Bicycle/Pedestrian Advisory Committee (BPAC)
Meeting Minutes
August 8, 2018

Members Present:
Scott Leisen
Paul Elk, Vice Chairperson
Larry Coletti
Gilles Blais
Nic Mostert
Bob Storke, Chairperson
Gayle Belin
Terri Bergeron
Patrick McCallister
Chris Daun
Alice Haldeman
Jason Aufdenberg

Non-Voting Technical Appointees Present:
Gwen Perney
Mike Zianek
John Cotton

Members/Technical Appointees Absent:
Doug Hall (excused)
Michelle Grenham (excused)
Jeff Hodge
Ted Wendler
Wendy Hickey (excused)
Heidi Pettico/Bob Owens
Danielle Anderson (excused)
Christy Gillis (excused)
Roy Walters
Nancy Burgess-Hall (excused)
Rob Brinson

Others Present:
Debbie Stewart, Recording Secretary
Stephan Harris
Pamela Blankenship
Lois Bollenback
Martha Moore
Valerie Feinberg
Paul Haydt
Vickie Wyche
Janna Taylor
Andrew Dodzik
Karissa Moffett
Joyce Case
Lara Bouck
Council Member Nick Klufas

Representing:
Deltona
Flagler Beach
Flagler County
Holly Hill
New Smyrna Beach
Orange City
Ormond Beach
Volusia County
Volusia County, District 1
Volusia County, District 2 Alternate
Volusia County, District 3
Volusia County, At Large

Representing:
Port Orange
FDOT
Voltran

Representing:
Daytona Beach
Edgewater
DeBary
DeLand
Flagler County
Flagler County Public Transportation
Palm Coast
South Daytona
Volusia County, At-Large
Volusia County, District 2
Volusia County School Board

Representing:
TPO Staff
FDOT
FDOT
Flagler County Alternate
Health Planning Council of Northeast Florida
Health Planning Council of Northeast Florida
H.W. Lochner, Inc.
Palm Coast
I. Call to Order / Roll Call / Determination of Quorum / Pledge of Allegiance

The meeting of the River to Sea Transportation Planning Organization (TPO) Bicycle/Pedestrian Advisory Committee (BPAC) was called to order at 3:00 p.m. by Chairperson Bob Storke. The roll was called and it was determined that a quorum was present.

Chairperson Storke announced BPAC member Nancy Burgess-Hall is hospitalized and a get well card is being passed around for members to sign.

Chairperson Storke introduced new TPO Board member, Palm Coast Commissioner Nick Klufas and Ms. Karissa Moffett, the Safe Routes to School Coordinator for the Health Planning Council of Northeast Florida.

II. Public Comment/Participation

There were no public comments.

III. Action Items

A. Review and Approval of June 13, 2018 BPAC Meeting Minutes

Mr. Elk referred to Ms. Haldeman’s statement under Action Item A, the third paragraph, and stated “it is” should be stricken.

MOTION: A motion was made by Mr. Leisen to approve the June 13, 2018 BPAC meeting minutes as amended. The motion was seconded by Mr. Blais and carried unanimously.

B. Review and Recommend Approval of Resolution 2018-## Amending the FY 2018/19 to 2022/23 Transportation Improvement Program (TIP)

Ms. Nicoulin stated this is the “roll forward” amendment that is done every year by request from FDOT. It ensures that projects that roll forward in their Transportation Improvement Program (TIP) are rolled forward in the TPO’s TIP. There are two projects that were not in the previous TIP that will be in the current TIP as part of this amendment. She referred to page 16 of the agenda, the East International Speedway Boulevard (ISB) Beachside Corridor Improvement project, and stated this project recently was awarded a design contract from FDOT. It was in the previous FDOT TIP but not the TPO’s TIP. She referred to page 15, the SR 40 from SR 15/US17 to SR 11 widening project, and stated funds are being added for an environmental study.

Mr. Elk asked if the ISB Corridor Improvement project was replacing the traffic light at SR A1A with a roundabout.

Ms. Nicoulin replied yes, it is.

Mr. Daun asked Ms. Nicoulin to elaborate on the Volusia County Pedestrian Lighting bundle projects C, D, and E and asked where those locations will be.

Ms. Nicoulin replied she did not have that information but would email it to him. These are bundle projects that FDOT is doing with state funding and that have rolled forward.

Mr. Aufdenberg asked what phases of the East ISB project the $2 million would fund.

Ms. Nicoulin replied the design phase.

