



# MEETING NOTICE & AGENDA

Please be advised that the River to Sea Transportation Planning Organization (R2CTPO) **BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)** will be meeting on:

**DATE:** Wednesday, August 14, 2019

**TIME:** 2:00 P.M.

**PLACE:** River to Sea TPO  
2570 W. International Speedway Blvd.,  
Suite 100 (Conference Room)  
Daytona Beach, Florida 32114-8145

\*\*\*\*\*

**Mr. Paul Eik, Chairperson**

## **AGENDA**

- I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE**
- II. PUBLIC COMMENT/PARTICIPATION** *(Length of time at the discretion of the Chairperson)*
- III. ACTION ITEMS**
  - A. REVIEW AND APPROVAL OF THE JUNE 12, 2019 BPAC MEETING MINUTES**  
*(Contact: Debbie Stewart) (Enclosure, pages 3-12)*
  - B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2019-## AMENDING THE FY 2019/20 – 2023/24 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**  
*(Contact: Colleen Nicoulin) (Enclosure, pages 13-15-)*
  - C. APPOINTMENT OF COMPLETE STREETS SUBCOMMITTEE MEMBERS** *(Contact: Stephan Harris) (Enclosure, pages 16-28)*

**IV. PRESENTATIONS AND DISCUSSION ITEMS**

- A. PRESENTATION AND DISCUSSION OF BICYCLE AND PEDESTRIAN SAFETY** *(Contact: Stephan Harris and Michael J. Chitwood, Volusia County Sheriff) (Enclosure, page 29)*
- B. PRESENTATION AND DISCUSSION OF AMENDING THE 2040 LONG RANGE TRANSPORTATION PLAN (LRTP)** *(Contact: Colleen Nicoulin) (Enclosure, page 30)*
- C. PRESENTATION AND DISCUSSION OF THE ANNUAL CALL FOR PROJECTS AND PRIORITY PROJECT RANKING PROCESS OF THE RIVER TO SEA TPO** *(Contact: Stephan Harris) (Enclosure, pages 31-43)*

**V. STAFF COMMENTS** *(Enclosure, pages 44-46)*

- Grand Opening for Orange City's Skate Park
- Lane reduction on Oakridge Blvd. in Daytona Beach
- Update of FDOT's proposed Local Agency Program (LAP) Policy

**VI. INFORMATION ITEMS** *(Enclosure, pages 44, 47-49)*

- BPAC Attendance Record
- June-July 2019 TPO Outreach & Activities
- Save the Date for Central Florida Mobility Week: Oct 25-Nov 1, 2019

**VII. BPAC MEMBER COMMENTS** *(Enclosure, page 44)*

**VIII. ADJOURNMENT** *(Enclosure, page 44)*

**\*\*\*The next meeting of the BPAC will be on Wednesday, September 11, 2019\*\*\***

NOTE: 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.

NOTE: If any person decides to appeal a decision made by the 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.

NOTE: The River to Sea TPO does not discriminate on the basis of race, color, national origin, sex, age, religion, disability and family status. Those with questions or concerns about nondiscrimination, those requiring special assistance under the Americans with Disabilities Act (ADA) of 1990, or those requiring language assistance (free of charge) should contact Pamela Blankenship at 386.226.0422 or pblankenship@r2ctpo.org.

**SUMMARY SHEET  
BPAC  
AUGUST 14, 2019**

**III. ACTION ITEMS**

**A. REVIEW AND APPROVAL OF THE JUNE 12, 2019 BPAC MEETING MINUTES**

**BACKGROUND INFORMATION:**

Minutes are prepared for each meeting and must be approved by the BPAC. The June 12, 2019 BPAC meeting minutes are provided with this agenda packet for your review.

***ACTION REQUESTED:***

***MOTION TO APPROVE THE JUNE 12, 2019 BPAC MEETING MINUTES***

**Bicycle/Pedestrian Advisory Committee (BPAC)**  
**Meeting Minutes**  
**June 12, 2019**

**Members Present:**

Joan Sandler  
Ted Wendler  
Paul Eik, Vice Chairperson  
Larry Coletti  
Gilles Blais  
Nic Mostert  
Bob Storke, Chairperson  
Gayle Belin  
Robert Bullard  
Jeff Martindale  
Christy Gillis  
Chris Daun

**Non-Voting Technical Appointees Present:**

Gwen Perney  
Mike Ziarnek  
John Cotton  
Terri Bergeron

**Members/Technical Appointees Absent:**

Doug Hall (excused)  
Scott Leisen  
Wendy Hickey (excused)  
Heidi Petito  
Danielle Anderson  
Patrick McCallister (excused)  
Nancy Burgess-Hall (excused)  
Eric Kozielski  
Roy Walters (excused)  
Jason Aufdenberg (excused)

**Others Present:**

Debbie Stewart, Recording Secretary  
Stephan Harris  
Lois Bollenback  
Pamela Blankenship  
Colleen Nicoulin  
Crystal Mercedes  
Lois Bollenback  
Kimberly Dixon  
V. Christiansen  
Charles Morrow  
Andrew Dodzik  
Melissa Winsett

**Representing:**

DeBary  
DeLand  
Flagler Beach  
Flagler County  
Holly Hill  
New Smyrna Beach  
Orange City  
Ormond Beach  
Ponce Inlet  
Port Orange  
South Daytona  
Volusia County, District 2 Alternate

**Representing:**

Port Orange  
FDOT  
Votran  
Volusia County

**Representing:**

Daytona Beach  
Deltona  
Flagler County  
Flagler County Public Transportation  
Palm Coast  
Volusia County, District 1  
Volusia County, District 2  
Volusia County School Board  
Volusia County at Large  
Volusia County at Large Alternate

**Representing:**

TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
Daytona Beach  
East Coast Greenway  
Flagler Beach Alternate  
Flagler County Alternate  
Volusia County Traffic Engineering

**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 2:00 p.m. by Chairperson Bob Storke. The roll was called and it was determined that a quorum was present.

A moment of silence was observed for Volusia County Deputy Frank Scofield who was struck and killed while riding his bicycle last week.

Chairperson Storke introduced V. Christiansen, East Coast Greenway Coordinator.

Ms. Christiansen stated she is the new full-time Coordinator for the East Coast Greenway and will cover the entire 600 miles of Greenway in Florida. She looks forward to meeting everyone and will be attending meetings in and out of the region to see how we can continue to grow the Greenway together and have a safe infrastructure for all.

## **II. Public Comment/Participation**

There were no public comments.

## **III. Action Items**

### **A. Review and Approval of May 8, 2019 BPAC Meeting Minutes**

**MOTION:** *A motion was made by Mr. Blais to approve the May 8, 2019 BPAC meeting minutes. The motion was seconded by Ms. Gilles and carried unanimously.*

### **B. Nomination and Election of BPAC Chairperson**

Mr. Harris stated the bylaws of the BPAC call for the election of a BPAC Chairperson for fiscal year 2019/20 by the majority of the voting members present at this meeting. The position is effective July 1, 2019. BPAC officers serve a term of one year and cannot serve more than two consecutive terms for the same office. Chairperson Storke was elected June 14, 2017 and served for two consecutive terms. TPO staff asks for two motions; one motion to nominate one or more individuals and a second motion to elect one individual.

**MOTION:** *A motion was made by Mr. Mostert to nominate Mr. Larry Coletti as BPAC Chairperson for FY 2019/20. The motion was seconded by Mr. Wendler.*

**MOTION:** *A motion was made by Mr. Coletti to nominate Mr. Paul Eik as BPAC Chairperson for FY 2019/20. The motion was seconded by Ms. Belin. A hand count was taken and the motion passed unanimously to elect Mr. Eik as BPAC Chairperson for FY 2019/20.*

### **C. Nomination and Election of BPAC Vice Chairperson**

Mr. Harris stated the same bylaws apply for the Vice Chairperson and the position will also be effective July 1, 2019. The current BPAC Vice Chairperson, Mr. Paul Eik, was elected on June 14, 2017 and has served two consecutive terms.

**MOTION:** *A motion was made by Ms. Belin to nominate and elect Mr. Larry Coletti as BPAC Vice Chairperson for FY 2019/20. The motion was seconded by Mr. Mostert and carried unanimously.*

### **D. Appointment of Members to the 2015 Long Range Transportation Plan (LRTP) Subcommittee**

Ms. Nicoulin stated TPO staff is asking for volunteers to serve on the 2045 Long Range Transportation Plan (LRTP) Subcommittee. This subcommittee will meet monthly throughout the process; the process is from now until September 2020 when the LRTP will be adopted. The subcommittee will meet various times with the consultant; the schedule has not yet been received but they will try to schedule the meetings on a consistent date each month. The subcommittee will be involved in the technical data that goes into the development of

the LRTP at specific times during the process, reviewing the deliverables and providing input specific to the LRTP. The TPO would like three volunteers from each advisory committee. Ms. Belin asked how often the subcommittee will meet.

Ms. Nicoulin replied at least once a month; sometimes the subcommittee may not need to meet and sometimes it may need to meet twice a month. It depends on where we are in the process.

Ms. Belin volunteered but stated she is not available during the summer.

Mr. Daun asked if it would include all modes of transportation such as air and rail.

Ms. Nicoulin replied yes.

Mr. Daun, Mr. Blais and Chairperson Storke volunteered.

