-55)

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

- A. PRESENTATION AND DISCUSSION OF THE I-95 AT US 1 PROJECT DEVELOPMENT & ENVIRONMENTAL (PD&E) STUDY** (Contact: Colleen Nicoulin) (Enclosure, pages 56-64)
- B. PRESENTATION AND DISCUSSION OF THE I-4 TRUCK PARKING SITE SELECTION PROJECT DEVELOPMENT & ENVIRONMENTAL (PD&E) STUDY** (Contact: Colleen Nicoulin) (Enclosure, pages 65-75)
- C. PRESENTATION AND DISCUSSION OF THE BIPARTISAN INFRASTRUCTURE LAW AND FUNDING OPPORTUNITIES** (Contact: Colleen Nicoulin) (Enclosure, page 76)
- D. FDOT REPORT** (Contact: Anna Taylor, FDOT District 5) (pages 77-80)

VII. INTERIM EXECUTIVE DIRECTOR'S REPORT (page 81)

VIII. RIVER TO SEA TPO BOARD MEMBER COMMENTS

IX. RIVER TO SEA TPO CHAIRPERSON COMMENTS

X. INFORMATION ITEMS (Enclosure, page 81-88)

- Bicycle/ Advisory Committee Attendance Record – 2022
- Citizens Advisory Committee Attendance Record – 2022
- Technical Coordinating Committee Attendance Record– 2022
- May/June 2022 TPO Outreach and Activities
- Volusia County and Flagler County Construction Reports

XI. ADJOURNMENT (Enclosure, page 81)

The next River to Sea TPO Board meeting will be August 24, 2022

July 2022 Meeting Dates

Transportation Disadvantaged Local Coordinating Board, July 13, 2022 @ 11:00 a.m.

August 2022 Meeting Dates

Executive Committee, August 3, 2022 @ 9:00 a.m.

Bicycle/Pedestrian Advisory Committee, August 10, 2022 @ 2:00 p.m.

Citizens Advisory Committee, August 16, 2022 @ 1:15 p.m.

Technical Coordinating Committee, August 16, 2022 @ 3:00 p.m.

River to Sea TPO Board, August 24, 2022 @ 9:00 a.m.

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

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

The River to Sea 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.r2ctpo.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, extension 20416, or pblankenship@r2ctpo.org. Persons who require translation services, which are provided at no cost, should contact the River to Sea TPO at (386) 226-0422 or by email at PBlankenship@r2ctpo.org at least five (5) business days prior to the event.

**MEETING SUMMARY
TPO BOARD
JUNE 22, 2022**

IV. CONSENT AGENDA

A. MAY 25, 2022 RIVER TO SEA TPO BOARD MEETING MINUTES

B. TREASURER'S REPORT

Monthly treasurer reports are prepared for review and approval by the River to Sea TPO Board. The May 2022 Treasurer's Report is provided for your review.

C. EXECUTIVE COMMITTEE REPORT

D. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC) REPORT

E. CITIZENS ADVISORY COMMITTEE (CAC) REPORT

F. TECHNICAL COORDINATING COMMITTEE (TCC) REPORT

G. RIVER TO SEA TPO BOARD SUMMARY REPORT

H. TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD APPOINTMENTS

I. INTERIM EXECUTIVE DIRECTOR TIMESHEET REVIEW REPORTS

J. CANCELLATION OF JULY EXECUTIVE COMMITTEE AND TPO BOARD MEETINGS

K. REVIEW AND APPROVAL OF RESOLUTION 2022-12 AUTHORIZING THE EXECUTION OF THE METROPOLITAN PLANNING ORGANIZATION (MPO) AGREEMENT FOR THE USE OF FEDERAL PLANNING FUNDS

The Metropolitan Planning Organization Agreement established between the FDOT and the River to Sea TPO provides funding for the completion of transportation related planning activities set forth in the Unified Planning Work Program (UPWP) approved by the R2CTPO Board in May. The agreement states the terms and conditions upon which Federal funds will be provided, and sets forth the manner in which work tasks within the UPWP will be undertaken and completed. The existing agreement covering Fiscal Years (FY) 2020/21 to 2021/22 expires on June 30, 2022. This updated agreement will cover TPO planning activities for Fiscal Years 2022/23 to 2023/24, and will take effect on July 1, 2022.

ACTION REQUESTED:

MOTION TO APPROVE THE CONSENT AGENDA

MAY 25, 2022 MEETING MINUTES
OF THE
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD
2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114-8145

TPO Board Members Physically Present:

Commissioner Stacy Cantu
Mayor Karen Chasez
Commissioner Chris Cloudman, 2nd Vice Chairperson
Commissioner Victor Ramos
Councilwoman Christine Power
Commissioner Roy Johnson
Council Member Jeff Allebach
Commissioner Rob Littleton
Mayor David Alfin
Vice Mayor Gary Smith**
Council Member Reed Foley
Councilman Eric Sander
Council Chair Jeff Brower
Council Vice Chair Barbara Girtman, 1st Vice Chairperson
Council Member Billie Wheeler, Chairperson
Rakinya Hinson (non-voting)

TPO Board Members Virtually Present:

Commissioner Tina-Marie Schultz*
Council Member Richard Bryan*
Dr. Jason Aufdenberg (non-voting)

TPO Board Members Absent

Commissioner Jeffrey Schuitema*
Commissioner James Sherman* (excused)
Commissioner Joe Mullins
Commissioner Rick Basso*
Commissioner Jason McGuirk (excused)
Vice Mayor Bill Lindlau*
Mayor Samuel Bennett*
Council Member Danny Robins (excused)
Council Member Heather Post (excused)
Ruben Colón (non-voting)
Kerry Karl (non-voting)
Becky Mendez (non-voting)

*** Non-voting member in the Small City Alliance**

**** Voting member for the Small City Alliance**

Others Physically Present:

Colleen Nicoulin
Stephan Harris
Kellie Smith
Jim Cameron
Travis Hills
Bobbie King
Jon Cheney
Kelvin Miller
Ralf Heseler

Representing:

Daytona Beach
DeBary
DeLand
Deltona
Edgewater
Holly Hill
Orange City
Ormond Beach Alternate
Palm Coast
Ponce Inlet
Port Orange
South Daytona
Volusia County
Volusia County District 1
Volusia County, District 2
FDOT

Representing:

Bunnell
Daytona Beach Shores
BPAC Chairperson

Representing:

Beverly Beach
Flagler Beach
Flagler County
Lake Helen
New Smyrna Beach
Oak Hill
Pierson
Volusia County, District 3
Volusia County, District 4
Volusia County School Board
CAC Chairperson
TCC Chairperson

Representing:

TPO Staff
TPO Staff
FDOT
Jim Cameron Consulting
Kittleson & Associates
Volusia County
Volusia County Traffic Engineering
Votran

Others Virtually Present:

Debbie Stewart, Recording Secretary
 Pam Blankenship
 Maryam Ghyabi
 Bill O'Connor
 Jay Williams

Representing:

TPO Staff
 TPO Staff
 Ghyabi & Associates
 Orange City
 Volusia County

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

The meeting of the River to Sea Transportation Planning Organization (TPO) Board was called to order at 9:00 a.m. by TPO Chairperson Billie Wheeler. The roll was called and it was determined a quorum was physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with 15 voting and one non-voting members physically present; and with three non-voting members attending remotely.

II. Pledge of Allegiance

The Pledge of Allegiance was given.

III. Public Comment/Participation

There were no public comments.

Chairperson Wheeler acknowledged losses that we have recently had; Ms. Nancy Burgess-Hall; Mr. Big John; and Mayor Heidi Herzberg lost her mother yesterday. These are all big losses to our community as each were very involved; they will be missed. She also acknowledged the school shooting in Uvalde, Texas. As community leaders, we have an obligation to try to create peace and harmony. In the last week, two 18-year olds have committed mass shootings; we need to focus on mental health. She asked for a moment of silence to reflect on our losses and the victims and survivors of the mass shootings.

IV. Consent Agenda

- A. April 27, 2022 River to Sea TPO Board Meeting Minutes**
- B. Treasurer's Report**
- C. Executive Committee Report**
- D. Budget Subcommittee Report**
- E. BPAC Project Review Subcommittee Report**
- F. Bicycle and Pedestrian Advisory Committee (BPAC) Report**
- G. Citizens Advisory Committee (CAC) Report**
- H. Technical Coordinating Committee (TCC) Report**
- I. River to Sea TPO Board (R2CTPO) Report**
- J. Executive Director Timesheet Review Report**
- K. Review and Approval of Resolution 2022-09 authorizing the filing and execution of the FY 2022/23 Transportation Disadvantaged (TD) Planning Grant Agreement with the Commission for the Transportation Disadvantaged (CTD)**

MOTION: *A motion was made by Councilwoman Power to approve the Consent Agenda. The motion was seconded by Commissioner Ramos and carried unanimously.*

V. Action Items

- A. Review and Approval of Resolution 2022-10 Adopting the FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP) (Roll Call Vote Required)**

Chairperson Wheeler stated the Unified Planning Work Program (UPWP) documents the two-year program of activities, work products and budgeted funds for the TPO. In February and March, the TPO developed a draft UPWP and submitted it to FDOT and the Federal Highway Administration (FHWA) for review and comments;

it was also posted for public comment. The draft UPWP was revised to address comments received by the reviewing agencies.

Ms. Nicoulin commented that comments were received from FDOT and FHWA; no comments were received from the public. She reviewed the comments received and noted they included critical, editorial, enhancements or other; critical comments must be addressed but all the comments were addressed in the revised document. The full document will be uploaded to FDOT once the UPWP is approved and the resolution signed today. She reviewed the comments received and the revisions made to the document. The new UPWP will go into effect July 1, 2022 for two years.

MOTION: *A motion was made by Councilman Sander to approve Resolution 2022-10 adopting the FY 2022/23 and 2024/24 Unified Planning Work Program (UPWP). The motion was seconded by Councilwoman Power and carried unanimously by a roll call vote.*

B. Review and Approval of Resolution 2022-11 Supporting Updates to the Florida Greenways and Trails System (FGTS) Plan and Maps

Chairperson Wheeler stated the Florida Office of Greenways and Trails is updating the Florida Greenways and Trails System (FGTS) Plan and Maps and is seeking stakeholder input.

MOTION: *A motion was made by Commissioner Littleton to approve Resolution 2022-11 supporting updates to the Florida Greenways and Trails System (FGTS) Plan and Maps. The motion was seconded by Councilman Sander and carried unanimously.*

C. Review and Approval of the River to Sea TPO Board Slate of Officers for FY 2022/23

Chairperson Wheeler stated each year a Nominating Committee is appointed by the TPO Chairperson and convened to recommend a slate of officers for the next fiscal year. These officers will take their positions on July 1, 2022 and run through June 30, 2023. The Executive Committee was appointed as the Nominating Committee and met on May 4, 2022 and drafted the following slate of officers:

TPO Chairperson, Volusia County Council Vice Chair Barbara Girtman
1st Vice Chairperson/Treasurer, DeLand Commissioner Chris Cloudman
2nd Vice Chairperson/Secretary, Deltona Commissioner Victor Ramos

Mayor Chasez commented that all three of the proposed officers are up for re-election this November and if any one of them does not succeed and remain in office, then we will have vacancies; it could be the whole proposed slate of officers.

Chairperson Wheeler replied that was discussed at the meeting and we will handle it if it occurs.

MOTION: *A motion was made by Mayor Alfin to approve the River to Sea TPO Board slate of officers for FY 2022/23. The motion was seconded by Councilman Sander and carried unanimously.*

D. Review and Approval of the 2021 Annual FDOT Joint Certification Report

Chairperson Wheeler stated each year FDOT District 5 and the River to Sea TPO must jointly certify the metropolitan transportation planning process. This certification includes a review of various practices of the TPO to ensure compliance with federal regulations.

Ms. Kellie Smith, FDOT, stated this certification is part of an annual process FDOT conducts with its MPO partners; the certification report is provided in the agenda. She reminded members that in November, the TPO was put on "special conditions" due to leadership changes, financial staffing changes and invoicing concerns. Typically, during a certification FDOT assesses risks for a TPO but because of the "special conditions" they did not do that; FDOT is providing technical assistance which allows the TPO access to additional resources. FDOT is reviewing the invoices in draft form so there will not be any rejections. However, there are some critical items that FDOT wants the TPO Board to be aware of; Ms. Nicoulin has addressed the critical

comments; FDOT must make a recommendation of approval of the UPWP to the Federal Highway Administration (FHWA) by June 1, 2022. Due to the close-out of the current UPWP, FDOT is asking for all invoices to be submitted by August 15, 2022. During the review FDOT also made some corrective actions suggestions which included the TPO establishing internal financial controls that include quality control procedures and that all TPO future invoices are in compliance with procedures set forth in the MPO Handbook. She thanked the TPO Chairperson and TPO staff for committing to addressing these concerns and FDOT appreciates the partnership the TPO has established with them; they hope to have the TPO off of the “special conditions” as soon as possible.

Chairperson Wheeler thanked Ms. Smith and added that through all of the issues that the TPO has been through this past year, there have been some good things that came from it; there has been great collaboration with FDOT and the issues that were discovered have been addressed.

Mayor Chasez asked if there was anything in the report that gives FDOT pause that could not be resolved.

Ms. Smith replied no; nothing that cannot be resolved. They are concerned about the time constraint given the year-end closing and cash flow. FDOT is offering all the help they can to get the invoices submitted in a timely manner.

Mayor Chasez asked for an explanation regarding cash flow and what the risk could be.

Ms. Smith explained that if the UPWP is not submitted to FHWA and approved by July 1, 2022 then they could withhold funds. FDOT does not see the day-to-day activities so do not know the current cash flow. FDOT is working with Ms. Nicoulin to get invoices submitted within the time constraint.

Mayor Chasez asked if Ms. Nicoulin has the needed resources to meet these short-term deadlines.

Ms. Nicoulin replied yes; the temporary finance consultant has been hired permanently and has begun putting the needed controls in place. She provides an update on cash flow every two weeks with payroll information. An invoice package was submitted in February that covered the timeframe through December 2021; there are three invoice packages ready to be submitted to FDOT on the PL grants. Two invoices were submitted to the Federal Transit Administration (FTA) for FTA grants the TPO receives and the TPO has received those payments. She meets with FDOT staff on a bi-weekly basis to discuss any issues and the year-end close-out process for which FDOT has been providing assistance with when needed; it has been very beneficial having FDOT’s assistance. She added that the UPWP comments have been addressed in the document and it is only awaiting the signed resolution to be uploaded which will be done this afternoon and will meet the deadline to receive the funding July 1, 2022.

Chairperson Wheeler commented that things have come along way and staff have been amazing as well as FDOT’s support.

Council Vice Chair Girtman commented that the last year has been a challenge, it has also been an opportunity for a fresh start to create the TPO needed to move forward. Collaboration with the municipalities and FDOT is vital.

MOTION: A motion was made by Councilwoman Power to approve the 2021 annual FDOT Joint Certification Report. The motion was seconded by Council Vice Chair Girtman and carried unanimously.

VI. Presentations and Discussion Items

A. Presentation and Discussion of the Draft Transportation Congestion Management Process (CMP) Report

Chairperson Wheeler stated the River to Sea TPO is conducting an update to the Congestion Management Process (CMP) to define congestion management objectives, performance measures, and methods to monitor and evaluate system performance. This update will help to better inform the TPO on the effects transportation investment decisions have on the performance of the system over time.

Mr. Travis Hills, Kittelson & Associates, gave a PowerPoint presentation on the draft Transportation Congestion Management Process (CMP) Report; he explained that congestion management is the application of strategies to improve transportation system performance and reliability. The CMP is the approach for managing congestion and to implement the different strategies while linking them to performance measures. He reviewed the six goals and performance measures of the CMP and the CMP network. He explained they identified more than 70 CMP strategies; he reviewed some of the key strategies and special event management strategies. The draft CMP Report is available for review; revisions will be made based on committee and TPO Board comments with the final adoption in June. The deadline for comments is June 3, 2022.

Members discussed the report and the congestion and crash data for I-4; particularly through DeBary and the issues caused by those crashes. Mr. Hills explained that although there is congestion, it is reliable congestion. He also explained that the suggested strategies are for the collective agencies and not the TPO individually; it depends on the jurisdiction and where the issues are occurring. The TPO will facilitate strategies; the CMP also informs other documents the TPO is required to develop such as the Long Range Transportation Plan (LRTP). The reliable congestion on SR 40 was also discussed and what strategies could be implemented to relieve it; the term "reliable congestion" was explained and how it was applied within this report. The strategies recommended within the report were discussed at length including expanding the electric vehicle infrastructure.

B. Presentation and Discussion of the FY 2022/23 River to Sea TPO Budget

Chairperson Wheeler stated a Budget Subcommittee is convened each year to review and recommend a budget for the upcoming fiscal year. The draft budget for FY 2022/23 was reviewed by the Budget Subcommittee on May 5, 2022.

Ms. Nicoulin stated the draft budget for FY 2022/23 was provided in the agenda along with a comparison of the current year budget to the proposed fiscal year budget. She reviewed the revenue sources and the proposed expenditure line items and explained the significant changes over the current fiscal year budget. Member assessments were briefly discussed at the Budget Subcommittee which are based on population at \$.10 per capita which have not been adjusted for some time. When the latest US Census Bureau information is released, the TPO's boundaries will be adjusted accordingly and we will update the population information so that may be the appropriate time to review the member assessments.

Members discussed the proposed FY 2022/23 budget; it was explained that the increase for network/web page costs is due to a re-design of the TPO's website and will be a one-time expense.

C. Presentation and Discussion of the Draft FY 2022/23 to 2026/27 Transportation Improvement Program (TIP)

Ms. Nicoulin explained the Transportation Improvement Program (TIP) represents five years of project programming within our planning area and includes all types of projects including all capital and non-capital surface transportation projects; any project within our planning area that receives state or federal funding is listed in the TIP; it must be consistent with the Long Range Transportation Plan (LRTP). There are also projects funded with other sources that are included in the TIP. She noted that the TIP must match FDOT's Work Program in order to receive funding. Each year when the TPO updates the TIP, the year that is ending is dropped and a new fifth year is added; any projects currently in the TIP carry forward and staff programs new projects into the TIP. She explained the SU funding is split into a 40% allocation for traffic operations projects, 30% for bicycle/pedestrian projects and 30% for transit projects.

Council Vice Chair Girtman asked when those percentages would be evaluated and adjustments could be made.

Ms. Nicoulin replied, that information will be available when the roll-forward amendment is presented in August and it can be discussed then. She explained that FDOT does not divide this funding and this TPO is the only TPO within FDOT District 5 that does.

Council Vice Chair Girtman stated it needs to be evaluated so that we have flexibility to fund projects.

Ms. Nicoulin replied that the policy was reviewed last fall and some adjustments were made to provide some flexibility but there are still some obstacles.

D. Presentation and Discussion of the Draft River to Sea TPO 2022 List of Priority Projects (LOPP)

Chairperson Wheeler stated that each year the TPO updates the List of Priority Projects (LOPP); once adopted, the lists are transmitted to FDOT for their use in allocating transportation funds to the area.

Ms. Nicoulin explained that the List of Priority Projects (LOPP) is updated each year and submitted to FDOT; it includes eight categories. FDOT uses these lists in developing their tentative Work Program which will feed into the TIP next year. She reviewed the changes and updates to the LOPP and highlighted some of the new projects; she noted that the SR 44/Kepler Road roundabout project is an important project and will be moved to the top of the traffic operations Tier A list. TCC members are reviewing the lists to ensure costs and/or other information have been updated based on the information they provided. The LOPP will be back next month for approval.

Commissioner Cloudman noted that the SR 44/Kepler Road project has been on the priority list for as long as he's been on the TPO Board; it is an important project and he is glad that it is moving up.

Council Vice Chair Girtman added that project is a reflection of collaboration between all the agencies.

Ms. Nicoulin continued to review the changes and updates to the LOPP.

Councilman Sander referred to the Tier C list and the traffic camera network system for South Daytona; it is ranked number one but has not been given a project score pending the outcome of the ITS Master Plan. He asked for the status of the ITS Master Plan as it has been this way since 2017.

Ms. Nicoulin replied that the ITS Master Plan is complete; the TPO is waiting on the city to update their application for this project with consideration of the recommendations from the ITS Master Plan. She continued to review the projects on the LOPP; it will be back for adoption in June.

Council Vice Chair Girtman asked who established the 50% match for the TRIP program.

Ms. Nicoulin replied that is the state's program.

E. FDOT Report

The FDOT report was provided in the agenda; Ms. Hinson announced that Mr. Jared Perdue has been named as State Secretary of Transportation by Governor DeSantis and Mr. John Tyler has been appointed as District 5 Secretary. She announced a ribbon cutting was held on Monday, May 23, 2022 for the Oakridge Boulevard pilot program of the Zicla Zipper System. The North Causeway Bridge (SR 44) over the Indian River is estimated to begin construction at the end of May; this will cause some closures around the bridge estimated to occur in the fall. She announced a public meeting will be held June 1, 2022 for the SR 11 from the Volusia County line to US 1 resurfacing and safety project; and a public meeting on June 16, 2022 for the Flagler County SR 100 resurfacing project; both of these projects are in Flagler County. She stated she attended the Ormond Beach Coalition public meeting last night for the SR A1A/SR 40 project; comments can still be submitted. She noted that enhancements will be made over the entire SR A1A safety corridor over the next five years.