Mr. Aufdenberg asked if the scope of design would include pedestrian considerations of the roundabout.
Ms. Nicoulin replied yes, it will include all design concepts and factors that are included into the design of the roundabout and the entire project, not just that one intersection.

Mr. Aufdenberg commented that a notable project in the TIP is the widening of Williamson Boulevard from two lanes to four lanes; this is good for bicyclists as it is very scary on the two lanes to Granada Boulevard.

**MOTION:** A motion was made by Mr. Blais to recommend approval of Resolution 2018-## amending the FY 2018/19 to 2022/23 Transportation Improvement Program (TIP). The motion was seconded by Mr. Coletti and carried unanimously.

### C. Review and Recommend Approval of Resolution 2018-## Adopting the 2018 “Tell the TPO” Survey Campaign Summary

Ms. Blankenship stated the “Tell the TPO” began April 30, 2018 and ended June 30, 2018. She introduced Ms. Lara Bouck, consultant with H.W. Lochner to give the presentation.

Ms. Bouck stated the summary brochure is being finalized and will be available soon. She reviewed the goals of the survey and the target goal was 2,000 responses; the total number of responses received was 2,176. The number of responses received increased by 70% over 2016. She thanked the committee members for their efforts. She reviewed the target events the TPO attended and the media outreach. She showed a map of the planning area and stated 120 zip codes were represented in the responses. Ninety-three percent of respondents had not taken the survey previously. She reviewed some of the responses to the survey questions and the demographics of the respondents. She reviewed the results of what respondents are and are not satisfied with on transportation issues and what the top priorities should be for funding. Thirty percent of responses received came from the BPAC but the winner of the Ambassador Challenge is the TCC; the BPAC came in second place. The final question was what people would like more information on; the top two were SunRail and the TPO.

Ms. Blankenship stated the results of the survey were presented in June. The summary brochure is not yet ready. The TPO is asking for a recommendation of approval of the results as presented. There have been no changes to the data presented in June. She will send out the summary brochure via email once available and there will also be printed copies available.

Mr. Mostert asked what the TPO will do with the data and what the goal is for next year. There is a contradiction in the results of less money on carpooling and less money on road construction; normally those two things are opposed. You want more people carpooling if we are building less roads.

Ms. Blankenship replied the purpose of the survey is to get the TPO’s name out to the public so they know who the TPO is and what it does. Also, to increase the database of people interested in the TPO processes. The TPO compares the results to see if there are any changes from previous years; there have not been. It gets people thinking about transportation planning issues. There were a couple of new questions this year; one being on the high crash intersections to rank them as which one should be addressed first. The TPO will pass that information on to the cities where those intersections are located. There were a lot of narrative comments received and those will be passed on to the appropriate agencies they apply to and the TPO will take into consideration those comments that apply to it. The TPO wants to ensure it is on track with what the public is looking for.

Mr. Daun commented it is great that this year the TPO analyzed the respondent base with the county demographics; that gives a good indicator of how on target the TPO is.

Ms. Blankenship thanked him for his help getting the surveys out at the Juneteenth Celebration. The TPO received a great response from that.

Ms. Haldeman asked if the TPO can say it is on track with what the public wants.
Ms. Blankenship replied yes; they indicated a focus on safety and the TPO has been trending to do that.

Mr. Aufdenberg commented he is curious about the lack of interest in funding carpooling; that must be the smallest amount of TPO funding versus the millions that fund roads so it seems like a win-win. It is not clear to him the answer of being dissatisfied with bike lanes; he asked if it is the quality of existing bike lanes or the lack of them.

Ms. Blankenship replied in the next survey the TPO may make that question more specific.

Mr. McCallister stated he observed when looking at the map of where the responses came from that Deltona seemed light on responses; in terms of population, it is the largest city in Volusia County and the most car dependent city. For the next survey, we need to do something to get more responses from Deltona.

Ms. Blankenship agreed.

MOTION: A motion was made by Mr. Mostert to recommend approval of Resolution 2018-## adopting the 2018 “Tell the TPO” Survey Campaign Summary. The motion was seconded by Mr. McCallister and carried unanimously.

