

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, September 12, 2018

TIME: 3:00 PM

PLACE: River to Sea TPO

2570 W. International Speedway Blvd.,

Suite 100 (Conference Room)

Daytona Beach, Florida 32114-8145

Mr. Bob Storke, Chairperson

AGENDA

- I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE
- II. NEW BPAC MEMBER INTRODUCTION (Contact: Debbie Stewart) (Enclosure, Page 4)
- **III. PUBLIC COMMENT/PARTICIPATION** (Length of time at the discretion of the Chairperson)
- IV. ACTION ITEMS
 - A. REVIEW AND APPROVAL OF THE AUGUST 8, 2018 BPAC MEETING MINUTES (Contact: Debbie Stewart) (Enclosure, pages 5-15)
 - B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2018-## ADOPTING THE 2018 ROADWAY SAFETY EVALUATION & IMPROVEMENT STUDY (Contact: Stephan Harris) (Enclosure, pages 16-18)
 - C. REVIEW AND RECOMMEND APPROVAL OF A REQUEST FROM ORMOND BEACH TO INCREASE FUNDING FOR THE TOMOKA ELEMENTARY CONNECTOR SIDEWALK (Contact: Stephan Harris) (Enclosure, pages 19-27)

IV. ACTION ITEMS (continued)

D. REVIEW AND RECOMMEND APPROVAL OF A REQUEST FROM ORMOND BEACH TO INCREASE FUNDING FOR THE WILLIAMSON BOULEVARD PEDESTRIAN IMPROVEMENTS (Contact: Stephan Harris) (Enclosure, pages 28-37)

V. PRESENTATIONS AND DISCUSSION ITEMS

- A. PRESENTATION AND DISCUSSION OF THE ST. JOHNS RIVER TO SEA LOOP TRAIL PROJECT DEVELOPMENT & ENVIRONMENT (PD&E) STUDY: SR 44 (LYTLE AVENUE) TO SR 400 (BEVILLE ROAD) (Contact: Stephan Harris) (Enclosure, pages 38-65)
- B. PRESENTATION AND DISCUSSION OF THE DRAFT R2CTPO 2018 CONGESTION MANAGEMENT PROCESS (CMP) AND PERFORMANCE MEASURES REPORT (Contact: Colleen Nicoulin) (Enclosure, page 66)
- C. PRESENTATION AND DISCUSSION OF THE DRAFT FY 2017/18 PUBLIC INVOLVEMENT REPORT (Contact: Pamela Blankenship) (Enclosure, page 67)
- D. 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 68-80)

VI. STAFF COMMENTS (Enclosure, pages 81-85)

- → Florida Trail Town Designation
- → Status Update on the R2CTPO Bicycle Suitability Map
- → Status Update on the R2CTPO List of Prioritized Bicycle and Pedestrian Projects
- → Status Update on Holly Hill Sidewalk Projects
- → Status Update on Daytona Beach Sweetheart Trail Lighting Project

VII. INFORMATION ITEMS (Enclosure, pages 81, 86-92)

- → August 2018 TPO Outreach & Activities
- → BPAC Attendance Record
- → BPAC Bicycle Suitability Map Subcommittee Report
- → East Central Regional Rail Trail Ribbon Cutting
- → Mobility Week October 27-November 3, 2018
- → Pedestrian Safety/White Cane Awareness Event
- → TPO Board Meeting Report

VIII. BPAC MEMBER COMMENTS (Enclosure, page 81)

IX. ADJOURNMENT (Enclosure, page 81)

BPAC Notice and Agenda September 12, 2018 Page 3

The next meeting of the BPAC will be on Wednesday, October 10, 2018

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 SEPTEMBER 12, 2018

II. NEW BPAC MEMBER INTRODUCTION

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Mr. Charles Morrow has been appointed to the BPAC as the alternate Flagler Beach representative by TPO Board Member Marshall Shupe.

ACTION REQUESTED:

AS DIRECTED BY THE BPAC

SUMMARY SHEET BPAC SEPTEMBER 12, 2018

IV. ACTION ITEMS

A. REVIEW AND APPROVAL OF THE AUGUST 8, 2018 BPAC MEETING MINUTES

BACKGROUND INFORMATION:

Minutes are prepared for each meeting and must be approved by the BPAC. The August 8, 2018 BPAC meeting minutes are provided with this agenda packet for your review.

ACTION REQUESTED:

MOTION TO APPROVE THE AUGUST 8, 2018 BPAC MEETING MINUTES

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

Members Present:

Scott Leisen

Paul Eik, 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 Ziarnek John Cotton

Members/Technical Appointees Absent:

Doug Hall (excused)

Michelle Grenham (excused)

Jeff Hodge Ted Wendler

Wendy Hickey (excused)
Heidi Petito/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 Votran

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
TPO Staff
TPO Staff
TPO Staff
Benesch

Florida Department of Health

East Coast Greenways & Trails Alliance

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. Eik 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. Eik 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. Eik 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. Eik 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. Eik 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.

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.

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 <u>August 8, 2018</u> regular meeting of the Bicycle/Pedestrian Advisory Committee (BPAC), approved and duly signed this 12th day of <u>September 2018</u>.

Debbie Stewart, Recording Secretary
River to Sea Transportation Planning Organization

SUMMARY SHEET BPAC SEPTEMBER 12, 2018

IV. ACTION ITEMS

B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2018-## ADOPTING THE 2018 ROADWAY SAFETY EVALUATION & IMPROVEMENT STUDY

BACKGROUND INFORMATION:

The Roadway Safety Evaluation and Improvement Study is a follow-up to the River to Sea TPO's 2017 Crash Analysis Report. The methodology of this study is to:

- Review crash records of selected roadways and intersections
- Determine and select crash locations to be evaluated an reviewed
- Identify crash contributing factors for all crash types identified in the crash records by location
- Identify crash cluster locations
- Conduct field observations to verify contributing factors and locations mentioned in the crash records
- Summarize findings from the crash records review and the field observations
- Compare crash experience to national and statewide crash data, if available
- Identify crash reduction measures to reduce or eliminate overall vehicular crashes by locations

Resolution 2018-## is for adoption of the 2018 Roadway Safety Evaluation & Improvement Study, which is available for viewing and downloading from the TPO's website at: https://www.r2ctpo.org/wp-content/uploads/R2CTPO Roadway-Safety-and-Improvement-Rec-Study-081718.pdf

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2018-## ADOPTING THE 2018 ROADWAY SAFETY EVALUATION & IMPROVEMENT STUDY

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2018-##

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE 2018 ROADWAY SAFETY EVALUATION & IMPROVEMENT REPORT

WHEREAS, the River to Sea TPO is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

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

WHEREAS, the River to Sea Transportation Planning Organization has developed the 2018 Roadway Safety Evaluation & Improvement Report that has been provided for review by the general public, the River to Sea TPO's Advisory Committees and the River to Sea TPO Board.

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

- 1. River to Sea TPO Board and advisory committees have reviewed and endorsed the 2018 Roadway Safety Evaluation & Improvement Report;
- 2. River to Sea Transportation Planning Organization's 2018 Roadway Safety Evaluation & Improvement Report is hereby endorsed and adopted; and the
- 3. Chairperson of the River to Sea TPO (or her designee) is hereby authorized and directed to submit the 2018 Roadway Safety Evaluation & Improvement Report to the:
 - a. Florida Department of Transportation; and
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and the
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

River to Sea TPO Resolution 2018-## Page 2

Do	one and Resolved at	the regularly convened	meeting of the	River to Sea	TPO held o	n the
26 th day o	f September 2018.					

26 th day of September 2018.	
	RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION
	DEBARY VICE MAYOR LITA HANDY-PETERS CHAIRPERSON, RIVER TO SEA TPO
CERTIFICATE:	
	Recording Secretary of the River to Sea TPO certified opy of a resolution, adopted at a legally convened tember 26, 2018.
ATTEST:	
DEBBIE STEWART, RECORDING SECRETARY	
RIVER TO SEA TRANSPORTATION PLANNING ORG.	ANIZATION

SUMMARY SHEET BPAC SEPTEMBER 12, 2018

IV. ACTION ITEMS

C. REVIEW AND RECOMMEND APPROVAL OF A REQUEST FROM ORMOND BEACH TO INCREASE FUNDING FOR THE TOMOKA ELEMENTARY CONNECTOR SIDEWALK

BACKGROUND INFORMATION:

The City of Ormond Beach is requesting \$15,308 in additional funds for the design phase of the Tomoka Elementary Connector Sidewalk. The city submitted an application for project implementation in 2016. \$16,580 in ACSU funds are programmed for design in FY 2018/19. The city's consultant has proposed a design fee of \$31,888. Resolution 2016-01 defines a cost overrun as the difference between the amount programmed on any project phase and the actual cost for that phase. The resolution also reaffirms the TPO's 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 (Ormond Beach).

Tomoka Elementary Connector Sidewalk

\$31,888 Actual Design Cost
-16,580 ACSU Funds Programmed for Design
\$15,308 Funding Request (Cost Overrun)

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF A REQUEST FROM ORMOND BEACH TO INCREASE FUNDING FOR THE TOMOKA ELEMENTARY CONNECTOR SIDEWALK



CITY OF ORMOND BEACH

Engineering Division • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3311 • Fax (386) 676-3361

August 24, 2018

Lois Bollenback
Executive Director
River to Sea TPO
2570 West International Speedway Boulevard
Suite 120
Daytona Beach, Florida 32114-8145

Re: Tomoka Elementary Connector Sidewalk

FPN: 440852-1-38-01

Lois -

Through the RFQ process, the City ranked CPH first of the responding consultants for the above referenced project. Following the ranking by the City's committee, the City has met with and corresponded a negotiation process for the scope of services and required man hours necessary for the design of the proposed project. The City and CPH, have arrived at a point of a mutually agreeable proposal for the solicited design, however the proposed design fee of \$31,888.13 is higher than the originally estimated design fee submitted with the project application. The approved estimate for design services was \$16,200.00. The City has reviewed the proposed design hours submitted by CPH as well as their loaded "FDOT" rates and finds nothing to indicate that the submitted proposal is not appropriate for this project. This project was originally intended to be designed 'inhouse' by the City, as such the estimate and rate schedule were significantly lower than the loaded rates acceptable by consultants on FDOT projects. Please accept this letter as a request to increase the design cost of this project to \$31,888.13; of which the City will provide a ten percent (10%) contribution to the fee (\$3,188.81). I have included with this transmittal a copy of CPH's design proposal, as well as the collected negotiation correspondence for this project and the City's Williamson Blvd. / Hand Avenue Pedestrian Improvements project (FPN:440853-1-38-01) included with this project in the City's Ormond Beach Pedestrian Safety RFQ No. 2018-24.

Thank you for your assistance and continued support. If you have any questions, please feel free to contact me at your convenience.

Sincerely,

Shawn P. Finley, P.E

CITY OF ORMOND BEACH TOMOKA ELEMENTARY CONNECTOR SIDEWALK PROJECT DESIGN SCOPE OF SERVICES

CPH understands the CITY is requesting the design of a sidewalk along the north side of Old Tomoka Road between W. Granada Blvd (MP 28.193) and W. Granada Blvd (MP 28.560). In addition to the sidewalk, a mid-block crossing will be provided to Tomoka Elementary School between the two driveways. CPH will prepare the designs meeting CITY, FDOT, MUTCD, and ADA design criteria as required for the FDOT LAP program. The below scope of services are in combination with the Scope of Work included in RFQ No. 2018-24.

TASK 1 – PROJECT ADMINISTRATION

CPH will provide general project management, including, but not limited to communication and coordination with the CITY and subconsultants, preparation of meeting materials and meeting documentation, preparing project billing and invoicing, tracking project budget and schedule, and attendance at the kick-off meeting and 3 review meetings. Two public meetings are also included; one with the Tomoka United Methodist Church and one with Volusia County Schools staff to discuss the proposed improvements.