Council Member Foley referred to an intersection improvement project at Miles Drive and Nova Road and asked for a status update; he has received questions from residents regarding this project.

Ms. Hinson replied she will get back to him with an update.

VII. Interim Executive Director's Report

Ms. Nicoulin referred to the Bipartisan Infrastructure Bill and announced there are a number of "Notice of Funding Opportunities" coming in the upcoming months. Some of the funding opportunities are specific to FDOT, some to

counties and/or cities and some to MPOs. Most recently is the “Notice of Funding Opportunity” for the Safe Streets and Roads for All grant released last week; it is available to the TPO for planning and local governments for project implementation. She noted that this is a five-year bill of \$550 billion in new investments so there will be various opportunities over the next five years. FDOT is looking to establish a plan for projects that could fall under some of these grants; most of the grant opportunities have training webinars. She noted that the grants have a required match between 20% and 50% depending on the type of grant. The challenge the TPO has is the match cannot come from federal dollars; it must come from another source.

Chairperson Wheeler commented that the SR 44/Kepler Road intersection improvement projects needs funding.

VIII. River to Sea TPO Board Member Comments

Commissioner Johnson announced Holly Hill has decided to complete the underground project along US 1. He referred to the new sports center being built on Nova Road and that it will be great for the kids when completed.

Council Member Allebach stated Orange City has completed many of the septic-to-sewer projects and they are continuing to work on them. He commented that he attended FDOT’s public meeting regarding truck parking; one option shown was in Seminole County just across the bridge so it will help Volusia County as well; especially truck drivers that live in Deltona.

Council Member Foley announced the new Fysh Bar & Grill at the Riverwalk has begun hiring; there is not an opening date yet but he believes it will be sometime in July. He also announced he area around Aunt Catfish’s will be renovated and re-developed.

Mayor Alfin announced Advent Health’s new hospital campus in Palm Coast on Monday; it will be open for business in less than 12 months.

Vice Mayor Smith announced the town of Ponce Inlet is preparing for their yearly election; and he announced their license plate readers are catching an average of one person per day for outstanding violations.

Councilwoman Power announced the city of Edgewater is holding the 2nd Annual Laser Light Show this Saturday at Hawks Park.

Commissioner Cantu stated the cell tower in the LPGA Boulevard area she has been pushing for went out for Request for Proposal (RFP); they have three respondents interested and the carriers on board are AT&T, Verizon, T-Mobile and Spectrum. She announced the city of Daytona Beach is expecting larger than normal crowds this weekend on beachside; Daytona Beach Police Chief Young is on top of it and all officers will be on duty; she announced the Main Street Bridge will be closed to except staff, graduation attendees, or residents. She announced the opening of the Veteran’s Museum will be June 4, 2022 and they will honor the Veteran of the Year at the bandshell with a concert following the ceremony.

Council Chair Brower commented he attended the ribbon cutting on Oakridge Boulevard this week as did Daytona Beach Police Chief Young; he noted multiple events are happening this weekend and some are not sanctioned. He wants to give the Chief kudos for handling all of it well. He stated he spent the day in Tampa yesterday with county staff on a tour of a compost facility for Hillsborough County; it is tied in to transportation. The toxic substances are composted instead of being spread into the environment. They have sold out for the next five years; after all expenses, they are making \$500,000 per year. It is a huge facility manned by only three people as most of it is automated. Their biggest customers are municipalities using compost along roads before a sign is installed. He is not sure if FDOT buys any but they mentioned several road projects. This could help us to reduce spreading toxic environments in our waterways.

Councilman Sander stated the old cement plant on US 1 will be removed; the city council just approved the first reading of the master development plan for it. It will be a beautiful apartment complex with carriage houses, a kid’s park, etc.

IX. River to Sea TPO Chairperson Comments

There were no TPO Chairperson comments.

X. Information Items

- Citizens Advisory Committee Attendance Record – 2022
- Technical Coordinating Committee Attendance Report – 2022
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2022
- April/May TPO Outreach and Activities
- Volusia and Flagler County Construction Reports

XI. Adjournment

There being no further business, the River to Sea TPO Board meeting adjourned at 10:52 a.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**VOLUSIA COUNTY COUNCIL MEMBER BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO**

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO Board certifies that the foregoing is a true and correct copy of the minutes of the May 25, 2022 regular meeting of the River to Sea Transportation Planning Organization (TPO) Board, approved and duly signed this 22nd day of June 2022.

**DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

***** A recording of the May 25, 2022 TPO Board meeting is available upon request.***

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION
MONTHLY TREASURER REPORT FY 21/22
PERIOD ENDING MAY 2022

<u>DESCRIPTION</u>	<u>21/22 BUDGET</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<u>REVENUES</u>					
LOCAL FUNDS	\$ 115,510.00	\$649.85	\$81,476.34	\$34,033.66	70.54%
STATE FUNDS	\$ 31,428.00	8,171.28	26,713.80	4,714.20	85.00%
FEDERAL FUNDS	\$ 1,596,372.00	14,817.81	505,334.40	1,091,037.60	31.66%
<u>REVENUES</u>	\$ 1,743,310.00	\$23,638.94	\$613,524.54	\$1,129,785.46	35.19%
<u>EXPENSES</u>					
SALARIES	\$ 509,624.00	\$23,854.49	\$293,398.27	\$216,225.73	57.57%
FRINGE BENEFITS	\$ 180,392.00	7,884.89	108,111.84	72,280.16	59.93%
OFFICE SUPPLIES	\$ 10,000.00	806.64	5,250.33	4,749.67	52.50%
POSTAGE	\$ 5,000.00	35.01	528.96	4,471.04	10.58%
OFFICE RENT EXPENSE	\$ 128,100.00	10,739.57	120,103.84	7,996.16	93.76%
ADVERTISING	\$ 9,000.00	1,303.38	9,067.44	(67.44)	100.75%
PRINTING	\$ 3,000.00	0.00	26.00	2,974.00	0.87%
CONFERENCE, WORKSHOPS & SEMINAR FEES	\$ 6,300.00	385.00	1,540.00	4,760.00	24.44%
FEES	\$ 160,900.00	12,401.76	137,537.09	23,362.91	85.48%
DUES	\$ 6,694.00	0.00	2,746.50	3,947.50	41.03%
PUBLICATIONS	\$ 1,050.00	0.00	873.32	176.68	83.17%
COPY EXPENSE	\$ 22,000.00	588.48	6,179.37	15,820.63	28.09%
COPY MACHINE COSTS	\$ 21,000.00	923.92	5,908.76	15,091.24	28.14%
TRAVEL EXPENSE	\$ 15,575.00	298.92	2,272.29	13,302.71	14.59%
AWARDS PROGRAM/PROMO	\$ 8,000.00	0.00	2,912.85	5,087.15	36.41%
SPECIAL STUDIES/PROFESSIONAL SERVICES	\$ 530,268.00	36,101.59	233,926.25	296,341.75	44.11%
MEETING EXPENSE	\$ 2,000.00	84.97	974.63	1,025.37	48.73%
LIABILITY INSURANCE	\$ 16,937.00	0.00	10,796.50	6,140.50	63.75%
REPAIRS	\$ 4,000.00	0.00	0.00	4,000.00	0.00%
NETWORK COSTS	\$ 37,220.00	2,043.96	33,403.45	3,816.55	89.75%
CAPITAL OUTLAY	\$ 5,000.00	0.00	0.00	5,000.00	0.00%
SOFTWARE	\$ 5,650.00	104.25	4,903.75	746.25	86.79%
TELEPHONE	\$ 3,600.00	198.00	2,178.50	1,421.50	60.51%
EDUCATION	\$ 2,000.00	0.00	0.00	2,000.00	0.00%
CONTINGENCY	\$ 50,000.00	0.00	0.00	50,000.00	0.00%
<u>EXPENSES</u>	\$ 1,743,310.00	\$97,754.83	\$982,639.94	\$760,670.06	56.37%
<u>BALANCE</u>	\$ -	(\$74,115.89)	(\$369,115.40)	\$369,115.40	

92% OF YEAR COMPLETE



**EXECUTIVE COMMITTEE
MEETING SUMMARY
JUNE 1, 2022**

Remote participation was provided through Microsoft Teams

- Discussion of River to Sea TPO financial management and status of year-end close-out
- Discussion of current River to Sea TPO policies and procedures regarding member assessments, set aside funding allocations, and establishment of safety targets
- Reviewed and approved the May 4, 2022 Executive Committee minutes
- Reviewed and approved the May 5, 2022 Budget Subcommittee minutes
- Reviewed and approved the June 22, 2022 TPO Board agenda

**THE NEXT EXECUTIVE COMMITTEE MEETING WILL BE ON
WEDNESDAY, AUGUST 3, 2022 @ 9:00 A.M.**

Bicycle/Pedestrian Advisory Committee (BPAC)
Meeting Summary
June 8, 2022

The meeting was held as a hybrid due to COVID-19 in accordance with AGO 2003-41 with 10 voting and two non-voting members physically present; and five voting and two non-voting members remotely present

- Approved a motion to allow members attending remotely to participate and vote
- Approved the minutes of the May 11, 2022 BPAC meeting
- Nominated and re-elected Dr. Jason Aufdenberg as BPAC Chairperson for FY 2022/23
- Nominated and re-elected Mr. Ted Wendler as BPAC Vice Chairperson for FY 2022/23
- Reviewed and recommended approval of Resolution 2022-## adopting the FY 2022/23 to 2026/27 Transportation Improvement Program (TIP) by a roll call vote
- Reviewed and recommended approval of the draft list of prioritized bicycle/pedestrian projects
- Reviewed and recommended approval of the draft list of shared use non-motorized (SUN) trail projects
- Reviewed and recommended approval of Resolution 2022-## adopting the Public Participation Plan (PPP)
- Cancelled the July 13, 2022 BPAC meeting
- Received a presentation and discussion of the I-95 at LPGA Boulevard project development and environment (PD&E) study
- Received a presentation and discussion of the I-95 at US 1 project development and environment (PD&E) study
- Received staff comments regarding pedestrian fatalities in 2021
- Received member comments

*****The next BPAC meeting will be on Wednesday, August 10, 2022 at 2:00 pm*****



**River to Sea TPO Board
Meeting Summary
May 25, 2022**

Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41 with 15 voting and one non-voting members physically present; and with three non-voting members attending remotely

- Approved the Consent Agenda including approval of: April 27, 2022 meeting minutes; Executive Director's timesheet review reports; and Resolution 2022-09 authorizing the filing and execution of the FY 2022/23 Transportation Disadvantaged (TD) Planning Grant agreement with the Commission for the Transportation Disadvantaged (CTD)
- Approved Resolution 2022-10 adopting the FY2022/23 and 2023/24 Unified Planning Work Program (UPWP) by roll call vote
- Approved Resolution 2022-11 supporting updates to the Florida Greenways and Trails System (FGTS) Plan and Maps
- Approved the following R2CTPO slate of officers for FY 2021/22:
 - Volusia County Council Vice Chair Barbara Girtman, Chairperson
 - DeLand Commissioner Chris Cloudman, 1st Vice Chairperson/Treasurer
 - Deltona Commissioner Victor Ramos, 2nd Vice Chairperson/Secretary
- Approved the 2021 Annual FDOT Joint Certification Report
- Received a presentation of the draft Transportation Congestion Management Process (CMP) Report
- Received a presentation of the FY 2022/23 River to Sea TPO Budget
- Received a presentation of the draft FY 2022/23 to 2026/27 Transportation Improvement Program (TIP)
- Received a presentation of the draft River to Sea TPO 2022 List of Priority Projects (LOPP)
- Received the FDOT report; announced Mr. Jared Perdue was named as State Secretary of the Florida Department Transportation by Governor DeSantis; Mr. John Tyler was appointed as District 5 Secretary; a ribbon cutting for the Oakridge Boulevard Zicla Zipper Bicycle/Pedestrian Safety Project ribbon cutting was held on Monday, May 23, 2022; a public meeting will be held June 1, 2022 for the SR 11 from the Volusia County line to US 1 resurfacing and safety project and June 16, 2022 for the Flagler County SR 100 resurfacing project; and a public meeting was held last night (May 24, 2022) for the SR A1A/SR 40 project and comments can still be submitted

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	

- Received the Interim Executive Director's report regarding Bipartisan Infrastructure Bill funding opportunities
- Received member comments

The next River to Sea TPO Board meeting will be on Wednesday, June 22, 2022 at 9:00 am

Debbie Stewart

From: Smith, Calvin <Calvin.Smith@ahca.myflorida.com>
Sent: Monday, June 6, 2022 2:12 PM
To: Debbie Stewart
Cc: Anderson, Victoria; Santiago, Emilio
Subject: New AHCA Representative (Volusia County TDLCB)

WARNING --- This email originated outside of your company. Please review the sender's email address. Report any suspicious attachments, links, or requests to the Help Desk.

Good afternoon Debbie,

Due to several changes in our office the following individuals will represent the Agency for Health Care Administration on the Volusia County TDLCB.

Representative

Emilio Santiago - Senior Human Services Program Specialist
Office: 407-420-2563
Emilio.santiago@ahca.myflorida.com

Alternate

Victoria Anderson – Medical Health Care Program Analyst
Office: 407-420-2483
Victoria.anderson@ahca.myflorida.com

Thank you

Calvin Smith - PROGRAM ADMINISTRATOR - SES



Rm 309H - BUREAU OF MEDICAID RPA - ST PETERSBURG
400 W. ROBINSON STREET, ORLANDO, FL. 33701
+1 407-420-2482 (Office) - (Fax)
Calvin.Smith@ahca.myflorida.com



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To: River to Sea TPO Board

From: Volusia County Vice-Chair Billie Wheeler, River to Sea TPO Chairperson

Date: May 4th, 2022

RE: River to Sea TPO Chairperson Report of Timesheet Review

In accordance with the River to Sea TPO's Timekeeping and Travel Reimbursement Policy that became effective on November 1, 2019, the following timesheets were provided to the River to Sea TPO Chairperson for review on May 4, 2022. From this submission, the Chairperson selected a sample of timesheets to review for timely submission, accuracy and consistency of work detail.

Timesheets Provided		Timesheets Reviewed Chair Initial
Batch Number	Time Period	
765	March 27, 2022 through April 2, 2022	BW
766	April 3, 2022 through April 9, 2022	BW
767	April 10, 2022 through April 16, 2022	BW
768	April 17, 2022 through April 23, 2022	BW

☒ No abnormalities noted.

☐ Abnormalities were noted and have been resolved.

☐ Abnormalities were noted and have not been resolved.



To: River to Sea TPO Board

From: Volusia County Vice-Chair Billie Wheeler, River to Sea TPO Chairperson

Date: June 1st, 2022

RE: River to Sea TPO Chairperson Report of Timesheet Review

In accordance with the River to Sea TPO's Timekeeping and Travel Reimbursement Policy that became effective on November 1, 2019, the following timesheets were provided to the River to Sea TPO Chairperson for review on June 1, 2022. From this submission, the Chairperson selected a sample of timesheets to review for timely submission, accuracy and consistency of work detail.

Timesheets Provided		Timesheets Reviewed Chair Initial
Batch Number	Time Period	
769	April 24, 2022 through April 30, 2022	BW
770	May 1, 2022 through May 7, 2022	BW
771	May 8, 2022 through May 14, 2022	BW
772	May 15, 2022 through May 21, 2022	BW

BW No abnormalities noted.

_____ Abnormalities were noted and have been resolved.

_____ Abnormalities were noted and have not been resolved.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-12

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION AUTHORIZING THE EXECUTION OF THE METROPOLITAN PLANNING ORGANIZATION AGREEMENT FOR THE USE OF FEDERAL PLANNING 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 designated urbanized area; and

WHEREAS, pursuant to 23 U.S.C. 134, 49 U.S.C. 5303, 23 CFR 450.310, and Florida Statutes 339.175, the River to Sea Transportation Planning Organization is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and a portion of Flagler County as defined by the Metropolitan Planning Area; and

WHEREAS, pursuant to 23 U.S.C. 134, 23 CFR 450, and Florida Statutes 339.175, require the River to Sea Transportation Planning Organization and the Florida Department of Transportation enter into an agreement clearly identifying the responsibilities for cooperatively carrying out the Federal Highway Administration (FHWA) portion of the Metropolitan Planning Process and accomplishing the transportation planning requirements of state and federal law; and

WHEREAS, the River to Sea TPO is to be the recipient of metropolitan planning funds (PL Funds) authorized under 23 USC 104(f); and

WHEREAS, the River to Sea TPO allocates a portion of Surface Transportation Block Grant Program funds (SU Funds) to support project development and planning activities; and

WHEREAS, the Unified Planning Work Program (UPWP) is developed to describe the planning activities utilizing available funds; and

WHEREAS, the River to Sea TPO has the authority to enter into this

Agreement and to undertake the responsibilities as described in the attached agreement;

WHEREAS, implementation of this agreement is based on approval by the River to Sea TPO Board;

Now, THEREFORE, BE IT RESOLVED by the River to Sea Transportation Planning Organization (TPO) that the Chairperson of the TPO (or their designee) is hereby authorized to execute this agreement and submit copies of this resolution and the executed agreement to:

- a. Florida Department of Transportation;
- b. Federal Transit Administration (through the Florida Department of Transportation); and the
- c. Federal Highway Administration (through the Florida Department of Transportation).

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 22nd day of June, 2022.

VOLUSIA COUNTY COUNCIL MEMBER BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on June 24, 2020.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY

DRAFT

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
METROPOLITAN PLANNING ORGANIZATION AGREEMENT

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Financial Project No.: <u>439333-4-14-01 and 439333-4-14-02</u> (item-segment-phase-sequence) Contract No.: <u>G2798</u> CFDA Number & Title: <u>20.205 Highway Planning</u>	Fund: <u>PL and SU</u> Function: <u>615 and 215</u> Federal Award Identification No. (FAIN): <u>0260-060-M</u> MPO SAM No.: <u>KR4KLSG1BBH9</u>	FLAIR Approp.: <u>088854</u> FLAIR Obj.: <u>780000</u> Org. Code: <u>55052000532</u> Vendor No.: <u>F593512405002</u>
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THIS METROPOLITAN PLANNING ORGANIZATION AGREEMENT (Agreement) is made and entered into on this [enter date] day of June 2022, by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION (Department), an agency of the State of Florida, whose address is Office of the District Secretary, 719 South Woodland Boulevard, Deland, FL 32720 and the River to Sea Transportation Planning Organization (MPO), whose address is 2570 West International Speedway Boulevard, Suite #100, Daytona Beach, FL 32114, and whose System for Award Management (SAM) Number is: KR4KLSG1BBH9 (collectively the “parties”).

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties desiring to be legally bound, do agree as follows:

1. **Authority:** The MPO and the Department have authority to enter into this Agreement pursuant to 23 U.S.C. 134, 23 Code of Federal Regulations (CFR or C.F.R.) §450 and Section 339.175, Florida Statutes (F.S.), which, require the Department and the MPO to clearly identify the responsibilities for cooperatively carrying out the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) components of the Metropolitan Planning Process and accomplish the transportation planning requirements of state and federal law.
2. **Purpose of the Agreement:** The purpose of this Agreement is to pass financial assistance through the Department in the form of FHWA funds to the MPO for the completion of transportation related planning activities set forth in the Unified Planning Work Program (UPWP) of the MPO (Project), state the terms and conditions upon which FHWA funds will be provided, and set forth the manner in which work tasks and subtasks within the UPWP will be undertaken and completed. The Project is more fully described in the UPWP, which is attached and incorporated into this Agreement as Exhibit “A”.
3. **Consolidated Planning Grant (CPG):** The Department is electing to participate in the Consolidated Planning Grant (CPG) program starting with the State fiscal year (FY) 22/23 – 23/24 two-year UPWP cycle. The Department is selecting FHWA to serve as the CPG lead grant agency in accordance with FTA Circular 8100.D. Under the CPG, the FTA and FHWA annually deliver lump sum appropriations to the Department to allocate to MPOs for the metropolitan planning activities. The federal funds are delivered to the Department in the form of FTA 5305(d) and FHWA planning (PL). The Department will utilize the CPG to combine the FTA 5305(d) and FHWA PL MPO allocations into a single grant that is administered by FHWA. The Department calculates annual MPO funding allocations using the approved FTA 5305(d) and FHWA allocation formulas.
4. **Scope of Work:** The UPWP, Exhibit “A”, constitutes the Scope of Work for this Agreement.
5. **Project Cost:** The total budgetary ceiling for the Project is **\$3,265,623.00**. The budget, including tasks, is summarized below and detailed in the UPWP, Exhibit “A”. The budget may be modified by mutual agreement as provided for in paragraph 9, Amendments.