D. Review and Recommend Approval of a Request From Port Orange to Increase Funding for the North Spruce Creek Road Sidewalk/SUN Trail Gap

(Handout)

Mr. Harris stated this item included supplementary information that was emailed yesterday; the information was just received from the city of Port Orange. The North Spruce Creek Road sidewalk has been on the TPO priority list since 2012. A map is included in the agenda packet on page 36 showing where it is. It consists of sidewalk segments on both sides of the road; the segment we are discussing today is on the west side. A feasibility study was completed in 2013 and has since been funded for design and construction; the segments on both sides of the road are fully funded. The SUN Trail program started in 2015; last April SUN Trail provided a presentation to the BPAC of an ongoing PD&E study between New Smyrna Beach and Daytona Beach. In that study, one of the potential alignments goes down Spruce Creek Road which represents a possible conflict with the sidewalk project. After SUN Trail announced the alignment, the city of Port Orange and the TPO began discussions with SUN Trail about taking the segment of sidewalk located where the SUN Trail is expected to go and widening it to a trail width facility. Port Orange and the TPO have had discussions with FDOT on whether SUN Trail would provide funding for the upgrade and are continuing those discussions but has not received any commitment to provide the funding. The TPO has a formal request from the city of Port Orange for an additional $29,420 to upgrade this segment from an 8’ wide sidewalk to a 12’ trail width. The segment is approximately 720’ long and the segment would serve as part of the SUN Trail. The upgrades will include storm water modifications and modifications to the original design which is part of the funding increase. He asked Ms. Perney for input on behalf of the city of Port Orange.

Ms. Perney stated the request for additional funding is related to widening the sidewalk to FDOT standards for a trail and includes a retaining wall that will have to be added.

Mr. Harris stated that even though the TPO has asked SUN Trail to contribute funds, this agenda item is for SU funds. SU funds are used at the TPO’s discretion; there is currently approximately $2.1 million in SU funding for bicycle and pedestrian projects in the current fiscal year. This request is to ask the TPO Board to approve the requested amount of $29,420 to come from the set aside box of SU funding.

Mr. Mostert asked if the city of Port Orange would still have their 10% local match if this is approved.

Mr. Harris replied yes, the city would still be responsible for the 10% local match.
Mr. Daun commented he was confused because based on the FDOT proposal that is pending for SUN Trail from New Smyrna Beach to South Daytona, he does not remember Spruce Creek Road west of Nova Road being a segment as a possible route. His recollection is that it was on the east side of Nova Road and the other proposed route was along the river to Rose Bay.

Mr. Harris replied the presentation received in April was on the PD&E study; he showed the corridor alternative alignment map where Spruce Creek Road is. If this is the alignment that is developed into a SUN Trail then the upgrade of this sidewalk to a trail would mean it would become part of the SUN Trail network. A preferred alignment has not yet been selected by SUN Trail which means there is a possibility that they will not accept this particular alignment but if they do it will be part of the SUN Trail network. If not, it would be just a short trail segment that would be part of the local sidewalk network in Port Orange.

Discussion continued.

Mr. Aufdenberg asked if Port Orange could wait to see if SUN Trail decides what the alignment will be.

Mr. Harris replied no, because the project is funded for construction in the current fiscal year. If they widen it to a trail they will have to go back to design and then build it starting in the current fiscal year which is why it is brought to the committee now rather than later.

Mr. Aufdenberg asked if the city could wait on the money until they know.

Mr. Harris replied the sidewalk project in the current design is fully funded and in the Work Program. One option is to proceed with it as is designed. It looks like SUN Trail is agreeing to accept this 8’ wide sidewalk as part of the SUN Trail network but the TPO and the city of Port Orange prefer a full trail width facility.

Mr. Daun asked if the BPAC could approve this request with the caveat that the money would be allocated with the stipulation if it is approved as part of SUN Trail at a later date.

Mr. Harris replied the TPO does not expect SUN Trail to accept a full alignment until 2019 and that would miss the opportunity to redesign the sidewalk for a trail in the current fiscal year.

Mr. Daun asked if this means the TPO would approve and fund it but it may not get designated as a SUN Trail.

Mr. Harris replied there is a possibility of that but if it does get upgraded to a trail there will be a 700’ trail segment as part of the sidewalk network in Port Orange if SUN Trail does not build along Spruce Creek Road. If they do build along Spruce Creek Road, it will be ready and SUN Trail will connect from the north and south.

Ms. Belin asked if this is approved and is designated as part of SUN Trail if they would reimburse the TPO for this money.

Mr. Harris replied no; SUN Trail is not contributing to this project because it is fully funded in the Work Program as currently designed. The TPO has had discussions with FDOT District 5 and Central Office regarding the upgrade. He thinks it is being considered by FDOT but there have been no commitments for them to contribute to the upgrade. A reimbursement agreement is extremely unlikely.

Discussion continued.