TASK 2-DESIGN SERVICES

CPH will utilize the survey provided by the CITY to perform the design services and construction plans. CPH will perform a detailed field review of the site with the completed survey to assess the proposed sidewalk area and notify the CITY if more survey information is required. CPH will prepare Preliminary Plans (30%) consisting of a plan view of the improvements, detailing the alignment of the sidewalk, modified driveways, curb ramps, and other associated elements of the sidewalk. CPH will submit the preliminary plans to the CITY for review, and will make revisions to the plans as requested. The 30% Plans will prepared on an 11"x17" plan sheet at a reasonable scale to clearly detail the proposed construction required to meet current ADA and FDOT criteria. The 30% Plans will consist of the following sheets:

Key Sheet Typical Sections Plan Sheets Details (as needed)

Based on the CITY review of the Preliminary Plans, CPH will prepare 60% construction plans to clearly detail the proposed construction required to meet current ADA and FDOT criteria. The plan set will consist of the following sheets:

Key Sheet
General Notes and Summary of Pay Items
Typical Sections
Plan Sheets (w/ Signing and Pavement Markings)
Sidewalk Cross-Sections at 50-ft
Miscellaneous Details (as needed)
Traffic Control Plans (TCP General Notes and applicable FDOT Standard Plans Sheets)
Erosion Control Plans (SWPPP not included)

CPH assumes the CITY has FDOT approved Front End Documents for the advertisement and contractual agreement with a prospective contractor. CPH will utilize FDOT Big 4 Specifications for the project. CPH will utilize FDOT's Specs-on-the-Web to prepare obtain the latest FDOT Specifications Sections 1-9, as modified by the Local Agency; the latest Supplemental Specifications; the current David-Bacon Wage Rate determination; FHWA Form 1273; Clear Letters; and prepare Technical Special Provisions for construction items not covered by the Standards Specifications. CPH will also prepare an Engineer's Estimate of Probable Cost (EEOPC) for the 60% Plans submittal. CPH will submit the 60% Plans, Technical Specs, and EEOPC to the CITY and FDOT for review, and will make necessary revisions as requested.

Based on the CITY's and FDOT's 60% Submittal review, CPH will coordinate with the CITY to incorporate the necessary revisions. CPH will assist the CITY with responding to the FDOT ERC comments. If substantial revisions are requested by the COUNTY or FDOT, that are beyond the limits of this scope of work, and as agreed upon by the CITY, requested revisions will be addressed as additional services. Based on the CITY's review of each submittal phase, CPH will address comments, and move forward with preparing the subsequent submittals: 90%, and 100% (Final Submittal). CPH will prepare the construction plan sheets, notes, and details to include plans as necessary to convey the intent and scope of the project for the purposes of construction. Updated EEOPCs and Bid Documents will be submitted with each submittal.

TASK 3 – PERMITTING SERVICES

Permitting is anticipated with the St Johns River Water Management District (SJRWMD).

It is assumed that the sidewalk project will qualify for an exemption through SJRWMD. CPH will begin the coordination with SJRWMD following the approval for the 30% Plans by attending preapplication meetings. Upon completion and City review of the 60% Plans, CPH will prepare and submit the Permit Exemption Request to SJRWMD. If SJRWMD determines a permit is required, the permitting services will be handled as an additional service. Any other permits that may arise during the design or review process, and not outlined above, will be handled as an additional service. Permitting and/or application fees will be the responsibility of the CITY.

TASK 4 – UTILITY COORDINATION

CPH understands these projects will require utility coordination for underground and overhead utilities. CPH will coordinate with the CITY and other private utilities and propose a design that minimizes conflict. CPH will furnish plans of the 60%, and 90% plan stages to the utilities for review and confirmation of utility location. CPH is not responsible for the design or cost of the relocated utilities. If CITY owned utilities (water, sewer, reclaim) are unavoidable, CPH can provide a proposal to design the relocation plans.

TASK 5 – GEOTECHNICAL SERVICES

CPH will utilize Universal Engineering Services (UES) (as a sub-consultant) to perform the geotechnical exploration. Please refer to the attached proposal, as received.

SERVICES NOT INCLUDED

The following services are not provided as part of this Scope of Services and will require an amendment if requested:

- 1. Surveying Services
- 2. Landscape/Irrigation Design
- 3. Post Design Services
- 4. Construction Engineering and Inspection Services
- 5. Right-of-Way or Easement acquisition services
- 6. Permits or authorization not specifically mentioned in this Scope of Services
- 7. Any other issues not specifically described in this proposal

COMPENSATION

Labor

CONSULTANT will perform the Scope of Services contained in this Agreement as identified on each task on a lump-sum basis, as identified in the corresponding task of the Scope of Services. The following is the breakdown of fees for each task.

WILLIAMSON BOULEVARD / HAND AVENUE PEDESTRIAN IMPROVEMENTS

Task	Task Description	Billing Method	Fee
1.	Project Administration	Lump Sum	\$5,009.66
2.	Roadway Design Services	Lump Sum	\$21,810.51
3.	Permitting	Lump Sum	\$1,030.06
4.	Utility Coordination	Lump Sum	\$1,622.18
5.	Geotechnical Services	Lump Sum	\$2,100.00
	Estimated Expenses	At Cost	\$315.72
	GRAND TOTAL	Lump Sum	\$31,888.13

It is understood that fees for the subject project, including but not limited to, application fees, impact fees, above ground utility relocation design fees, utility connection fees, review fees, etc., will be paid directly by the CITY.

CONSULTANT will submit invoices on a monthly basis to the CITY for payment. Lump Sum tasks will be billed as percent complete. In addition to the labor compensation outlined above, CPH shall be reimbursed directly for project specific expenditures such as, but not limited to travel, printing and reprographics, meals, postage, and phone usage. Reimbursable expenses will be billed at their actual cost, without increase.

TABLE 1 Scope of Services, Man-Hour Summary, & Labor Budget TOMOKA ELEMENTARY SIDEWALK CONNECTOR

					TOMOKA EL	EMENTARY	SIDEWALK	CONNECTOR	₹					
Staff Classification	Sr. Project Manager	Project Engineer (E.I.)	Sr. Design Tech	CADD Tech	Principal Surveyor	PSM	Survey PM/ CADD	Laser Survey 2 Man Crew	2- Survey 2-Man Crew	Field Crew Coordinator	Admin	Total Hours	Sub-Task	Task
Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate		Amount	Amount
Dining Nate.	\$176.17	\$79.95	\$78.51	\$53.71	\$150.48	\$113.50	\$91.64	\$290.00	\$155.00	\$80.99	\$71.54			
Task 1 - Project Administration														
1.1 - Project Management	4										2	6	\$847.76	
1.2 - Monthly Budget and Schedule Tracking, and Invoicing	4										2	6	\$847.76	
1.3 - Kick-off Mtg,3 Review Mtgs	12											12	\$2,114.04	
1.4 - Public Meetings (School Board and Church) (2 mtgs)	6										2	8	\$1,200.10	
Total Task 1														\$5,009.66
Task 2 - Design and Plans Production														
Task 2.1 - Design Services														
2.1.1 - Master Design File			24									24	\$1,884.24	
2.1.2 - Cross-Section Design File			16									16	\$1,256.16	
2.1.3 - Quantities		4		8								12	\$749.48	
2.1.4 - Cost Estimates	1	3										4	\$416.02	
Task 2.2 - Construction Plans														
2.2.1 - Preliminary Plans														
1. Key Sheet		1		1								2	\$133.66	
2. Typical Sections		1		4								5	\$294.79	
3. Plan Sheets		2	12	16								30	\$1,961.38	
4. Details		2		4								6	\$374.74	
2.2.2 - Final Plans														
1. Key Sheet				1								1	\$53.71	
General Note and Summary of Pay Items		2		4							2	8	\$517.82	
3. Typical Sections		0.5		2								3	\$147.40	
4. Plan Sheets		4	28	60								92	\$5,740.68	
5. Cross-Sections (at 50-ft)		2	8	12								22	\$1,432.50	
6. Miscellaneous Details		1	8	16								25	\$1,567.39	
7. Traffic Control Plan (Notes and Indices)		4	-	_								4	\$319.80	
8. Erosion Control		2		8								10	\$589.58	
Specifications, FDOT and FHWA Forms	12	_									2	14	\$2,257.12	
10 QA/QC	12											12	\$2,114.04	
Total Task 2													+-,	\$21,810.51
Task 3 - Permitting	2	4		4							2	12	\$1,030.06	\$1,030.06
Total Task 4	 							1			_	<u> </u>	+ -,- 30.00	+ -,
Task 4 - Utility Coordination	1							1						
4.1 - Utility Conflict Evaluation	1	4										5	\$495.97	
4.2 - Provide Utility Owners 60%, and 90%, Plans	<u> </u>	1	4								4	9	\$680.15	
4.3 - Utility Coordination Tracking	1	2									4	6	\$446.06	
Total Task 4	1	_									-	_	,	\$1,622.18
Task 5 - Soil Survey & Geotechnical Services	Services provid	ded by Univeral Engi	ineerina										\$2,100.00	\$2,100.00
	20.1.000 provid						1						+- , . 30.00	+- ,
Estimated Expenses (1%)	†													\$315.72
Total Staff Hours	54	40	100	140	0.0	0	0	0	0	0	20	354		, -
Total Staff Cost	\$9,513.18	\$3,158.03	\$7,851.00	\$7,519.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,430.80	354		\$31,888.13

Check = \$31,888.13

UNIVERSAL ENGINEERING SCIENCES, INC.

Work Authorization / Proposal Acceptance Form

PLEASE SIGN AND RETURN ONE COPY

Universal Engineering Sciences, Inc. (Universal) is pleased to provide the services described below. The purpose of this document is to describe the terms under which the services will be provided and to obtain formal authorization.

Project Name: Old Tomoka Road GEO	Date: June 18, 2018						
Project Location: Ormond Beach, Volusia County,	Florida						
Client Name: CPH, Inc	Contact: Mr. Kurt R. Luman, Jr., P.E.						
Contact Business Address: 500 West Fulton Stre	et, Sanford, Florida 32771						
Contact Cell Number: 386-837-7322 Contact	t Phone: <u>407-322-6841</u> Email: <u>kl</u>	luman@cphcorp.com					
L. Soons of Sarvines & Understanding of Brain	ect (See attached proposal or as indicated bel	low)					
		low).					
UE	S Opportunity No.: 0430.0618.00021 UES Proposal No. 2018D-568						
Universal Engineering Sciences (UES) understa evaluated for groundwater, and pavement purper existing grade be performed to provide engineer the subsurface conditions for groundwater level ASTM D-1452. We will provide these services for	oses. We propose twelve (12) auger borings ring recommendations with respect to the pro el. The auger borings will be performed in	s to approximately 6 feet each below oposed construction and to evaluate					
	Total Lump Sum Fee = \$ 2,100.00						
II. Contract Documents. The following document	nts form part of the Agreement and are incorp	oorated herein by referral:					
A. Universal General Conditions.							
In the event of any inconsistency or conflicting amor	ng the Contract Documents, the provision in that	Contract Documents first listed above					
shall govern.							
III. Authority to proceed and for payment. (To be							
A. For payment of Services, invoice to the account		Security Number or					
Firm:		I Identification No.:					
Address:		Zip Code:					
Attention:	Title:						
Phone:	Fax:						
B. If the invoice is to be mailed for approval to some	eone other than the account charged, please ind	licate where, below:					
Firm:							
Address:		Zip Code:					
Attention:	Title:						
Phone:							
IN WITNESS WHEREOF, the parties have caused	-	norized representatives					
this day of	of <u>2018.</u>						
CLIENT:	UNIVERSAL ENGINEER	RING SCIENCES, INC.					
BY (signature):	BY (signature):	Pac Paul					
NAME:	NAME: Brian C. Pohl. P.	.E					

Return Executed Copies to: Universal Engineering Sciences, Inc.