***MOTION: A motion was made by Mr. Eik to appoint Ms. Belin, Mr. Daun, Mr. Blais and Chairperson Storke to the 2045 Long Range Transportation Plan (LRTP) Subcommittee. The motion was seconded by Mr. Coletti and carried unanimously.***

**E. Review and Recommend approval of the Draft List of Prioritized Bicycle/Pedestrian and B/P Local Initiatives Projects**

Mr. Harris stated the draft list is provided in the agenda; no major changes have been made since the draft list was presented last month. The changes were mostly new financial figures in the programmed phase column. There were some duplicate lines and those have been removed. The TPO does intend to clarify Phase 1 and Phase 2 of the Derbyshire Park area sidewalks; they are in Tier B and one is ranked #2, the Phase 2 project. The second is ranked #17 and is the Phase 1 project; the TPO will include that in the project name.

Mr. Eik referred to the dark line on the Tier B list and asked if that indicates projects above the line are protected.

Mr. Harris replied that is correct; the top three projects are in a protected category.

Mr. Eik asked if Tier A or Tier C have any protected projects.

Mr. Harris replied Tier C does not have any projects in a protected status. Tier A projects are in the Work Program and are the highest priority projects; these projects are not ranked.

Mr. Mostert asked if projects on Tier A have priority and are funded before the three protected projects on Tier B are funded.

Mr. Harris replied all of the projects on Tier A have at least one phase funded; all of the projects on Tier B are waiting on funding.

Mr. Bullard commented with respect to the ranking on Tier A and the projects that will get the funding from the limited pool of funds and asked if the projects with "TBD" with an indicated cost would adversely impact their ability to be funded versus the projects that have estimated cost.

Mr. Harris replied it is possible; "TBD" means "to be determined". There are instances of projects on the list that do not have enough information to determine a cost for a particular phase. For instance, until design work is completed a construction cost is not known so "TBD" is inserted. For Tier A projects that have at least one phase in the Work Program, the ability for a project to advance is not determined by ranking but is determined by several factors. It depends on how ready the local government sponsor is to move the project along. Once in Tier A, the project will have a schedule and a project scope. Once design is finished, they will have a solid estimate. As long as the local government maintains its Local Agency Program (LAP) certification

and is taking the necessary steps to complete each subsequent phase, the project will move along. Funding would go to a project on Tier A before it would go to an unfunded project.

Mr. Bullard asked if it was the eagerness and enthusiasm of the local sponsor in its contribution and effort toward the advancement of a particular project on Tier B to full funding and construction.

Mr. Harris replied it is not just eagerness and enthusiasm; they have specific tasks to follow to build these projects.

**MOTION:** *A motion was made by Mr. Wendler to recommend approval of the draft List of Prioritized Bicycle/Pedestrian and B/P Local Initiatives projects. The motion was seconded by Mr. Mostert and carried unanimously.*

**F. Review and Recommend Approval of the Draft List of Shared Use Non-Motorized (SUN) Trail Projects**

Mr. Harris stated the list of SUN Trail projects is very similar to the draft presented last month; some duplications were removed. All of these projects can be considered Tier A because they have at least one phase funded in the Work Program; it is not a prioritized list.

Mr. Daun commented the top three projects are the Sweetheart Trail in Daytona Beach and the unfunded phases show none but the project costs have figures; he asked for clarification on this. He understands that they have been approved for funding but project #3 shows "TBD".

Mr. Harris replied staff will remove that funding note. When a project is in Tier A and is not funded the TPO asks the project sponsor for an updated cost estimate each year. Those updated costs are then put onto the priority list. When there is a funding shortfall the local government must submit a formal funding request to the TPO which must go before the advisory committees and the TPO Board. The TPO cannot change what is on the priority list without going through that process. That note was on the list last year and to avoid any confusion, it will be removed.

Mr. Daun asked if these three projects are fully funded.

Mr. Harris replied he is not sure; the city told the TPO they consider these projects to be underfunded but the TPO has not received a formal funding request from the city. That could mean they intend to submit a funding request or it could mean the city intends to make up the shortfall.

**MOTION:** *A motion was made by Mr. Eik to recommend approval of the draft List of Shared Use Non-Motorized (SUN) Trail projects. The motion was seconded by Mr. Daun and carried unanimously.*

**G. Review and Recommend Approval of Resolution 2019-## Adopting the FY 2019/20 to 2023/23 Transportation Improvement Program (TIP)**

Ms. Nicoulin stated staff gave a presentation last month of the draft FY 2019/20 to 2023/24 Transportation Improvement Program (TIP). The TPO received comments from the Federal Highway Administration (FHWA) so there will be changes to the document. They asked the TPO to include in the appendixes comments that were received and how they were addressed and to add a comparison table that shows the total expenditures by year with the total revenue by year. No other comments have been received.

**MOTION:** *A motion was made by Mr. Blais to recommend approval of Resolution 2019-## adopting the FY 2019/20 Transportation Improvement Program (TIP). The motion was seconded by Mr. Coletti and carried unanimously.*

**H. Review and Recommend Approval of Resolution 2019-## Supporting the East Central Florida Regional Resilience Action Plan**

Mr. Harris stated a presentation was given last month on the East Central Florida Regional Resilience Action Plan; the report is available via the link provided in the agenda. The TPO is working with the East Central Florida Regional Planning Council (ECFRPC) on this; this impacts the coastal counties of Volusia and Brevard Counties of their planning area. To date, this plan has been adopted by the Space Coast TPO, Brevard County and Titusville; discussions are underway in Volusia County with the stakeholders. This TPO has been involved in developing the action plan and has also been involved with previous studies such as the Sea Level Rise Vulnerability Assessment, the Volusia Resilient Study and the Flagler Resilient Study; these planning studies are consistent with the actions outlined in the resilient action. The resolution will go to the TPO Board this month and staff is asking the BPAC for a recommendation of approval.

Mr. Bullard asked if the TPO has had a preliminary review of the action plan or a presentation.

Mr. Harris replied yes; last month the presentation was given by Ms. Tara McCue, ECFRPC; it was the same presentation given last month to the BPAC. The board has been provided the presentation as well as access to the full report via the link provided in the agenda. The CAC and TCC also received presentations and will also be asked for a recommendation of approval for the plan.

Mr. Bullard thanked Mr. Harris for sending him the presentation and he has forwarded it to others. He encouraged members to also send it out to others; it is a good presentation and worth sending it out.

**MOTION:** *A motion was made by Mr. Blais to recommend approval of Resolution 2019-## supporting the East Central Florida Regional Resiliency Plan. The motion was seconded by Ms. Belin and carried unanimously.*

**I. Review and Recommend Approval of Resolution 2019-## Adopting the R2CTPO Public Participation Plan (PPP)**

Ms. Blankenship stated this was also presented last month; the public comment period will end on June 26, 2019 prior to the TPO Board taking action to adopt it. The Public Participation Plan (PPP) outlines ways the public can interact and provide input into the transportation decision making that the TPO undergoes. There were two minor changes to the plan since it was presented last month; the incorporation of the words “social justice” into the Environmental Justice section. The Federal Highway Administration (FHWA) recommended a section titled “Public Participation Plan Coordination and Development” which is appreciation to all those participated that provided input such as the committees, FHWA, FDOT, and citizens. The TPO is asking for a recommendation of approval.

Mr. Eik commented he is glad for the additions. He referred to the section for “social justice” and asked if the plan had been reviewed or if comments had been received from any of the courts or judges.

Ms. Blankenship replied no, the TPO has not received anything from them. Essentially, it is a supplement to the “Environmental Justice” section; the TPO will reach out to the less popular groups such as the low income and minority population. It is to make sure the TPO does not ignore any groups of people.

**MOTION:** *A motion was made by Mr. Eik to recommend approval of Resolution 2019-## adopting the R2CTPO Public Participation Plan (PPP). The motion was seconded by Mr. Mostert and carried unanimously.*

**J. Cancellation of the July 10, 2019 BPAC Meeting**

**MOTION:** *A motion was made by Mr. Mostert to cancel the July 10, 2019 BPAC meeting. The motion was seconded by Mr. Wendler and carried unanimously.*



#### **IV. Presentation and Discussion Items**

##### **A. Presentation and Discussion of the Development of a Community Safety Action Plan (CSAP)**

Ms. Blankenship gave a PowerPoint presentation of the Community Safety Action Plan (CSAP) and stated safety is a huge influence on everything the TPO does and providing a safe transportation system is a key component of what is planned. She reviewed the goals and objectives of the CSAP which include what the TPO can do to increase safety and decrease fatalities and injuries. The data over the last five years will be reviewed to identify the trends of accidents; locations, conditions and time of day, etc. There are many community partners that the TPO will try to work with such as local governments, schools and universities, the Safe Kids Coalition of Flagler and Volusia, and insurance groups. The TPO will work with the community partners to identify strategies such as public service announcements, social media, distribution of literature, and billboards, etc. After identifying strategies and what can be funded, the TPO will develop a three year implementation plan; she will also look at funding and grant opportunities. It will also tie in with the performance measures and the annual safety targets the TPO is required to set which is a 2% reduction. She reviewed the schedule for the CSAP; a community partner meeting will be held in July. The draft CSAP will be presented to the committees and TPO Board and be adopted in September. The ultimate goal of the CSAP is to increase safety in the area.