The Department’s performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. No work shall begin before the Agreement is fully executed and a "Letter of Authorization" is issued by the Department. The total of all authorizations shall not exceed the budgetary ceiling established for this agreement and shall be completed within the term of this Agreement:

FINANCIAL PROJECT NO.	AMOUNT
439333-4-14-01	\$ 2,788,723.00
439333-4-14-02	\$ 476,900.00
Total	\$3,265,623.00

6. **Non-federal Share:** PL & Surface Transportation Block Grant (STBG) Funds (FHWA Section 112): The Department uses the U.S. Department of Transportation sliding scale federal/non-federal match ratio for metropolitan planning funds. This ratio is 81.93 percent federal and 18.07 percent non-federal. It is the policy of the Department to fulfill the non-federal share or “soft match” with toll credits as authorized by Title 23 U.S.C. § 120 conditional on funding availability. The MPO must identify and describe the soft match in its 2-year UPWP introduction and show the total amount of toll credits used to match the FHWA funds in the UPWP Summary Budget Tables.
7. **Term of Agreement:** This Agreement shall have a term of two (2) years. This Agreement shall begin on the later of July 1, 2022 or the date the Agreement is fully executed, whichever is later, and expire on June 30, 2024. If the Agreement is fully executed after July 1, 2022, then the term of the Agreement shall be less than two (2) years and the Agreement shall expire on June 30, 2024. Expiration of this Agreement will be considered termination of the Project. The cost of any work performed after the expiration date of this Agreement will not be reimbursed by the Department.
8. **Renewals and Extensions:** This Agreement shall not be renewed or extended.
9. **Amendments:** Amendments may be made during the term of this Agreement. Any Amendment must be in writing and signed by both parties with the same formalities as the original Agreement.
 - A. **Amendments and Modifications to the UPWP:** Revisions to the UPWP require an Amendment or Modification. Revisions may be budgetary and/or programmatic; and may be major or minor in scale. Minor UPWP revisions are processed by the MPO as a Modification, whereas more significant or major UPWP revisions are processed by the MPO as an Amendment. A significant change is defined as a change to the UPWP that alters the original intent of the Project or the intended Project outcome. MPO’s shall process UPWP Modifications or Amendments as needed.

The following section further clarifies the actions necessitating UPWP Amendments and Modifications, which are thereby defined as significant changes.

i. Amendments to the UPWP

UPWP Amendments are required for the following actions per 2 CFR 200.308 and 49 CFR 18.30:

- a. Any revision resulting in the need to increase the UPWP budget ceiling by adding new funding or reducing overall approved funding;
- b. Adding new or deleting tasks/subtasks;
- c. Change in the scope or objective of the program/task even if there is no associated budget revision (this also applies to when a task scope changes);
- d. A transfer between tasks/sub-tasks that exceeds a combined amount equal or greater than \$100,000 OR 10% of the total budget, whichever is more restrictive;
- e. Reducing the budget of a task/sub-task more than 50 percent, or to the point a task/sub-task could not be accomplished as it was originally approved;
- f. Change in key person*;
- g. Extending the period of performance past the approved work program period (i.e., no-cost time extension);
- h. Sub awarding, transferring, or contracting out any of the activities in the UPWP;
- i. The disengagement from a project for more than 3 months, or a 25 percent reduction in time devoted to the project by the approved project director or principal investigator,
- j. The inclusion of costs that require prior approval (e.g. capital and equipment purchases \$5,000 and above per unit cost).

ii. Modifications to the UPWP

UPWP changes that do not fall into the above categories may be processed as a Modification.

* A key person is specified in the application or federal award. For the UPWP, the key person is the MPO’s staff director.

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- iii. If the MPO makes a modification to the UPWP budget, then the MPO shall immediately send any such modifications to the Department. Amendments to the UPWP must be approved by FHWA. Proposed amendments to the UPWP shall be filed with the Department. Within a reasonable amount of time, the Department shall review and transmit the proposed UPWP amendment and supporting documents to the FHWA with a recommendation for approval or denial. Transmittal of the proposed UPWP amendment and supporting documents to FHWA may be delayed by the Department due to the MPO failing to include all documentation required for the UPWP Amendment. The Department shall immediately forward to the MPO all correspondence that the Department receives from FHWA regarding the proposed UPWP amendment. If FHWA approves the amendment to the UPWP then this Agreement and supporting documentation must be amended immediately following such approval.

10. General Requirements:

- A. The MPO shall complete the Project with all practical dispatch in a sound, economical, and efficient manner, and in accordance with the provisions in this Agreement, the Interlocal Agreement establishing the MPO, and all applicable laws.
- B. Federal-aid funds shall not participate in any cost which is not incurred in conformity with applicable Federal and State laws, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by the Division Administrator of FHWA. If FHWA or the Department determines that any amount claimed is not eligible, federal participation may be approved in the amount determined to be adequately supported and the Department shall notify the MPO in writing citing the reasons why items and amounts are not eligible for federal participation. Where correctable non-compliance with provisions of law or FHWA requirements exists, Federal funds may be withheld until compliance is obtained. Where non-compliance is not correctable, FHWA or the Department may deny participation in Project costs in part or in total. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 15 of this Agreement.
- C. The MPO's financial management system must comply with the requirements set forth in 2 CFR §200.302, specifically:
 - i. Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received.
 - ii. Accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with the reporting requirements set forth in §§200.327 Financial reporting and 200.328 Monitoring and reporting program performance.
 - iii. Records that identify adequately the source and application of funds for federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.
 - iv. Effective control over, and accountability for, all funds, property, and other assets.
 - v. Comparison of expenditures with budget amounts for each Federal award.
 - vi. Written procedures to implement the requirements of §200.305 Payment.
 - vii. Written procedures for determining the allowability of costs in accordance with Subpart E—Cost Principles of this part and the terms and conditions of the Federal award.

11. Compensation and Payment:

- A. The Department shall reimburse the MPO for costs incurred to perform services satisfactorily during a monthly or quarterly period in accordance with Scope of Work, Exhibit "A". Reimbursement is limited to the maximum amount authorized by the Department. The MPO shall submit a request for reimbursement to the Department on a quarterly or monthly basis. Requests for reimbursement by the MPO shall include an invoice, an itemized expenditure report, and progress report for the period of services being billed that are acceptable to the Department. The MPO shall use the format for the invoice, itemized expenditure report and progress report that is approved by the Department. The MPO shall provide any other data required

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by FHWA or the Department to justify and support the payment requested.

- B. Pursuant to Section 287.058, Florida Statutes, the MPO shall provide quantifiable, measurable, and verifiable units of deliverables. Each deliverable must specify the required minimum level of service to be performed and the criteria for evaluating successful completion. The Project and the quantifiable, measurable, and verifiable units of deliverables are described in Exhibit "A".
- C. Invoices shall be submitted by the MPO in detail sufficient for a proper pre-audit and post-audit based on the quantifiable, measurable and verifiable units of deliverables as established in Exhibit "A". Deliverables must be received and accepted in writing by the Department's Grant Manager prior to payments.
- D. The Department will honor requests for reimbursement to the MPO for eligible costs in the amount of FHWA funds approved for reimbursement in the UPWP and made available by FHWA. The Department may suspend or terminate payment for that portion of the Project which FHWA, or the Department acting in lieu of FHWA, may designate as ineligible for federal-aid. Regarding eligible costs, whichever requirement is stricter between federal and State of Florida requirements shall control. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 15 of this Agreement.
- E. Supporting documentation must establish that the deliverables were received and accepted in writing by the MPO and must also establish that the required minimum level of service to be performed based on the criteria for evaluating successful completion as specified in the UPWP, Exhibit "A", was met. All costs charged to the Project, including any approved services contributed by the MPO or others, shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers evidencing in proper detail the nature and propriety of the charges. See Exhibit "D" for Contract Payment Requirements.
- F. Bills for travel expenses specifically authorized in this Agreement shall be documented on the Department's Contractor Travel Form No. 300-000-06 or on a form that was previously submitted to the Department's Comptroller and approved by the Department of Financial Services. Bills for travel expenses specifically authorized in this Agreement will be paid in accordance with Section 112.061 Florida Statutes.
- G. Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapters 215 and 216, Florida Statutes. If the Department determines that the performance of the MPO fails to meet minimum performance levels, the Department shall notify the MPO of the deficiency to be corrected, which correction shall be made within a time-frame to be specified by the Department. The MPO shall, within sixty (60) days after notice from the Department, provide the Department with a corrective action plan describing how the MPO will address all issues of contract non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or contract non-compliance. If the corrective action plan is unacceptable to the Department, the MPO shall be assessed a non-performance retainage equivalent to 10% of the total invoice amount. The retainage shall be applied to the invoice for the then-current billing period. The retainage shall be withheld until the MPO resolves the deficiency. If the deficiency is subsequently resolved, the MPO may bill the Department for the retained amount during the next billing period. If the MPO is unable to resolve the deficiency, the funds retained may be forfeited at the end of the Agreement's term.
- H. An invoice submitted to the Department involving the expenditure of metropolitan planning funds ("PL funds") is required by Federal law to be reviewed by the Department and issued a payment by the Department of Financial Services within 15 business days of receipt by the Department for review. If the invoice is not complete or lacks information necessary for processing, it will be returned to the MPO, and the 15-business day timeframe for processing will start over upon receipt of the resubmitted invoice by the Department. If there is a case of a bona fide dispute, the invoice recorded in the financial system of the Department shall contain a statement of the dispute and authorize payment only in the amount not disputed. If an item is disputed and is not paid, a separate invoice could be submitted requesting reimbursement, or the disputed item/amount could be included/added to a subsequent invoice.
- I. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the Department upon

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request. Records of costs incurred include the MPO's general accounting records and the Project records, together with supporting documents and records, of the consultant and all subconsultants performing work on the Project, and all other records of the Consultants and subconsultants considered necessary by the Department for a proper audit of costs.

- J. The MPO must timely submit invoices and documents necessary for the close out of the Project. Within 90 days of the expiration or termination of the grant of FHWA funds for the UPWP, the MPO shall submit the final invoice and all financial, performance, and related reports consistent with 2 CFR §200.
- K. The Department's performance and obligation to pay under this Agreement is also contingent upon FHWA making funds available and approving the expenditure of such funds.
- L. In the event this Agreement is in excess of \$25,000 and has a term for a period of more than one year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years, and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000 and which have a term for a period of more than 1 year."

- M. **Disallowed Costs:** In determining the amount of the payment, the Department will exclude all Project costs incurred by the MPO prior to the effective date of this Agreement, costs incurred by the MPO which are not provided for in the latest approved budget for the Project, and costs attributable to goods or services received under a contract or other arrangements which have not been approved in writing by the Department. It is agreed by the MPO that where official audits by the federal agencies or monitoring by the Department discloses that the MPO has been reimbursed by the Department for ineligible work, under applicable federal and state regulations, that the value of such ineligible items may be deducted by the Department from subsequent reimbursement requests following determination of ineligibility. Upon receipt of a notice of ineligible items the MPO may present evidence supporting the propriety of the questioned reimbursements. Such evidence will be evaluated by the Department, and the MPO will be given final notification of the amounts, if any, to be deducted from subsequent reimbursement requests.

In addition, the MPO agrees to promptly reimburse the Department for any and all amounts for which the Department has made payment to the MPO if such amounts become ineligible, disqualified, or disallowed for federal reimbursement due to any act, error, omission, or negligence of the MPO. This includes omission or deficient documentation of costs and charges, untimely, incomplete, or insufficient submittals, or any other reason declared by the applicable Federal Agency.

Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 15 of this Agreement.

- N. If, after Project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this Agreement, the Department may offset such amount from payments due for work or services done under any agreement which it has with the MPO owing such amount if, upon demand, payment of the amount is not made within 60 days to the Department. Offsetting any amount pursuant to this paragraph shall not be considered a breach of contract by the Department. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 16 of this Agreement.
- O. **Indirect Costs:** A state or federally approved indirect cost rate may be applied to the Agreement. If the MPO does not have a federally approved indirect cost rate, a rate up to the de minimis indirect cost rate of

10% of modified total direct costs may be applied. The MPO may opt to request no indirect cost rate, even if it has a federally approved indirect cost rate.

12. Procurement and Contracts of the MPO:

- A. The procurement, use, and disposition of real property, equipment and supplies shall be consistent with the approved UPWP and in accordance with the requirements of 2 CFR §200.
- B. It is understood and agreed by the parties to this Agreement that participation by the Department in a project with the MPO, where said project involves a consultant contract for engineering, architecture or surveying services, is contingent on the MPO's complying in full with provisions of Section 287.055, Florida Statutes, Consultants' Competitive Negotiation Act, the federal Brooks Act, 23 C.F.R. 172, and 23 U.S.C. 112. At the discretion of the Department, the MPO will involve the Department, to an extent to be determined by the Department, in the consultant selection process for all projects funded under this Agreement. In all cases, the MPO shall certify to the Department that selection has been accomplished in compliance with the Consultants' Competitive Negotiation Act and the federal Brooks Act.
- C. The MPO shall comply with, and require its consultants and contractors to comply with applicable federal law pertaining to the use of federal-aid funds.

13. Audit Reports: The administration of resources awarded through the Department to the MPO by this Agreement may be subject to audits and/or monitoring by the Department. The following requirements do not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of Federal awards or limit the authority of any State agency inspector general, the State of Florida Auditor General or any other State official. The MPO shall comply with all audit and audit reporting requirements as specified below.

- A. In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, monitoring procedures may include but not be limited to on-site visits by Department staff and/or other procedures including, reviewing any required performance and financial reports, following up, ensuring corrective action, and issuing management decisions on weaknesses found through audits when those findings pertain to Federal awards provided through the Department by this Agreement. By entering into this Agreement, the MPO agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. The MPO further agrees to comply and cooperate with any inspections, reviews, investigations or audits deemed necessary by the Department, State of Florida Chief Financial Officer (CFO) or State of Florida Auditor General.
- B. The MPO, a non-Federal entity as defined by 2 CFR Part 200, Subpart F – Audit Requirements, as a subrecipient of a Federal award awarded by the Department through this Agreement is subject to the following requirements:
 - i. In the event the MPO expends a total amount of Federal awards equal to or in excess of the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, the MPO must have a Federal single or program-specific audit for such fiscal year conducted in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements. **Exhibit "B", Federal Financial Assistance (Single Audit Act)**, to this Agreement provides the required Federal award identification information needed by the MPO to further comply with the requirements of 2 CFR Part 200, Subpart F – Audit Requirements. In determining Federal awards expended in a fiscal year, the MPO must consider all sources of Federal awards based on when the activity related to the Federal award occurs, including the Federal award provided through the Department by this Agreement. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by 2 CFR Part 200, Subpart F – Audit Requirements. An audit conducted by the State of Florida Auditor General in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, will meet the requirements of this part.
 - ii. In connection with the audit requirements, the MPO shall fulfill the requirements relative to the auditee responsibilities as provided in 2 CFR Part 200, Subpart F – Audit Requirements.
 - iii. In the event the MPO expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards, the MPO is exempt from Federal audit requirements for

that fiscal year. However, the MPO must provide a single audit exemption statement to the Department at FDOTSingleAudit@dot.state.fl.us no later than nine months after the end of the MPO's audit period for each applicable audit year. In the event the MPO expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards in a fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, the cost of the audit must be paid from non-Federal resources (*i.e.*, the cost of such an audit must be paid from the MPO's resources obtained from other than Federal entities).

- iv. The MPO must electronically submit to the Federal Audit Clearinghouse (FAC) at <https://harvester.census.gov/facweb/> the audit reporting package as required by 2 CFR Part 200, Subpart F – Audit Requirements, within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period. The FAC is the repository of record for audits required by 2 CFR Part 200, Subpart F – Audit Requirements, and this Agreement. However, the Department requires a copy of the audit reporting package also be submitted to FDOTSingleAudit@dot.state.fl.us within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period as required by 2 CFR Part 200, Subpart F – Audit Requirements.
- v. Within six months of acceptance of the audit report by the FAC, the Department will review the MPO's audit reporting package, including corrective action plans and management letters, to the extent necessary to determine whether timely and appropriate action on all deficiencies has been taken pertaining to the Federal award provided through the Department by this Agreement. If the MPO fails to have an audit conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, the Department may impose additional conditions to remedy noncompliance. If the Department determines that noncompliance cannot be remedied by imposing additional conditions, the Department may take appropriate actions to enforce compliance, which actions may include but not be limited to the following:
 - 1. Temporarily withhold cash payments pending correction of the deficiency by the MPO or more severe enforcement action by the Department;
 - 2. Disallow (deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance;
 - 3. Wholly or partly suspend or terminate the Federal award;
 - 4. Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and Federal awarding agency regulations (or in the case of the Department, recommend such a proceeding be initiated by the Federal awarding agency);
 - 5. Withhold further Federal awards for the Project or program;
 - 6. Take other remedies that may be legally available.
- vi. As a condition of receiving this Federal award, the MPO shall permit the Department, or its designee, the CFO or State of Florida Auditor General access to the MPO's records including financial statements, the independent auditor's working papers and Project records as necessary. Records related to unresolved audit findings, appeals or litigation shall be retained until the action is complete or the dispute is resolved.
- vii. The Department's contact information for requirements under this part is as follows:

Office of Comptroller
605 Suwannee Street, MS 24
Tallahassee, Florida 32399-0450
FDOTSingleAudit@dot.state.fl.us

- C. The MPO shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date the audit report is issued and shall allow the Department, or its designee, the CFO or State of Florida Auditor General access to such records upon request. The MPO shall ensure that the audit working papers are made available to the Department, or its designee, the CFO, or State of Florida Auditor General upon request for a period of five years from the date the audit report is issued unless extended in writing by the Department.

14. Termination or Suspension: The Department may, by written notice to the MPO, suspend any or all of the MPO's obligations under this Agreement for the MPO's failure to comply with applicable law or the terms of this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected. The Department will provide written notice outlining the particulars of suspension.

The Department may terminate this Agreement at any time before the date of completion if the MPO is dissolved or if federal funds cease to be available. In addition, the Department or the MPO may terminate this Agreement if either party fails to comply with the conditions of the Agreement. The Department or the MPO shall give written notice to all parties at least ninety (90) days prior to the effective date of termination and specify the effective date of termination.

The parties to this Agreement may terminate this Agreement when its continuation would not produce beneficial results commensurate with the further expenditure of funds. In this event, the parties shall agree upon the termination conditions.

Upon termination of this Agreement, whether for cause or at the convenience of the parties, all finished or unfinished documents, data, studies, surveys, reports, maps, drawings, models, photographs, etc., prepared by the MPO shall, at the option of the Department, be delivered to the Department.

The Department shall reimburse the MPO for those eligible expenses incurred during the Agreement period that are directly attributable to the completed portion of the work covered by this Agreement, provided that the work has been completed in a manner satisfactory and acceptable to the Department. The MPO shall not incur new obligations for the terminated portion after the effective date of termination.

The Department reserves the right to unilaterally cancel this Agreement for refusal by the MPO or any consultant, sub-consultant or materials vendor to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Agreement unless the records are confidential or exempt.

The conflict and dispute resolution process set forth in Section 16 of this Agreement shall not delay or stop the Parties' rights to terminate the Agreement.

15. Remedies: Violation or breach of Agreement terms by the MPO shall be grounds for termination of the Agreement. Any costs incurred by the Department arising from the termination of this Agreement shall be paid by the MPO.

This Agreement shall not be considered as specifying the exclusive remedy for any dispute, but all remedies existing at law and in equity may be availed of by either party and shall be cumulative.

16. Conflict and Dispute Resolution Process: This section shall apply to conflicts and disputes relating to matters subject to this Agreement, or conflicts arising from the performance of this Agreement. If possible, the parties shall attempt to resolve any dispute or conflict within thirty (30) days of a determination of a dispute or conflict. This section shall not delay or stop the Parties' rights to terminate the Agreement. In addition, notwithstanding that a conflict or dispute may be pending resolution, this section shall not delay or stop the Department from performing the following actions pursuant to its rights under this Agreement: deny payments; disallow costs; deduct the value of ineligible work from subsequent reimbursement requests, or; offset pursuant to Section 11.N of this Agreement.

- A. **Initial Resolution:** The affected parties to this Agreement shall, at a minimum, ensure the attempted early resolution of conflicts relating to such matters. Early resolution shall be handled by direct discussion between the following officials: for the Department - the Intermodal Systems Development Manager; and for the MPO - the Staff Director.

- B. Resolution by Senior Agency Official:** If the conflict remains unresolved, the conflict shall be resolved by the following officials: for the Department - the District Secretary; and for the River to Sea Transportation Planning Organization - the Chairperson of the MPO.
- C. Resolution of Conflict by the Agency Secretary:** If the conflict is not resolved through conflict resolution pursuant to the provisions, "Initial Resolution" and "Resolution by Senior Agency Official" above, the conflict shall be resolved by the Secretary for the Department of Transportation or their delegate. If the MPO does not agree with the resolution provided by the Secretary for the Department of Transportation, the parties may pursue any other remedies set forth in this Agreement or provided by law.

17. Disadvantaged Business Enterprise (DBE) Policy and Obligation: It is the policy of the Department that DBE's, as defined in 49 C.F.R. Part 26, as amended, shall have the opportunity to participate in the performance of contracts financed in whole or in part with Department funds under this Agreement. The DBE requirements of applicable federal and state laws and regulations apply to this Agreement.