TITLE:

TITLE: Branch Manager

Attention: Daytona Beach GEO 911 Beville Road, South Daytona, Florida 32119 Phone: 386-756-1105 / Fax: 386-760-4067



Tomoka Elementary Connector Sidewalk

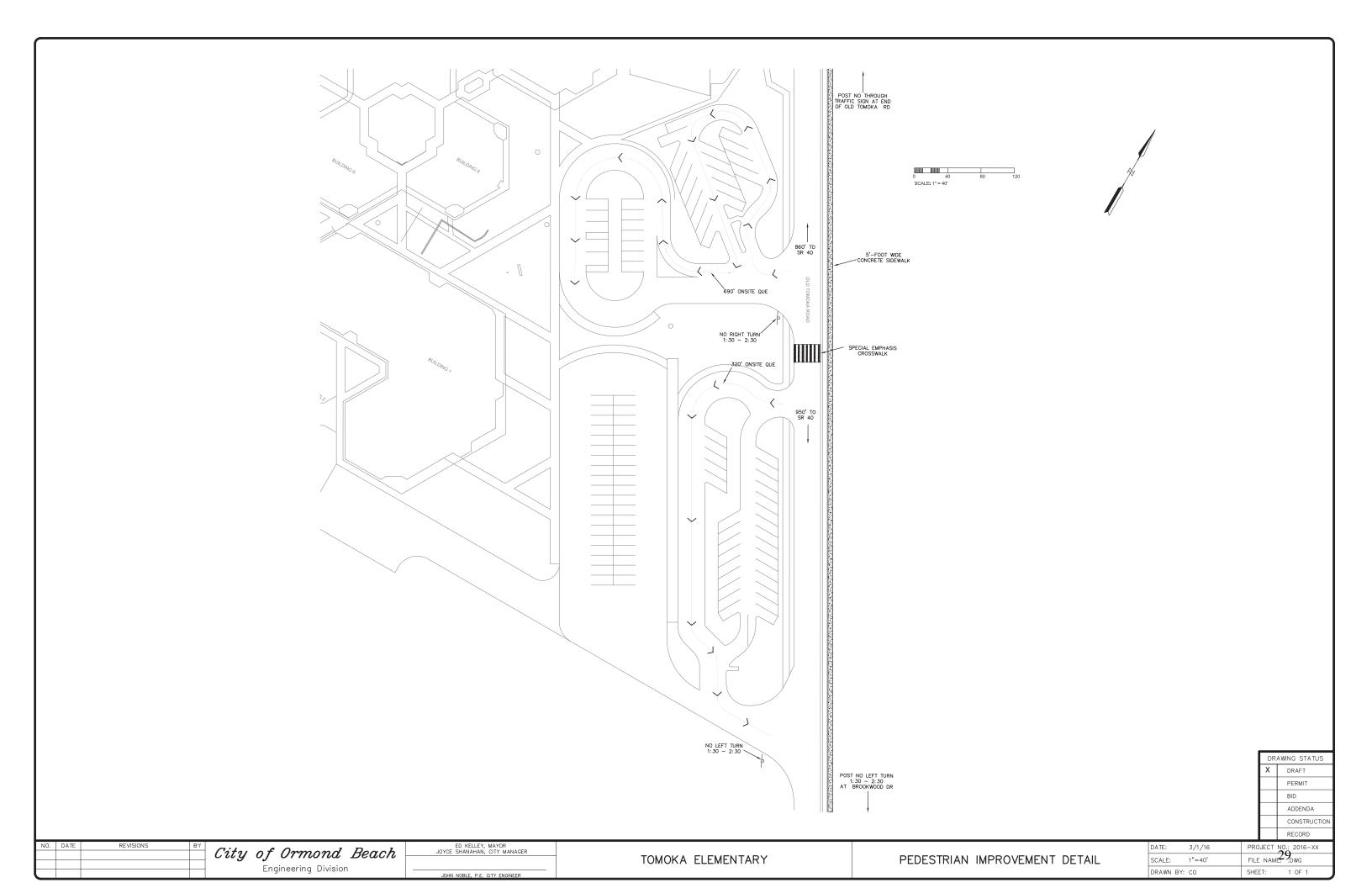




312 ft

GIS data is provided on an "as is" basis. The accuracy or reliability of the data is not guaranteed or warranted in any way. The City of Ormond Beach specifically disclaims any warranty either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular use. The entire risk as to quality and performance of the data is with the end user. In no event will the City, its staff or it's representatives be liable for any direct, incidental, special, consequential, or other damages, including loss of profit, arising out of the use of this data even if the City has been advised of the possibility of such damages.





SUMMARY SHEET BPAC SEPTEMBER 12, 2018

IV. ACTION ITEMS

D. REVIEW AND RECOMMEND APPROVAL OF A REQUEST FROM ORMOND BEACH TO INCREASE FUNDING FOR THE WILLIAMSON BOULEVARD PEDESTRIAN IMPROVEMENTS

BACKGROUND INFORMATION:

The City of Ormond Beach is requesting \$12,128 in additional funds for the design phase of the Williamson Boulevard Pedestrian Improvements. The city submitted an application for project implementation in 2016. \$25,760 in ACSU funds are programmed for design in FY 2018/19. The city's consultant has proposed a design fee of \$37,888. Resolution 2016-01 defines a cost overrun as the difference between the amount programmed on any project phase and the actual cost for that phase. The resolution also reaffirms the TPO's 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 (Ormond Beach).

Williamson Boulevard Pedestrian Improvements

\$37,888 Actual Design Cost
-25,760 ACSU Funds Programmed for Design
\$12,128 Funding Request (Cost Overrun)

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF A REQUEST FROM ORMOND BEACH TO INCREASE FUNDING FOR THE WILLIAMSON BOULEVARD PEDESTRIAN IMPROVEMENTS



CITY OF ORMOND BEACH

Engineering Division • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3311 • Fax (386) 676-3361

August 24, 2018

Lois Bollenback Executive Director River to Sea TPO 2570 West International Speedway Boulevard Suite 120 Daytona Beach, Florida 32114-8145

Re: Williamson Blvd. Hand Avenue Pedestrian Improvements

FPN: 440853-1-38-01

Lois -

Through the RFQ process, the City ranked CPH first of the responding consultants for the above referenced project. Following the ranking by the City's committee, the City has met with and corresponded a negotiation process for the scope of services and required man hours necessary for the design of the proposed project. The City and CPH, have arrived at a point of a mutually agreeable proposal for the solicited design, however the proposed design fee of \$37,888.40 is higher than the originally estimated design fee submitted with the project application. The approved estimate for design services was \$26,400.00. The City has reviewed the proposed design hours submitted by CPH as well as their loaded "FDOT" rates and finds nothing to indicate that the submitted proposal is not appropriate for this project. CPH has, through their proposal identified challenges to the design, which increase the amount of time required in design production. Please accept this letter as a request to increase the design cost of this project to \$37,888.40; of which the City will provide a ten percent (10%) contribution to the fee (\$3,788.84). I have included with this transmittal a copy of CPH's design proposal, as well as the collected negotiation correspondence for this project and the Tomoka Elementary Connector Sidewalk project (FPN:440852-1-38-01) included with this project in the City's Ormond Beach Pedestrian Safety RFQ No. 2018-24.

Thank you for your assistance and continued support. If you have any questions, please feel free to contact me at your convenience.

Sincerely,

Shawn P. Finley, P.E.

CITY OF ORMOND BEACH

WILLIAMSON BOULEVARD / HAND AVENUE PEDESTRIAN IMPROVEMENTS PROJECT DESIGN SCOPE OF SERVICES

CPH understands the CITY is requesting the design of a sidewalk along the east side of Williamson Blvd. from Hand Ave. to the Regal Theater. The proposed sidewalk will fill the gap between the entrance to Love Whole Foods Market and the Regal Theater, approximately 975-LF. In addition, to the sidewalk, signal modifications are proposed to the existing signal at Williamson Blvd./Hand Ave. to incorporate pedestrian signals, crosswalks, and curb ramps. CPH will prepare the designs meeting CITY, FDOT, MUTCD, and ADA design criteria as required for the FDOT LAP program. The below scope of services are in combination with the Scope of Work included in RFQ No. 2018-24.

TASK 1 - PROJECT ADMINISTRATION

CPH will provide general project management, including, but not limited to communication and coordination with the CITY and subconsultants, preparation of meeting materials and meeting documentation, preparing project billing and invoicing, tracking project budget and schedule, and attendance at the kick-off meeting and 3 review meetings.

TASK 2 - SURVEYING SERVICES

- **2.1 –** CPH will perform the following to establish the east Right of Way (R/W) line lying within the below limits:
 - Compute right of way geometry. The following will be used to determine the right of way for the project area:
 - Recorded Plats
 - Right of way documentation
 - Viewable Legal Descriptions recorded in Official Records
 - Field locate boundary monumentation and field verify platted right of way contained within the plats (approximately 1,080 linear feet).
 - Evaluation of ownership and encumbrances, i.e., title reports, are not included in this scope of services.

CPH will perform a Topographic Survey as per Chapter 5J-17 of the Florida Administrative Code in compliance with the Standards of Practice of Surveying and Mapping of the State of Florida.

- Williamson Blvd.: From the eastern most lane (or turn lane) easterly to the right of way line, from just north of Love Whole Foods Market driveway to just north of the Regal Theater driveway.
- Complete intersection of Williamson Blvd. and Hand Ave. (R/W to R/W), up to 50-ft beyond the curb returns.
- A certified right of way map will <u>not</u> be provided.
- Locate trees (size and type only) within scope limits.
- Locate visible improvements within right of way.

State Plane: The project coordinate system will be based horizontally on the North American Datum 1983(2011) (NAD 83(2011)). The project will be referenced to state plane coordinates by field locating published control points. The National Geodetic Survey and Orange County control points will be researched and verified in the field. This base of reference will be used to establish the coordinate system for the project.

Benchmarks and Horizontal Control: The project will be based on the North American Vertical Datum 88 (NAVD 88). The project will be referenced to these published elevations by field locating published benchmarks. The National Geodetic Survey and Volusia County benchmarks will be researched and verified in the field.

All surveying services will be performed as per Rule Chapter 5J-17 of the Florida Administrative Code in compliance with the Standards of Practice of Surveying and Mapping of the State of Florida.

The following related services are not included in the scope of this proposal, and may or may not be required, but can be provided at an additional fee: Boundary Survey, ALTA/NSPS Land Title Survey, As-built Survey, Platting, Soil Borings, Sketch and Descriptions, Wetland Location/Delineation, State Plane Coordinates and Ordinary High Water/Mean High Water Location.

NOTE: Extended periods of inclement weather can adversely affect the day-today availability of field work and therefore drastically change the timeline for project completion.

2.2 – Utility Horizontal Locates

CPH will utilize Southeastern Surveying and Mapping (as a sub-consultant) to horizontally locate existing utilities within the surveyed area described above. Please refer to the attached proposal, as received.

TASK 3-DESIGN SERVICES

CPH will perform a detailed field review of the site with the completed survey to assess the proposed sidewalk and pedestrian signal areas. CPH will prepare Preliminary Plans (30%) consisting of a plan view of the improvements, detailing the alignment of the sidewalk, modified driveways, curb ramps, and other associated elements of the sidewalk. CPH will submit the preliminary plans to the CITY for review, and will make revisions to the plans as requested. The 30% Plans will prepared on an 11"x17" plan sheet at a reasonable scale to clearly detail the proposed construction required to meet current ADA and FDOT criteria. The 30% Plans will consist of the following sheets:

Key Sheet Typical Sections Plan Sheets Pedestrian Signal Plan Sheet Details (as needed)

Based on the CITY review of the Preliminary Plans, CPH will prepare 60% construction plans to clearly detail the proposed construction required to meet current ADA and FDOT criteria. The plan set will consist of the following sheets:

Key Sheet
General Notes and Summary of Pay Items
Typical Sections
Plan Sheets (w/ Signing and Pavement Markings)
Pedestrian Signal Plan Sheets
Sidewalk Cross-Sections at 50-ft
Miscellaneous Details (as needed)
Traffic Control Plans (TCP General Notes and applicable FDOT Standard Plans Sheets)
Erosion Control Plans (SWPPP not included)

CPH will perform the required Traffic Analysis for the signal retiming. CPH will coordination with Volusia County Traffic to obtain the existing signal plans and available traffic data to perform the required analysis. If current traffic counts are required, they will be handled as an additional service. It is assumed the existing signal will not be modified and the pedestrian features will be added to the system.

CPH assumes the CITY has FDOT approved Front End Documents for the advertisement and contractual agreement with a prospective contractor. CPH will utilize FDOT Big 4 Specifications for the project. CPH will utilize FDOT's Specs-on-the-Web to prepare obtain the latest FDOT Specifications Sections 1-9, as modified by the Local Agency; the latest Supplemental Specifications; the current David-Bacon Wage Rate determination; FHWA Form 1273; Clear Letters; and prepare Technical Special Provisions for construction items not covered by the Standards Specifications. CPH will also prepare an Engineer's Estimate of Probable Cost (EEOPC) for the 60% Plans submittal. CPH will submit the 60% Plans, Technical Specs, and EEOPC to the CITY, VOLUSIA COUNTY, and FDOT for review, and will make necessary revisions as requested.