Mr. Elk commented that the total request in the letter dated two days ago is for $29,420; in the same attachment where they show the fees, the net additional amount is $23,720 so there is a difference. He asked where the difference came from. He found where they are also asking for the Volusia County fee of $4,500 and a modification from St. Johns Water Management District for $300. He understands the reason for additional funding but asked if the TPO had to pick up the extra costs; he does not think federal money should be spent on the additional expenses. He asked if the $29,420 cost is considered reasonable by TPO staff to
include those additional fees of $4,500. The letter states that amount may go up; he does not mind the $29,420 amount but does not want the city to come back and ask for more funding.

Mr. Harris replied he did not anticipate the city of Port Orange coming back for more; the TPO has made it clear to the city what it wants from them. The TPO wants all the additional amounts that would be required for the upgrade; it does not want a situation for them to ask for a portion now and come back later for the remainder.

Ms. Perney stated the total request for the upgrade is $29,420.

Mr. Elk asked if that number was identified as a result of the city working with the TPO.

Mr. Harris replied it was not just the city; it was also the city’s consultant, Traffic Engineering Data Solutions, Inc. (TEDS) who did a lot of the work. The supporting documentation for the request came from TEDS. This project has been through design; they will have to go back and redesign it for the upgrade.

Mr. Daun asked how much the city paid their consultant, TEDS; it should be public record.

Ms. Perney replied she was not involved with hiring the consultant and does not have that information.

Mr. Daun asked what would happen if the TPO declined the request.

Mr. Harris replied if the request is declined, the TPO would continue the discussion with SUN Trail. If the project is upgraded to a trail the money has to come from somewhere; the only funding partners are the TPO and Port Orange so it would be up to the city to cover this amount.

Ms. Perney stated the project is already designed and funded; the city is trying to expand the existing facilities to a trail and save money now rather than go back later and redesigning a new project. They want to expand the already designed sidewalk to be 12’ in width to meet FDOT trail standards. The request is for an additional $29,420 which includes the design fee of $23,720. The difference is the city expects the Volusia County fee to increase to $5,400 and the St. Johns Water Management District is still $300.

Mr. Elk stated he did the math and the math shows the $23,720 already includes $4,500 and $300 fees.

Mr. Harris replied the BPAC has options; it can recommend to the TPO Board the entire amount the city is requesting, a lesser amount or it can not recommend approval.

Mr. McCallister commented Port Orange is ready to go with the sidewalk project right now because it is designed and funded but is bending over backwards because the state has a project it is going to build and the city is going to help them so if they decide to put the trail there, it is already done. That is how he understands this.

Mr. Harris replied that is right; it will benefit the Port Orange community whether it is a sidewalk or a trail. If SUN Trail comes through it would be preferable to have a full width trail rather than a substandard trail or a sidewalk.

Ms. Haldeman asked what it would connect with at either end and if it connects with a 12’ trail or if there would be just 720’ of trail.

Mr. Harris replied there is a gap in the sidewalk on both sides of Spruce Creek Road; the original project was to fill that gap. It will connect with existing sidewalks on both sides. The sidewalk project on the east side will not be affected; this is for the west side of the road and upgrading the 8’ sidewalk currently in the Work Program to a 12’ trail to fill that gap and tie in with the SUN Trail system later.

Discussion continued.
Ms. Belin asked what the downside would be other than spending $29,420.

Mr. Harris replied he could not think of one.

Mr. Aufdenberg commented that it is 1.5% of the SU budget.

Mr. Harris stated the SU money is for all projects on the priority list so if money is spent on this project, it will not be available for another project.

Discussion continued.

Mr. Mostert stated when the route was presented for SUN Trail, the best alignment was to run it east of US 1 along the river and tie it in to Beach Street.

Ms. Perney replied they are trying to use existing facilities and US 1 and Riverside Drive were not feasible.

Mr. Mostert replied since there is no guarantee SUN Trail will go through there he is reluctant to spend the money.

Discussion continued.

MOTION: A motion was made by Mr. Blais to recommend approval of a request from Port Orange to increase funding for the North Spruce Creek Road Sidewalk/SUN Trail Gap. The motion was seconded by Mr. McCallister and carried with six “yes” and five “no” votes.

in amount of $29,420

IV. Presentation and Discussion Items

A. Presentation and Discussion of the R2CTPO FY 2017/18 Year in Review

Ms. Blankenship presented a PowerPoint slideshow accompanied by music on the R2CTPO FY 2017/18 Year in Review and stated the video includes highlights and not everything the TPO has done.