The MPO and its contractors and consultants agree to ensure that DBE's have the opportunity to participate in the performance of this Agreement. In this regard, all recipients and contractors shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that the DBE's have the opportunity to compete for and perform contracts. The MPO and its contractors, consultants, subcontractors and subconsultants shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts, entered pursuant to this Agreement.

18. Compliance with Federal Conditions and Laws:

- A.** The MPO shall comply and require its consultants and subconsultants to comply with all terms and conditions of this Agreement and all federal, state, and local laws and regulations applicable to this Project. Execution of this Agreement constitutes a certification that the MPO is in compliance with, and will require its consultants and subconsultants to comply with, all requirements imposed by applicable federal, state, and local laws and regulations.
- B.** The MPO shall comply with the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions," in 49 C.F.R. Part 29, and 2 C.F.R. Part 200 when applicable and include applicable required provisions in all contracts and subcontracts entered into pursuant to this Agreement.
- C. Title VI Assurances:** The MPO will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, the regulations of the U.S. Department of Transportation issued thereunder, and the assurance by the MPO pursuant thereto, including but not limited to the requirements set forth in Exhibit "C", Title VI Assurances. The MPO shall include the attached Exhibit "C", Title VI Assurances, in all contracts with consultants and contractors performing work on the Project that ensure compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21, and related statutes and regulations.
- D. Restrictions on Lobbying** The MPO agrees that to no federally-appropriated funds have been paid, or will be paid by or on behalf of the MPO, to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement. If any funds other than federally-appropriated funds have been paid by the MPO to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. The MPO shall require that the language of this paragraph be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch or a state agency.
- E.** The MPO must comply with FHWA's Conflicts of Interest requirements set forth in 23 CFR §1.33.

19. Restrictions, Prohibitions, Controls, and Labor Provisions: During the performance of this Agreement, the MPO agrees as follows, and shall require the following provisions to be included in each contract and subcontract entered into pursuant to this Agreement :

- A.** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
- B.** In accordance with Section 287.134, Florida Statutes, an entity or affiliate who has been placed on the Discriminatory Vendor List, kept by the Florida Department of Management Services, may not submit a bid on a contract to provide goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity.
- C.** An entity or affiliate who has had its Certificate of Qualification suspended, revoked, denied or have further been determined by the Department to be a non-responsible contractor may not submit a bid or perform work for the construction or repair of a public building or public work on a contract with the MPO.
- D.** Neither the MPO nor any of its contractors and consultants or their subcontractors and subconsultants shall enter into any contract, subcontract or arrangement in connection with the Project or any property included or planned to be included in the Project in which any member, officer or employee of the MPO or the entities that are part of the MPO during tenure or for 2 years thereafter has any interest, direct or indirect. If any such present or former member, officer or employee involuntarily acquires or had acquired prior to the beginning of tenure any such interest, and if such interest is immediately disclosed to the MPO, the MPO, with prior approval of the Department, may waive the prohibition contained in this paragraph provided that any such present member, officer or employee shall not participate in any action by the MPO or the locality relating to such contract, subcontract or arrangement. The MPO shall insert in all contracts entered into in connection with the Project or any property included or planned to be included in any Project, and shall require its contractors and consultants to insert in each of their subcontracts, the following provision:

"No member, officer or employee of the MPO or of the locality during his or her tenure or for 2 years thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof."

The provisions of this paragraph shall not be applicable to any agreement between the MPO and its fiscal depositories or to any agreement for utility services the rates for which are fixed or controlled by a governmental agency.

- E.** No member or delegate to the Congress of the United States shall be admitted to any share or part of this Agreement or any benefit arising therefrom.

20. Miscellaneous Provisions:

A. Public Records:

- i.** The MPO shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the MPO in conjunction with this Agreement, unless such documents are exempt from public access or are confidential pursuant to state and federal law. Failure by the MPO to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the Department.
- ii.** In addition, the MPO shall comply with the requirements of section 119.0701, Florida Statutes.

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- B. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the provisions of this Agreement..
- C. In no event shall the making by the Department of any payment to the MPO constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the MPO and the making of such payment by the Department, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.
- D. If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance, the remainder would then continue to conform to the terms and requirements of applicable law.
- E. By execution of the Agreement, the MPO represents that it has not paid and, also agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder.
- F. Nothing in the Agreement shall require the MPO to observe or enforce compliance with any provision or perform any act or do any other thing in contravention of any applicable state law. If any of the provisions of the Agreement violate any applicable state law, the MPO will at once notify the Department in writing in order that appropriate changes and modifications may be made by the Department and the MPO to the end that the MPO may proceed as soon as possible with the Project.
- G. The MPO shall comply with all applicable federal guidelines, procedures, and regulations. If at any time a review conducted by Department and or FHWA reveals that the applicable federal guidelines, procedures, and regulations were not followed by the MPO and FHWA requires reimbursement of the funds, the MPO will be responsible for repayment to the Department of all funds awarded under the terms of this Agreement.
- H. The MPO:
 - i. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by MPO during the term of the contract; and
 - ii. shall expressly require any contractor, consultant, subcontractors and subconsultants performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor or subconsultant during the contract term.
- I. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute the same Agreement. A facsimile or electronic transmission of this Agreement with a signature on behalf of a party will be legal and binding on such party.
- J. The parties agree to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.
- K. This Agreement and any claims arising out of this Agreement shall be governed by the laws of the United States and the State of Florida.

21. Exhibits: The following Exhibits are attached and incorporated into this Agreement:

- A. Exhibit "A", UPWP
- B. Exhibit "B", Federal Financial Assistance (Single Audit Act)
- C. Exhibit "C", Title VI Assurances
- D. Exhibit "D", Contract Payment Requirements

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IN WITNESS WHEREOF, the undersigned parties have executed this Agreement on the day, month and year set forth above.

MPO

Florida Department of Transportation

River to Sea TPO

MPO Name

Jack Adkins

Signatory (Printed or Typed)

Department of Transportation

Signature

Signature

Title

Transportation Development Director

Title

Legal Review

MPO

Legal Review

Department of Transportation

EXHIBIT “B”

FEDERAL FINANCIAL ASSISTANCE (SINGLE AUDIT ACT)

FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

CFDA No.: [20.205](#)

CFDA Title: HIGHWAY PLANNING AND CONSTRUCTION
Federal-Aid Highway Program, Federal Lands Highway Program

***Award Amount:** \$3,265,623.00

Awarding Agency: Florida Department of Transportation

Indirect Cost Rate: See UPWP

****Award is for R&D:** No

*The federal award amount may change with supplemental agreements

**Research and Development as defined at §200.87, 2 CFR Part 200

FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE SUBJECT TO THE FOLLOWING AUDIT REQUIREMENTS:

2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles & Audit Requirements for Federal Awards
www.ecfr.gov

FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT MAY ALSO BE SUBJECT TO THE FOLLOWING:

Title 23 – Highways, United States Code
<http://uscode.house.gov/browse.xhtml>

Title 49 – Transportation, United States Code
<http://uscode.house.gov/browse.xhtml>

MAP-21 – Moving Ahead for Progress in the 21st Century, P.L. 112-141
www.dot.gov/map21

Federal Highway Administration – Florida Division
www.fhwa.dot.gov/fldiv

Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS)
www.fsrs.gov

Exhibit “C”
TITLE VI ASSURANCES

During the performance of this Agreement, the MPO, for itself, its assignees and successors in interest (hereinafter collectively referred to as the "contractor") agrees as follows:

- (1.) Compliance with REGULATIONS:** The contractor shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") ***Title 49, Code of Federal Regulations, Part 21***, as they may be amended from time to time, (hereinafter referred to as the **REGULATIONS**), which are herein incorporated by reference and made a part of this contract.
- (2.) Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the basis of race, color, national origin, or sex in the selection and retention of sub-contractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by **Section 21.5** of the **REGULATIONS**, including employment practices when the contract covers a program set forth in **Appendix B** of the **REGULATIONS**.
- (3.) Solicitations for Sub-contractors, including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under sub-contract, including procurements of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the **REGULATIONS** relative to nondiscrimination on the basis of race, color, national origin, or sex.
- (4.) Information and Reports:** The contractor shall provide all information and reports required by the **REGULATIONS** or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation* or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such **REGULATIONS**, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the *Florida Department of Transportation*, or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, or Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5.) Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Florida Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, or Federal Motor Carrier Safety Administration may determine to be appropriate, including, but not limited to:
 - a. withholding of payments to the contractor under the contract until the contractor complies, and/or
 - b. cancellation, termination or suspension of the contract, in whole or in part.
- (6.) Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (7) in every sub-contract, including procurements of materials and leases of equipment, unless exempt by the **REGULATIONS**, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub-contract or procurement as the *Florida Department of Transportation* or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, or Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance, provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.
- (7.) Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
METROPOLITAN PLANNING ORGANIZATION AGREEMENT

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discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

Exhibit “D”
CONTRACT PAYMENT REQUIREMENTS
Florida Department of Financial Services, Reference Guide for State Expenditures
Cost Reimbursement Contracts

Invoices for cost reimbursement contracts must be supported by an itemized listing of expenditures by category (salary, travel, expenses, etc.). Supporting documentation shall be submitted for each amount for which reimbursement is being claimed indicating that the item has been paid. Documentation for each amount for which reimbursement is being claimed must indicate that the item has been paid. Check numbers may be provided in lieu of copies of actual checks. Each piece of documentation should clearly reflect the dates of service. Only expenditures for categories in the approved agreement budget may be reimbursed. These expenditures must be allowable (pursuant to law) and directly related to the services being provided.

Listed below are types and examples of supporting documentation for cost reimbursement agreements:

Salaries: Timesheets that support the hours worked on the Project or activity must be kept. A payroll register, or similar documentation should be maintained. The payroll register should show gross salary charges, fringe benefits, other deductions and net pay. If an individual for whom reimbursement is being claimed is paid by the hour, a document reflecting the hours worked times the rate of pay will be acceptable.

Fringe benefits: Fringe benefits should be supported by invoices showing the amount paid on behalf of the employee, e.g., insurance premiums paid. If the contract specifically states that fringe benefits will be based on a specified percentage rather than the actual cost of fringe benefits, then the calculation for the fringe benefits amount must be shown. Exception: Governmental entities are not required to provide check numbers or copies of checks for fringe benefits.

Travel: Reimbursement for travel must be in accordance with s. 112.061, F.S., which includes submission of the claim on the approved state travel voucher along with supporting receipts and invoices.

Other direct costs: Reimbursement will be made based on paid invoices/receipts and proof of payment processing (cancelled/processed checks and bank statements). If nonexpendable property is purchased using state funds, the contract should include a provision for the transfer of the property to the State when services are terminated. Documentation must be provided to show compliance with DMS Rule 60A-1.017, F.A.C., regarding the requirements for contracts which include services and that provide for the contractor to purchase tangible personal property as defined in s. 273.02, F.S., for subsequent transfer to the State.

Indirect costs: If the contract stipulates that indirect costs will be paid based on a specified rate, then the calculation should be shown. Indirect costs must be in the approved agreement budget and the entity must be able to demonstrate that the costs are not duplicated elsewhere as direct costs. All indirect cost rates must be evaluated for reasonableness and for allowability and must be allocated consistently.

Contracts between state agencies may submit alternative documentation to substantiate the reimbursement request, which may be in the form of FLAIR reports or other detailed reports.

The Florida Department of Financial Services, online Reference Guide for State Expenditures can be found at this web address <https://www.myfloridacfo.com/Division/AA/Manuals/documents/ReferenceGuideforStateExpenditures.pdf>.

**MEETING SUMMARY
TPO BOARD
JUNE 22, 2022**

V. ACTION ITEMS

A. REVIEW AND APPROVAL OF RESOLUTION 2022-13 ADOPTING THE FY 2022/23 TO 2026/27 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (ROLL CALL VOTE REQUIRED)

Background Information:

The TPO is required by 23 U.S.C. 134(j) Florida Statute 339.175 to develop a Transportation Improvement Program (TIP). The TIP is a program of transportation projects covering a period of five years. The TIP is developed and formally adopted by the TPO each year. It must be consistent with the Long Range Transportation Plan, and is required for projects to be eligible for funding under title 23 U.S.C. and title 49 U.S.C. Chapter 53. The TIP is developed in cooperation with FDOT, local governments, public transit operators and the public.

The TIP lists capital and non-capital surface transportation projects supported with state and/or federal funds. Also required to be included are all regionally significant projects requiring an action by FHWA or FTA regardless of funding source and projects that implement paratransit plans required for compliance with the Americans with Disabilities Act. Florida law also requires the TIP to include a list of locally and privately-funded projects for informational purposes.

The initial draft FY 2022/23 – FY 2026/27 TIP was presented to the TPO advisory committees and board for review in May and posted for public comment. TPO staff updated the draft to address the two minor comments received from FDOT. The comments received and TPO responses are provided in Appendix VI of the document. Resolution 2022-13, adopting the FY 2022/23 – 2026/27 TIP, is provided in the agenda package. The updated draft TIP can be accessed through the following link:

[Draft FY 2022/23 to FY 2026/27 Transportation Improvement Program \(TIP\)](#)

ACTION REQUESTED:

MOTION TO APPROVE RESOLUTION 2022-13 ADOPTING THE FY 2022/23 TO 2026/27 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) BY ROLL CALL VOTE

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-13

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE FY 2022/23 TO FY 2026/27 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

WHEREAS, the River to Sea 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 portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach and portions of Palm Coast and Bunnell; 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 River to Sea 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 construction-phase highway projects funded in the Transportation Improvement Program have been identified as needed projects in the River to Sea TPO's 2045 Long Range Transportation Plan and all other projects contained within the Transportation Improvement Program are consistent with the River to Sea TPO's 2045 Long Range Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED, by the River to Sea TPO that the:

1. FY 2022/23 to FY 2026/27 Transportation Improvement Program (TIP) is hereby endorsed and adopted as an accurate representation of the area's priorities developed through a continuing, cooperative and comprehensive planning process in accordance with applicable state and federal requirements; and
2. Federally-aided projects listed in the FY 2022/23 to FY 2026/27 TIP shall be initiated within the urbanized area; and
3. The Chairperson of the River to Sea TPO (or their designee) is hereby authorized and directed to submit the FY 2022/23 to FY 2026/27 TIP to the:
 - a. Florida Department of Transportation;

- b. Federal Transit Administration (FTA) (through the Florida Department of Transportation);
- c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation);
- d. Federal Aviation Administration (FAA); and the
- e. Florida Department of Economic Opportunity (DEO).

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the **22nd** day of **June 2022**.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL MEMBER BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on **June 22, 2022**.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

MEETING SUMMARY

TPO BOARD

JUNE 22, 2022

V. ACTION ITEMS

B. REVIEW AND APPROVAL OF RESOLUTION 2022-14 ADOPTING THE RIVER TO SEA TPO'S 2022 LIST OF PRIORITY PROJECTS

Background Information:

The River to Sea TPO develops eight lists of priority projects (LOPP), each representing a different category of projects. Each year, the TPO updates these lists and upon adoption, transmits the lists to the Florida Department of Transportation (FDOT) district office for use in allocating transportation funds to the area.

Two of the priority project lists – the Strategic Intermodal System projects (SIS) and the Regionally Significant and Non-SIS Roadway projects list – were updated to reflect projects listed in the Connect 2045 Long Range Transportation Plan (LRTP) which was adopted in September of 2020.

Three of the lists – the Traffic Operations, Safety, and Local Initiatives (traffic operations-focused) projects; Bicycle/Pedestrian and Local Initiatives (bicycle/pedestrian-focused) projects; and Transportation Planning Studies – are updated annually with the "Call for Projects". Project applications submitted to the TPO in these categories are reviewed and ranked by the respective subcommittees based upon the criteria developed through the subcommittees and approved by the River to Sea TPO Board.

The Shared Use Nonmotorized (SUN) Trail Projects list contains projects that are populated by the State's SUN Trail Program priorities.

The Transit projects list contains regional transit projects. The TPO defers to Votran or Flagler County Public Transportation to determine other project priorities.

The Transportation Regional Incentive Program (TRIP) Eligible Projects list contains projects that local governments have identified are ready to advance into the Work Program should funding become available, and have committed to the local match requirement, if required.

The draft 2022 List of Priority Projects (LOPP) reflects changes as a result of updates to the status of projects already on the lists (e.g., completed phase(s), updated cost estimates, etc.), as well as the incorporation of new projects received and ranked through the Annual Call for Projects.

The draft 2022 LOPP is provided through the following link:

[Draft 2022 List of Priority Projects](#)

ACTION REQUESTED:

MOTION TO APPROVE RESOLUTION 2022-14 ADOPTING THE RIVER TO SEA TPO'S 2022 LIST OF PRIORITY PROJECTS

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-14

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE 2022 LIST OF PRIORITY PROJECTS

WHEREAS, the River to Sea 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 portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach and portions of Palm Coast and Bunnell; and

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

WHEREAS, 23 U.S.C. 134 and 49 U.S.C. 5303 prescribe that the transportation planning role and responsibilities of metropolitan planning organizations especially with respect to establishing local government transportation project priorities; and

WHEREAS, the River to Sea TPO annually engages in an open, cooperative process with the local governments and the Florida Department of Transportation to develop the List of Priority Projects; and

WHEREAS, the projects included in the Priority Projects Package are known to be consistent with the River to Sea TPO's adopted Long Range Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED, by the River to Sea TPO that:

1. The River to Sea TPO hereby endorses and adopts the Priority Projects Package attached hereto as Exhibit A as an expression of the TPO's priorities for funding; and
2. The Chairperson of the River to Sea TPO (or their designee) is hereby authorized and directed to submit this resolution to the:
 - a. Florida Department of Transportation; and the
 - b. Central Florida MPO Alliance

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 22nd day of June 2022.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL MEMBER BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on June 22, 2022.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

MEETING SUMMARY

TPO BOARD

JUNE 22, 2022

V. ACTION ITEMS

C. REVIEW AND APPROVAL OF RESOLUTION 2022-15 ADOPTING THE CONGESTION MANAGEMENT PROCESS (CMP) REPORT

Background Information:

For Metropolitan Planning Organizations (MPOs) designated as Transportation Management Areas (TMAs), maintenance of a Congestion Management Process (CMP) is required under both federal and state law. This requires a systematic method to monitor and evaluate traffic operations to maintain and improve transportation efficiency and reliability.

In addition to congestion, MAP-21 (and subsequently the FAST Act) further required MPOs to monitor other indicators of transportation system performance including safety, reliability, physical condition, and environmental sustainability as part of a comprehensive performance-based planning and programming process.

The River to Sea TPO conducted an update to the CMP to define congestion management objectives, performance measures, and methods to monitor and evaluate system performance. Congestion management strategies were also identified and assessed for their expected user benefits and contributions to system performance.

A presentation of the draft Congestion Management Process report was provided at the May meeting. Agency comments received on the draft report are currently being addressed and incorporated into the final document. TPO staff will provide an overview of significant changes to the document.

ACTION REQUESTED:

MOTION TO APPROVE OF RESOLUTION 2022-15 ADOPTING THE CONGESTION MANAGEMENT PROCESS (CMP) REPORT

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-15

**RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION
ADOPTING THE 2022 CONGESTION MANAGEMENT PROCESS (CMP) REPORT**

WHEREAS, the River to Sea TPO is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; 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 River to Sea Transportation Planning Organization has developed the 2022 Congestion Management Process Report that has been provided for review and recommended for adoption by the River to Sea TPO Citizens Advisory Committee (CAC) and Technical Coordinating Committee (TCC).

NOW, THEREFORE, BE IT RESOLVED, by the River to Sea TPO that the:

1. River to Sea TPO Board has reviewed, endorsed, and adopted the 2022 Congestion Management Process Report; and the
2. Chairperson of the River to Sea TPO (or their designee) is hereby authorized and directed to submit the 2022 Congestion Management Process Report to the:
 - a. Florida Department of Transportation; and
 - 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 River to Sea TPO held on the **22nd** day of **June 2022**.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL MEMBER BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on June 22, 2022.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

MEETING SUMMARY

TPO BOARD

JUNE 22, 2022

V. ACTION ITEMS

D. REVIEW AND APPROVAL OF RESOLUTION 2022-16 ADOPTING THE RIVER TO SEA TPO'S PUBLIC PARTICIPATION PLAN (PPP)

Background Information:

The River to Sea TPO's Public Participation Plan (PPP) outlines the various ways for people to provide input into planning and decision-making and it identifies how the TPO will promote and encourage public participation. The draft PPP is being updated to include more current information and to more accurately reflect outreach activities. Changes to the PPP require a minimum 45-day public comment period which began on April 27, 2022 and ended on June 10, 2022.

TPO staff reviewed changes to the draft PPP at the April TPO Board meeting and will discuss any changes that may be made in response to public comments received at the June meeting. The draft Public Participation Plan is available on the TPO's website for your review and recommended approval at:

<https://www.r2ctpo.org/wp-content/uploads/Draft-Public-Participation-Plan-Updated-May-27-2022.pdf>

ACTION REQUESTED:

MOTION TO APPROVE RESOLUTION 2022-16 ADOPTING THE RIVER TO SEA TPO'S PUBLIC PARTICIPATION PLAN (PPP)

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-16

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE PUBLIC PARTICIPATION PLAN (PPP)

WHEREAS, the River to Sea 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 portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; 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 River to Sea Transportation Planning Organization has developed a Public Participation Plan (PPP) that has been provided for review by the general public during a 45-day period as required, the River to Sea TPO's Advisory Committees and the River to Sea TPO Board.