Based on the CITY's, COUNTY'S, and FDOT's 60% Submittal review, CPH will coordinate with the CITY to incorporate the necessary revisions. CPH will assist the CITY with responding to the FDOT ERC comments. If substantial revisions are requested by the COUNTY or FDOT, that are beyond the limits of this scope of work, and as agreed upon by the CITY, requested revisions will be addressed as additional services. Based on the CITY's review of each submittal phase, CPH will address comments, and move forward with preparing the subsequent submittals: 90%, and 100% (Final Submittal). CPH will prepare the construction plan sheets, notes, and details to include plans as necessary to convey the intent and scope of the project for the purposes of construction. Updated EEOPCs and Bid Documents will be submitted with each submittal.

TASK 4 – PERMITTING SERVICES

Permitting is anticipated with the St Johns River Water Management District (SJRWMD) and Volusia County.

It is assumed that the sidewalk project will qualify for an exemption through SJRWMD. CPH will begin the coordination with SJRWMD and Volusia County following the approval for the 30% Plans by attending pre-application meetings. Upon completion and City review of the 60% Plans, CPH will prepare and submit the Permit Exemption Request to SJRWMD and the Volusia County Right-of-Way Use Permit. CPH will address comments provided by the permitting agencies that pertain to the required design standards. Any modifications requested that are not code or design standards issues, or modifications requested by the permitting agencies that require significant plan revisions (as agreed upon by the CITY and CPH) will be addressed as additional services. Any other permits that may arise during the design or review process, and

not outlined above, will be handled as an additional service. Permitting and/or application fees will be the responsibility of the CITY.

TASK 5 – UTILITY COORDINATION

CPH understands these projects will require utility coordination for underground and overhead utilities. CPH will coordinate with the CITY and other private utilities and propose a design that minimizes conflict. CPH will furnish plans of the 60%, and 90% plan stages to the utilities for review and confirmation of utility location. CPH is not responsible for the design or cost of the relocated utilities. If CITY owned utilities (water, sewer, reclaim) are unavoidable, CPH can provide a proposal to design the relocation plans.

TASK 6 - GEOTECHNICAL SERVICES

CPH will utilize Universal Engineering Services (UES) (as a sub-consultant) to perform the geotechnical exploration. Please refer to the attached proposal, as received.

SERVICES NOT INCLUDED

The following services are not provided as part of this Scope of Services and will require an amendment if requested:

- 1. Post Design Services
- 2. Construction Engineering and Inspection Services
- 3. Right-of-Way or Easement acquisition services
- 4. Permits or authorization not specifically mentioned in this Scope of Services
- 5. Any other issues not specifically described in this proposal

COMPENSATION

Labor

CONSULTANT will perform the Scope of Services contained in this Agreement as identified on each task on a lump-sum basis, as identified in the corresponding task of the Scope of Services. The following is the breakdown of fees for each task.

WILLIAMSON BOULEVARD / HAND AVENUE PEDESTRIAN IMPROVEMENTS

Task	Task Description	Billing Method	Fee
1.	Project Administration	Lump Sum	\$3,809.56
2.1	Surveying	Lump Sum	\$7,499.37
2.2	Utility Horizontal Locates	Lump Sum	\$4,706.00
3.	Roadway Design Services	Lump Sum	\$15,649.10
4.	Permitting	Lump Sum	\$2,419.14
5.	Utility Coordination	Lump Sum	\$1,622.18
6.	Geotechnical Services	Lump Sum	\$1,800.00
	Estimated Expenses	At Cost	\$375.05
	GRAND TOTAL	Lump Sum	\$37,880.40

It is understood that fees for the subject project, including but not limited to, application fees, impact fees, above ground utility relocation design fees, utility connection fees, review fees, etc., will be paid directly by the CITY.

CONSULTANT will submit invoices on a monthly basis to the CITY for payment. Lump Sum tasks will be billed as percent complete. In addition to the labor compensation outlined above, CPH shall be reimbursed directly for project specific expenditures such as, but not limited to travel, printing and reprographics, meals, postage, and phone usage. Reimbursable expenses will be billed at their actual cost, without increase.

TABLE 1 Scope of Services, Man-Hour Summary, & Labor Budget WILLIAMSON BLVD. / HAND AVE. PEDESTRIAN IMPROVEMENTS

			1		WILLIAI	MSON BLVD.	/ HAND AVI	. PEDESTRI	IAN IMPROV	EMENIS						
Staff Classification	Sr. Project Manager	Project Engineer (E.I.)	Sr. Design Tech	CADD Tech	Prin Traffic Engineer	Traffic Analyst	Principal Surveyor	PSM	Survey PM/ CADD	Laser Survey 2-Man Crew	Survey 2-Man Crew	Field Crew Coordinator	Admin	Total Hours	Sub-Task	Task
	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate	Billing Rate		Amount	Amount
Billing Rates	\$176.17	\$79.95	\$78.51	\$53.71	\$198.09	\$78.42	\$150.48	\$113.50	\$91.64	\$290.00	\$155.00	\$80.99	\$71.54			1
Task 1 - Project Administration	Ţ	7.5.55	7.5.5	75577	7.5555	7	, , , , , , , , , , , , , , , , , , ,		,	7-0000	Ţ.55.55	7,5,5,5	4			
1.1 - Project Management	4												2	6	\$847.76	·
1.2 - Monthly Budget and Schedule Tracking, and Invoicing	4												2	6	\$847.76	·
1.3 - Kick-off Mtg,3 Review Mtgs	12												_	12	\$2,114.04	<u></u>
Total Task 1															ΨΞ, : : :: ο :	\$3,809.56
Task 2 - Survey & SUE Services																
2.1 - Topographic Survey (field and office)							0.5	2	8	4	12	1	2	30	\$4,279.43	;
2.2 - Control Survey (field and office)							1.0	2	3		4	1	2	13	\$1,496.47	;
2.3 - Right-of-Way Retracement (field and office)							1.0	4	3		4	1	2	15	\$1,723.47	<u> </u>
2.4 - Subsurface Utility Explorations	Services provi	ided by Southeaster	n Surveying and M	lanning								•	_		\$4,706.00	<u> </u>
Total Task 2	00.1.000 p.01.			l											ψ1,1 00.00	\$12,205.37
Task 3 - Design and Plans Production																412,200.01
Task 3.1 - Design Services																. <u></u>
3.1.1 - Master Design File			8											8	\$628.08	- <u></u>
3.1.2 - Cross-Section Design File			8											8	\$628.08	 I
3.1.3 - Quantities		2	0	4										6	\$374.74	- <u></u>
3.1.4 - Cost Estimates	1	2												3	\$336.07	
Task 3.2 - Construction Plans		-												ŭ	Ψ000.07	
3.2.1 - Preliminary Plans																. <u></u>
1. Key Sheet		1		1										2	\$133.66	 I
2. Typical Sections		1		2										3	\$187.37	
3. Plan Sheets		2	4	8										14	\$903.62	 I
4. Details		2	7	4										6	\$374.74	 I
3.2.2 - Final Plans		2		4										0	φ3/4./4	 I
1. Key Sheet				1										1	\$53.71	 I
Constant Summary of Pay Items		1		4									2	7	\$437.87	 I
Typical Sections		0.5		1										2	\$93.69	- <u></u>
4. Plan Sheets		4	8	24										36	\$2,236.92	<u> </u>
5. Signal Plan Sheets		6	0	16										22	\$1,339.06	<u> </u>
6. Cross-Sections (at 50-ft)		2	8	4										14	\$1,002.82	<u> </u>
7. Miscellaneous Details		1	0	8										9	\$509.63	<u> </u>
Niscellarieous Details Notes and Indices)		4		0										4	\$319.80	<u> </u>
9. Erosion Control		2		4										6	\$374.74	
		4		4	2	0								14	\$1,343.34	
Traffic Analysis - Signal Retiming Specifications, FDOT and FHWA Forms	12	4				8			1	1			2	14	\$1,343.34 \$2,257.12	
11. Specifications, FDO1 and FHWA Forms 12. QA/QC						1			1	1					\$2,257.12	
Total Task 3	12					1			1	1			1	12	φ∠, i 14.U4	\$15,649.10
	2	16		12		1			1	1			2	32	\$2,419.14	\$15,649.10 \$2,419.14
Task 4 - Permitting Total Task 5		10		12		1			1	1				32	Φ∠, 4 19.14	⊅∠,419.14
						1			1	1	 		1			
Task 5 - Utility Coordination	4	4			1	1	1	1		1	 		1		¢405.07	
5.1 - Utility Conflict Evaluation	1	4	4		-	 	-	-		 	+			5 9	\$495.97	
5.2 - Provide Utility Owners 60%, and 90%, Plans		1	4			-				-	-		4		\$680.15	<u> </u>
5.3 - Utility Coordination Tracking		2				-				-	-		4	6	\$446.06	£4.000.40
Total Task 5	0														#4 000 00	\$1,622.18
Task 6 - Soil Survey & Geotechnical Services	Services provi	ided by Univeral Eng T	gineering I												\$1,800.00	\$1,800.00
Estimated Expenses (1%)																\$375.05
Total Staff Hours	48	58	40	93	2	8	3	8	14	4	20	3	24	324		φο <i>ι</i> ο.υο
Total Staff Cost	\$8,456.16		\$3,140.40	\$4,995.03	\$396.18	\$627.36	\$376.20	\$908.00	\$1,282.96	\$1,160.00	\$3,100.00	\$242.97	\$1,716.96	324		\$37,880.40
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Check = \$37,880.40

UNIVERSAL ENGINEERING SCIENCES, INC.

Work Authorization / Proposal Acceptance Form

PLEASE SIGN AND RETURN ONE COPY

Universal Engineering Sciences, Inc. (Universal) is pleased to provide the services described below. The purpose of this document is to describe the terms under which the services will be provided and to obtain formal authorization.

Date: June 18, 2018

Project Name: Williamson Boulevard GEO

TITLE:

Project Location: Ormond Beach, Volusia County, Flo	orida	
Client Name: CPH, Inc		urt R. Luman, Jr., P.E.
Contact Business Address: 500 West Fulton Street,	Sanford, Florida 32771	
Contact Cell Number: <u>386-837-7322</u> Contact Pl	h one : <u>407-322-6841</u> E	Email: kluman@cphcorp.com
I. Scope of Services & Understanding of Project	(See attached proposal or as india	ated holow)
	` .	ated below).
	Opportunity No.: 0430.0618.00020 UES Proposal No. 2018D-569	
Universal Engineering Sciences (UES) understand and Hand Ave and from Love Whole Foods to th further evaluated for groundwater, and pavement below existing grade be performed to provide engevaluate the subsurface conditions for groundwaters of ASTM D-1452. We will provide these	ne Regal Theater for the pedestrian purposes. We propose ten (10) a gineering recommendations with re water level. The auger borings we e services for a lump sum fee of \$1,	n add-ons and curb ramp area need to be auger borings to approximately 6 feet each espect to the proposed construction and to will be performed in accordance with the
	tal Lump Sum Fee = \$ 1,800.00	
II. Contract Documents. The following documents	form part of the Agreement and are	e incorporated herein by referral:
A. Universal General Conditions.	the Contract Decomposite the manifele	in that Contract Decreases first listed above
In the event of any inconsistency or conflicting among shall govern.	the Contract Documents, the provision	n in that Contract Documents first listed above
Shall govern.		
III. Authority to proceed and for payment. (To be c	ompleted by Client)	
A. For payment of Services, invoice to the account of:		
Firm:		Social Security Number or Federal Identification No.:
Address:	City:	Zip Code:
Attention:	Title:	
Phone:	Fax:	
B. If the invoice is to be mailed for approval to someor	ne other than the account charged, ple	ease indicate where, below:
Firm:		
Address:	City:	Zip Code:
Attention:		
Phone:		
IN WITNESS WHEREOF, the parties have caused this	_	uty authorized representatives
this day of _	<u>2018.</u>	
CLIENT:	UNIVERSAL EN	IGINEERING SCIENCES, INC.
BY (signature):	BY (signature):	Bac Paul
NAME:	NAME: Brian C.	Pohl, P.E