B. Presentation and Discussion of the Draft Roadway Safety Evaluation and Improvement Study

Ms. Martha Moore, consultant with Benesch, Inc., gave a PowerPoint presentation on the draft Roadway Safety Evaluation and Improvement Study. She stated Benesch, Inc. has been working with Mr. Harris and the TPO to refine the 2017 Crash Analysis Study done by the TPO. They are working within the TPO planning area and going back five years looking at all the crash data using the Signal Four Analytics program to identify segments and intersections that have the most frequent crashes and ones with the most severe crashes. They are excluding Strategic Intermodal System (SIS) projects and intersections and segments that do not already have studies or projects planned or being done. One focus in particular is left-turn and rear end crashes. She reviewed the statistics of the collisions, fatalities and injuries. She reviewed the project scope and stated a field review was done on the segments and intersections identified. They then looked at the Federal Highway Administration (FHWA) proven low-cost safety measures to identify what can be done at these intersections and segments. The direction received from the TPO is that everything has been studied and now it is time to find action and engineering solutions. If an engineering solution cannot be found they may be able to recommend an education or enforcement program. She has presented at the East and West Community Traffic Safety Teams (CTST), she will be presenting at the Flagler CTST meeting, and to the TPO advisory committees and TPO Board. The Signal Four Analytics program is GIS based and can geo-locate all crashes and bring the information up for the entire area. She explained the limitations of the data. She reviewed the top five intersections by crash frequency and severity.

Mr. Aufdenberg asked if a car/bicycle and car/pedestrian analysis was done as part of the crash frequency part of the study.
Ms. Moore explained they used the highway safety manual, which is the national guideline, and the Equivalent Property Damage Only (EPDO) scale. They used that to identify and rate the severity by fatalities, injuries and property damage. She continued to review the statistics of the crashes and stated the number one intersection for crash severity was in New Smyrna Beach at Washington Street and North Riverside Drive. She continued to review the locations and crashes by frequency.

Ms. Belin referred to the Daytona Beach locations listed and asked if any of the crashes were related to Bike Week.

Ms. Moore replied there were ten pedestrian collisions; they are looking to see if they are motorcycle related and to tie that information into certain months of the year and special events. She reviewed the schedule of the study and stated they have been working on the data to develop countermeasures to see meaningful action on these intersections. The full draft report will be submitted to the TPO in August and the final report will be ready by the third week of September. She stated if anyone has any feedback to please report it by August 10, 2018.

Mr. Daun asked if any of the new car technology was incorporated into the study.

Ms. Moore replied they used the FHWA proven low-cost countermeasures and engineering solutions; things that can be easily fixed.

Mr. Aufdenberg asked if adding traffic signals was an option; there is no signal at Clyde Morris Boulevard and Hancock Boulevard.

Ms. Moore replied most of these are intersections with traffic signals; they have not recommended installing traffic signals as they tend to increase rear end crashes.

Discussion continued.

C. Presentation and Discussion of the Draft Bicycle Suitability Map

Mr. Harris gave a PowerPoint presentation of the draft Bicycle Suitability Map. He stated the purpose of the map is to provide a portable, graphic representation of bicycle routes suitable for cycling in the R2CTPO planning area. The map is intended as a navigational tool for the general public. The TPO wanted to make improvements on the last map which includes encompassing the entire R2CTPO planning area; the last map was done in 2014 before reapportionment and did not include the parts of Flagler County that the TPO now serves. The TPO also wanted to provide the user with roadway suitability data. The last map consisted of bicycle routes provided by the BPAC and other bicycle clubs. The only roadway data included indicated roads that had posted speeds of above 35 miles per hour (mph) or below 35 mph. The new map will have more roads with suitability data and will replace the last map. He reviewed the criteria for roadway suitability and the methodology for determining the suitability levels. The ranges were determined by the Bicycle Suitability Map Subcommittee. He explained the suitability levels in terms of comfort for the rider. He reviewed the draft map including both the west side and east side. The most notable difference is the on-road bicycle routes on the last map have been replaced with routes determined by suitability levels. The information on the panels at the top has been updated using 2017 Florida Statutes. The disclaimer and statement of purpose have also been updated. Website information for areas in Palm Coast and Flagler County was also added. To make room for the areas in Flagler County, the inset for the Doris Leeper Preserve was removed. Ms. Lara Bouck, H.W. Lochner, is the consultant project manager for this and she and her staff have spent a lot of time tweaking how the suitability levels are symbolized on the new map.