NOW, THEREFORE, BE IT RESOLVED, by the River to Sea TPO that the:

1. River to Sea TPO Board and advisory committees have reviewed and adopted the River to Sea TPO's Public Participation Plan (PPP); and the
2. River to Sea Transportation Planning Organization's Public Participation Plan is attached hereto as Attachment "A"; and the
3. Chairperson of the TPO (or their designee) is hereby authorized and directed to provide a copy of this resolution along with the adopted Public Participation Plan to the:
 - a. Florida Department of Transportation; and the
 - b. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and the
 - c. Federal Transit Administration (FTA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 22nd day of June 2022.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL VICE CHAIR BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on June 22, 2022.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

MEETING SUMMARY

TPO BOARD

JUNE 22, 2022

V. ACTION ITEMS

E. REVIEW AND APPROVAL OF RIVER TO SEA TPO FY 2022/23 BUDGET

Background Information:

Each year, the Budget Subcommittee of the River to Sea TPO develops a recommended budget for the upcoming fiscal year. The draft Fiscal Year (FY) 2022/23 River to Sea TPO budget was discussed and reviewed by the Budget Subcommittee on May 5, 2022 and was presented for review during the May 25, 2022 meeting of the River to Sea TPO Board.

Since the draft budget was developed, the TPO received an additional allocation of Federal Consolidated Planning Grant Funding in the amount of \$62,567 for FY 2022/23. This additional revenue has been added to the budget and highlighted in the attached updated budget tables.

ACTION REQUESTED:

MOTION TO APPROVE THE RIVER TO SEA TPO FY 2022/23 BUDGET

DRAFT
River to Sea TPO FY 22/23 Budget
With Prior Year Carryover

**River to Sea TPO
FY 22/23 Budget
Draft**

Revenue Sources

	<u>New FY 2022/23</u>	<u>Carryover From Prior Years</u>	<u>Totals</u>
<u>Federal Funds</u>			
Consolidated Planning Grant FY 22/23 (PL and FTA)	1,381,123		Increased by \$62,567
FY 18/19 and FY 19/20 UPWP Closeout - PL		170,855	
FTA-5305(d) - FY 22		237,621	
FTA-5305(d) - FY 19/FY 20 - (Estimate)		20,043	
SU-Bike/Ped Feasibility Studies (FY22/23)	100,000		
SU-Traffic Ops Feasibility Studies (FY22/23)	100,000	76,900	
	<u>1,581,123</u>	<u>\$505,419</u>	
			\$2,086,542
<u>State Funds</u>			
TD FY 22/23	30,474		
FTA-5305(d) - FY 19/FY 20 - 10% State Match	2,505		
	<u>\$32,979</u>	<u>\$0</u>	
			\$ 32,979
<u>Local Funds</u>			
FTA-5305(d) - FY 19/FY 20 - 10% Local Match	2,505		
SU-Bike Feasibility Studies-Local Match 10%	10,000		
SU-Traffic Ops Feasibility-Local Match 10%	17,960		
Interest Income	600		
Member Assessments-less FTA Matches	60,405		
	<u>\$91,470</u>	<u>\$0</u>	
			\$ 91,470
Total	<u><u>\$1,705,572</u></u>	<u><u>\$505,419</u></u>	<u><u>\$2,210,991</u></u>

**River to Sea TPO
FY 22/23 Budget
DRAFT**

	FY 21/22 *	Proposed FY 22/23	Change	
<u>REVENUES</u>				Increased
Federal Funds	1,596,372	\$2,086,542	\$490,170	by \$62,567
State Funds	31,428	32,979	1,551	
Local Funds	115,510	91,470	(24,040)	
Total Revenue	1,743,310	\$2,210,991	\$467,681	
<u>EXPENDITURES</u>				
Salaries	509,624	\$609,677	\$100,053	
Fringe Benefits	180,392	239,273	58,881	
Office/Operating Supplies	10,000	5,000	(5,000)	
Postage	5,000	3,000	(2,000)	
Office Expense (Rent, Utilities & Janitorial, etc.)	128,100	130,400	2,300	
Advertising	9,000	4,000	(5,000)	
Printing	3,000	4,000	1,000	
Conference, Workshops & Seminar Fees	6,300	6,300	0	
Professional Services Fees	160,900	51,811	(109,089)	
Dues/Memberships	6,694	7,044	350	
Publications	1,050	1,050	0	
Copy Expense	22,000	0	(22,000)	
Copy Machine Costs	21,000	18,000	(3,000)	
Travel Expenses	15,575	12,500	(3,075)	
Outreach and Educational	8,000	8,000	0	Increased
Special Studies/Consultant Support	530,268	841,297	311,029	by \$62,567
Meeting Expense	2,000	2,000	0	
Liability, Equipment & Auto Insurance	16,937	16,937	0	
Repairs/Improvements	4,000	2,000	(2,000)	
Network/Web Page Costs	37,220	102,340	65,120	
Capital Outlay (Equipment/Furniture/Computers)	5,000	10,000	5,000	
Capital Outlay (AV Upgrade)	-	75,000	75,000	
Software	5,650	6,962	1,312	
Telephone	3,600	2,400	(1,200)	
Education/ Professional Development	2,000	2,000	0	
Contingency	50,000	50,000	0	
Total Expenditures	\$1,743,310	\$2,210,991	\$467,681	
Excess of revenues over (under) expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	

* Reflects Budget as amended April 27, 2022 to reflect de-obligation of SU funds and reallocation of funds

**MEETING SUMMARY
TPO BOARD
JUNE 22, 2022**

VI. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF THE I-95 AT US 1 PROJECT DEVELOPMENT & ENVIRONMENTAL (PD&E) STUDY

Background Information:

The Florida Department of Transportation (FDOT) is conducting a Project Development and Environmental (PD&E) Study for the Interstate 95 (I-95) at US 1 interchange (exit 273) in Ormond Beach.

The I-95 at US 1 study will evaluate improvements to the I-95 interchange as well as the approximately one-mile segment of US 1 between Plantation Oaks Boulevard/Broadway Avenue and Destination Daytona Lane. The purpose of this PD&E Study is to accommodate existing and future travel demand, improve safety and enhance pedestrian connectivity by developing solutions, known as alternatives, that improve operations at the I-95 interchange and along US 1. Public involvement and agency coordination will take place throughout the study process. The I-95 at US 1 study began in August 2021 and is anticipated to take 24 months to complete.

FDOT staff will deliver presentation on the progress of the PD&E study.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD



River to Sea TPO Update

BPAC – June 8, 2022

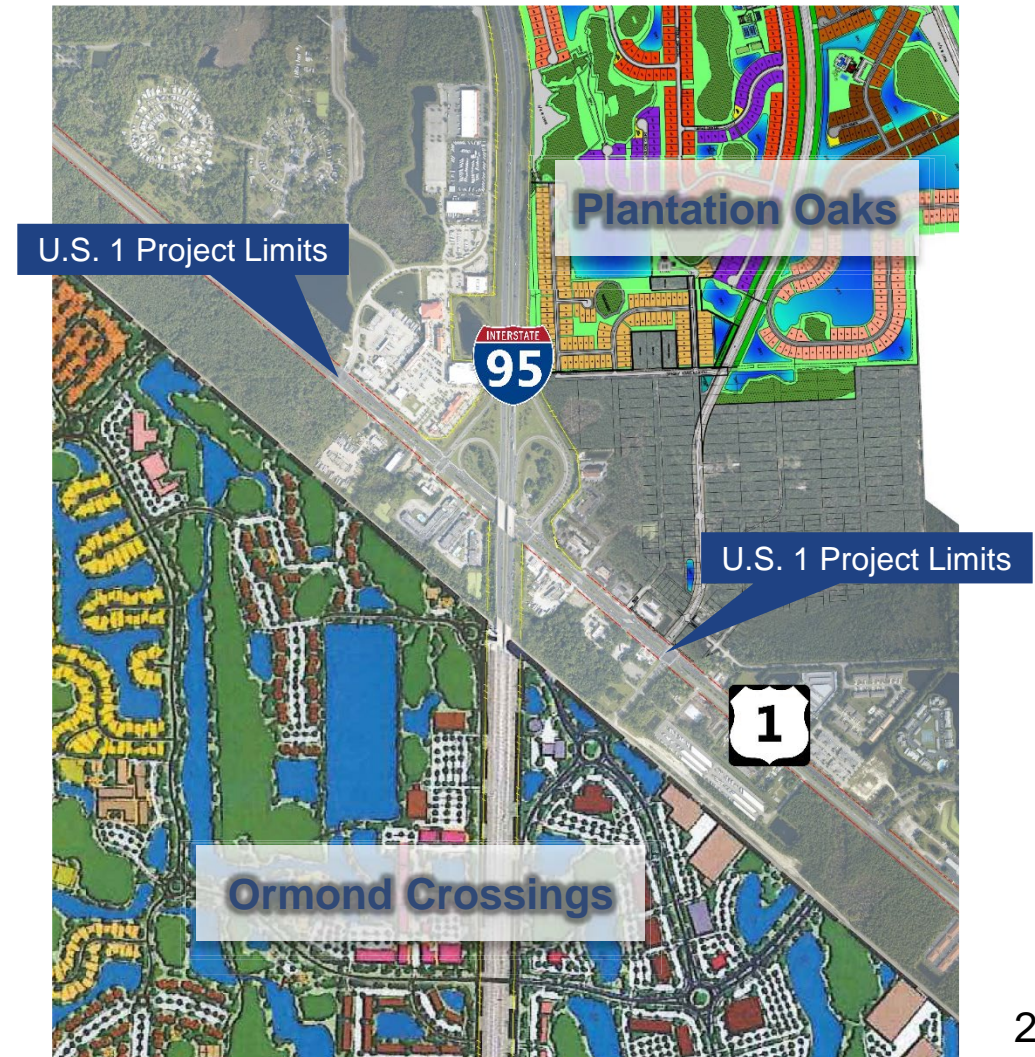
CAC / TCC - June 21, 2022

TPO Board – June 22, 2022



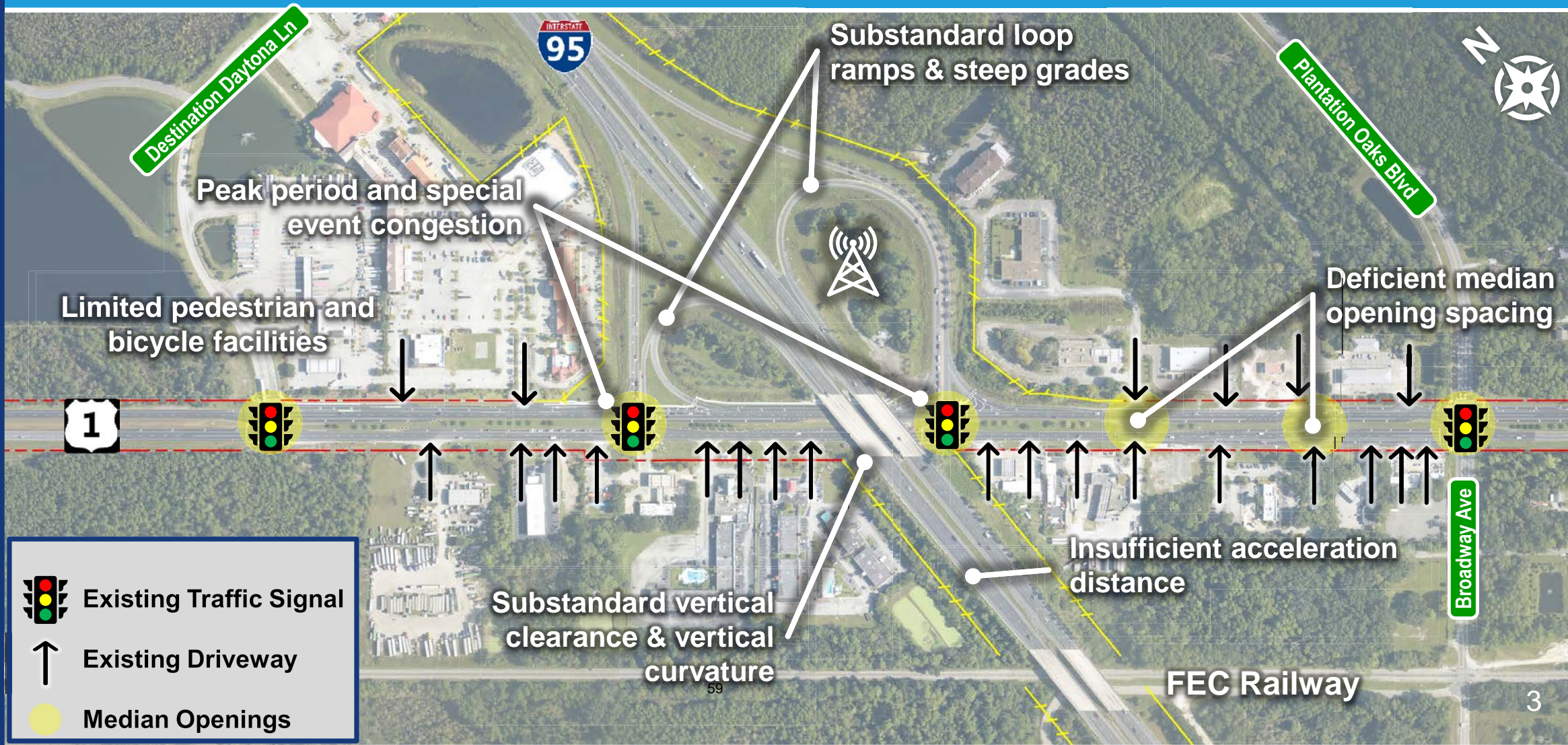
Existing & Future Characteristics

- I-95 interchange and US 1 from Plantation Oaks Blvd./Broadway Ave. to Destination Daytona Lane
- 2050 Future Traffic – No Build
 - Level of Service F
- Safety / Crashes
 - 329 crashes (2015-2019)
 - Two Fatal
- Large Developments
 - Ormond Crossings
 - Plantation Oaks





Existing Characteristics





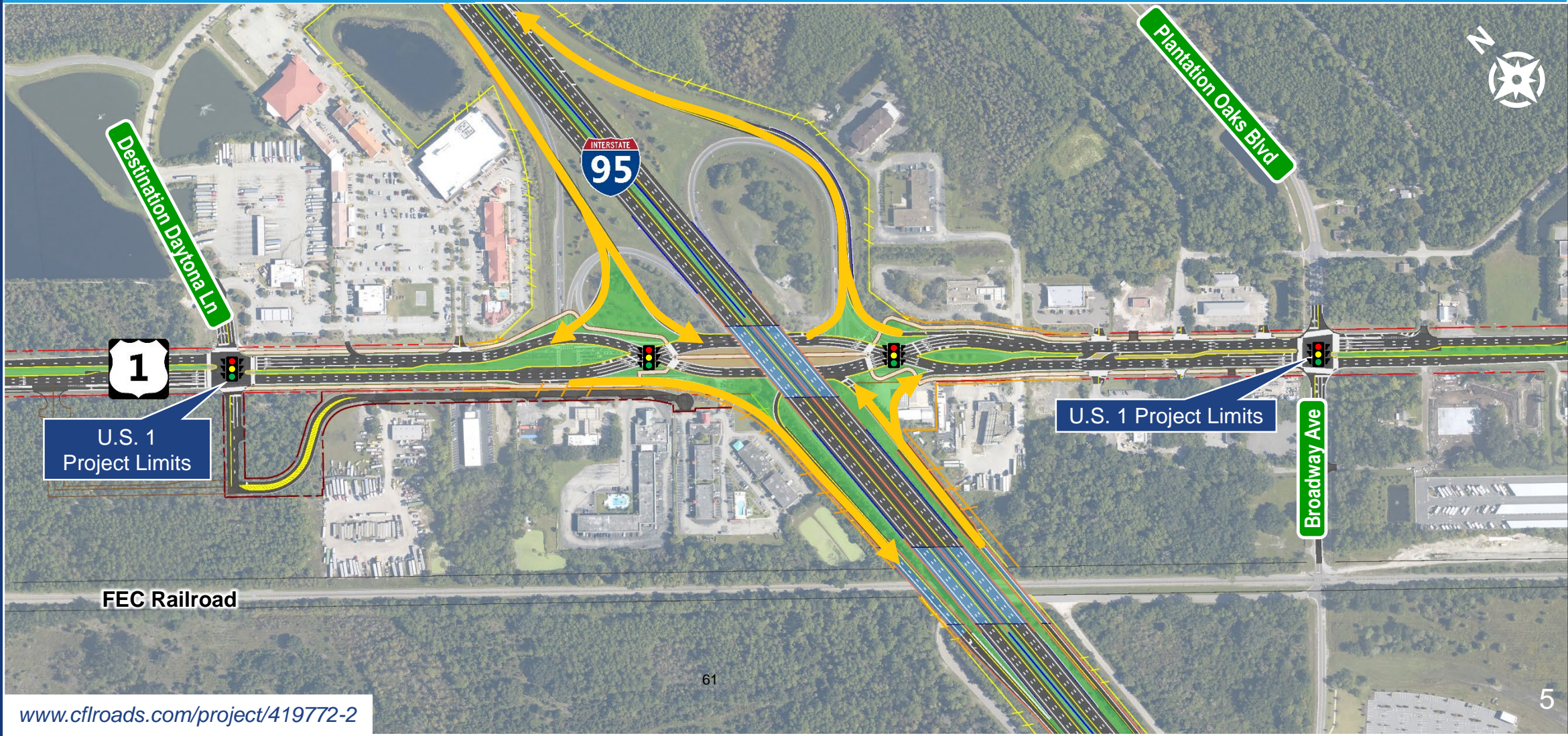
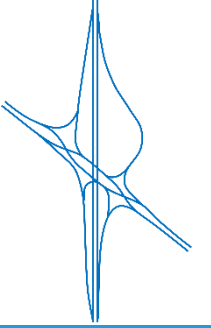
- **What is the purpose of the study?**
 - Accommodate the existing and future travel demand
 - Improve safety
- **Why is the project needed?**
 - Reduce congestion and improve mobility
 - Enhance safety for all travel modes





**I-95 AT
U.S. 1**
INTERCHANGE
PD&E STUDY

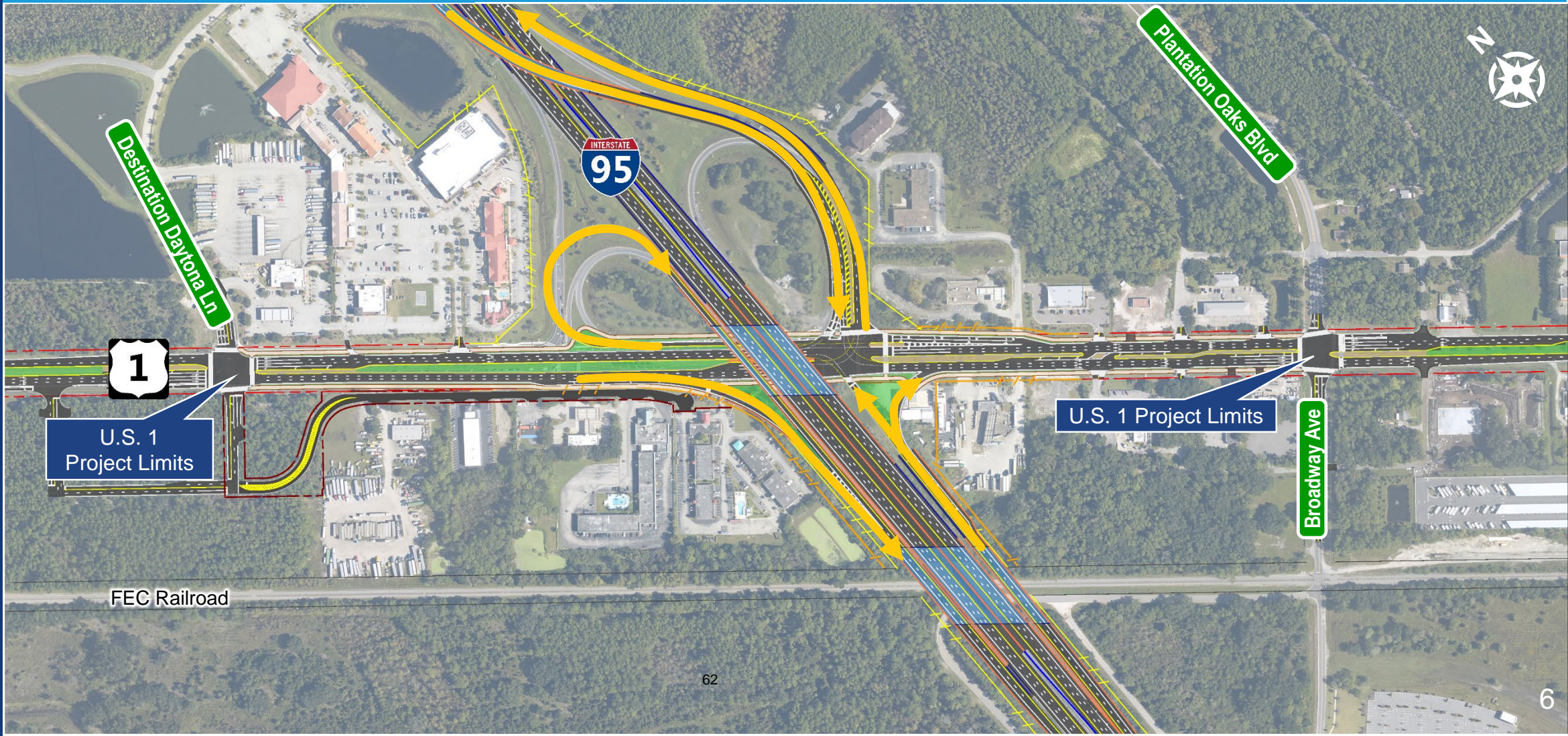
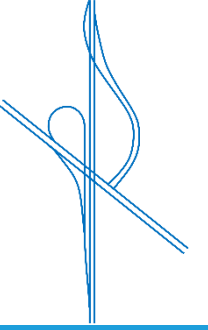
Diverging Diamond Interchange (DDI) Alternative