Mr. Daun stated he thinks the CSAP is great and this is where the TPO is head on with current issues; especially because the pedestrian fatalities are so significant. The BPAC just approved the new Bicycle Suitability Map at the last meeting and there were routes without significant data for safety to designate a comfort level. He would like the focus of the BPAC to get those routes with the data to fill in the blanks.

Ms. Blankenship replied there are five “Es”; education, enforcement, encouragement, engineering, and evaluation. The TPO will be evaluating what we are doing and if it is making a difference. The CSAP will look at four of the Es with the exception of engineering.

Mr. Eik commented this is a great idea and he is glad the TPO is doing this. He is curious about the terminology of “community”; often the immediate reaction is for a specific city such as DeLand or Daytona Beach. Because this is representing the TPO he believes “community” should be specifically identified as including all of Volusia County and the part of Flagler County that the TPO covers.

Ms. Blankenship replied they look at the region as a whole and forming regional partnerships to work on safety not just our area but the area surrounding us.

Mr. Bullard commented he recently took an extended road trip through the Southeast on I-81 coming into Virginia was a huge, illuminated billboard announcing that driving with a cell phone in hand is against the law. There seems to be a lot of work going on regarding GPS from cell phones that could be used to identify areas where speed is consistently occurring; this is something in the engineering area that should be part of the planning process.

Ms. Blankenship replied they will be looking at the causes of the accidents; if it is speed and target speeding drivers.

Discussion continued.

##### **B. Presentation and Discussion of the Draft FY 2019/20 Bicycle and Pedestrian Safety Events**

Ms. Blankenship stated every year around this time the TPO develops a draft list of bicycle/pedestrian safety events for the upcoming fiscal year. The Bicycle/Pedestrian Plan that was approved a few years ago and requires a minimum of fifteen events each year. She reviewed the draft list of fifteen events and announced there is room for more events to be added. Events are added throughout the year as they come up depending on the location and the focus area. The TPO tries to space the events out geographically. The summer school

helmet fittings for June will be Palm Coast and Flagler County; the TPO hits that area every three years. That is a big event; the last time 300 helmets were fitted.

Mr. Coletti asked if there were dates for that yet.

Ms. Blankenship replied not yet; she will have them around January. It is the summer school program at Buddy Taylor Middle School and Wadsworth Elementary. She gave a review of the various events the TPO attended last year. She is working to schedule events in Pierson and Bunnell but has so far been unable to do so. Bunnell schedules their events in July so she hopes to know something then.

Mr. Daun suggested the annual Pioneer Days in Barberville as they are close to Pierson. He also suggested the Volusia County Fair.

Ms. Blankenship replied she would look into Pioneer Days. At the Federal Certification Review yesterday, FDOT suggested their "Construction Days"; she does not have much information about it but will be looking into it.

Chairperson Storke encouraged members to review the list and the events near them; he suggested they attend those events and help TPO staff.

Ms. Blankenship replied that part of the Bicycle/Pedestrian Plan was to increase BPAC member involvement. Chairperson Storke and Mr. Roy Walters attended the National Trails Day event and helped TPO staff with helmet fittings.

## **V. Staff Comments**

### **→ River to Sea TPO Staff Member Update**

Mr. Harris stated last month, TPO Transportation Database Manager, Ms. Aarti Sharma, resigned her position; her family has relocated to North Carolina. Last February, Mr. Jabari Hampton, TPO Transit Program Manager, resigned his position as his family relocated to Michigan. Ms. Crystal Mercedes has joined TPO staff; she is an outstanding, talented individual and the TPO is happy to have her as part of the team. The TPO now has three Transportation Planners; himself, Ms. Mercedes, and Senior Planner Ms. Colleen Nicoulin who is also their supervisor. Collectively, they will handle the responsibilities of the Transit Program Manager and Database Manager.

Mr. Harris announced that yesterday the TPO underwent a Federal Certification Review with Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) representatives. It went very well and he thanked those who attended and provided comments especially Mr. Daun. The period for public comment remains open until July 11, 2019. Comments may be submitted online; a link was provided in the agenda. There are also public comment cards available to fill out and turn in.

Mr. Harris stated the 2019 Bicycle Suitability Map has been finalized; the feedback received last month was incorporated into the map. He showed the map on the TPO's website and stated it is available as a .pdf, Google Earth KMZ and ArcMap GIS files. The BPAC requested the roadway segments where the suitability levels could not be verified be included; an extra category was added to the legend for "Experienced Cycling Routes" and is symbolized with solid purple lines on the map. The maps are also going to print this week; Blue Ocean Press out of Ft. Lauderdale will be printing them. The last time the maps were printed in 2014; 5,000 maps were printed and the cost was just under \$8,000. The price for printing has skyrocketed so much that the TPO can only afford to print 2,000 maps this time; the TPO anticipates the maps will last two years. The TPO is going to have to be more conservative on handing the maps out. Ms. Blankenship, TPO Community Outreach Coordinator, will be in charge of distributing the maps. Staff has discussed having a policy that will place some sort of restriction on the number of how many maps to give to any single entity. In the past, maps have been requested by the hundreds; there will have to be limits this time.

Mr. Daun commented that Visit Florida has grants for printing things like the map. He suggested the possibility of the bike shops to sponsor future reprints of the map. He believes the maps should be generously distributed. He realizes there are budget restrictions but funding is available. He volunteered talk to the bike shops about sponsoring the printing.

Mr. Harris replied that will be discussed for the next time. In the meantime, he encouraged the use of the electronic version on the TPO website. Hard copies of the map will be available at the next BPAC meeting.

Ms. Belin agreed with Mr. Daun about approaching the bike shops to sponsor the map and have their contact information on the map so bicyclists will know where they are.

Ms. Sandler asked if there will be a reference to the website on the map; her concern is that trails change.

Mr. Harris replied yes; he hopes to have some sort of annual update for the map. It will be revisited in 2020 and review the areas it fell short and improve the map.

Mr. Cotton asked if the map on the website map could be printed at home; he asked how large the map is.

Mr. Harris replied yes it should but he does not have the dimensions with him.

Mr. Cotton asked if it would be readable on an 8.5 x 11 sheet of paper.

Chairperson Storke stated sections of the map should be printable.

Mr. Ziarnek suggested taking a computer screen shot to print.

Mr. Harris stated the TPO Board has mentioned repeatedly the desire for an app for the map like Volusia County has for parks and trails. If that is something the board is serious about and adds to the next Unified Planning Work Program (UPWP) the TPO will work on it. Incorporating the map into an app would be a top priority if it is in the UPWP.

Mr. Blais suggested the local police departments contribute funding with the assets and forfeiture they have from drug money. It is a public safety issue.

#### **VI. Information Items**

- BPAC Attendance Record
- Federal Certification Review Public Meeting Announcement
- TPO Board Meeting Report
- TPO Information Sheets
- TPO Outreach and Activities

#### **VII. BPAC Member Comments**

Mr. Eik referred to the work going on in Flagler Beach on SR A1A; Flagler Beach has made an effort to make sure vehicle traffic understands the detour on SR A1A. The detour has several side streets and the stop signs have been made to be more identifiable. The project continues to unfold and they are doing a good job; the work is moving along at a decent pace. Mr. Bullard stated his comments address the projects that are funded; from the first quarter of 2018 to 2019, year over year the increased cost of asphalt paving has been greatest in the history of tracking the cost of asphalt paving. It is a 23% increase and no one knows where it will go in the industry. It will really come down hard on everything the TPO is about.

Mr. Dodzik asked if someone wanted a quantity of the bicycle maps if we could ask for a donation.

Mr. Harris replied the TPO would take voluntary donations; the TPO does not ask for donations.

Mr. Coletti stated he recently took a bike and barge trip to Italy; he learned that Venice is the least most disability accessible city. There are 400 bridges and there are no cars, bicycles or motorcycles; it is a walking city. It is very different from here where we do our best to accommodate those with disabilities.

Mr. Daun stated Google is beginning to put trails on their maps as well as ferry maps. He suggested the TPO focus on GIS layers sorted for the bicycle map. He also suggested sending the bicycle map link from the TPO website to "Map My Ride".

Mr. Harris asked what "Map My Ride" does.

Mr. Daun replied it maps the route you want to walk or ride in a community.

Ms. Belin stated it is similar to the "Map My Walk" app; you can create your own route and put it out for shareware.

Mr. Ziarnek stated the FDOT statewide monitoring for bicycle/pedestrian counts is live and the TPO and its jurisdictions can participate in it. You can also learn about the FHWA National Non-motorized Data Program and the latest developments in the non-motorized data collection, the best practices and how to partner with FDOT transportation data and analytics office.

Mr. Mostert thanked Chairperson Storke for his two years of service and thanked Mr. Eik and Mr. Coletti for their service as new Chairperson and Vice Chairperson.

#### **VIII. Adjournment**

The BPAC meeting adjourned at 3:15 p.m.

**River to Sea Transportation Planning Organization**

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**Mr. Paul Eik, Chairperson  
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 June 12, 2019 regular meeting of the Bicycle/Pedestrian Advisory Committee (BPAC), approved and duly signed this 14<sup>th</sup> day of August 2019.