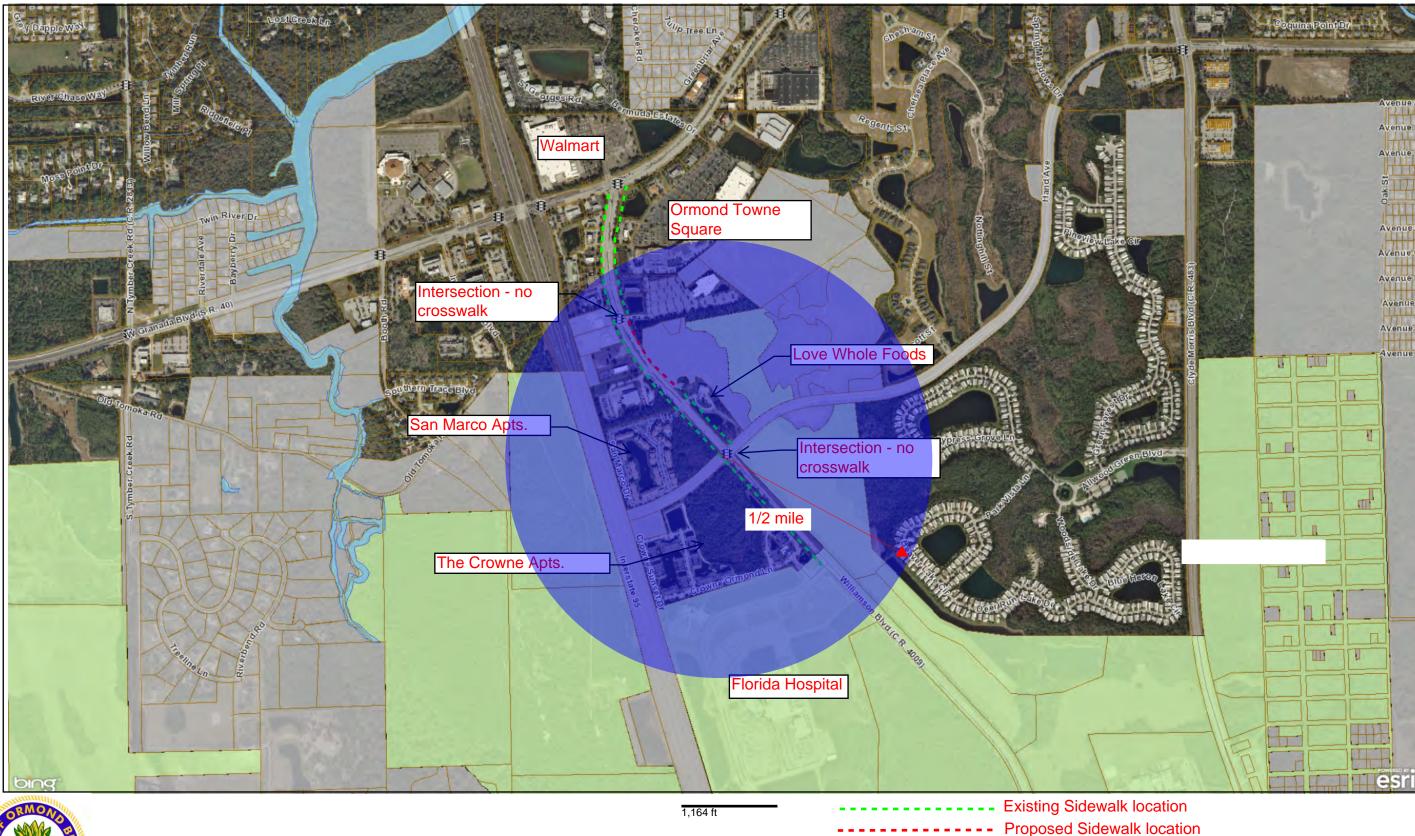
Return Executed Copies to: Universal Engineering Sciences, Inc.

TITLE: Branch Manager

Attention: Daytona Beach GEO
911 Beville Road, South Daytona, Florida 32119
Phone: 386-756-1105 / Fax: 386-760-4067



Pedestrian Access - South Williamson Blvd.



OR MONOR

GIS data is provided on an "as is" basis. The accuracy or reliability of the data is not guaranteed or warranted in any way. The City of Ormond Beach specifically disclaims any warranty either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular use. The entire risk as to quality and performance of the data is with the end user. In no event will the City, its staff or it's representatives be liable for any direct, incidental, special, consequential, or other damages, including loss of profit, arising out of the use of this data even if the City has been advised of the possibility of such damages.



V. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF THE ST. JOHNS RIVER TO SEA LOOP TRAIL PROJECT DEVELOPMENT & ENVIRONMENT (PD&E) STUDY: SR 44 (LYTLE AVENUE) TO SR 400 (BEVILLE ROAD)

BACKGROUND INFORMATION:

The St. Johns River to Sea Loop Trail Project Development and Environment (PD&E) Study (FM #439865-1-22-01) is being conducted to develop and evaluate options for a multi-use trail along US 1 or an alternate route from SR 44 (Lytle Avenue) to SR 400 (Beville Road), a distance of approximately 18 miles. The purpose of this study is to close the existing trail gap in accordance with Shared Use Nonmotorized (SUN) Trail standards. The study covers portions of New Smyrna Beach, Port Orange, South Daytona and unincorporated Volusia County.

ACTION REQUESTED:

St. Johns River to Sea (SJR2C) Loop Project Development & Environment (PD&E) Study

ALONG US 1 OR ALTERNATIVE ROUTE
FROM SR 44 (LYTLE AVENUE) TO BEVILLE ROAD
VOLUSIA COUNTY, FLORIDA

Financial Project ID No: 439865-1-22-01

BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC)
PRESENTATION | September 12, 2018









Purpose of Briefing

Provide background information

Purpose and Need

Alternative Routes and Issues

Next Steps

Project Overview

- Close existing trail gap of SJR2C Loop between Edgewater and Daytona Beach
- No Eminent Domain
- · Share Use Non-Motorized (SUN) Trail project
- Implement 12 foot wide trail
- As narrow as 8 feet in extremely constrained areas (such as bridges or environmentally sensitive lands)
- Promote nonmotorized travel, increase mobility, improve connectivity, enhance economic prosperity, and promote healthy living
- Users: bicyclists, pedestrians, skaters, runners and others
- Not to replace on-street bicycle lanes





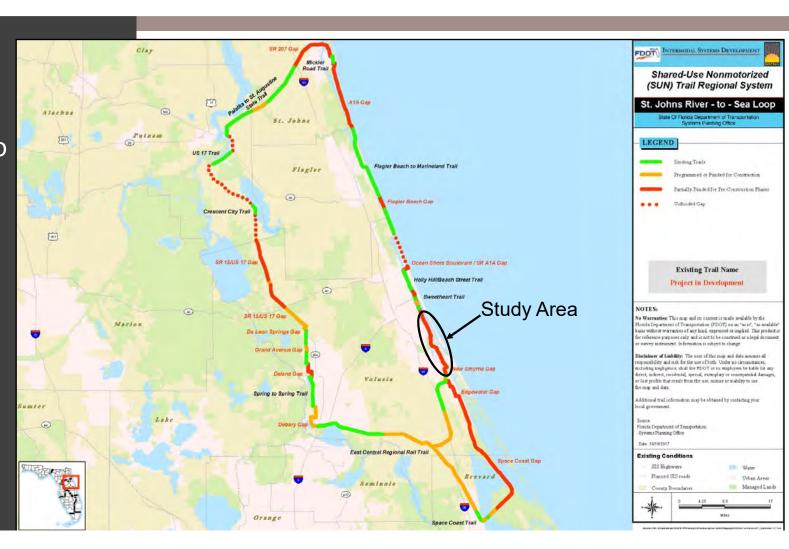




SUN Trail Regional System – SJR2C Loop



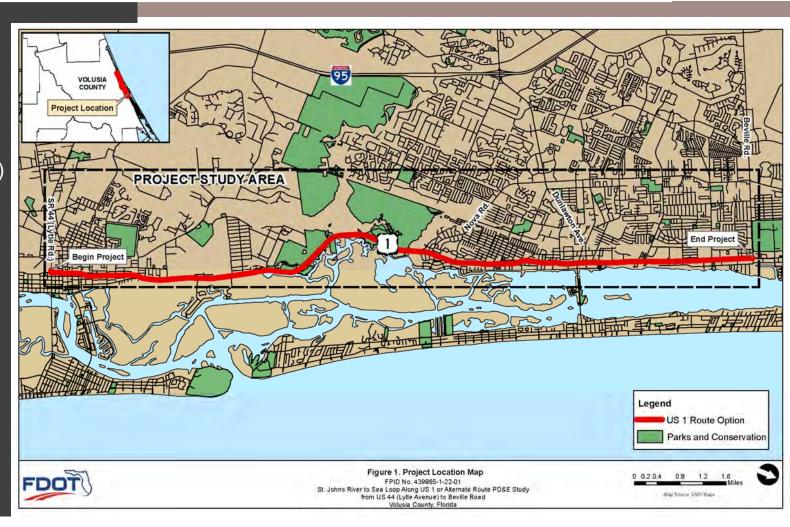
- Partially completed nearly 300 mile loop
- Brevard, Volusia, Flagler, Putnam, and St. Johns Counties



Project Location



- St. Johns River to Sea (SJR2C) Loop
- US 1 or Alternative Route from SR 44 (Lytle Avenue) to Beville Road
- Approximately 18 miles in length
- Volusia County
- New Smyrna Beach, Port Orange, South Daytona



Purpose and Need

- Develop and evaluate options for a multiuse trail along US 1 or alternative route from SR 44 (Lytle Avenue) to Beville Road
 - Close existing trail gap
- Project is needed for system linkage
- Once complete, trail will connect:
 - Edgewater, New Smyrna Beach, Port Orange, South Daytona, Daytona Beach, and parts of unincorporated Volusia County









Summary of Challenges

- Limited R/W
- Consideration to Section 106 resources
- Environmental impacts at bridges and causeways
- Existing bridges insufficient width to accommodate new trail
- Utilities
- Crossing of Florida East Coast Railway (FECR)
- Conflicts with traffic and pedestrians
- Constructability
- Trail Connectivity
- Drainage
- ADA compliance (driveway conflicts)



Historic Resources





FEC Railway Crossing



Bridges



Limited R/W

PD&E Study Components

- Engineering analyze data and identify solutions
- Environmental evaluate potential impacts to the natural, social, and physical environments
- Public Involvement ongoing throughout the process

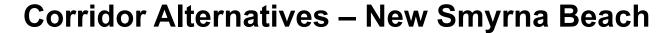








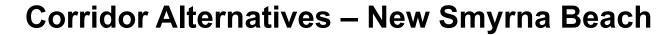






- SR 44 (Lylte Ave.): Myrtle Ave. to Citron St.
- Citron St.: SR 44 to Canal St.
- Canal St.: Citron St. to US 1
- US 1: Canal St. to Julia St.
- Julia St.: US 1 to N. Riverside Dr.
- N. Riverside Dr.: Julia St. to Wayne Ave.