**I-95 AT
U.S. 1**
INTERCHANGE
PD&E STUDY

Offset Intersection (Offset) Alternative

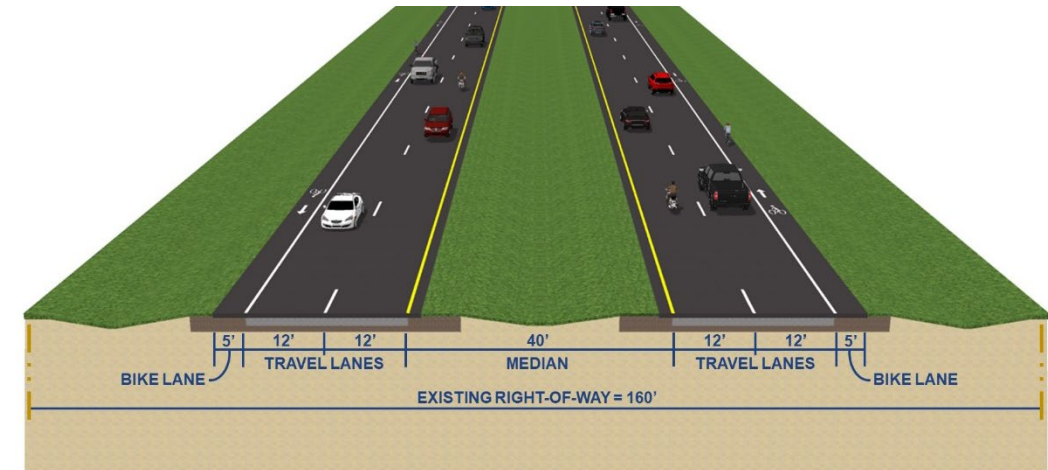




• Existing:

- Two-lanes in each direction
- Open drainage system
- Partial bicycle and pedestrian network

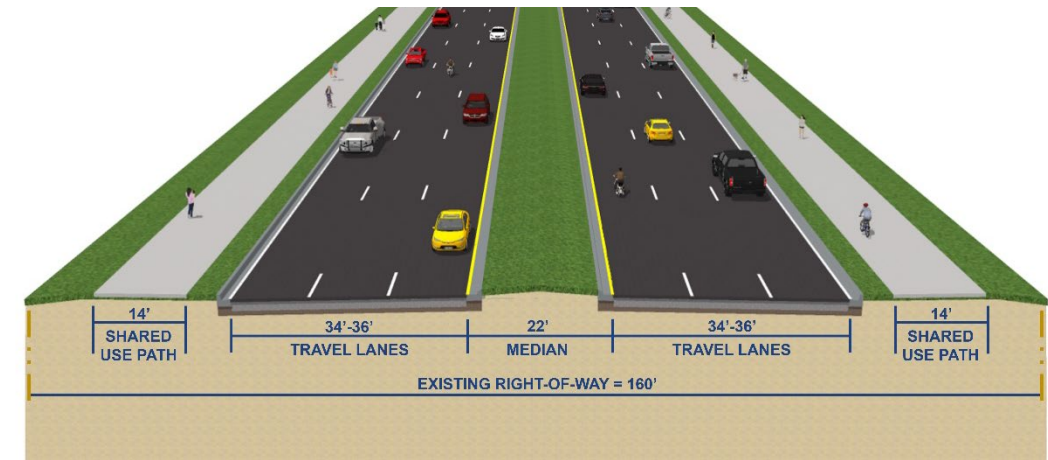
Existing U.S. 1 Typical Section



• Proposed:

- Three-lanes in each direction
- Curb and gutter drainage system
- 14-foot-wide shared-use paths

Proposed U.S. 1 Typical Section





FDOT Project Manager

Mark Trebitz, P.E.
Project Development Manager
District 5 - PLEMO



719 S. Woodland Blvd. MS 501
DeLand, FL 32720



Phone: (386) 943-5157



Email: mark.trebitz@dot.state.fl.us

Jesse Blouin, AICP
Project Manager



719 S. Woodland Blvd. MS 501
DeLand, FL 32720



Phone: (386) 943-5167



Email: jesse.blouin@dot.state.fl.us

Public Meeting: June 21st at 5:30 pm
at The Chapel in Ormond Beach
See flier for more details

Project Website: <https://www.cflroads.com/project/419772-2>

**MEETING SUMMARY
TPO BOARD
JUNE 22, 2022**

VI. PRESENTATIONS AND DISCUSSION ITEMS

B. PRESENTATION AND DISCUSSION OF THE I-4 TRUCK PARKING SITE SELECTION PROJECT DEVELOPMENT & ENVIRONMENTAL (PD&E) STUDY

Background Information:

The Florida Department of Transportation (FDOT) is conducting a Truck and Freight Parking Project Development and Environmental (PD&E) Study along the I-4 corridor in Osceola, Orange, Seminole, and Volusia Counties.

The purpose of the PD&E study is to review, refine, and recommend viable alternative sites for truck and freight parking along the I-4 corridor for private and public operator use. Each potential site will be evaluated for operational and safety needs for existing and future transportation demand.

FDOT staff will deliver a presentation on the progress of the PD&E study.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD



Florida Department of
Transportation (FDOT)

Truck and Freight Site Analysis Project Development & Environment (PD&E) Study

Interstate 4 (District 5)

Financial Project Identification (FPID) No.: 447724-1

National Truck Parking Need

40%

SAFETY

Of truck drivers spend over an hour searching for a place to park.

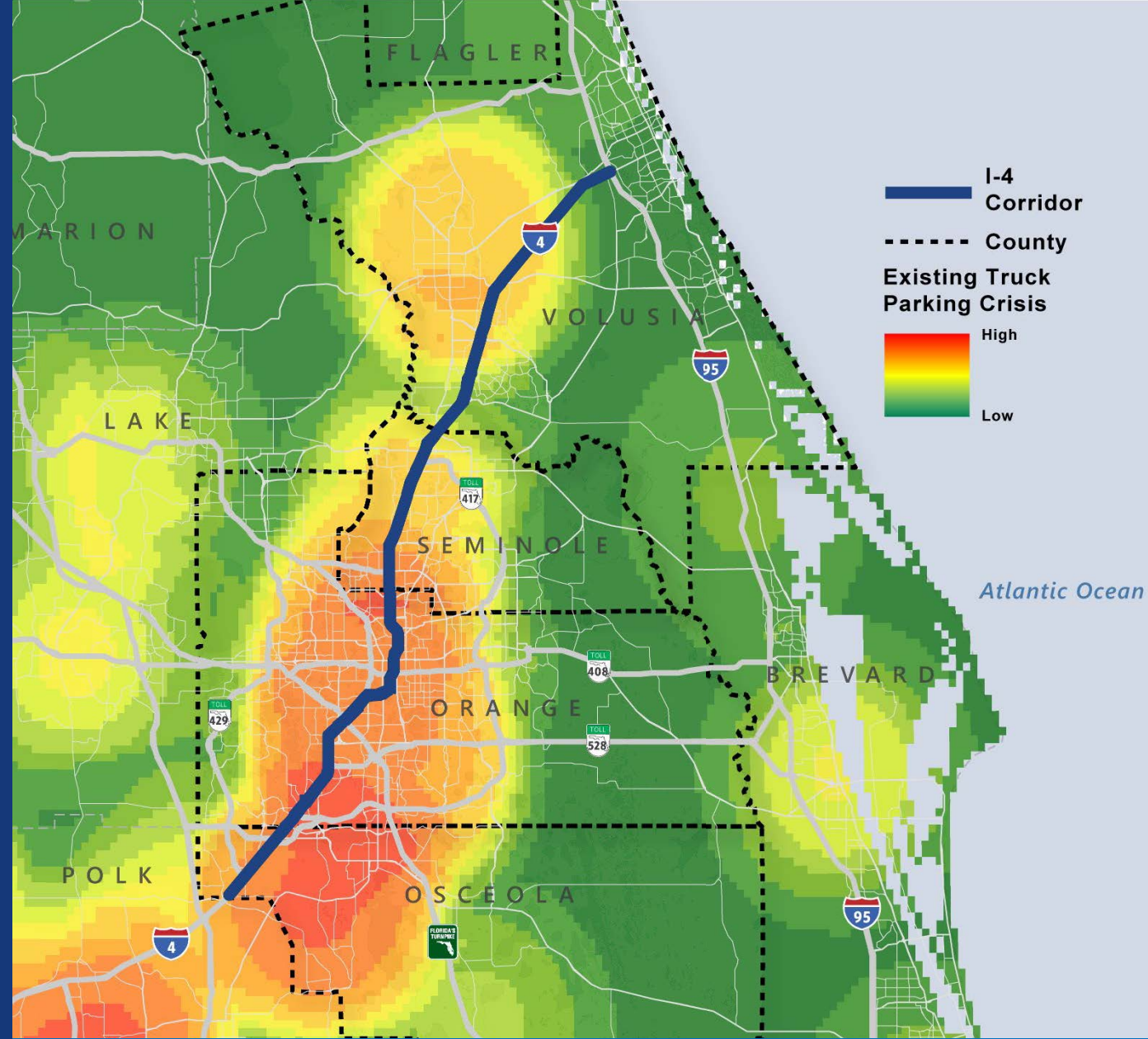
\$5.1B

ECONOMICS

Annual loss in revenue due to lack of truck parking (wasted fuel, time lost, additional maintenance, associated crashes, etc.)

Source: TruckerPath (national statistics)





I-4 Truck Parking Need

36

Current Available Spaces

481

Current Existing Demand

750

2025 Demand

883

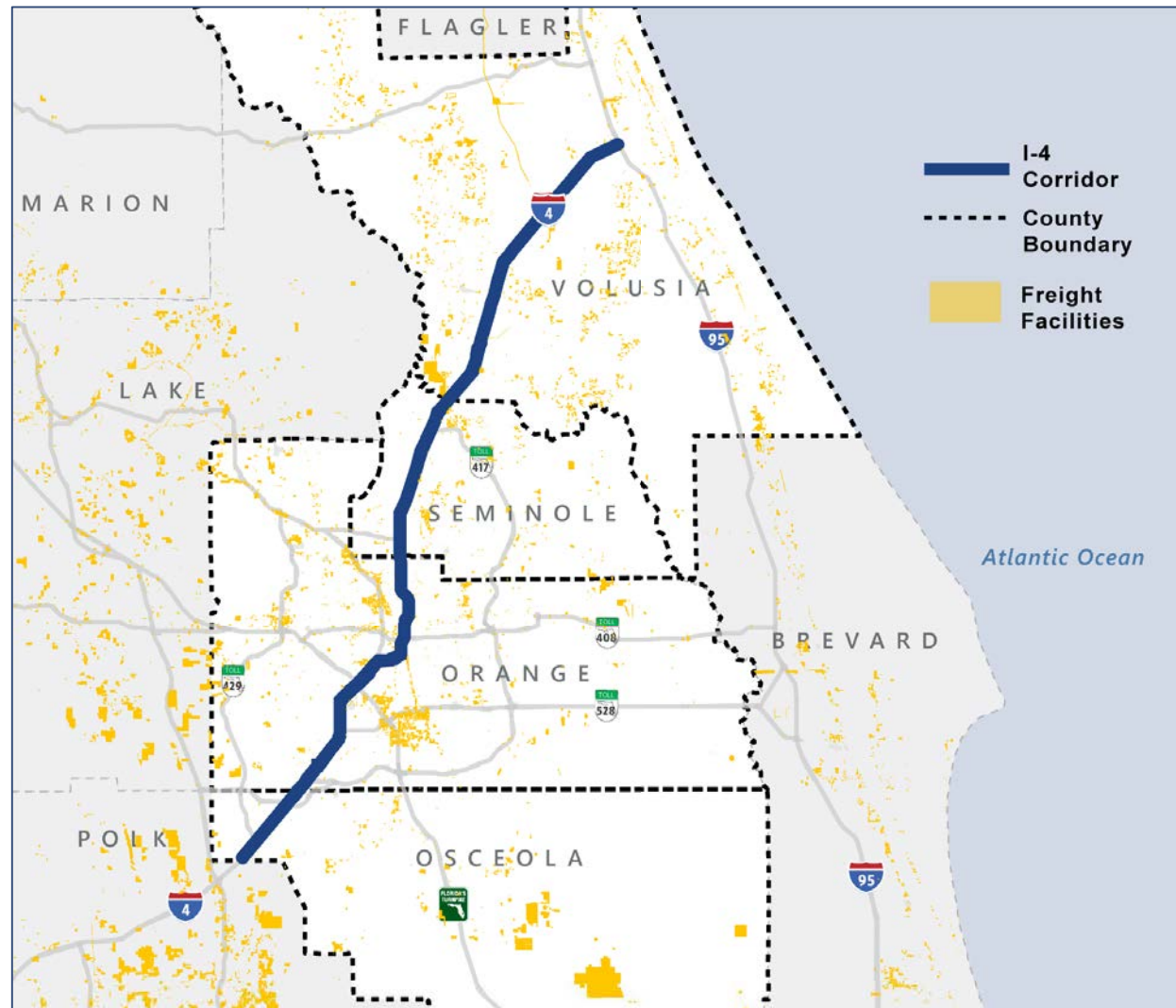
2040 Demand

I-4 corridor (D5) has the highest unmet truck parking demand in the state

Purpose and Need

Identify, evaluate, and recommend viable candidate truck parking sites near the D5 I-4 corridor for public and/or private development.

We are here

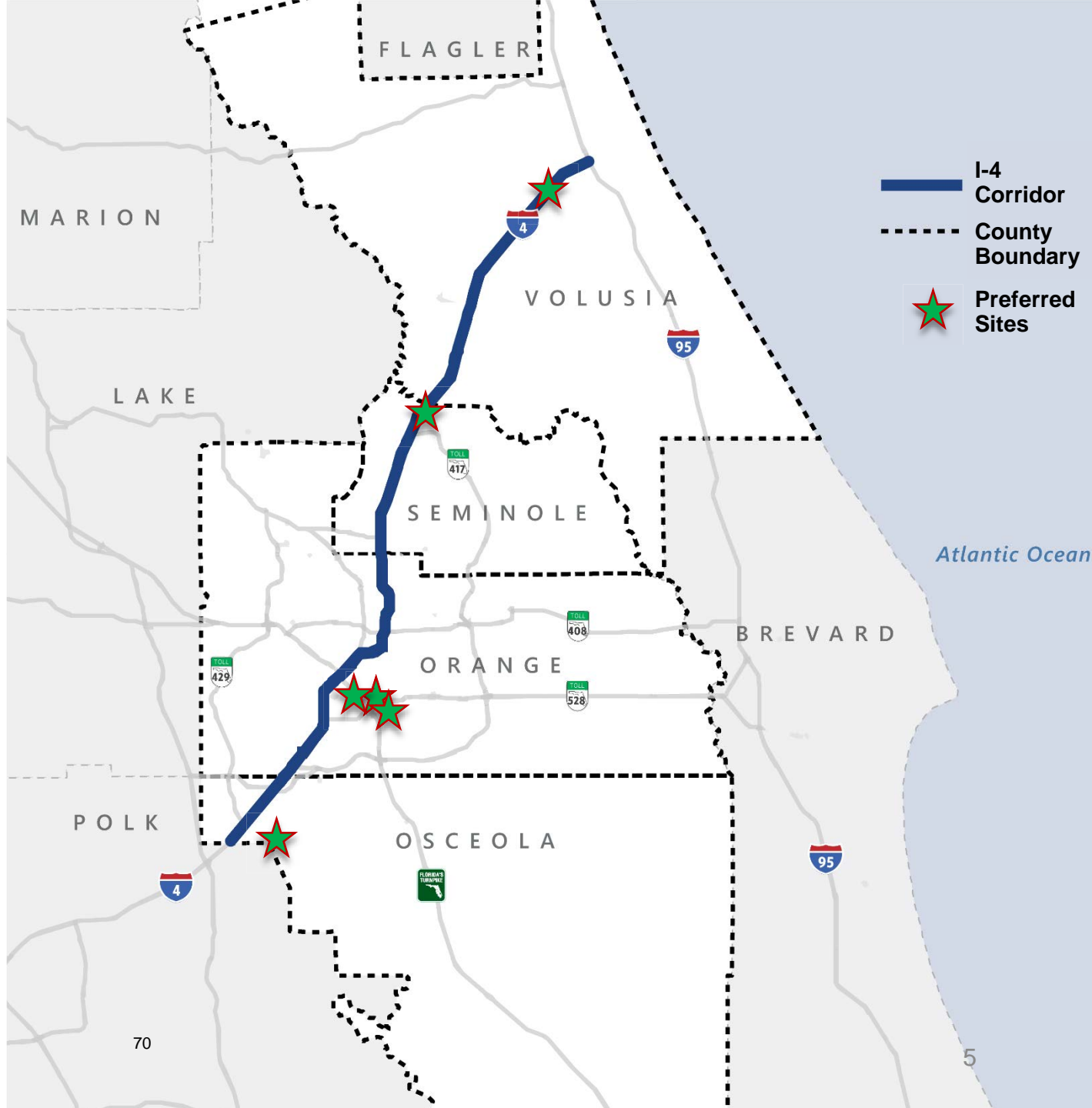


Preferred Sites

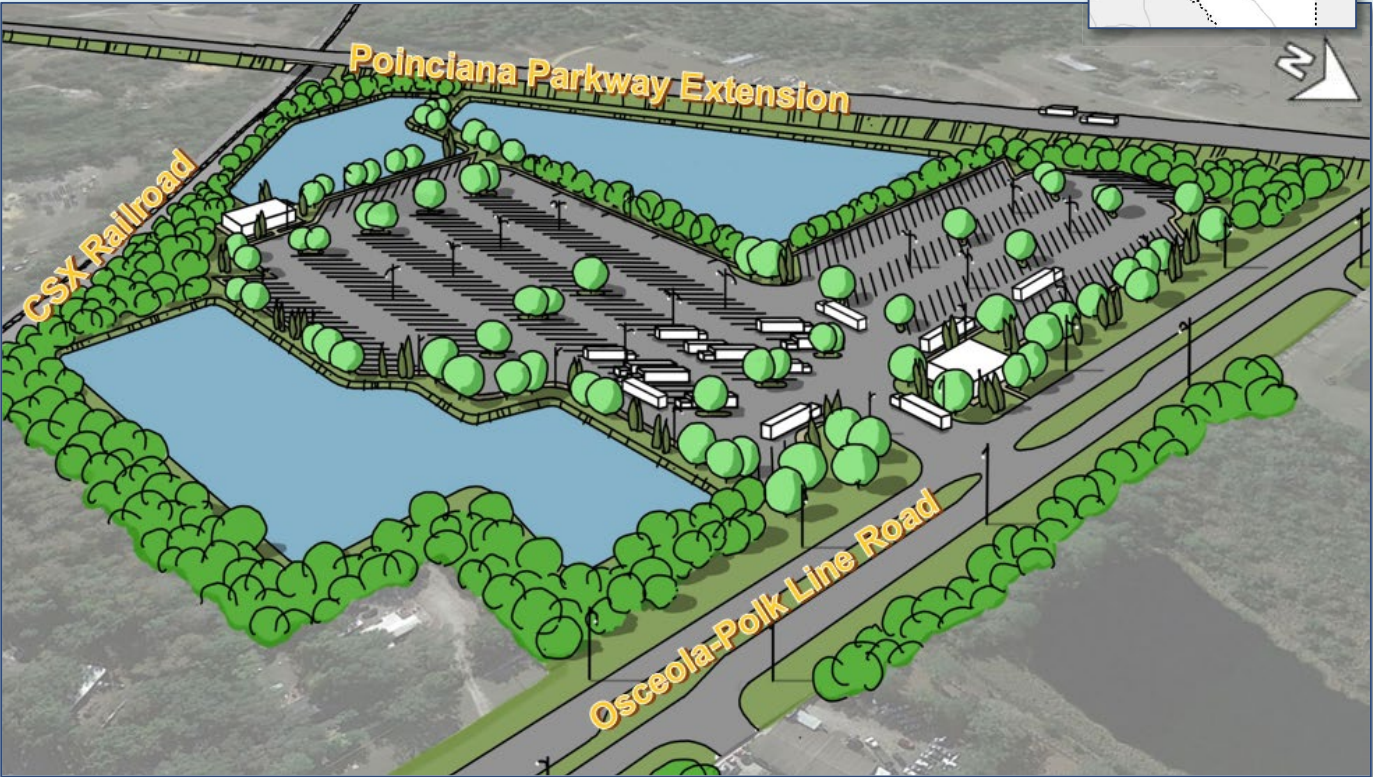
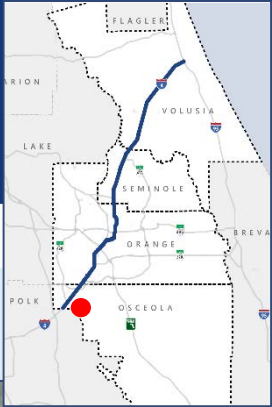
4
COUNTIES