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**Debbie Stewart, Recording Secretary  
River to Sea Transportation Planning Organization**

**SUMMARY SHEET  
BPAC  
AUGUST 14, 2019**

**III. ACTION ITEMS**

**B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2019-## AMENDING THE FY 2019/20 – 2023/24 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**BACKGROUND INFORMATION:**

Each year, FDOT develops the Tentative Five-Year Work Program that becomes effective on July 1<sup>st</sup>. The TPO incorporates the tentative Work Program into the new Transportation Improvement Program (TIP), which is also effective on July 1<sup>st</sup>. Year 1 of the TIP and the Work Program should always match. However, when the new TIP and Work Program become effective, there are often projects that were supposed to get authorized prior to June 30<sup>th</sup> (i.e. when the previous TIP and Work Program were in effect), but did not. These projects will automatically roll forward in the Work Program, but not in the TIP. Hence, there is a need to reconcile the two documents and bring the new TIP up-to-date. This is accomplished by what is known as a “roll forward” TIP amendment. When FDOT releases the Roll Forward Report, the TPO receives a letter from the FDOT-TPO Liaison, listing the "roll forward" projects along with other changes/amendments needed to reconcile the TIP with the Work Program.

The proposed amendment is authorized in the enclosed Resolution 2019-## and the revised Draft FY 2019/20 – 2023/24 TIP incorporating the changes associated with this amendment is provided in Attachment “A”, which will be provided under separate cover. TPO Staff will review the “roll forward” items as well as any other project changes included in this proposed amendment.

**ACTION REQUESTED:**

***MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2019-## AMENDING THE FY 2019/20 – 2023/24 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)***

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2019-##**

**RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION  
AMENDING THE FY 2019/20 TO FY 2023/24  
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 River to Sea TPO's adopted TIP is required to be consistent with the Florida Department of Transportation's adopted Five-Year Work Program; and

**WHEREAS**, the Florida Department of Transportation has provided additional information to the River to Sea TPO regarding the FDOT adopted Five-Year Work Program.

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

1. River to Sea TPO's FY 2019/20 to FY 2023/24 TIP is hereby amended as shown in Attachment "A" attached hereto and made a part of this resolution; and the
2. Chairperson of the River to Sea TPO (or his/her designee) is hereby authorized and directed to submit the FY 2019/20 to FY 2023/24 TIP as amended to the:
  - a. Florida Department of Transportation;
  - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation);
  - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and the
  - d. Department of Economic Opportunity.

**DONE AND RESOLVED** at the regularly convened meeting of the River to Sea TPO held on the 28th day of August 2019.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

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**DAYTONA BEACH COMMISSIONER ROBERT GILLILAND**  
**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 August 28, 2019.

**ATTEST:**

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

**SUMMARY SHEET  
BPAC  
AUGUST 14, 2019**

**III. ACTION ITEMS**

**C. APPOINTMENT OF COMPLETE STREETS SUBCOMMITTEE MEMBERS**

**BACKGROUND INFORMATION:**

The Complete Streets Subcommittee will be responsible for assisting staff and the Walkability Action Institute (WAI) Team by reviewing a draft Complete Streets Policy and Implementation Plan for the River to Sea TPO. At least two members are preferred for the subcommittee, which will hold one meeting this month.

***ACTION REQUESTED:***

***MOTION TO APPOINT MEMBERS TO THE COMPLETE STREETS SUBCOMMITTEE***





# DRAFT COMPLETE STREETS POLICY DEVELOPMENT

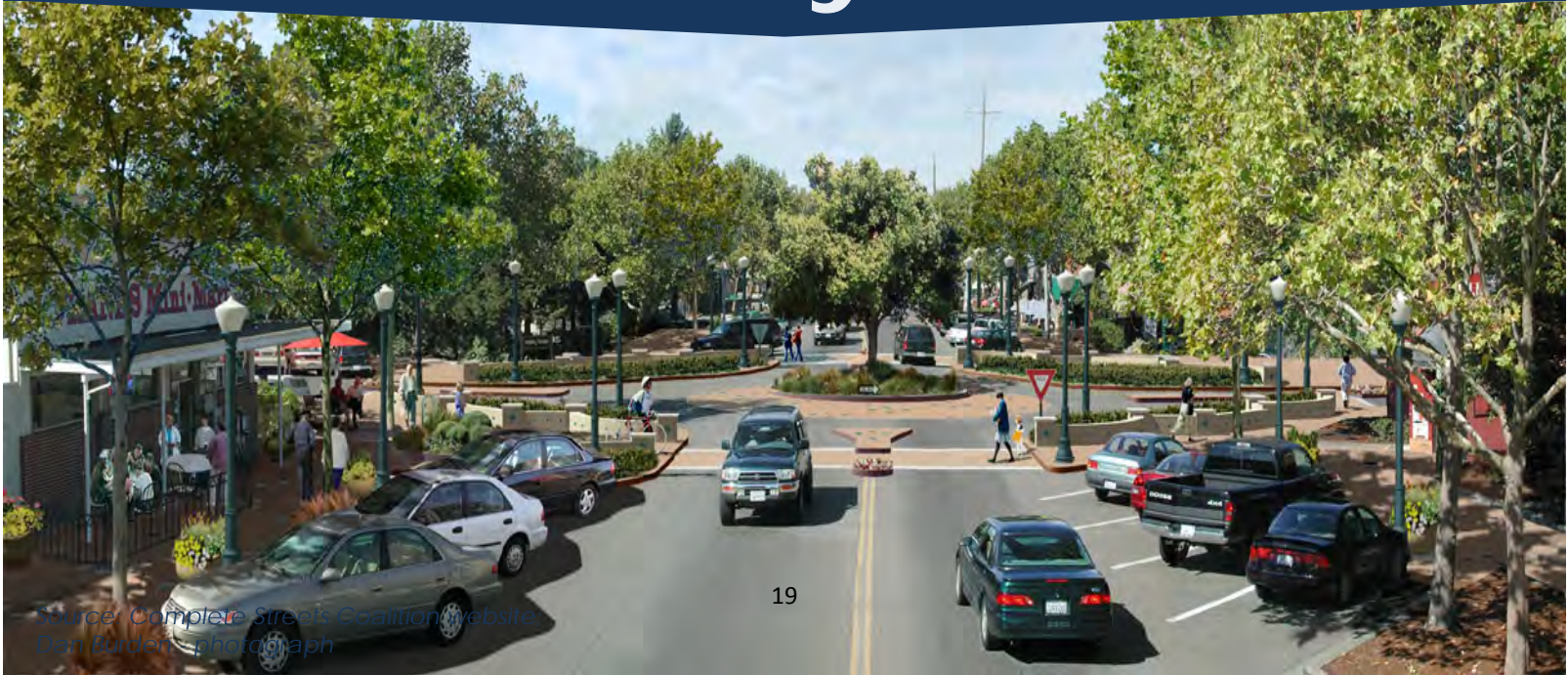


August 2019

# Overview

- What are Complete Streets?
- DRAFT Policy Elements
  - ▣ Definition
  - ▣ Vision & Goals
  - ▣ Implementation
- Complete Streets Subcommittee

# What are Complete Streets and Why?



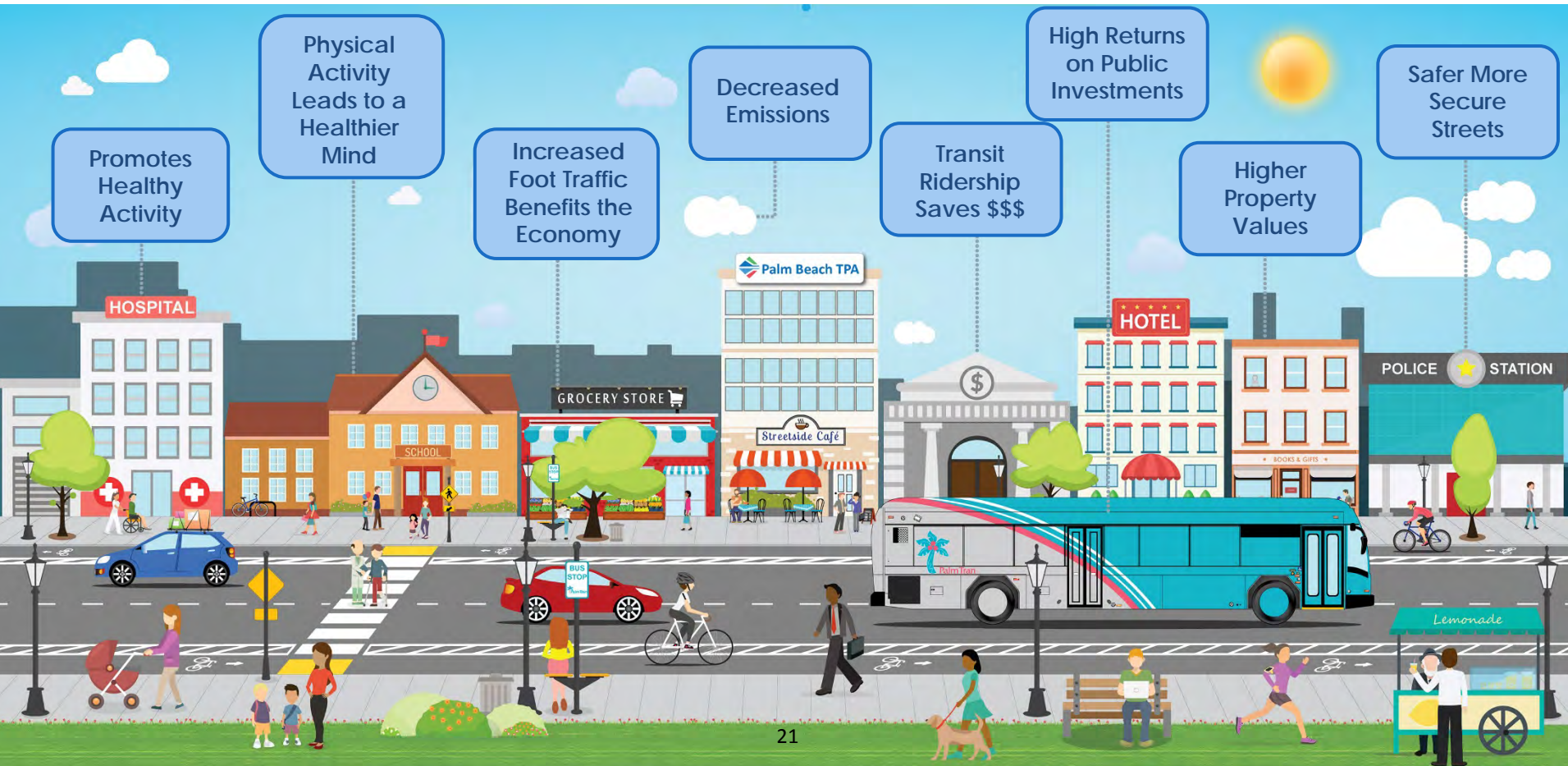
Source: Complete Streets Coalition website  
Dan Burden's photograph