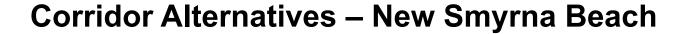




- Wayne Ave.: N. Riverside Dr. to Faulkner St.
- Faulkner St.: Wayne Avenue to Turnbull Bay Road
- Potential environmental impacts
- Propose "Shared the Road" signing
- Concern for removal of trees and aesthetic impacts if trail were to be implemented

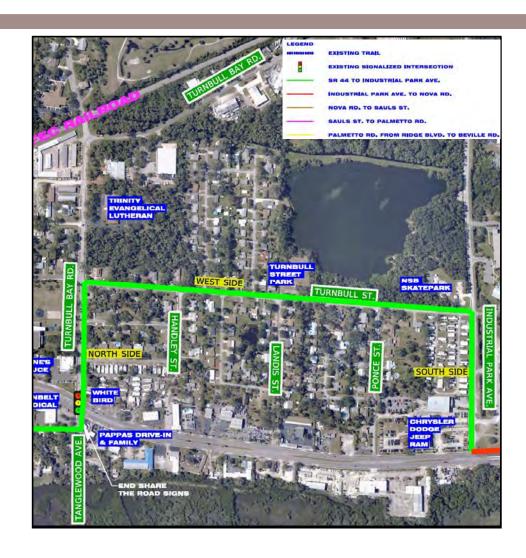








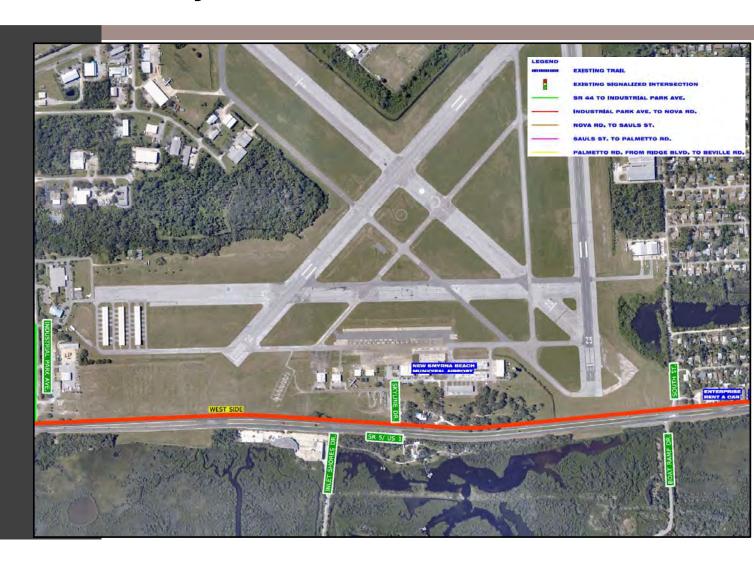
- Turnbull Bay Rd.: Faulkner St. to Turnbull St.
- Turnbull St.: Turnbull Bay Rd. to Industrial Park Ave.
- Industrial Park Ave.: Turnbull St. to US 1



Corridor Alternatives – New Smyrna Beach

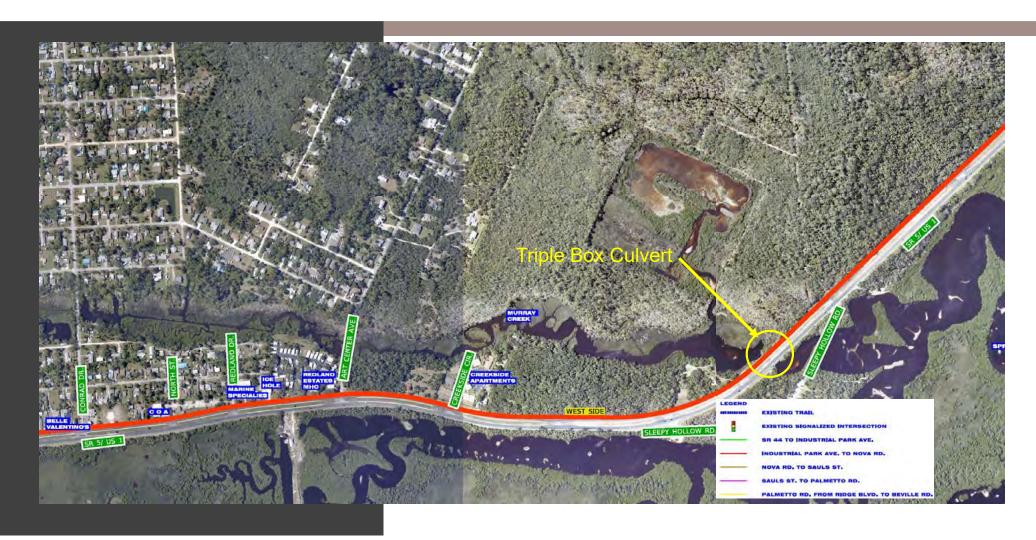


- US 1: Industrial Park Ave. to Nova Rd.
- Less environmental issues on west side than east side
- Coordination taken place with NSB Municapal Airport
- Four Bridges
- One Box Culvert
- Areas where gravity wall will be needed



Corridor Alternatives – New Smyrna Beach







Corridor Alternatives – New Smyrna Beach & Ponce Inlet

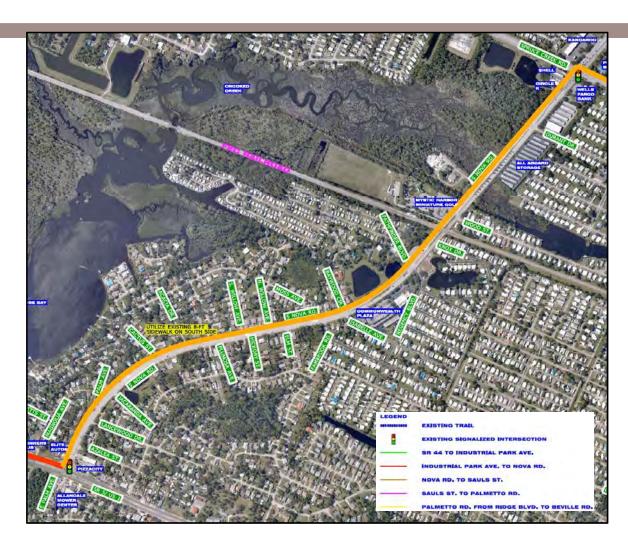






- Nova Road: US 1 to Spruce Creek Rd.
- Utilize existing 8-ft concrete trail on south side
- Insufficient R/W to widen to 12-ft
- Areas with steep slopes and handrail

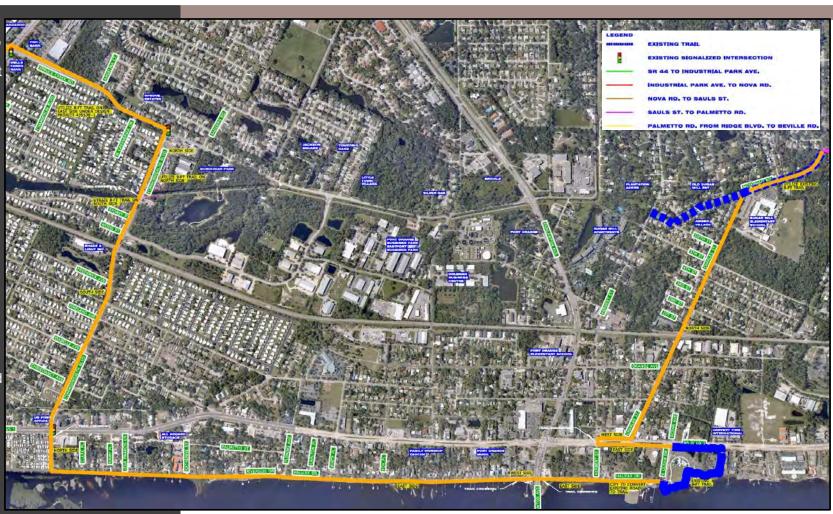


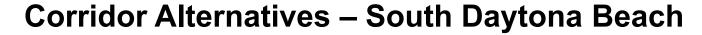


Corridor Alternatives – Port Orange



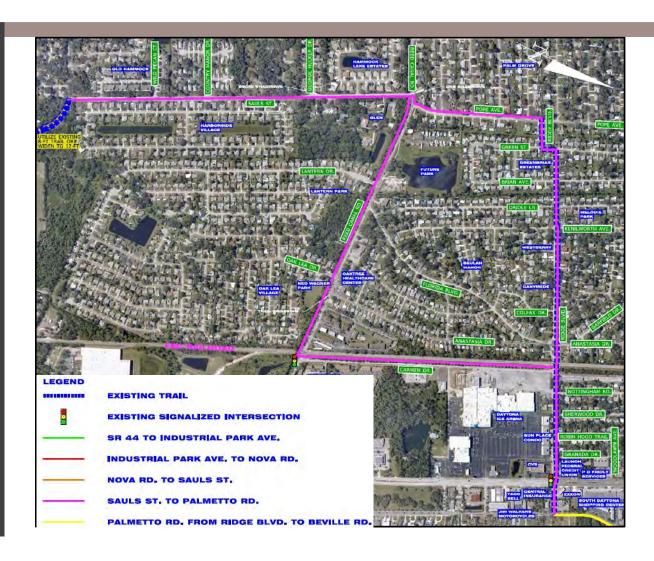
- Spruce Creek Rd: Nova Rd. to Commonwealth Blvd. (utilize proposed 8-ft sidewalk on east side under FPID: 435539-1)
- Commonwealth Blvd.: Spruce Creek to Riverside Dr.
- Riverside Dr.: Commonwealth Blvd. to Halifax Dr.
- Halifax Dr.: Riverside Dr. to Ocean Ave.
- US 1: Ocean Ave. to Herbert St.
- US 1: Herbert St. to Charles St.
- Charles St.: US 1 to McDonald Rd.
- McDonald Rd.: Charles St. to Sauls St. (utilize existing 8-ft trail on east side)

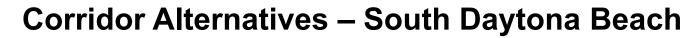






- Sauls St.: McDonald Rd. to Reed Canal Road
- Reed Canal Rd.: Sauls St. to Carmen Dr. (Option 1)
- Carmen Dr.: Reed Canal Road to Ridge Blvd. (Option 1)
- Pope Ave: Reed Canal Rd. to Ridge Blvd. (Option 2)
- Ridge Blvd: Pope Ave. to S. Palmetto Ave.







- S. Palmetto Ave.: Ridge Blvd. to Beville Rd.
- Beville Rd.: S. Palmetto to existing trail 8-ft trail in Daytona Beach



Drainage Analysis and Floodplains







No proposed ponds.

Proposed runoff:

- · Pond and percolate to match existing
- Collect in existing or add new inlets and connect to existing systems.

No environmental impacts anticipated with drainage.

Use shallow swales between the trail and adjacent road or seawall to offset increase in runoff.

Floodplains:

- Minimal encroachment only in areas adjacent to the Halifax River in Zone AE floodplains.
- Demonstrate no net increase in 100-year flood elevations, or encroachment is "DeMinimus".



Wetlands

• No enroachment to wetlands anticipated

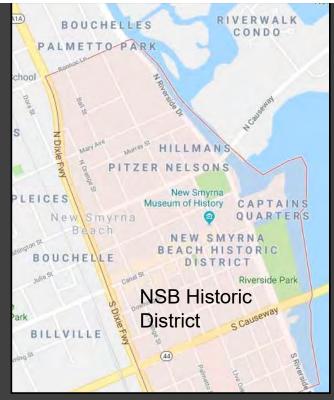
Species

- 1 Potential impact (Atlantic Salt Marsh Snake)
- 2 Marine animals for construction monitoring

Contamination

- 4 Potential High Risk Sites
- 8 Potential Medium Rise Sites

Environmental





Cultural Resources



Archaeological Sites:

- 10 previously recorded sites to be evaluated or re-evaluated
 - 2 unsufficent information to determine National Register eligibility
 - 8 sites not evaluated by SHPO
 - 1 determined National Register ineligible by SHPO

Historical Resources:

- 4 Previously recorded historic resources
 - 1 structure (Turnbull Castle circa 1910 not evaluated by SHPO)
 - 2 linear resources
 - Reed Canal (not yet recorded within APE, portion east determined ineligible for listing in NRHP by SHPO in 2017
 - Turnbull Canal System (listed in NRHP in 2007)
 - 1 Historic District (NSB listed in NRHP in 1990)
 - 8 Historic parcels with built date of 1970 or earlier within historic resources APE



Construction Cost Estimates

Reed Canal Rd. (Option 1) versus Pope Ave. (Option 2): \$7,388,600 vs. \$200,000 (Includes 20% contingency)

Cost Estimate Total (Assuming Option 2): \$12,711,400 (w/o contingency) \$15,253,700 (w/ 20% contigency)

Estimates are preliminary and subject to change.