Mr. Daun asked what the bridge slopes are in terms of suitability and if they were incorporated into the new map; a high-rise bridge versus a low-rise bridge. He also asked if utility poles were considered obstacles if they are in the sidewalk.
Mr. Harris replied bridges are included as part of the roadway segments. The grade is not part of the criteria. Utility poles are not considered because sidewalks are not included in this study; this study is for on-road facilities and off-road trails.

Mr. Mostert asked when the maps would be ready to be distributed.

Mr. Harris replied presentations will be made this month to the advisory committees and TPO Board; next month it will be up for approval and sent to the printer once approved. It will take three to four weeks to print and will probably be October before the maps are ready.

V. **Staff Comments**

Mr. Harris announced that Mr. Vince Wang, TPO Transit Planner, has been on extended leave in China and will not be returning to the TPO. His position is currently vacant.

Mr. Aufdenberg asked if that position was for transit issues.

Mr. Harris replied yes.

Mr. Aufdenberg asked if the TPO is looking for someone to fill that role in transit.

Mr. Harris replied yes and in the meantime other TPO staff will provide support.

Ms. Moffett commented that she likes the suitability map idea and she would like to know which schools are in the high and low comfort levels. She would like to know the suitability so improvements could be made and she can address those concerns.

Mr. Harris replied the suitability levels apply to roads that a user would be cycling on. They included locations of schools on the map; elementary, middle, high schools and colleges.

Ms. Moffett stated her idea is to address the roads around the schools with a low comfort level.

VI. **Information Items**

→ BPAC Attendance Record
→ BPAC Bicycle Suitability Map Subcommittee Reports
→ TPO Board Meeting Summary (June 27, 2018)
→ TPO Outreach & Activities (June and July 2018)
→ Votran Route 44 Flyer

VII. **BPAC Member Comments**

Mr. McCallister complimented Mr. Cotton, the Votran representative, and stated he used Votran today to get to the meeting and every time he gets on the bus the drivers are professional and it is always a comfortable experience.

Mr. Blais stated that the public needs to be educated to not stop too close to a bus; they seem to have disrespect for public transportation and the community needs to be re-educated.

Mr. Aufdenberg announced he just purchased a new Brompton bicycle and he showed the bicycle to the committee members. It is a very convenient bicycle and will fit in an airplane overhead storage. There are a record number of students coming back to the Embry-Riddle Aeronautical University campus and he will be working to pass out the Street Smarts Cycling Savvy Florida rule book from the Florida Bicycling Association. He is going to give every freshman one; it is the entire cycling savvy course in book form. Even with the new map coming out, there is low infrastructure here and to get from point A to B, you need some of these techniques to get around.
Mr. Daun stated he is very involved with several groups that are working on bike sharing; his concern is that there could be conflicts and asked to make it an agenda item. He would like to bring them to the BPAC for discussion and to see what is going on; this would be a great arena for that. There was a bicyclist fatality in Orange City recently and he was concerned about what the BPAC could do to make the cycling experience safer. He asked if anyone was at the Volusia County Council meeting yesterday and if the pedestrian crossovers in Deltona and New Smyrna Beach were approved.

Mr. Cotton announced the new bus route on SR 44 in New Smyrna Beach is up and running and the ADA concrete pads have been installed. Votran is starting a marketing blitz to let people know about it. The route runs from SR A1A on beachside to WalMart and downtown New Smyrna Beach. They will be sending mailers to everyone who lives within one mile of SR 44.

Mr. Harris stated that information is also included in the agenda packet.

Mr. Cotton stated it started as a flag-down service but is no longer because the pads are in place.

VIII. Adjournment

The BPAC meeting adjourned at 4:43 p.m.

River to Sea Transportation Planning Organization

Mr. Robert Storke, Chairman
Bicycle/Pedestrian Advisory Committee (BPAC)

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certifies that the foregoing is a true and correct copy of the minutes of the August 8, 2018 regular meeting of the Bicycle/Pedestrian Advisory Committee (BPAC), approved and duly signed this 12th day of September 2018.