# Complete Streets Coalition

“ A street where the entire right-of-way is **planned, designed, and operated** for **all modes** of transportation and **all users**, regardless of age or ability”

# ...From Palm Beach Transportation Planning Agency



# Increase Safety

## 2019: Most Dangerous US Cities for Walking

Metro Area	Pedestrian Danger Index (PDI)
Orlando-Kissimmee, FL	313.3
<b>Deltona- Daytona Beach-Ormond Beach, FL</b>	<b>265.4</b>
Palm Bay-Melbourne-Titusville, FL	245.0
North Port-Sarasota-Bradenton, FL	234.6
Lakeland-Winter Haven, FL	230.9
Jacksonville, FL	226.2
Bakersfield, CA	217.7
Cape Coral-Fort Myers, FL	217.0
Tampa-St. Petersburg-Clearwater, FL	204.7
Jackson, MS	192.0

# DRAFT R2CTPO Complete Streets Policy





# Complete Streets Definition

*Complete Streets are planned, designed, operated and maintained to safely accommodate people of all ages and abilities, including pedestrians, cyclists, motorists, transit users, emergency services, freight, plus adjacent businesses and residents. The Complete Streets policy recognizes that depending on context, streets may serve diverse activities, functions, and intensity of uses, including recreational and destination-based uses.*



# Vision and Goals

*This Complete Streets Policy will outline a framework for making transportation investment decisions to create a transportation system that provides residents and visitors equitable access to resources, supports economic vitality, and promotes healthy communities.*

## Goals:

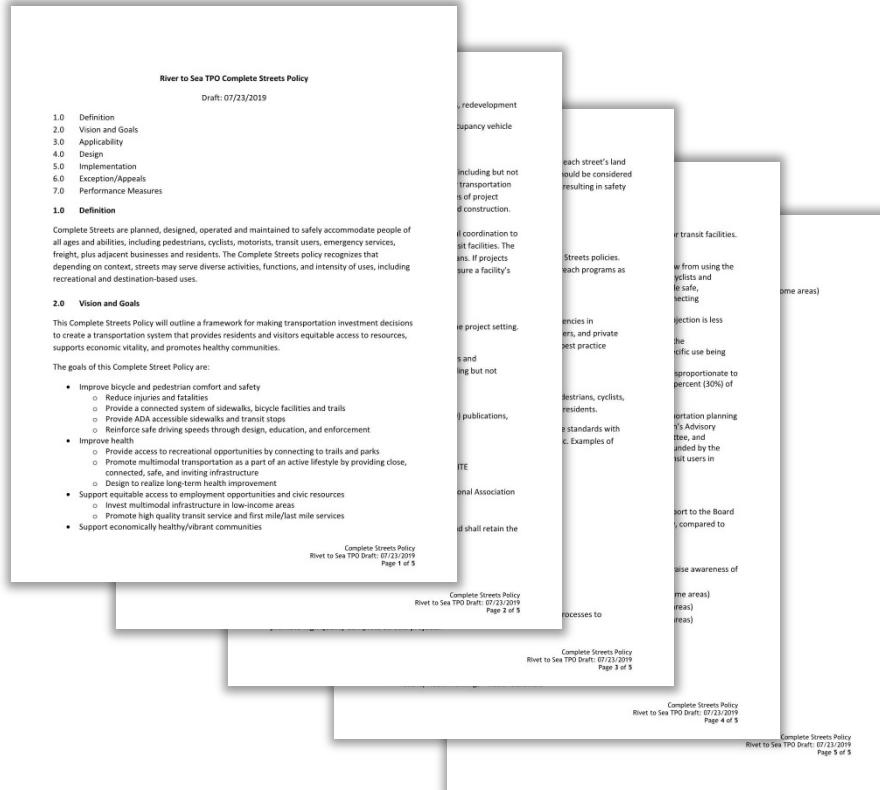
- ❑ Improve bicycle and pedestrian comfort and safety
- ❑ Improve health
- ❑ Support equitable access to employment opportunities and civic resources
- ❑ Support economically healthy/vibrant communities

# Implementation

- ❑ TPO will adopt a regional Complete Streets policy; local governments encouraged to adopt similar Complete Streets policies
- ❑ TPO will develop outreach and training materials
- ❑ TPO will encourage the use of Multimodal Best Practices in design for all users
- ❑ Prioritization process revised to incentivize Complete Streets Projects
- ❑ Complete Streets will be addressed in 2045 LRTP

# Complete Streets Subcommittee

Review and  
provide  
feedback on  
the draft  
Complete  
Streets Policy



# QUESTIONS?

**SUMMARY SHEET  
BPAC  
AUGUST 14, 2019**

**IV. PRESENTATIONS AND DISCUSSION ITEMS**

**A. PRESENTATION AND DISCUSSION OF BICYCLE AND PEDESTRIAN SAFETY**

**BACKGROUND INFORMATION:**

Volusia County Sheriff Michael J. Chitwood is scheduled to deliver a presentation on bicycle and pedestrian safety.

***ACTION REQUESTED:***

***NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC***

**SUMMARY SHEET  
BPAC  
AUGUST 14, 2019**

**IV. PRESENTATIONS AND DISCUSSION ITEMS**

**B. PRESENTATION AND DISCUSSION OF AMENDING THE 2040 LONG RANGE  
TRANSPORTATION PLAN (LRTP)**

**BACKGROUND INFORMATION:**

Recent programming of right-of-way funding for the SR 40 widening project, along with the advancement of funding for the SunRail, Phase 2 North Station, require an amendment to the 2040 Long Range Transportation Plan (LRTP). Public outreach for the R2CTPO requires at least a 30 day notice to amend the 2040 LRTP. TPO Staff will review items to be included in a proposed amendment along with the process and schedule for approving an amendment.

***ACTION REQUESTED:***

***NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC***

**SUMMARY SHEET  
BPAC  
AUGUST 14, 2019**

**IV. PRESENTATIONS AND DISCUSSION ITEMS**

**C. PRESENTATION AND DISCUSSION OF THE ANNUAL CALL FOR PROJECTS AND  
PRIORITY PROJECT RANKING PROCESS OF THE RIVER TO SEA TPO**

**BACKGROUND INFORMATION:**

Each year, after completion of the project prioritization process, the TPO staff asks the committees to evaluate the process and recommend improvements for the next cycle. The aim is to achieve the best possible outcomes in terms of identifying and promoting transportation-related priorities consistent with the community's goals and objectives as prescribed in the adopted long-range transportation plan. TPO staff will lead a discussion of the annual Call for Projects Process and Project Priority Ranking Process.