*Osceola County, Orange County,
Seminole County, Volusia County*

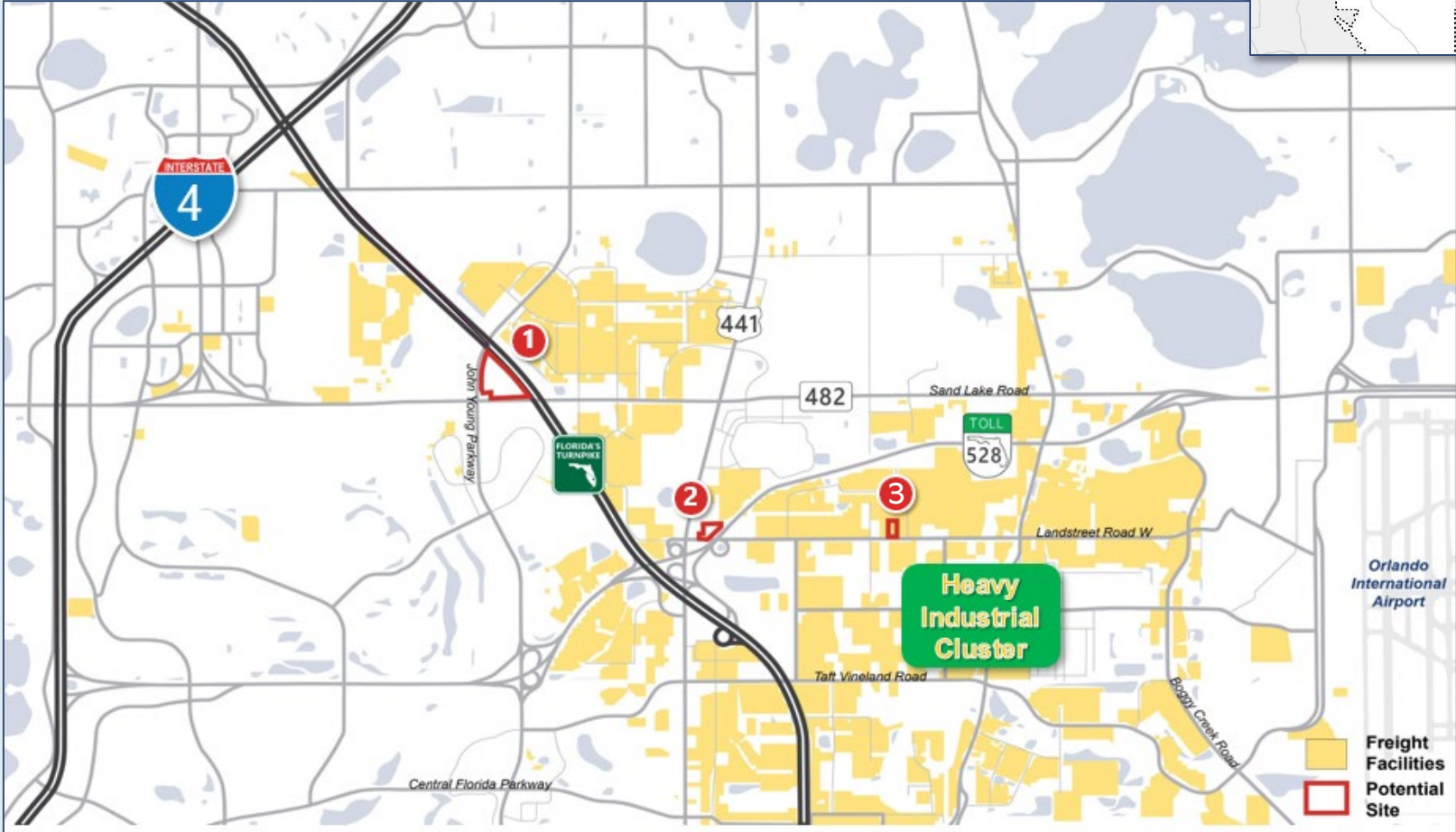
6
SITES



Osceola County Preferred Site – *Osceola-Polk Line Road*



Orange County Preferred Sites



Orange County Site #1
Sand Lake Rd at John Young Pkwy

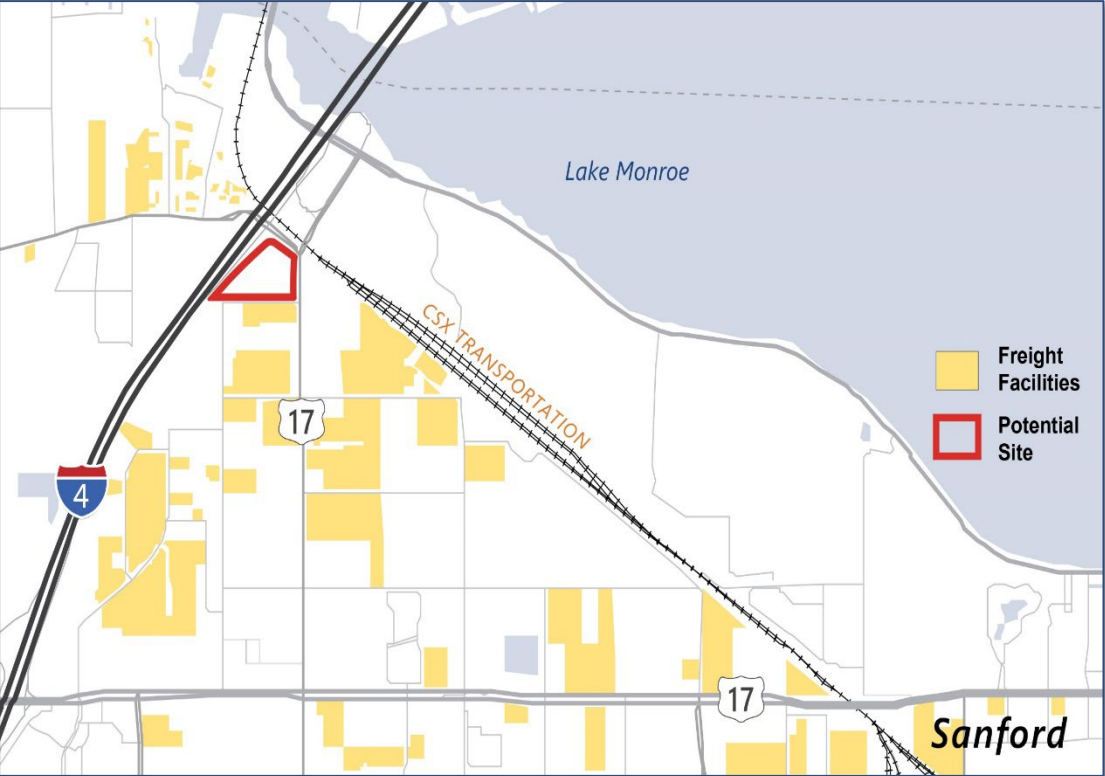


Orange County Site #2
W Landstreet Rd, Adjacent to SR 528

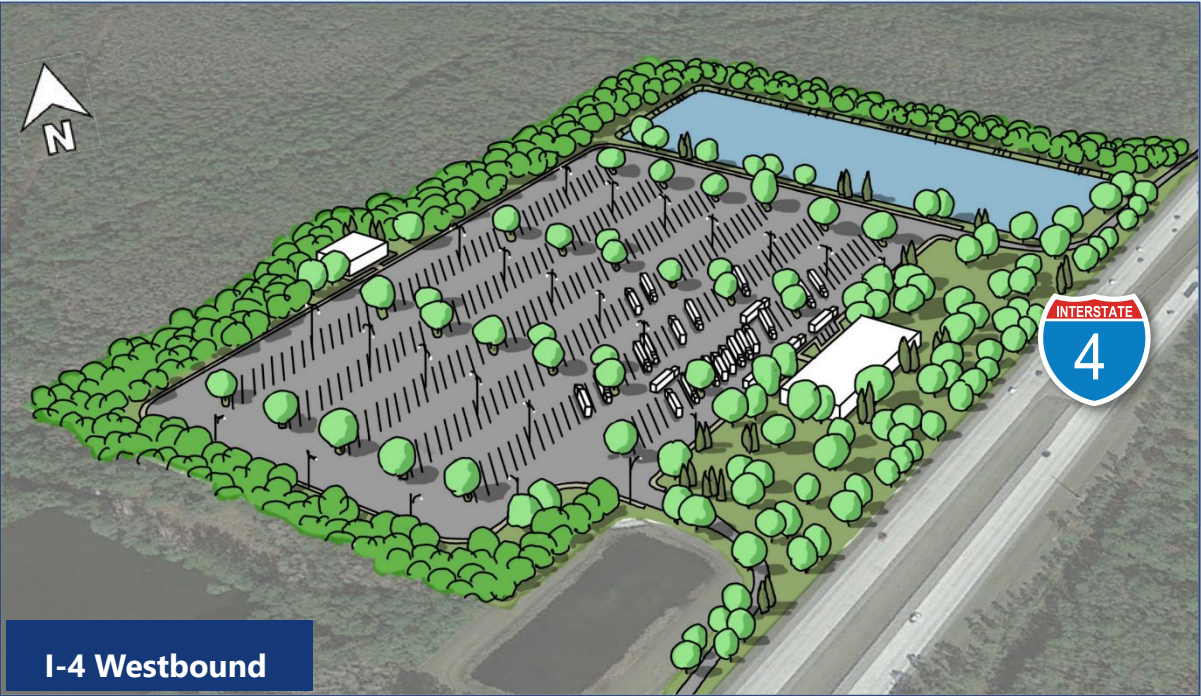
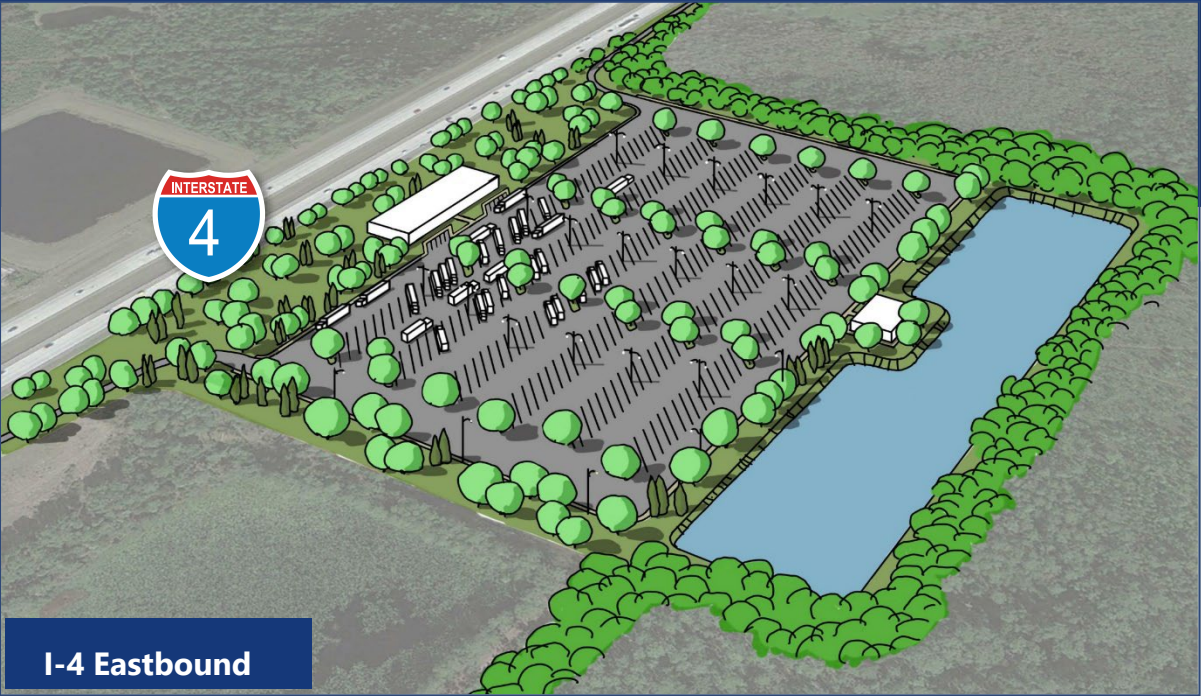
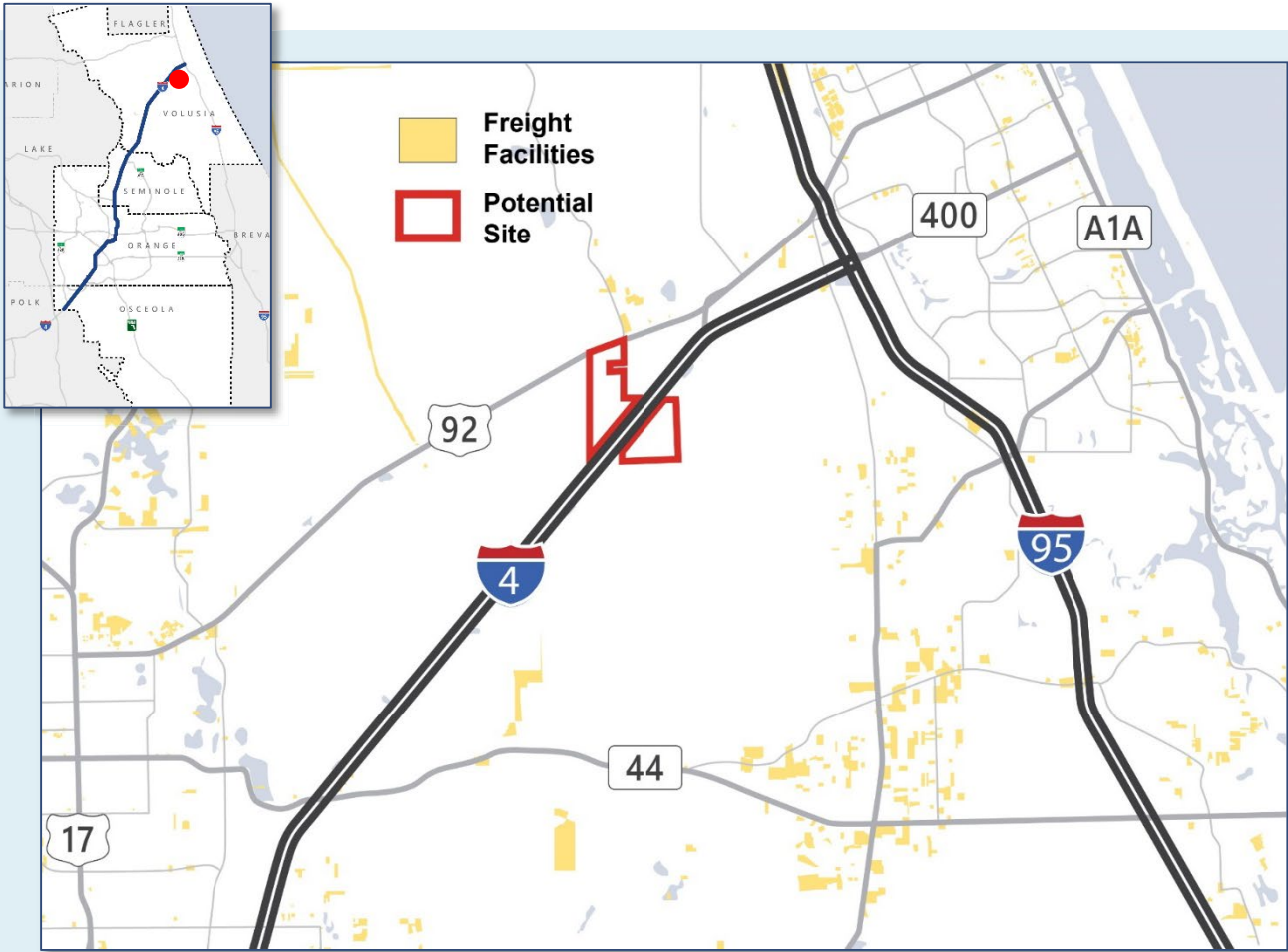


Orange County Site #3
W Landstreet Rd, East of SR 528

Seminole County Preferred Site – I-4 at US 17/92



Volusia County Preferred Site



Contact

**For additional information,
please contact:**

Mark Trebitz, P.E.

FDOT Project Manager

Phone: 386-943-5157

Mark.Trebitz@dot.state.fl.us

Upcoming Public Meetings:

- **Osceola: June 23rd at 5:30 pm** (Osceola County Welcome Center & History Museum)
- **Volusia: June 30th at 5:30 pm** (Volusia County Fairgrounds)

Project Website: <https://www.cflroads.com/project/447724-1>

**MEETING SUMMARY
TPO BOARD
JUNE 22, 2022**

VI. PRESENTATIONS AND DISCUSSION ITEMS

C. PRESENTATION AND DISCUSSION OF THE BIPARTISAN INFRASTRUCTURE LAW AND FUNDING OPPORTUNITIES

Background Information:

The Bipartisan Infrastructure Law (BIL) (also known as the Infrastructure Investment and Jobs Act (IIJA)), signed into law by the President in November of 2021, is the largest long-term investment in our infrastructure and economy in our Nation's history. It provides \$550 billion over five years in new federal investment in infrastructure, including roads, bridges, mass transit, water infrastructure resilience and broadband.

As funding opportunities become available, it is important for our region to be ready to access these funds by identifying funding programs to target and developing a project pipeline for targeted funds. This effort will require coordination between the TPO, local governments and FDOT. In order to initiate the conversation, TPO Staff will provide a general overview of the Bipartisan Infrastructure Law and identify discretionary grant programs that are eligible for TPO, local agencies and FDOT applications.

Additional information and guidance can be found through the following link:

<https://www.fhwa.dot.gov/bipartisan-infrastructure-law/>

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

**MEETING SUMMARY
TPO BOARD
JUNE 22, 2022**

VI. PRESENTATIONS AND DISCUSSION ITEMS

D. FDOT REPORT

Background Information:

Ms. Anna Taylor, Florida Department of Transportation (FDOT) will be present to answer questions regarding projects on the FDOT Construction Status Report.

The Construction Status Report is provided for your information.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

Volusia and Flagler Counties Project Status Update as of May 30, 2022

The following is a brief status update on major FDOT road construction projects in Volusia and Flagler counties as of the May cutoff. The next cutoff date is June 30, 2022. Information is also available on www.cflroads.com. For questions, please contact Anna Taylor at 386-943-5499 or via email at Anna.Taylor@dot.state.fl.us.

VOLUSIA COUNTY

Current Projects:

448889-1 North Causeway Bridge (S.R. 44) over Indian River Submarine Cable Replacement, Bridge #790172

- Contract: E59A3
- Project Start: May 2022
- Estimated Completion: Late Fall 2022
- Contractor has taken over tending of the bridge and is preparing to start work.

443433-1 International Speedway Boulevard (U.S. 92/S.R. 600) Resurfacing from North Alabama Avenue to east of North Kepler Road (C.R. 4101)

- Contract: E57A1
- Project Start: March 2022
- Estimated Completion: Spring 2023
- Contractor is working on grading for sidewalk and curb reconstruction.

443815-1 SR 40 Milling & Resurfacing from east of Rodeo Road to Bayberry Drive

- Contract: T5733
- Project Start: March 2022
- Estimated Completion: Early 2023
- Contractor is working on signalization and concrete sidewalk work

Improve Safety, Enhance Mobility, Inspire Innovation
www.fdot.gov

443813-1 & 447134-1 U.S. 1 (S.R. 5) Milling & Resurfacing from the Brevard County Line to South Street

- Contract: T5727
- Project Start: March 2022
- Estimated Completion: Early 2023
- Contractor is working on paving operations.

441682-1 Concrete Slab Replacement on U.S. 92 (S.R. 600), U.S. 1 (S.R. 5), U.S. 17-92 (S.R. 15), and S.R. 44

- Contract: E5X08
- Project Start: March 2022
- Estimated Completion: Late 2022
- Contractor is working on concrete slab replacement on International Speedway Boulevard (U.S. 92/S.R. 600) in Daytona and Deland

441132-1 S.R. 442 (Indian River Blvd) Resurfacing from I-95 to U.S. 1

- Contract: E57A4
- Project Start: February 2022
- Estimated Completion: Early 2023
- Contractor is working on sidewalk and curb reconstruction.