Debbie Stewart, Recording Secretary
River to Sea Transportation Planning Organization
August 6, 2018

River to Sea TPO
c/o Steve Harris
2570 West International
Speedway Boulevard, Suite 100
Daytona Beach, FL 32114-8145

RE: SPRUCE CREEK SIDEWALK PROJECT

Dear Mr. Harris:

The City of Port Orange is requesting additional funds for a partial re-design of the Spruce Creek Sidewalk Project construction plans. As discussed, the current plans are for an 8-foot wide sidewalk on the west side of Spruce Creek Road. However, this segment will be part of the St. Johns River to Sea Loop Trail network. The additional funds requested are to revise the construction plans, modify the St. Johns Permit, and County R/W Use Permit to increase the width of the sidewalk segment to a 12-foot wide trail to meet the FDOT trail standards. The City, FDOT, and River 2 Sea TPO staff recently had a conference call, in which staff agreed to modify the construction plans to a 12-wide trail since the segment is identified as part of the future St. Johns River to Sea Loop Trail within Port Orange. Attached are the Consultant's proposed design fee of $23,720, a Construction Estimate of $269,784.62, and an example of the cross-section that can be implemented to help the TPO and the State achieve its criteria for a 12-foot recreational path. (For comparison, the estimate of the originally scoped 8-foot path each side of the roadway is attached at $235,539.78.) Staff has determined that the requested design fee of $23,720 is reasonable given the Consultant must engage a wall designer and a geotechnical firm to provide the requisite wall design and global stability analysis services.

The City of Port Orange also has a request in to the TPO for a Volusia County $4500 permit fee which is expected to increase under this initiative to $5400. In addition, the City of Port Orange has a request in for a St Johns Minor Modification fee of approximately $300.

The total request for additional funding for a partial re-design and associated permitting is $29,420. The City intends to provide the standard 10% of the additional funding request.

Sincerely,

[Signature]
Margaret Tomlinson
Construction & Engineering Manager

MET/mrs
CHANGE ORDER No. 1

to Task Authorization No. 005

Task Authorization No.: 005
Project Name: N Spruce Creek Rd. Sidewalk from Nova Road to Angelina Court (FPN 435539-1-58-01)
TEDS Project Number: 10590
Date: August 6, 2018

Traffic Engineering Data Solutions, Inc. (TEDS) is pleased to offer this scope of services to the City of Port Orange (City) for providing additional design services on the above referenced project.

PROJECT UNDERSTANDING

• As of February 27, 2017, TEDS received Purchase Order #072234 to provide roadway design services for this project, which is to be constructed through the Local Agency Program (LAP).
• As of December 15, 2018, TEDS had submitted 100% plans to FDOT and the City, which resulted in additional comments received January 3, 2018. On February 26, 2018, a meeting was held with the River to Sea TPO and the City of Port Orange to discuss widening the proposed sidewalks along Spruce Creek road to 10 feet wide. On July 26, 2018, the City requested a proposal to revise the construction documents for the West side sidewalk from 8’ to 12’ (minimum 11’-7”) wide and construct a small gravity retaining wall to reduce the area of impact in the swales. Accordingly, this Change Order is being provided to make the necessary revisions to the project plans for widening the sidewalk on the western side of the right of way for approximately 705-ft, such that the future multi-use path project would not need to construct improvements within the area of this project.
• As of August 4, 2017, TEDS had obtained a minor modification to Environmental Resource Permit (ERP) 108363-1 issued by the St. Johns River Water Management District (SJRWMD) for the Spruce Creek Road Drainage Improvements. This minor modification was granted on the basis that the proposed activity would not increase the previously permitted project area, would increase the total impervious area less than 10%, and would not reduce the available treatment volume capacity within the existing swales. However, the additional widening of the sidewalk will require additional modification of the ERP, which may exceed the threshold requirements for minor modifications, thereby requiring a major modification. This change order includes only minimal analysis to reflect the minor adjustments made within the stormwater management system, with no additional attenuation volume storage will be required, which could warrant major revisions to the project design and construction plans.

SCOPE OF SERVICES

Task 9 – Geotechnical Engineering & Recovery Analysis

TEDS will retain Bechtel Engineering & Testing, Inc. (BET) to obtain one (1) additional 20’ auger bore and two (2) 10’ auger borings for the design of the retaining wall. BET will also conduct a stormwater recovery analysis for the adjacent retention swales. BET will prepare a report summarizing their findings to assist with the major modification of ERP.
Task 10 – Retaining Wall Design

TEDS will retain Florida Bridge and Transportation, Inc. (FBT) for engineering services for the design of a short height retaining wall using a Segmental Block Wall (SBW) system.

Task 11 – Revise Construction Plans

TEDS will prepare the following revisions to the project construction plans:
- Summary of Pay Items (1 sheet)
- Drainage Map (1 sheet)
- Typical Sections (1 sheet)
- Plan Sheets (6 sheets)
- Cross-Sections (12 sheets) – 100' intervals
- Retaining Wall Details (3 sheet)

Task 12 – Reviews and Permitting

TEDS will submit copies of the revised construction plans to the CITY and FDOT for two (2) additional plan review, 100% (again) and Final Plans (after additional 100%). Once comments have been received from the CITY and FDOT, TEDS will revise the plans and respond to comments.