***ACTION REQUESTED:***

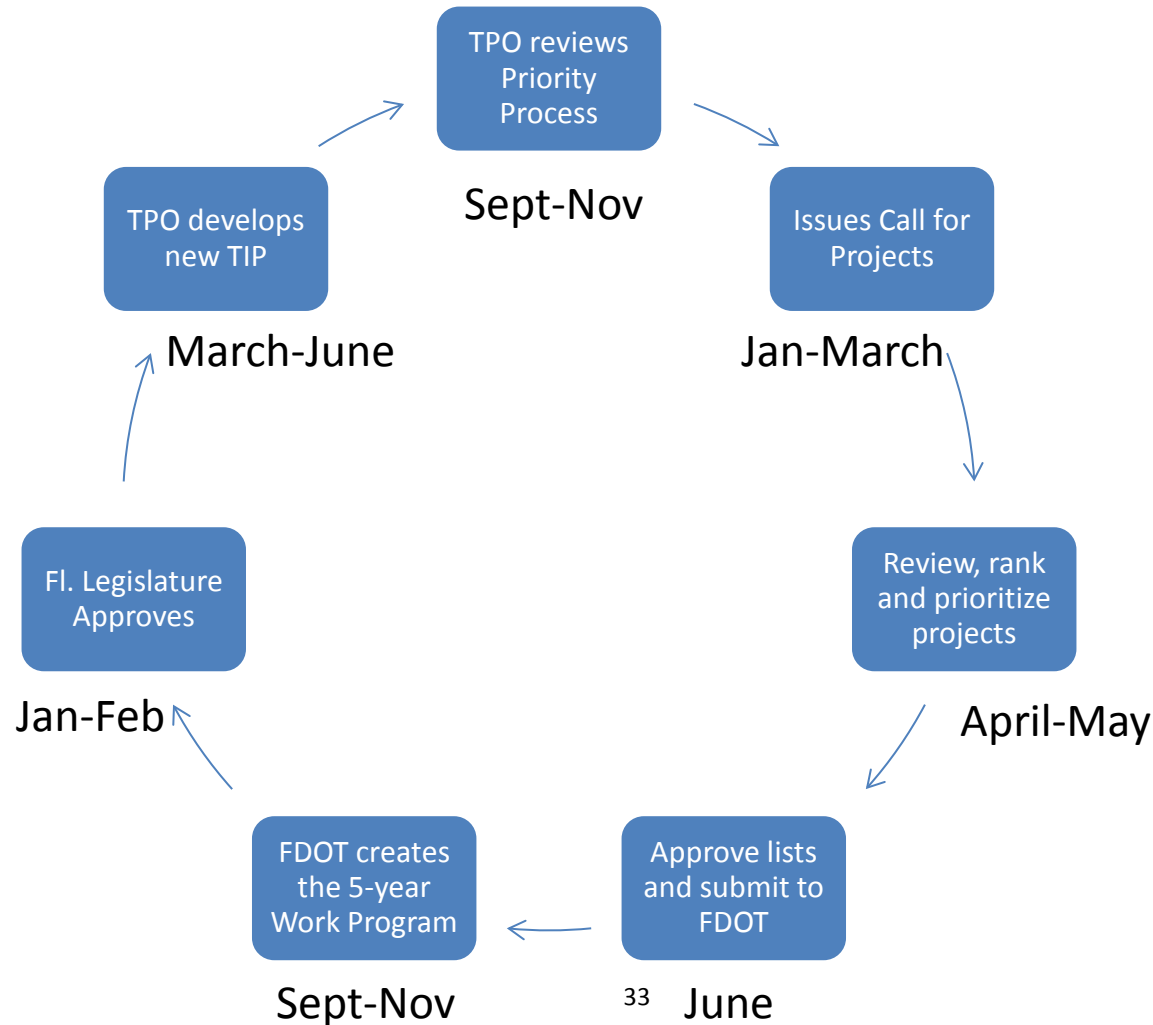
***NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC***

# R2CTPO Transportation Priority Process

- 3 TPO resolutions provide guidance
  - Delineates local match and project cost increases (Resolution 2019-03)
  - Establishes project categories and ranking (Resolution 2019-02)
  - Allocates TPO Set-aside funding (SU) (Resolution 2017-03)
- 3 project applications allow for annual submission of new projects
  - Traffic Operations (safety, technology)
  - Bicycle & Pedestrian (sidewalks & trails)
  - Planning Studies



# R2CTPO Transportation Priority Process



## **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2017-03**

#### **RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ESTABLISHING THE POLICY FOR THE ANNUAL ALLOCATION OF SURFACE TRANSPORTATION PROGRAM (STP) URBAN ATTRIBUTABLE (SU) FUNDING AND OTHER STATE AND FEDERAL FUNDS IDENTIFIED IN THE 2040 LONG RANGE TRANSPORTATION PLAN FOR LOCAL INITIATIVES**

---

**WHEREAS**, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall 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 (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the designated Metropolitan Planning Area (MPA) comprised of Volusia County and the urbanized areas of Flagler County including the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

**WHEREAS**, 23 C.F.R. 450.104 provides that the River to Sea TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Program (STP) projects list of the annual Transportation Improvement Program (TIP) submission; and

**WHEREAS**, each year the appropriate River to Sea TPO committees, made up of a cross-section of interested citizens and staff, are charged with the responsibility of drafting a list of prioritized projects; and

**WHEREAS**, it is the responsibility of the River to Sea TPO to establish project priorities that are equitable for all areas within the River to Sea TPO's planning boundaries ; and

**WHEREAS**, the River to Sea TPO reaffirms its commitment to the priority process and related policies;

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

1. Annual set-asides of the River to Sea TPO's total Surface Transportation Program (STP) Urban Attributable (SU) funding will be made in the following manner: 40% of the total SU funds will be used for Traffic Operations, Safety, and Local Initiatives

(traffic operations focused) Project Priorities, 30% of the total SU funds will be used for Transit Project Priorities, and 30% of the total SU funds will be used for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives (bicycle/pedestrian focused) Project Priorities;

2. Annual set-asides of other state and federal funds identified in the 2040 Long Range Transportation Plan for Local Initiatives will be made available in the following manner: 50% of the funds will be used for Traffic Operations, Safety, and Local Initiatives (traffic operations focused) Project Priorities and 50% will be used for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives (bicycle/pedestrian focused) Project Priorities;
3. Mixed projects (defined as a project that is not a stand-alone bicycle or pedestrian project) will only be accepted and ranked if the predominant cost component is consistent with the category of funding to which it is submitted. All other cost components are subject to eligibility of available funding. Mixed projects submitted by a member local government will be presented to the TPO Board for final determination prior to being ranked in the TPO's list of Priority Projects for Bicycle/Pedestrian facilities;
4. For projects funded in whole or in part with Urban Attributable (SU) funding and/or other state and federal funds obtained through the TPO's Priority Project Process, if the recipient of the funds chooses to display any signs or markers at the project site, said signs or markers shall include language acknowledging the River to Sea TPO, Florida Department of Transportation (FDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and/or other funding partners, as may be applicable, for providing funding for the project. In addition to the language, the sign or marker shall include these agencies' official logos.  
  
Additionally, any public pronouncements made by or on behalf of the recipient regarding the project, including press releases, publications, annual reports, video credits, and dedications, shall acknowledge the funding support provided by the TPO, FDOT, FHWA, and FTA.
5. Resolution 2016-03 is hereby repealed and replaced by this resolution;
6. The policies set forth in this resolution shall remain in effect unless and until they are repealed by the TPO; and
7. The Chairman of the River to Sea TPO (or his designee) is hereby authorized and directed to provide a copy of this resolution to the:
  - a. Florida Department of Transportation (FDOT);
  - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
  - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

**DONE AND RESOLVED** at the regular meeting of the River to Sea TPO held on the 25<sup>th</sup> day of January 2017.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

  
\_\_\_\_\_  
**CITY OF FLAGLER BEACH COMMISSIONER MARSHALL SHUPE**  
**CHAIRMAN, 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 January 25, 2017.

**ATTEST:**

  
\_\_\_\_\_  
**PAMELA C. BLANKENSHIP, RECORDING SECRETARY**  
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

## **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2019-02**

#### **RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION REAFFIRMING THE POLICY FOR ESTABLISHING AND MAINTAINING TRANSPORTATION PRIORITY PROJECTS**

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**WHEREAS**, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall 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 (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the designated Metropolitan Planning Area (MPA) comprised of Volusia County and the urbanized areas of Flagler County including the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

**WHEREAS**, 23 C.F.R. 450.104 provides that the River to Sea TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Block Grant Program (STBG) projects list of the annual Transportation Improvement Program (TIP) submission; and

**WHEREAS**, each year the appropriate River to Sea TPO committees made up of a cross-section of interested citizens and technical staff are charged with the responsibility of drafting a list of prioritized projects; and

**WHEREAS**, it is the responsibility of the River to Sea TPO to establish project priorities for all areas of the TPO's MPA; and

**WHEREAS**, the River to Sea TPO reaffirms its commitment to the priority process and related policies;

**NOW, THEREFORE, BE IT RESOLVED** by the River to Sea TPO that the following policies are established to prioritize transportation projects throughout the TPO's MPA:

1. The project application and evaluation criteria approved by the River to Sea TPO Board shall be used to solicit and evaluate projects for priority ranking in the transportation program categories listed below:
  - a. Florida Strategic Intermodal System (SIS) Projects;
  - b. Regionally Significant, Non-SIS Roadway Projects and Major Bridge Projects;

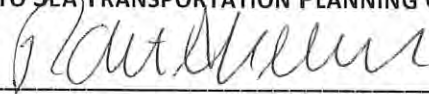


- c. Traffic Operations, Safety, and Local Initiatives Projects;
  - d. Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects;
  - e. Public Transit Projects; and
  - f. Transportation Planning Studies.
2. River to Sea TPO projects that were previously ranked and have a Financial Management (FM) number and are in the Florida Department of Transportation Work Program will automatically be prioritized above projects that are not currently in the FDOT Five-Year Work Program;
  3. Projects which are ranked one through five on the Prioritized List of Florida Strategic Intermodal System (SIS) Projects are deemed to be protected, and will remain in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
  4. Projects which are ranked one through five on the Prioritized List of Regionally Significant, Non-SIS Roadway Projects and Major Bridge Projects are deemed to be protected, and will remain in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
  5. Projects which are ranked one through eight on Tier "B" of the Prioritized List of Traffic Operations, Safety, and Local Initiatives Projects are deemed to be protected, and will be ranked in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
  6. Projects which are ranked one through three on Tier "B" of the Prioritized List of Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects are deemed to be protected, and will be ranked in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
  7. If, at any time, two or more lists of prioritized projects are merged into a new list, every project that was protected prior to the merger shall retain its protected status, and no new or previously unprotected project shall be deemed to be protected unless and until it advances to the protected rank prescribed for the new, merged list.
  8. The River to Sea TPO will only re-prioritize or add projects when the TPO Board determines: a) unusual circumstances support such action, b) the circumstances are not of a recurring nature, c) the circumstances do not result from the actions of the project sponsor, and d) the proposed reprioritization or addition will not be contrary to the public interest;
  9. Requests to change the priority or to add a project must include a statement of hardship by the requestor along with supporting documentation that includes