441134-1 S.R. 15A (Spring Garden Avenue) Resurfacing from South of Plymouth Avenue to International Speedway Boulevard (C.R. 92)

- Contract: E56A2
- Project Start: December 2021
- Estimated Completion: Spring 2022
- This project has been final accepted

427957-1 I-95 & I-4 Highway Lighting Replacement

- Contract: E5X79
- Project Start: December 2021
- Estimated Completion: Summer 2022
- This project is awaiting final acceptance.

434411-1 I-4 (S.R. 400) Resurfacing from west of C.R. 4139 to east of S.R. 44

- Contract: T5719
- Project Start: November 2021
- Estimated Completion: Late 2022
- Contractor is paving the eastbound and westbound travel lanes of I-4

442932-1 S.R. 44 Operations and Safety Improvements from SB I-95 to Florida Memorial Medical Parkway

- Contract: T5700
- Project Start: July 2021
- Estimated Completion: Late Spring 2022
- Contractor is working on wrong way driving system testing at the I-95 and S.R. 44 interchange.

436325-2 ITS and Signing Improvements on S.R. 5A, S.R. 40, S.R. 44, S.R. 400, S.R. 421, U.S. 92., S.R. 430, S.R. 483, and LPGA Blvd.

- Contract: E53A8
- Project Start: June 2021
- Estimated Completion: Summer 2022
- Contractor is installing conduit, pull boxes, and LED informational signs at various intersections throughout the project.

441133-1 Resurfacing I-95 from south of Dunn Avenue to Airport Road

- Contract: T5704
- Project Start: March 2021
- Estimated Completion: Summer 2022
- Contractor is conducting bridge work on the LPGA Blvd overpass at I-95 and continuing paving operations on the I-95 northbound and southbound travel lanes, on-ramps, and off-ramps.

429556-1 S.R. 44 Over the St. John's River Bridge Replacement

- Contract: T5706
- Project Start: July 2020
- Estimated Completion: Late 2023
- Contractor is working on pouring pier footing, pier footing repair, and fender system work for the new bridge

FLAGLER COUNTY

Current Projects:

445309-2 I-95 Weigh Station Lighting Project in Flagler County

- Contract: E55A1
- Project Start: September 2021
- Estimated Completion: Late Spring 2022
- This project has been final accepted

**MEETING SUMMARY
TPO BOARD
JUNE 22, 2022**

VII. INTERIM EXECUTIVE DIRECTOR'S REPORT

VIII. RIVER TO SEA TPO BOARD MEMBER COMMENTS

IX. RIVER TO SEA TPO CHAIRPERSON COMMENTS

X. INFORMATION ITEMS

- Bicycle/Pedestrian Advisory Committee Attendance Record – 2022
- Citizens Advisory Committee Attendance Record – 2022
- Technical Coordinating Committee Attendance Record – 2022
- May/June TPO Outreach and Activities
- Volusia and Flagler Counties Construction Reports

XI. ADJOURNMENT

***The next River to Sea TPO Board meeting will be August 24, 2022**

BPAC Attendance Record 2022

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Holly Ryan/Doug Hall	x v	exc	exc	exc	x p	x p							Daytona Beach (appt. 3/12) (alt. appt. 02/14)
Terry Lodge	x p	x p	x p	x p	x p	x p							DeBary (appt 8/2020)
Ted Wendler Vice Chairperson	abs	x p	x p		x p	x p							DeLand (appt. 05/11)
Luis Leal	x p	x p	x v	x v	x p	x v							Deltona (appt 11/2021)
Paul Eik	x p	exc	exc	x p	x p	exc							Flagler Beach (appt. 7/14) (alt appt 9/18)
Larry Coletti/Andy Dodzik	x p	x p	x p	x p	x v	x p							Flagler County (appt 2/16)(re-appt 3/22)
Thomas Ryan	x p	x v	abs	abs	x v	x v							Holly Hill (appt 9/19) (alt appt 5/2021)
Patrick McCallister		x v	abs	x v	x v	x v							Lake Helen (appt 2/22)
Nic Mostert	x p	exc	x p	x p	x p	exc							New Smyrna Beach (appt. 03/15)
Bob Storke	x p	x p	x p	x p	x p	x p							Orange City (appt. 12/07)
Gayle Belin	x p	x p	x p	x p	x p	x p							Ormond Beach (appt. 01/15 - 07/16)
Danielle Anderson/Andrew Dodzik	x p	x p	exc	x p	exc	x p							Palm Coast (Appt. 02/16) (Alt appt 9/19)
Mark Oebbecke/Nancy Epps	x p	xp xv	xp xv	xp xv	x p	xp xv							Ponce Inlet (Appt 12/2020) (alt appt 8/2021)
Christy Gillis	exc	x p	x v	exc	x v	exc							South Daytona (appt. 01/16)
Roy Walters/Jason Aufdenberg Chairperson	xv xp	xv xp	x p	xp xp	x p	xp xp							Volusia County At-Large (appt. 03/05) (alt. appt 07/12)
Maggie Ardito/Emery Jeffreys		x v	x v	x p	x p	xv xp							Volusia County D-1 (appt. 2/22) (alt 5/22)
Tim Grigsby	x v	exc	x p	x v	x v	x p							Volusia County D-4 (appt 4/2021)
Chris Daun	x p	x p	x p	x v	exc	exc							Volusia County Chair (appt 3/2021)
Adam Mengel (non-voting)	abs	abs	abs	abs	abs	abs							Flagler County (appt. 8/15/2021)
Gwen Perney (non-voting)	x v	x v	x v	x v	x v	x v							Large City - Port Orange
John Cotton/Edie Biro (non-voting)	x v	x v	x v	x p	x v	exc							Votran (appt. 07/13)(alt. appt. 02/16)
Melissa Winsett/Terri Bergeron (non-voting)	x p	abs	x p	exc	x p	abs							Volusia County (02/14)
Rob Brinson (non-voting)	abs	abs	abs	abs	abs	abs							Volusia County School Board (appt. 01/16)
Stephanie Moss (non-voting)	x p	x v	exc	x v	x v	exc							FDOT (appt 11/19)
PHYSICAL QUORUM	Y	Y	Y	Y	Y	Y							

Vacancies

Beverly Beach
 Bunnell
 Daytona Beach Shores
 Edgewater
 Flagler County School Board
 Flagler County Transit
 Oak Hill
 Pierson
 Port Orange
 Volusia County D-2
 Volusia County D-3
 Volusia County D-5

LEGEND

x = present
 p = present physically
 v = present virtually
 abs = absent (unexcused)
 exc = excused

CAC Attendance Record 2022

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Shawn Collins/Emily Nice	x v	x p	x p	x p	x v								Daytona Beach (appt 6/2021) (alt appt 6/2021)
Janet Deyette	x p	x p	exc	x p	x p								Deltona (appt. 11/10)
Erika Benfield	abs	abs	x v	x v	x v								DeBary (appt 11/2020)
Kerry Karl (FY 2021/22 Chairperson)	x p	x p	exc	x p	x p								DeLand (appt 3/2021)
Ed Fendley	x p	exc	x p	x p	x p								Flagler Beach (appt 3/2021) (alt appt 10/2021)
Marcia Stevens Foltz	x p	x p	x p	exc	abs								Flagler County (appt 2/18)
Heidi Petito	abs	abs	abs	abs	abs								Flagler County Transit (appt 9/14)
Gilles Blais	x p	x p	x p	x p	x p								Holly Hill (appt. 11/07) (Reap. 02/13)
Rick Basso/Linda Provost	abs	abs	abs	abs	abs								Lake Helen (appt 6/19) (alt 0)
Nora Jane Gillespie	x v	exc	x v	exc	x v								New Smyrna Beach (appt 12/14)
Bob Storke	x p	x p	x p	x p	x p								Orange City (appt. 1/08)
Fred Heyne	x p	x p	x p	x p	x p								Ormond Beach (appt 12/21)
Alan Peterson	x v	x p	x p	x p	x p								Palm Coast (appt. 03/15)
Susan Elliott/Paul Martel	x p	exc	xv xp	x p	x p								Pierson (appt. 3/06)
Joe Villanella	x p	x p	x p	x p	x p								Ponce Inlet (appt)
Jack Delaney	x p	abs	abs	exc	x p								South Daytona (appt. 04/16)
Bobby Ball	x p	x p	x v	x p	x v								Port Orange (appt. 12/02)
Dave Castagnacci (FY 2021/22 Vice Chair)	x p	x p	x p	x p	x p								Volusia County Chair (appt 05/19)
Elizabeth Alicia Lendian	x p	exc	abs	exc	x p								Volusia County At-Large (appt. 05/13)
Patricia Lipovsky	abs	exc	exc	abs	exc								Volusia County D-2 (appt 4/17)
Edie Biro/John Cotton	x p	x p	x p	x p	x p								Votran (appt. 02/16) (alt. appt. 07/13)
Faith Alkhatib (<i>non-voting</i>)	abs	abs	abs	abs	abs								Flagler County Traffic Engineering (appt 9/14)
Melissa Winsett/Sean Castello (<i>non-voting</i>)	x p	xp xp	x p	xp	x p								Volusia County Traffic Engineering (appt 10/11) (alt 5/21)
Anna Taylor/Tyler Burgett (<i>non-voting</i>)	x p	x p	x p	x p	x p								FDOT District 5 (appt 10/2020) (alt 11/21)
PHYSICAL QUORUM	Y	Y	Y	Y	Y								

Vacancies

Bunnell
 Beverly Beach
 Daytona Beach Shores
 Edgewater
 Flagler County School Board
 Oak Hill
 Volusia County School Board
 Volusia County D-1
 Volusia County D-3

Legend

x = present
 p = present physically
 v = present virtually
 abs = absent (unexcused)
 exc = excused

TCC Attendance Record 2022

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Andrew Holmes/Brian Woodworth	x p	x p	x p	x p	x p								Daytona Beach (11/18) (alt 6/2021)
Stewart Cruz	exc	x v	abs	abs	x v								Daytona Beach Shores (appt. 10/04)
Mike Holmes/Belinda Williams Collins	x p	abs	abs	x p	x p								DeLand (appt. 09/98)(alt 4/2020)
Ron Paradise/Nashla Merced	x v	abs	x v	x v	x v								Deltona (appt. 11/09) (alt apt 8/21)
Joseph Barker (alt)	x p	x p	x p	exc	x p								DeBary (alt 11/2020)
Darren Lear/Bonnie Brown	x p	x p	x v	x p	x p								Edgewater (appt. 10/99)(alt apt 10/19)
Caryn Miller					exc								Flagler Beach (appt 5/2022)
Faith Alkhatib/Adam Mengel	abs	abs	abs	abs	abs								Flagler County Traffic Engineering (appt 9/14)
Brian Walker (2020/21 Vice Chairperson)	x p	x p	x p	x p	x p								Holly Hill (appt 10/17)(alt apt 10/19)
Lee Evett	abs	abs	abs	abs	abs								Lake Helen (appt 3/2021)
Derek Burr/Kyle Fegley	x p	x p	x p	x v	exc								New Smyrna Beach (appt 3/22) (alt appt. 3/22)
Shawn Finley	x p	x p	exc	x p	exc								Ormond Beach (appt. 12/17)
Becky Mendez (2020/21 Chairperson)	x p	x p	x p	x p	x p								Orange City (appt. 08/15)
Jose Papa/Carl Cote	x p	x v	x p	x p	x p								Palm Coast (appt 7/14) (alt apt 1/2021)
Mark Karet	x v	x p	x p	x p	x v								Pierson (appt. 09/16)
Mike Disher/Adam Mendenhall	x v	x p	x p	x p	x p								Ponce Inlet (appt. 03/2021) (alt apt 4/22)
Tim Burman/Margaret Tomlinson	x p	x p	exc	x p	x p								Port Orange (appt. 10/13)(alt apt 4/19)
Brian Peek/Becky Witte	x p	exc	exc	x p	x p								South Daytona (appt. 6-19) (alt 8/21)
Melissa Winsett/Sean Castello	x p	x p	x p	x p	x p								Volusia Co Traffic Engineering (appt. 4/2012) (alt 5/21)
Ralf Heseler/Jake Lunceford	x p	x p	x p	x p	x p								Votran (appt. 11/2020) (alt. appt. 11/2020)
Anna Taylor/Tyler Burgett (non-voting)	x p	x p	x p	x p	x p								FDOT (appt 10/20) alt (11/21)
PHYSICAL QUORUM	Y	Y	N	Y	Y								

Vacancies

Beverly Beach
 Bunnell
 Daytona Beach International Airport
 Flagler County Transit
 Flagler County Aviation
 Flagler County Emergency Management
 Flagler County School Board
 Oak Hill
 Volusia County School Board
 Volusia County Emergency Mgmt

LEGEND

x = present
 p = present physically
 v = present virtually
 abs = absent (unexcused)
 exc = excused

May/June 2022 TPO Outreach & Activities

Public Comment Requested on Public Participation Plan



The River to Sea TPO is seeking public comment on updates to its Public Participation Plan (PPP). The PPP outlines the various ways people can provide input into the TPO's planning and decision-making and it also identifies how the TPO will promote and encourage public participation. The PPP is being updated to more accurately reflect outreach activities and bring the document up-to-date. The draft PPP is available at www.r2ctpo.org. Comments will be accepted until June 10, 2022.

Public Comment Requested on Transportation Improvement Program and List of Priority Projects

The River to Sea TPO is seeking public comment on its Draft FY 2022/23 to 2026/27 Transportation Improvement Program (TIP) and Draft 2022 List of Priority Projects (LOPP).

The TIP is a short-range list of proposed transportation improvement projects for the TPO's metropolitan planning area. The LOPP identifies the TPO's project priorities for funding.

The draft TIP and LOPP are available at www.r2ctpo.org.



COVID-19 UPDATES

In response to the COVID-19 pandemic, core planning activities continue as required:

- TPO Board and committee meetings continue to require that a quorum be physically present; all other participants are being asked to attend TPO meetings remotely
- All public meetings are held using Microsoft Teams and the meeting information and links to join are posted on the TPO website at www.R2CTPO.org



May/June 2022 TPO Outreach & Activities

JUNE EVENTS:

- 10: Central Florida MPO Alliance (CFMPOA) and the Suncoast Transportation Planning Alliance Joint Meeting; Haines City
- 16: State Road (SR) 100 (E. Moody Blvd) Improvements Project Public Information Meeting; Flagler County Board Commission Meeting Room
- 21: Interstate 95 @ US-1 Interchange Project Development and Environment (PD&E) D&E Study Alternatives Open House; The Chapel in Ormond Beach



ONGOING PROJECTS, STUDIES & ACTIVITIES

- Develop Non-Motorized Traffic Count Program
- Update of the Congestion Management Process (CMP) and Performance Measures Report
- Regional Resiliency Action Plan Implementation
- Adoption of Public Participation Plan (PPP)
- Adoption of 2022 List of Priority Projects
- Technical Assistance & Training to Flagler County Transit
- Adoption of FY 2022/23 – 2026/27 Transportation Improvement Program (TIP)
- FY 2022/23 TPO Budget
- General Planning Consultant (GPC) Request for Proposal (RFP)
- River to Sea TPO Website RFP

Ribbon Cutting for Oak Ridge Boulevard Complete Streets Project

On Monday, May 23, 2022, in commemoration of National Bicycle Month, the Florida Department of Transportation (FDOT), together with the River to Sea TPO, Volusia County, the City of Daytona Beach and other local partners gathered to celebrate the ribbon cutting of the new Zicla Zipper buffered bike lane on Oakridge Boulevard (State Road 430). This is the first bike lane of its kind in the Central Florida area.



Volusia County Construction Report – May 2022*

Completed within the last 6 months:

- 1) ECRRT – Segment 4A (Guise Rd. to Gobblers Lodge)
- 2) Spring to Spring Trail – Segment 3B (Rob Sullivan Park to Dirksen Dr)
- 3) Sugar Mill Road curve reconstruction and turn lanes
- 4) Williamson Blvd. (LPGA to Strickland Range)
- 5) Tenth St 4-lane widening (Myrtle to US 1)

Under Construction or Advertised for Construction:

- 1) Howland Blvd 4-lane widening (Providence Blvd to Elkcarn Blvd) – Under Construction
- 2) Orange Camp Rd. 4-lane widening (MLK Blvd. to I-4) – Under Construction
- 3) Williamson Blvd. and Strickland Range Rd. Improvements – Construction contract executed
- 4) Old New York paved shoulders (Shell to S-44) – Construction contract executed
- 5) Trail Connection from Marine Discovery Center to River to Sea Loop – Construction contract executed
- 6) City Island Seawall Repair – Evaluating Bids
- 7) Graves Ave Turn lanes (Veterans Memorial Parkway to Kentucky) – Evaluating Bids

Design Projects:

- 1) Spring to Spring Trail - Segment 3C (Trail along Don Smith Blvd) – Design Ongoing
- 2) Turnbull Bay Road paved shoulders – ROW Acquisition Ongoing
- 3) Beresford Ave Extension (Blue Lake to MLK) – Design Ongoing
- 4) Beresford Ave Extension (MLK to SR-44) – Planning and Coordination Ongoing
- 5) Spring to Spring Trail (Lake Beresford to Old New York) – Design Ongoing
- 6) Spring to Spring Trail (Old New York to SR-44) – Design Ongoing
- 7) Spring to Spring Trail (SR-44 to Grand Avenue) – Design Ongoing
- 8) Amelia Ave (Voorhis to Ohio) – Design Ongoing
- 9) Williamson Blvd. (Strickland Range to Hand Ave) – Design Ongoing
- 10) Intersection Improvements at SR-44 and Kepler – Design by FDOT underway
- 11) Jacobs Road Sidewalk – Design Ongoing
- 12) Study of LPGA Widening from Tymber Creek to I-95 – Study by FDOT underway
- 13) Blue Lake Extension from Victoria Park to SR-472 – Design Ongoing
- 14) Old Mission Road from W. Park to Josephine – Design Ongoing
- 15) Old Elections Parking Lot Replacement – Design Ongoing
- 16) Veterans Memorial Plaza – Design Ongoing
- 17) Pioneer Trail and Sugar Mill Intersection Improvements – Design Ongoing
- 18) Taylor Branch Rd. widening (Dunlawton to Clyde Morris) – Feasibility Study Ongoing
- 19) Pioneer Trail and Tomoka Farms Rd. Roundabout – Design Ongoing
- 20) LPGA Blvd. and Clyde Morris Blvd. Intersection Improvements – Design Ongoing
- 21) Williamson Blvd. Access Management Improvements (Airport to Taylor) – Planning Ongoing
- 22) Doyle Rd. Twisted Oak to Lush Lane – paved shoulders – Design ongoing
- 23) Orange Camp Rd. from US-17/92 to MLK – widening study – negotiating scope of work
- 24) Veterans Memorial Parkway from Graves to SR-472 feasibility study – negotiating scope of work
- 25) Williamson from I-95 to Beville Rd. – widening study – negotiating scope of work
- 26) Dunn Ave Extension from LPGA Blvd to I-95 – preparing Design RSQ
- 27) Pioneer Trail and Williams / Colony Park – safety study – negotiating scope of work
- 28) Dirksen from US-17/92 to I-4 – widening study – negotiating scope of work

*Changes/Updates since last report are underlined.

Note: Dates are subject to change due to normal project development issues.

FLAGLER COUNTY CONSTRUCTION REPORT
As of June 2022

<u>Construction and Near Construction Phase</u>		Status
1	Design of 3.7 miles A1A Shore Protection (FDOT)	Easement acquisition phase
2	Dune Restoration - City of Flagler Beach (ACOE)	Easement acquisition phase
3	Hurricane Dorian-Dune Restoration (FEMA)	Design Ongoing
4	Beach Management Study	Study ongoing
5	Graham Swamp Multi-Use Trail & Pedestrian Bridge from Lehigh Trail to SR 100	Construction ongoing
6	Malacompra Road Resurfacing - from A1A to Roadway end at Atlantic Coast Beach	Design complete; Construction procurement phase
7	Marineland Acres Road Improvement	Construction ongoing
8	Old Haw Creek from County Road 304 to SR 11	Design Complete; awaiting funding
9	Water Oak Road from County Road 2006 to Mahogany Blvd.	Design complete; Construction procurement phase
10	Apache Dr from Osceola Ave to 1st Ave	Design complete; Construction procurement phase

<u>Design Phase</u>		Status
1	CR 304 Replacement of 4 Bridges	Design Complete
2	East Daytona North Paving Phase II (Various Roadways)	Design ongoing
3	Hargrove CR 1421 from Otis Stone Hunter CR 1422 to US 1	Near Design completion
4	Otis Stone from County Road 13 to US 1	Design complete; closeout in progress
5	Rehabilitation and Resurfacing of Armand Beach Drive (Various Roadways)	Design ongoing
6	Rehabilitation and Resurfacing of Seascapes	Design ongoing
7	Rima Ridge Resurfacing (Rodeo, Bareback Trl, Pinto Ln, Relay Rd, Oakridge Rd, Bridle Path Ln, Cone Rd, Shadow Ln, Sunny Rd)	Design complete; closeout in progress