Stakeholder Coordination















Jurisdictions

- · City of New Smyrna Beach
- City of Port Orange
- City of South Daytona
- City of Ponce Inlet
- Unincorporated Volusia County

Local Interests

- Elected Leaders (local, state, and federal)
- Property Owners
- · Business Owners & Managers
- Neighborhoods (including Harbor Oaks)
- Trail and Bicycle Groups (River to Sea Loop Alliance, East Coast Greenway Alliance)
- Civic Groups (Safe Routes to School, NSB for Smart Growth, Port Orange-South Daytona Chamber, Southeast Volusia Chamber)
- · Places of Worship
- Utilities (NSB Utilities)



Stakeholder Coordination

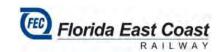


U.S. Federal Government

- U.S. Coast Guard
- U.S. Army Corps of Engineers
- Federal Aviation Authority
- U.S. Fish and Wildlife Service

State of Florida

- Department of Transportation
- Department of Environmental Protection
- Department of Economic Opportunity
- Fish and Wildlife Conservation Commission







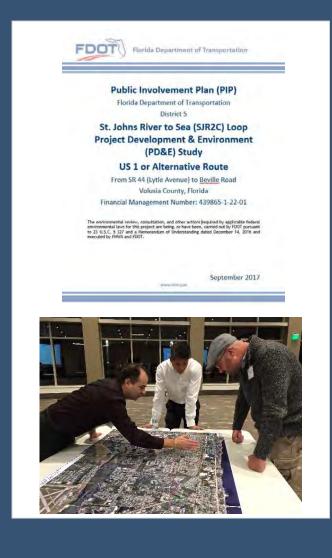






Regional Agencies

- River to Sea Transportation Planning Organization
- East Central Florida Regional Planning Council
- St. Johns River Water Management District
- Florida East Coast Railway
- Volusia County
 - Public Schools
 - NSB Fire Department and Fire Station #53
 - Planning and Development
 - Public Works
 - School Board
 - Parks, Recreation and Culture
 - Traffic Engineering
 - Engineering and Construction
 - Economic Development
 - Votran



Public Involvement

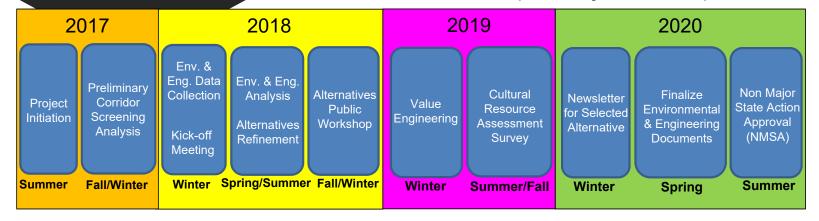


- Public Involvement Plan
- Meetings with Agencies
- Local Government Coordination
- Meetings with the Public
 - Public Kick-off Meetings
 - Held January 10 & 11, 2018
- Project Website
- http://www.cflroads.com (search 439865-1)
- Alternatives Workshop



Schedule, Funding, and Next Steps

- Future phases include:
 - Design (Partially funded 2020)
 - Right-of-Way (if applicable) (currently not funded)
 - Construction (currently not funded)



- Next Steps:
 - Hold Public Alternatives Workshop Nov. 14 & 15, 2018 (tentative)
 - Value Engineering

Contact Information





FDOT Project Manager
Heather Grubert, P.E.

(386) 943-5540 Heather.Grubert@dot.state.fl.us

FDOT, District Five 719 South Woodland Boulevard DeLand, Florida 32720

V. PRESENTATIONS AND DISCUSSION ITEMS

B. PRESENTATION AND DISCUSSION OF THE DRAFT R2CTPO 2018 CONGESTION MANAGEMENT PROCESS (CMP) AND PERFORMANCE MEASURES REPORT

BACKGROUND INFORMATION:

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

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

In 2016, the Technical Working Group reviewed and recommended specific data elements, calculations, and other parameters identified to measure relevant transportation system performance indicators as intended by the CMP. TPO staff then compiled the available data and prepared a Congestion Management/Performance Measures Report.

This year, an update to the data has been collected and processed by TPO staff. The draft CMP and Performance Measures Report will be provided under separate cover. Staff will provide an overview of the updated document for discussion.

ACTION REQUESTED:

V. PRESENTATIONS AND DISCUSSION ITEMS

C. PRESENTATION AND DISCUSSION OF THE DRAFT FY 2017/18 PUBLIC INVOLVEMENT REPORT

BACKGROUND INFORMATION:

A primary responsibility of the River to Sea TPO is public involvement and outreach in the transportation decision-making process. This involves developing various strategies to engage the community, including posting information on the TPO website (www.R2CTPO.org) and Facebook page (www.Facebook.com/RivertoSeaTPO), attending community meetings, building business relationships, joining local organizations and providing presentations to organizations. Another component of the outreach program includes participation in community events, bicycle helmet fittings and the distribution of documents and promotional materials. TPO staff will provide an overview of the public involvement and outreach efforts that occurred during FY 2017/18.

ACTION REQUESTED:

- V. PRESENTATIONS AND DISCUSSION ITEMS
 - D. PRESENTATION AND DISCUSSION OF THE ANNUAL CALL FOR PROJECTS AND PRIORITY PROJECT RANKING PROCESS OF THE RIVER TO SEA TPO

BACKGROUND INFORMATION:

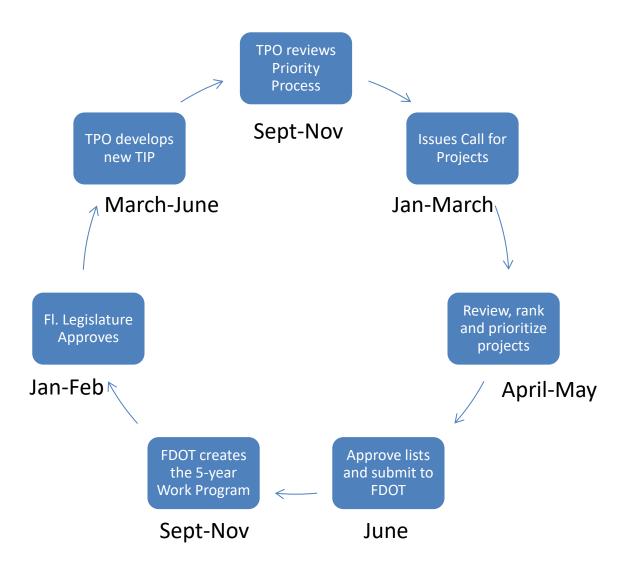
Each year, after completion of the project prioritization process, the TPO staff asks the committees to evaluate the process and recommend improvements for the next cycle. The aim is to achieve the best possible outcomes in terms of identifying and promoting transportation-related priorities consistent 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:

R2CTPO Transportation Priority Process

- 3 TPO resolutions provide guidance
 - Delineates local match and project cost increases (Resolution 2016-01)
 - Establishes project categories and ranking (Resolution 2017-02)
 - 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 2016-01

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

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 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 also 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
- 8. the River to Sea TPO Executive Director may authorize the use of state or federal funds to cover some or all of a cost overrun on any project phase up to and including 10% of the project cost estimate for that phase; and
- 9. the use of state or federal funds to cover cost overruns exceeding 10% of the project cost estimate for any phase may be authorized only by the River to Sea TPO Board; and
- 10. the River to Sea TPO deems that a cost overrun shall be the difference between the amount programmed on any project phase and the actual cost for that phase; and
- 11. the Chairman of the River to Sea TPO (or his designee) is hereby authorized and directed to submit this resolution to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (through the Florida Department of Transportation);
 - 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 27th day of January 2016.

River to Sea TPO Resolution 2016-01 Page 3

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

Volusia County Council Member, Pat Patterson 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 27, 2016.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2017-02

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

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 crosssection 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:

- 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.
- 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;
- 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;
- 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;
- 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;
- 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. The policies set forth in this resolution shall remain in effect unless and until they are repealed by the TPO; and
- 14. 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:
 - Florida Department of Transportation (FDOT);
 - 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 <u>25th</u> day of January 2017.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

CITY OF FLAGLER BEACH COMMISSIONER MARSHALL SHUPE

CHAIRMAN, RIVER TO SEA TPO

River to Sea TPO Resolution 2017-02 Page 4

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 <u>January 25, 2017</u>.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

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 crosssection 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:

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;
- 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.

- Resolution 2016-03 is hereby repealed and replaced by this resolution;
- 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);
 - Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

River to Sea TPO Resolution 2017-03 Page 3

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

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

SUMMARY SHEET BPAC SEPTEMBER 12, 2018

VI. STAFF COMMENTS

- → Florida Trail Town Designation
- → Status Update on the R2CTPO Bicycle Suitability Map
- → Status Update on the R2CTPO List of Prioritized Bicycle and Pedestrian Projects
- → Status Update on Holly Hill Sidewalk Projects
- → Status Update on Daytona Beach Sweetheart Trail Lighting Project

VII. INFORMATION ITEMS

- → August 2018 TPO Outreach & Activities
- → BPAC Attendance Record
- → BPAC Bicycle Suitability Map Subcommittee Report
- → East Central Regional Rail Trail Ribbon Cutting
- → Mobility Week October 27-November 3, 2018
- → Pedestrian Safety/White Cane Awareness Event
- → TPO Board Meeting Report

VIII. BPAC MEMBER COMMENTS

IX. ADJOURNMENT



WHAT IS A FLORIDA TRAIL TOWN?

A "Trail Town" in Florida is a community located along or in proximity to one or more long-distance non-motorized recreational trails. Whether on a rail trail, paddling trail, equestrian trail or hiking trail, trail users can venture off the trail to enjoy the services and unique heritage of the nearby community. The town is a safe place where both town residents and trail users can walk, bike, jog etc., find the goods and services they need, and easily access both the trail and the town. In such a town, the trail is an integral and important part of the community.

A Trail Town is a vibrant destination where people come together. A Trail Town is a friendly place which encourages trail users to visit and welcomes them with warm hospitality. It may have outdoor equipment shops, restaurants, a grocery store, quaint local shops, and lodging. It has wide sidewalks, clean streets, bike racks, and benches at convenient locations. The trail meets the needs of both the trail users and the town's residents. Residents use the trail to access work, schools, parks and shops.

Trail Towns are not stand-alone communities; they are linked by the long-distance trail corridor. Trail users may be passing through a town on a day trip or longer trek, or may park and access other trails, such as a paddling trail. Trail users want to explore interesting and vibrant places in their travels and need services that the town provides. Basic characteristics of a successful Trail Town include:

- Enticements to get trail users off the trail to explore the town
- Making clear and safe connections between the town and trail
- Welcoming trail users by making town information readily available
- Educating businesses on the economic benefits of meeting the needs of trail tourists
- Promoting a "trail-friendly" town character
- Integrating the trail into the town's culture with annual festivals and events that draw people to the trail who may not normally be trail users
- Connecting residents safely to work, schools, parks and shopping
- Working with neighboring communities to promote the entire long-distance trail as a tourist destination

Any trail, long or short, is an economic asset to a community. It provides free recreation for people of all ages and fitness levels, and offers opportunities to study nature or local history.

The Office of Greenways and Trails' Florida Trail Town program is oriented towards towns which connect to long-distance trails, ones that attract travelers from outside the local community and are not used solely by nearby residents. Studies show that the longer a trail is, the farther people will travel to visit it, the longer they will stay, and the more money they will spend. A day-user will spend four times the amount of a local user, and is likely to make a return trip to the Trail Town. An overnight visitor will spend twice the amount of a day-user. For information to recognize your town as a Florida Trail Town, call 850-245-2061 or contact Doug.Alderson@dep.state.fl.us at the Department of Environmental Protection, Office of Greenways and Trails.



CITY OF HOLLY HILL

The City with a Heart

1065 Ridgewood Avenue Holly Hill, Florida 32117

www.hollyhillfl.org

August 27, 2018

Lois Bollenback, Executive Director River to Sea TPO 2570 West International Speedway Boulevard, Suite 100 Daytona Beach FL 32114

Re: Rescission of Request for Sidewalk Project Funding

Dear Ms. Bollenback

The City of Holly Hill currently has 5 sidewalk projects on the Prioritized Project List adopted on 6/27/2018. The projects are as follows:

Flomich Street:
Phase I – Nova to Decatur – (Tier A) FDOT FM # 4408501

Phase II – Decatur to Ridgewood

Center Avenue:
Phase I – LPGA to Flomich - # 4 on Tier B
Phase II – 3rd Street to LPGA - # 9 on Tier C

15th Street: Nova to Center Avenue - # 8 on Tier B

The City had requested federal funding assistance for each of the named projects above. However, after taking a much closer look at the improvement locations and the challenges that exist, it is clear these projects will be far more difficult to accomplish both financially and physically due to the environmental conditions. At a City Commission meeting on June 26, 2018, the staff updated the commission and expressed concern for the continuation of the projects. At its conclusion the staff recommended the projects be withdrawn from the TPO projects list. The City Commission then voted unanimously to withdraw all applications for the above listed projects.

It is now the request of the City to please withdraw the City's applications for the above listed sidewalk projects and remove them from the Prioritized Project List. It is unfortunate but the City will no longer be pursuing the projects.

Please call me at 386-248-9425 if you need any further details or have any questions.