- detailed justification of need and an assessment of the impacts to the programming of prioritized projects;
10. It is the responsibility of the River to Sea TPO and FDOT staffs to provide the River to Sea TPO members with current information and data on project status and to assist the members in their efforts to make informed decisions regarding the prioritized projects lists;
  11. The River to Sea TPO shall, in its discretion, make all decisions regarding the final prioritized project lists that are annually submitted to FDOT;
  12. Once a project has attained protected status, it should be programmed within 3 years. If it has not been programmed during that time due to inactivity on the part of the project sponsor, then the project will be removed from the list of priority projects. The project sponsor may resubmit the project for open ranking on any subsequent call for projects.
  13. Per the approved the Annual Call for Projects schedule, the project sponsor shall annually submit a letter to the River to Sea TPO affirming their continued support to retain each project on the priority list and provide updated cost estimates.
  14. The River to Sea TPO shall use this project prioritization process to support the development of Regional Priority Lists in the areas of Trails, Transit, Transportation Systems Management and Operations (TSM&O), and Planning Studies
  15. The policies set forth in this resolution shall remain in effect unless and until they are repealed by the TPO; and
  16. the Chairperson of the River to Sea TPO, (or their designee) is hereby authorized and directed to provide a copy of this resolution to the:
    - a. Florida Department of Transportation (FDOT);
    - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
    - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation)

**DONE AND RESOLVED** at the regular meeting of the River to Sea TPO held on the 23rd day of January 2019.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**



**CITY OF DAYTONA BEACH COMMISSIONER ROBERT GILLILAND  
ACTING 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 January 23, 2019.

**ATTEST:**



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



## **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2019-03**

#### **RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) DEFINING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS FOR PROJECTS PRIORITIZED FOR FUNDING BY THE TPO**

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**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 (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the designated Metropolitan Planning Area (MPA) comprised of Volusia County and the urbanized areas of Flagler County including the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

**WHEREAS**, the FDOT funds projects in the Work Program based on the plans and priorities set by the TPO; and

**WHEREAS**, the River to Sea TPO desires to provide, whenever possible, financial assistance to governmental entities to allow them to pursue transportation projects and programs which are consistent with the TPO's plans and priorities and benefit residents of and visitors to our planning area; and

**WHEREAS**, the River to Sea TPO wants to leverage the state and federal transportation funds programmed on transportation projects in TPO's MPA and ensure a measure of local financial commitment to transportation projects and programs utilizing these funds;

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

1. Every governmental entity receiving state and/or federal transportation funds for a project on any of the following Priority Project Lists shall provide a local match at the ratio of 10% local funds to 90% state and/or federal funds:
  - a. Traffic Operations, Safety, and Local Initiatives Projects;
  - b. Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects.

This match requirement shall not apply to projects on the State Highway System; and

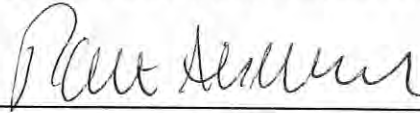
2. Every governmental entity receiving state and/or federal transportation funds for a project on the TPO's Priority List of Transportation Planning Studies shall provide a local match at the ratio of 10% local funds to 90% state and/or federal funds; and

3. A local match shall not be required for any project on the TPO's Priority Lists of Strategic Intermodal System (SIS) Projects, Regionally-Significant, Non-SIS Roadway Projects, or Transit Projects, subject to the any other funding program requirements that may apply (e.g., Transportation Regional Incentive Program); and
4. the River to Sea TPO determines that "local match" shall be defined as non-state/non-federal cash match and/or in-kind services of eligible costs that advance the project in question; and
5. notwithstanding the terms prescribed in subparagraph 2, above, the required local match shall not exceed the ratio required in the current policy of the TPO Board at the time the governmental entity requesting the funds commits to its amount of local match for the project; and
6. the River to Sea TPO reserves the right to waive or adjust the local match requirements if the TPO Board deems there exists sufficient reason or circumstance; and
7. the River to Sea TPO defines a cost overrun as an increase in the amount of the cost of any programmed project phase due to a change in scope, project limits or project approach that could have reasonably been foreseen or is the result of an incomplete, insufficient or out of date cost estimate; and
8. the River to Sea TPO reaffirms its policy that any cost overruns encountered on a project funded with state and/or federal transportation funds will be the responsibility of the governmental entity identified as the project originator with the following exception: if the project is on the state highway system and the State DOT is the project manager of record then the state shall be responsible for any cost overruns utilizing state dollars; and
9. the River to Sea TPO defines a cost increase as an increase in the cost of any programmed project phase due to unforeseen market changes or a change in requirements and/or standards for projects that have current and complete cost estimates; and
10. Requests for additional state and/or federal funds must be submitted to the TPO and include a statement of hardship or justification by the governmental entity identified as the project sponsor along with supporting documentation that includes detailed justification of the change in cost; and
11. the River to Sea TPO Executive Director may authorize the use of state and/or federal funds to cover some or all of a cost increase on any project phase up to and including 10% of the project cost estimate for that phase; and
12. the use of state and/or federal funds to cover cost increases exceeding 10% of the project cost estimate for any phase may be authorized only by the River to Sea TPO Board; and
13. 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;
  - b. Federal Transit Administration (through the Florida Department of Transportation);
  - c. Federal Highway Administration (through the Florida Department of Transportation); and

- d. Councils, Commissions, and Managers of the TPO Member Local Governments.

**DONE AND RESOLVED** at the regularly convened meeting of the River to Sea TPO held on the 23<sup>rd</sup> day of January 2019.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**



**CITY OF DAYTONA BEACH COMMISSIONER ROBERT GILLILAND  
ACTING 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 January 23, 2019.

**ATTEST:**



**DEBBIE STEWART, RECORDING SECRETARY**

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**SUMMARY SHEET  
BPAC  
AUGUST 14, 2019**

**V. STAFF COMMENTS**

- Grand Opening for Orange City's Skate Park
- Lane reduction on Oakridge Blvd. in Daytona Beach
- Update of FDOT's proposed Local Agency Program (LAP) Policy

**VI. INFORMATION ITEMS**

- BPAC Attendance Record
- June-July 2019 TPO Outreach & Activities
- Save the Date for Central Florida Mobility Week: Oct 25-Nov 1, 2019

**VII. BPAC MEMBER COMMENTS**

**VIII. ADJOURNMENT**



JOIN US AS WE OFFICIALLY OPEN  
ORANGE CITY'S SKATE PARK

# GRAND OPENING

**COLIN'S DREAM AT COLEMAN PARK**

Run/Walk/Skate at 9 am  
Official Ribbon Cutting at 10 am  
Music, Fun and Games until 1 pm  
Free Hot Dogs & Snow Cones\*