TEDS will prepare and submit an application requesting major modification of the previous ERP, including provision of $500 check for application review fees, which is based on 50% of the original $1,000 application review fee (see https://permitting.sjrwmd.com/epermitting/jsp/feelist.jsp#resource).

FEES

TEDS shall conduct the work in the tasks described above for the lump sum fees indicated below:

<table>
<thead>
<tr>
<th>Task</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 9 – Geotechnical Engineering &amp; Recovery Analysis</td>
<td>$2,585.00</td>
</tr>
<tr>
<td>Task 10 – Retaining Wall Design</td>
<td>$4,500.00</td>
</tr>
<tr>
<td>Task 11 – Revise Construction Plans</td>
<td>$8,830.00</td>
</tr>
<tr>
<td>Task 12 – Reviews and Permitting</td>
<td>$7,250.00</td>
</tr>
<tr>
<td>Expenses</td>
<td>$555.00</td>
</tr>
<tr>
<td><strong>Net Additional Fee</strong></td>
<td><strong>$23,720.00</strong></td>
</tr>
</tbody>
</table>
From the shore to the store, it's Route 44.

Connect from Flex or fixed routes!

Route 44 departs Julia and Sams in New Smyrna Beach connecting Walmart/Shoppes at Coronado to the Indian River Plaza.

To plan your trip, visit Votran.org or call 386-424-6800.
Votran - New Smyrna Beach

Be in the know when you're on the go.

Convenience in the palm of your hand!

With myStop Mobile, users can:
- View their route in real-time.
- Find the nearest bus stop.
- Plan trips.
- Save favorite routes and bus stops.
- Receive real-time service alerts.

VO-TO-GO

Shop ID numbers may be used to find noise.

More information on Votran's盅ally called Bus Tracker.

Visit us online at Votran.org
- General information.
- Find a bus stop.
- Purchased passes.
- Plan your trip using Google Transit.

Fares - exact fare only
(Since change without notice)

Votran does not issue transfers. We recommend that you purchase an all day pass.

<table>
<thead>
<tr>
<th>Category</th>
<th>Fare</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADULT</td>
<td>$1.75</td>
</tr>
<tr>
<td>SENIOR CITIZENS (65 OR OLDER)</td>
<td>$0.85</td>
</tr>
<tr>
<td>DISABLED</td>
<td>$0.85</td>
</tr>
<tr>
<td>YOUTH (AGES 7-18)</td>
<td>$0.85</td>
</tr>
<tr>
<td>CHILDREN (under age 7)</td>
<td>FREE</td>
</tr>
</tbody>
</table>

Children must be accompanied by a fare-paying adult passenger. Limited to three children.

Passengers must show valid proof of status when paying a reduced fare or showing a reduced fare pass.

SENIOR CITIZENS (65 AND OLDER): Government ID or license, U.S. Medicare card (red, white and blue), passport, etc.

DISABLED Valid agency ID: Coach Card, ACT, WORC, Medicare card (red, white and blue), passport. (Not Medicaid Gold Card) or Votran ID card indicating "disabled."

YOUTH (AGES 7-18) Government ID or license showing valid proof of age, school ID (not college ID)

SAVE MONEY WITH VALUE PASSES
Value passes offer convenience and cost savings for frequent riders. There are multiple options to suit your travel needs.

1-DAY PASS $3.75
3-DAY PASS $7.50
7-DAY PASS $13.00
31-DAY PASS $46.00

SENIOR CITIZENS/DISABLED/YOUTH
1-DAY PASS $1.85
3-DAY PASS $2.75
7-DAY PASS $6.50
31-DAY PASS $22.00

- Passes offer unlimited rides for the duration of the pass.
- Fares can be paid with cash, tokens or passes.
- One-day passes are available on board all fixed route buses.
- Other value passes are available for purchase at the following locations:

VOTRAN OFFICE
Weekdays, 8:00 a.m. - 5:00 p.m.

NEW SMYRNA BEACH REGIONAL LIBRARY
101 S. Dixie Freeway, 7 days per week.
Call (386) 424-2910 as hours vary by day.

ORLANDO BEACH REGIONAL LIBRARY
30 S. Beach Street, 7 days per week.
Call (386) 676-4101 as hours vary by day.

Purchase Fare Passes online at votran.org