Sincerely,

Joseph Forte City Manager Holly Hill

Building, Zoning, Licensing & Inspections

386-248-9442 Fax 386-248-9498

City Clerk

386-248-9441 Fax 386-248-9448

City Manager

386-248-9425 Fax 386-248-9448

Community Services

386-248-9435 Fax 386-248-9448

Economic Development

386-248-9444 Fax 386-248-9448

Finance

386-248-9427 Fax 386-248-9497

Human Resources

386-248-9440 Fax 386-248-9448

Information Technology

386-248-9459 Fax 386-248-9448

Public Works

386-248-9463 Fax 386-248-9499

Utility Billing

386-248-9432 Fax 386-248-9458

Mayor & City Commission

386-248-9441 Fax 386-248-9448



The CITY OF DAYTONA BEACH

- "THE WORLD'S MOST FAMOUS BEACH" -

Office of the City Manager

August 29, 2018

Ms. Lois Bollenback Executive Director River to Sea Transportation Planning Organization 2570 W. International Speedway Boulevard Daytona Beach, Florida 32114-9145

Re:

2018 Priority Projects

Sweetheart Trail Lighting - Orange Ave to Main St and Beville Rd to Orange Ave

Dear Ms. Bollenback:

The City of Daytona Beach is no longer requesting funding for the two following projects currently on the 2018 River to Sea TPO List of Prioritized Bicycle and Pedestrian Projects. As such, we respectfully ask that you please remove them both from consideration:

Bicycle and Pedestrian Projects

Tier B – Projects Ready for Funding

- Sweetheart Trail Lighting Orange Ave to Main St Priority Rank #5
- Sweetheart Trail Lighting Beville Rd to Orange Ave Priority Rank # 10

Thank you for your continued support of mobility improvements in the City. Should you have any questions, feel free to contact me or Beth Lemke, the City's Grant Manager.

Sincerely,

James V. Chisholm City Manager



TPO Outreach & Activities Completed in August 2018

1 2018 "Tell the TPO" Survey Awards

<u>Description</u>: The TPO wrapped up the 2018 Tell the TPO Survey Campaign and announced the following award winners:

<u>The Shores Resort and Spa Award:</u> Josh Shoemaker

<u>TPO Committee Ambassador Award:</u> Technical Coordinating Committee (TCC)

<u>TPO Board Ambassador Award:</u> Orange City Council Member Jeff Allebach

2 Transportation Research Board (TRB) "Tools of the Trade" Conference & TPO Presentation on Resilience in Volusia and Flagler Counties

Date: Wednesday-Friday, August 22-24, 2018

Location: Kansas City, Missouri

<u>Description</u>: TPO staff gave a presentation on resilience in Volusia and Flagler Counties at this conference.

SEPTEMBER EVENTS:

10th: Roundtable of Volusia County Elected Officials Meeting, Daytona Beach Int'l Airport

10th-11th: Central Florida GIS Workshop, Daytona Beach

11th-14th: 2018 Florida APA Annual Conference,

West Palm Beach

26th: VCARD Icebreaker, LPGA Clubhouse

OTHER UPCOMING EVENTS:

Oct. 6: Port Orange Family Days Helmet Fitting

Oct. 6: Movies in the Park Helmet Fitting, Reed Canal Park, South Daytona

Oct. 10: Walk to School Day, Various Volusia & Flagler County Schools

Oct. 11-12: Grants Management Workshop, TPO office

Oct. 12: Central Florida MPO Alliance (CFMPOA)
Meeting, MetroPlan Orlando

Oct. 13: White Cane Safety Day Event, Intersection of White St. and International Speedway Blvd.,
Daytona Beach

Oct. 22: R2CTPO & Volusia County Presentation to the League of Women Voters

Oct. 27-Nov. 3: FDOT's Mobility Week, Locations TBD

3 The Impact of Impact Fees Workshop

<u>Date:</u> Friday, August 24, 2018 <u>Location:</u> Brannon Center, New Smyrna Beach <u>Description:</u> TPO staff attended this workshop sponsored by the Volusia County Association for Responsible Development (VCARD).



TECHNICAL COORDINATING COMMITTEE (TCC) 2018 TELL THE TPO SURVEY AMBASSADOR AWARD WINNERS

ONGOING PROJECTS & STUDIES:

- Development of 2017/18 TPO Annual Report
- Votran Bus Stop Improvement Plan
- FY 2017/18 TPO Annual Public Outreach Summary
- FY 2018/18 Public Involvement Evaluation Matrix
- Flagler County Fixed Route Transit Operations Plan
- I-95 to SR 417 Connector Environmental Study
- Development of Bicycle Suitability Map
- Central Florida Visitors Study
- Regional Truck Parking Study
- Central Florida Regional Transit Study
- Resilient Flagler County Study
- Golfview Blvd. Shared-Use Path Feasibility Study
- Roadway Safety Evaluation & Improvement Study
- Data Update for Central Florida Regional Planning Model
- 2018 Congestion Management Process Update
- US 17/92 @ Dirksen Drive Feasibility Study

BPAC Attendance Record 2018

Name	Yar	, keg	Ma	Api	Ma	A Jun	July	A Aub Se	oci	L Mod	kotes
Holly Ryan/Doug Hall		exc	X 6	X	X 6	/ <u>X</u>	/ 1/2	exc exc	/ 0	/ 4/	Daytona Beach (appt. 3/12) (alt. appt. 02/14)
Jeff Hodge	abs	abs	abs	abs	abs	abs		abs	1		DeBary (appt. 3/15)
Ted Wendler	exc	X	exc	abs	exc	exc		abs	T		DeLand (appt. 05/11) (appt. 6/14)
Scott Leisen	X	abs	abs	exc	abs	abs		X	+		Deltona (appt. 12/12)
Michelle Grenham	exc			exc		X		exc	+		Edgewater (appt. 01/17)
Paul Eik (17/18 Vice Chairman)	X	x	X	X	X	X		X	+		Flagler Beach (appt. 7/14)
Larry Coletti/Andrew Dodzik		x	XX	X	XX	XX		XX			Flagler County (appt 2/16)
Gilles Blais	X			X	X					1	Holly Hill (appt 3/17)
Nic Mostert	X	x	X	X	exc	X X		x			New Smyrna Beach (appt. 03/15)
Bob Storke (17/18 Chairman)	X	X	x	X	X	X		X	+		Orange City (appt. 12/07)
Gayle Belin	X	exc	X	X	X	X		X			Ormond Beach (appt. 01/15 - 07/16)
Danielle Anderson	X	abs			abs	exc					Palm Coast (Appt. 02/16)
Danielle Aliderson	X	aus	exc	X	aus	exc		ехс			Pailii Coast (Appt. 02/10)
Christy Gillis	ехс	ехс	ехс	х	х	ехс		ехс			South Daytona (appt. 01/16)
Patrick McCallister	abs	х	х	exc	х	х		х			Volusia County District 1 (appt. 10/16)(Patterson)
Roy Walters/Jason Aufdenberg	х	х	х	х	хх	х		х			Volusia County At-Large (appt. 03/05) (alt. appt 07/12)
Nancy Burgess-Hall	х	ехс	х	х	х	х		ехс			Volusia County (app 2/14) D-2 (Wheeler)(alt. appt 09/15)(appt 3/1
Alice Haldeman	х	х	х	х	х	х		х			Volusia County (appt. 04/13) D-3 (Denys)
NON-VOTING MEMBERS											
Wendy Hickey	exc	exc	х	х	exc	х		х			Flagler County (appt. 12/15)
Heidi Petito/Bob Owens	abs	abs	abs	abs	abs	abs		abs			Flagler County Transit (appt 9/14)
Gwen Perney	х	х	ехс	х	х	х		х			Large City - Port Orange (appt. 10/13)
John Cotton/Edie Biro	х	ехс	abs	х	х	ехс		х			Votran (appt. 07/13)(alt. appt. 02/16)
Melissa Winsett/Terri Bergeron	х	х	х	х	х	х		х			Volusia County (02/14) (alt. Appt. 09/16)
Rob Brinson/Eric Kozielski	abs	abs	abs	х	х	abs		abs			Volusia County School Board (appt. 01/16)
Mike Ziarnek	х	ехс	х	ехс	х	х		х			FDOT (appt 8/17)
QUORUM	Υ	Υ	Υ	Υ	Υ	Υ		Υ			

Vacancies
Beverly Beach
Bunnell
Daytona Beach Shores
DeBary
Flagler County School Board
Flagler County Traffic Engineering
Lake Helen
Oak Hill
Pierson
Port Orange
Volusia County D-2
Volusia County Chair



BPAC Bicycle Suitability Map Subcommittee Meeting Summary August 29, 2018

- Reviewed draft .kml and .kmz files for Bicycle Suitability Map
- Approved a motion to recommend approval of the draft Bicycle Suitability Map subject to the following revisions:
 - Add scoring methodology table to both sides of map
 - o Enlarge East Flagler Area map inset
 - o Symbolize extremely low comfort levels in blue
 - Accommodate 3' wide paved shoulders in scoring methodology



opening of the newest phase of the county's trail system.

Please join us at 8:30 a.m. Friday, September 21, 2018.

Park in the trail parking lot at 2200 Cow Creek Road, a half-mile south of State Road 442, Edgewater.

The 20.2-mile phase includes two segments: one that runs from Gobblers Lodge Road to Maytown Spur Road, and another that extends from the Brevard County line north to Cow Creek, where it connects to existing trail and the pedestrian overpass on State Road 442. With the completion of this segment, Volusia County has 58.7 miles of trails that stretch through cities and rural areas.

RSVP to Pat Kuehn at pkuehn@volusia.org or 386-822-5062, ext. 12934.

SAVE THE DATE!





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.

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

www.MobilityWeekcfl.com

or email us at contact@mobilityweekcfl.com



Pedestrian Safety White Cane Awareness Event

Hello Friends, Neighbors, and All Interested Parties

There is an important event we would like to make you aware of coming up in the month of October. It is the White Cane Safety Day event. It is coordinated by the National Federation of the Blind, and sponsored by numerous organizations and agencies, including Daytona Beach Mayor's Alliance for People with Disabilities, and the Halifax Council of the Blind. It will be held at the intersection of White Street and International Speedway Boulevard (ISB), from 10:00 AM to 12:00 noon on Saturday, October 13, 2018.

Participants will be crossing the streets, of course, abiding by all pedestrian laws, in an effort to educate drivers and the general public that they are to stop when a person, carrying a white cane or accompanied by a guide dog, is crossing the street.

We've been celebrating this National Holiday locally on an annual basis for several years. Each year, we've always had police presence for this event as well, both for safety measures and to issue citations for those who do not obey the White Cane law.

This year's event will also include other advocacy-related activities that will be held in the UCF building on the DSC campus.

We hope you will mark your calendars and join us at this very special event. It's all about Pedestrian Safety, educating the general public and motorists about the White Cane Law: F.S. 316.1301





River to Sea TPO Board Meeting Summary August 22, 2018

- Recognized service of past TPO Chairperson Deb Denys
- Introduced new TPO Board Member, Council Member Vince Lyon, Palm Coast Alternate and Mr. Carl Mikyska, Executive Director of the MPOAC
- Approved consent agenda including approval of the June 27, 2018 TPO Board meeting minutes
- Approved request from Palm Coast for additional funding for the Seminole Woods/SR 100 Intersection Improvements
- Approved request from Port Orange for additional design funding for the North Spruce Creek Road Sidewalk/SUN Trail gap
- Approved Resolution 2018-19 amending the FY 2018/19 to 2022/23 Transportation Improvement Program
 (TIP) including the addition of the Palm Coast Seminole Woods/SR 100 Intersection Improvements and Port
 Orange North Spruce Creek Road Sidewalk/SUN Trail gap
- Approved Resolution 2018-20 adopting the 2018 "Tell the TPO" Survey Campaign Summary and announced the TCC as Committee Challenge winner and Councilmember Jeff Allebach as the TPO Board Challenge winner
- Received a PowerPoint presentation of the draft Resilient Flagler County Report
- Received a PowerPoint presentation of the draft Roadway Safety Evaluation and Improvement Study
- Received a PowerPoint presentation of the draft R2CTPO Bicycle Suitability Map
- Received a PowerPoint presentation of the Regional Truck Parking Study
- Received a PowerPoint presentation of the Transportation Performance Measures Implementation
- Received the FDOT report
- Received Executive Director's Report including an update on SU Funding/Work Program; SIS Designation
 Criteria Policy; and Development of Regional List of Priority Projects; the resignation of Mr. Vince Wang, TPO
 Transit Planner; and update on the print costs and changes to the distribution of TPO agendas and materials

Items Requiring Follow-Up

• Executive Director to email links to the FDOT District 5 Truck Parking Study and FHWA Truck Parking Study and link to the SIS Designation Criteria Policy

The next River to Sea TPO Board meeting will be on Wednesday, September 26, 2018