*\*while supplies last*

**SATURDAY | AUGUST 10**  
**210 E BLUE SPRINGS AVE**



## Run/Walk/Skate start

Meet at 9am

Orange City Elementary parking lot

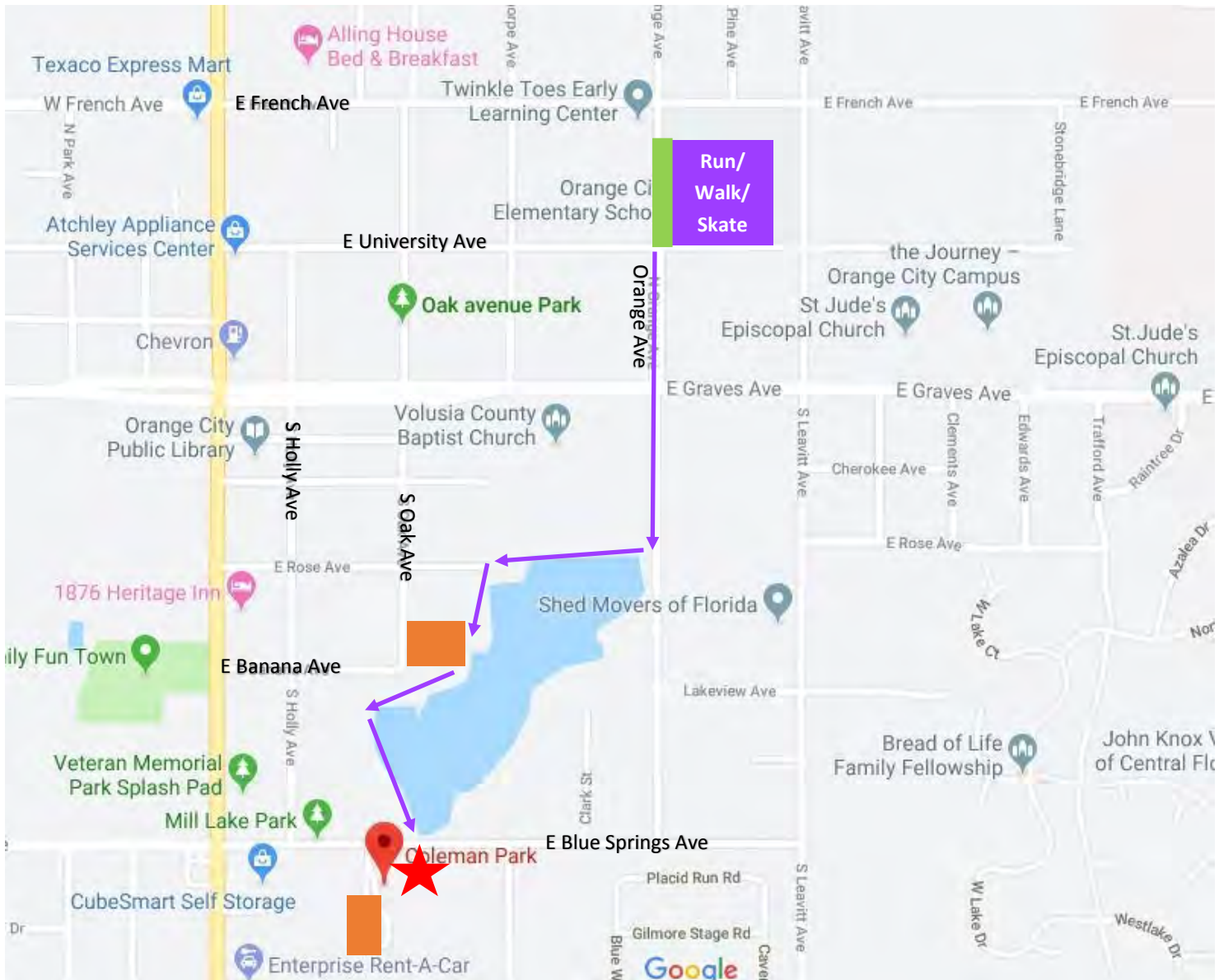
555 E University Ave

## Grand Opening Ceremony address

Starts at 10am

Colin's Dream at Coleman Park

210 E Blue Springs Ave



Coleman Park / Grand Opening Ceremony Area



Parking



Orange City Elementary / Run/Walk/Skate start



Run/Walk/Skate route



Run/Walk/Skate parking

Map courtesy of Google Maps

## BPAC Attendance Record 2019

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Holly Ryan/Doug Hall	x	x	x	exc	exc	exc							Daytona Beach (appt. 3/12) (alt. appt. 02/14)
Joan Sandler				x	x	x							DeBary (appt 4/19)
Ted Wendler	x	x	x	x	exc	x							DeLand (appt. 05/11)
Scott Leisen	exc	abs	exc	exc	abs	abs							Deltona (appt. 12/12)
Paul Eik (19/20 Chairman)	x	x	x	x	x	x							Flagler Beach (appt. 7/14) (alt appt 9/18)
Larry Coletti (19/20 Vice Chairman)	x	xx	xx	x	x	xx							Flagler County (appt 2/16)
Gilles Blais	x	x	x	x	x	x							Holly Hill (appt 3/17)
Nic Mostert	x	x	x	x	x	x							New Smyrna Beach (appt. 03/15)
Bob Storke	x	x	x	x	x	x							Orange City (appt. 12/07)
Gayle Belin	exc	x	exc	x	x	x							Ormond Beach (appt. 01/15 - 07/16)
Danielle Anderson	abs	exc	abs	abs	abs	abs							Palm Coast (Appt. 02/16)
Jeff Martindale		x	exc	x	exc	x							Port Orange (Appt 2/19)
Christy Gillis	abs	x	x	exc	x	x							South Daytona (appt. 01/16)
Roy Walters/Jason Aufdenberg	x	x	x	x	x	exc							Volusia County At-Large (appt. 03/05) (alt. appt 07/12)
Patrick McCallister	x	x	exc	exc	x	exc							Volusia County D-1 (appt. 10/16)
Nancy Burgess-Hall/Chris Daun	x	xx	xx	x	x	exc							Volusia County D-2 (app 2/14) (alt. appt 3/18)
Wendy Hickey ( <i>non-voting</i> )	x	x	exc	x	x	exc							Flagler County (appt. 12/15)
Gwen Perney ( <i>non-voting</i> )	x	x	x	exc	x	x							Large City - Port Orange
John Cotton/Edie Biro ( <i>non-voting</i> )	x	x	x	x	x	x							Votran (appt. 07/13)(alt. appt. 02/16)
Melissa Winsett/Terri Bergeron ( <i>non-voting</i> )	x	x	x	x	x	x							Volusia County (02/14) (alt. Appt. 09/16)
Rob Brinson/Eric Kozielski ( <i>non-voting</i> )	x	abs	abs	abs	abs	abs							Volusia County School Board (appt. 01/16)
Mike Ziarnik ( <i>non-voting</i> )	x	x	x	exc	x	x							FDOT (appt 8/17)
Stephan Harris ( <i>non-voting</i> )	x	x	x	x	x	x							River to Sea TPO
QUORUM	Y	Y	Y	Y	Y	Y							

### Vacancies

Beverly Beach  
 Bunnell  
 Daytona Beach Shores  
 DeBary  
 Edgewater  
 Flagler County School Board  
 Flagler County Transit  
 Lake Helen  
 Oak Hill  
 Pierson  
 Ponce Inlet  
 Volusia County Chair  
 Volusia County D-3

### CODES

X = Present  
 exc = Excused  
 abs = Absent (Unexcused)



# June & July 2019 TPO Outreach & Activities

## 1 National Trails Day Helmet Fitting

Date: Saturday, June 1, 2019

Location: DeBary Hall

Description: TPO staff set up a display table and distributed promotional items as well as fitting and donating 28 bicycle helmets to children and adults



## 2 PACE Center Community Breakfast

Date: Tuesday, June 3, 2019

Location: Daytona Beach

Description: TPO staff attended the PACE Center Community Breakfast, an organization which provides girls an opportunity for a better future through education, counseling, training and advocacy

### AUGUST EVENTS:

10: Orange City Skate Park Opening Helmet Fitting, Orange City

10-11: Floridians for Better Transportation (FBT) Summer Camp, Bonita Springs

30: MPOAC Meeting, Orlando

31: CFTPG Meeting on Tourism, Orlando

### OTHER UPCOMING EVENTS:

Sept. 28: Port Orange Family Days Helmet Fitting

## 3 Summer Camp Program Helmet Fittings

June 13: Forest Lake Elementary, Deltona

June 25: South Daytona Elementary

July 9: Pride Elementary, Deltona

July 18: Spruce Creek Elementary, Port Orange

Description: TPO staff gave a presentation on bicycle safety, and fit and donated a total of 192 bicycle helmets to the students at these four elementary schools

## 4 Federal Certification Review & Public Meeting

Date: Tuesday, June 11, 2019

Location: TPO Office

Description: FHWA, FTA and FDOT completed a Federal Certification Review of the TPO; a public meeting was held to solicit input at which seven public comments were received

## 5 MPO Advisory Council Leadership Meeting

Date: Tuesday–Wednesday, June 18-19, 2019

Location: Tallahassee

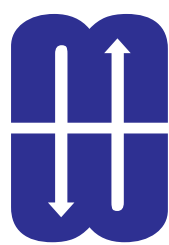
Description: TPO staff attended the MPOAC Leadership meeting

### ONGOING PROJECTS & STUDIES:

- Walkability Action Institute Grant Project
- Central Florida Visitors Study
- Central Florida Regional Planning Model Update
- US 17/92 @ Dirksen Drive Feasibility Study
- Development of FY 2018/19 Public Outreach Summary
- Development of FY 2018/19 Public Participation Evaluation Matrix
- Development of FY 2018/19 Annual Report
- 2045 Long Range Transportation Plan (LRTP)
- Development of Community Safety Action Plan



# SAVE THE DATE



## Mobility Week

OCT 25 – NOV 1, 2019



## What Moves You?

**Join us in celebrating Mobility Week.**

During Mobility Week, counties, cities and transportation agencies host events to promote safe and sustainable transportation choices. It's also an opportunity for individuals to explore the various transportation choices available to them.

### Looking Back at Central Florida Mobility Week 2018

35 EVENTS



41 PARTNER AGENCIES



**22,097**

People Attended  
Various Events



**3,527**

Transit Passenger  
Giveaways



**3,527**

Promotional Items  
Distributed



**2,513**

Free Transit Rides



**3,911**

Shared Bike/Walk Safety Tips  
with Parents and Children



**239**

Bicyclists in Events



**202**

Pedestrians in Events



**183**

Fitted Bike Helmets for  
Children and Adults



**140**

Safety Pledges



**124**

Safety Surveys



**11**

Adults Carfitted



**8**

Workshops/Trainings

Stay tuned for more event details and information on  
how you can participate in this year's events.

[www.MobilityWeekcfl.com](http://www.MobilityWeekcfl.com)

To become an agency partner in this year's Mobility Week,  
please email us at [contact@mobilityweekcfl.com](mailto:contact@mobilityweekcfl.com)