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, October 10, 2018
TIME: 3:00 PM
PLACE: River to Sea TPO
2570 W. International Speedway Blvd., Suite 100 (Conference Room)
Daytona Beach, Florida 32114-8145

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Mr. Bob Storke, Chairperson

AGENDA

I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE

II. PUBLIC COMMENT/PARTICIPATION (Length of time at the discretion of the Chairperson)

III. ACTION ITEMS

A. REVIEW AND APPROVAL OF THE SEPTEMBER 12, 2018 BPAC MEETING MINUTES
   (Contact: Debbie Stewart) (Enclosure, pages 4-14)

B. REVIEW AND RECOMMEND APPROVAL OF A REQUEST FROM ORMOND BEACH TO INCREASE FUNDING FOR THE TOMOKA ELEMENTARY CONNECTOR SIDEWALK
   (Contact: Stephan Harris) (Enclosure, pages 15-21)

C. REVIEW AND RECOMMEND APPROVAL OF A REQUEST FROM ORMOND BEACH TO INCREASE FUNDING FOR THE WILLIAMSON BOULEVARD PEDESTRIAN IMPROVEMENTS
   (Contact: Stephan Harris) (Enclosure, pages 22-30)

D. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2018-## ADOPTING THE R2CTPO 2018 CONGESTION MANAGEMENT PROCESS (CMP) AND PERFORMANCE MEASURES REPORT
   (Contact: Aarti Sharma) (Enclosure, pages 31-33)
III. ACTION ITEMS (continued)

E. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2018-## ADOPTING THE FY 2017/18 PUBLIC INVOLVEMENT REPORT (Contact: Pamela Blankenship) (Enclosure, pages 34-43)

IV. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF RECOMMENDED CHANGES TO THE R2CTPO POLICY RESOLUTIONS AND PROJECT APPLICATIONS FOR THE ANNUAL CALL FOR PROJECTS (Contact: Stephan Harris) (Enclosure, page 44)

B. PRESENTATION AND DISCUSSION OF MODERN ROUNDABOUTS (Contact: Stephan Harris) (Enclosure, pages 45-49)

C. PRESENTATION AND DISCUSSION OF BPAC MEETING DAYS AND TIMES (Contact: Stephan Harris) (Enclosure, page 50)

V. STAFF COMMENTS (Enclosure, page 51)

VI. INFORMATION ITEMS (Enclosure, pages 51-60)

→ BPAC Attendance Record
→ Letter from TPO Board Chair Lita Handy-Peters
→ Mobility Week October 27-November 3, 2018
→ Pedestrian Safety/White Cane Safety Day Event
→ September 2018 TPO Outreach & Activities
→ St. Johns River to Sea Loop Summit
→ TPO Board Meeting Report

VII. BPAC MEMBER COMMENTS (Enclosure, page 51)

VIII. ADJOURNMENT (Enclosure, page 51)

***The next meeting of the BPAC will be on Wednesday, November 14, 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.
III. ACTION ITEMS

A. REVIEW AND APPROVAL OF THE SEPTEMBER 12, 2018 BPAC MEETING MINUTES

BACKGROUND INFORMATION:

Minutes are prepared for each meeting and must be approved by the BPAC. The September 12, 2018 BPAC meeting minutes are provided with this agenda packet for your review.

ACTION REQUESTED:

MOTION TO APPROVE THE SEPTEMBER 12, 2018 BPAC MEETING MINUTES
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 Ms. Nancy Burgess-Hall has been admitted again to the hospital and there is a get well card on the sign-in table for members to sign.
II. **New BPAC Member Introduction**

Chairperson Storke introduced new TPO Board member, Flagler Beach Alternate, Mr. Charles Morrow.

III. **Public Comment/Participation**

There were no public comments.

IV. **Action Items**

A. **Review and Approval of August 8, 2018 BPAC Meeting Minutes**

Mr. Eik referred to Action Item D, request from Port Orange for additional funding for the North Spruce Creek Road Sidewalk/SUN Trail gap and suggested the amount of funding requested and recommended for approval be shown in the motion.

**MOTION:** A motion was made by Ms. Belin to approve the August 8, 2018 BPAC meeting minutes as amended to include the amount of $29,420. The motion was seconded by Mr. Coletti and carried unanimously.

B. **Review and Recommend Approval of Resolution 2018-## Adopting the 2018 Roadway Safety Evaluation & Improvement Study**

Mr. Harris stated the draft Roadway Safety Evaluation and Improvement Study was presented last month; a few comments were received and minor changes were made. The draft report is available on the TPO’s website and a link was provided on page 16 of the agenda. The TPO is asking for a recommendation of approval of the draft study.

Mr. Aufdenberg referred to page 36 of the draft report and the photograph that states it is Dunlawton Avenue; he stated it is not Dunlawton Avenue but Granada Boulevard. It is an inappropriate caption as it is the wrong road. He commented one of the most dangerous intersections is at Clyde Morris Boulevard and Hancock Boulevard. He stated the number of fatalities, injuries and property damage crashes were given throughout the report but the report does not list what type of crashes caused the fatalities, injuries and property damage. He would like to know what crash type contributed to each fatality and injury in order to fix the problem.

Mr. Mostert referred to the summary page in the agenda and the bullet points “identify crash reduction measures to reduce or eliminate overall vehicular crashes by location”. He asked if implementation of these measures was included in the report; if there was an action plan.

Mr. Harris replied yes, the recommendations are included in the report in Section 5.5 on how to mitigate each crash type.

Mr. Aufdenberg referred to the bicycle crashes and suggested in the future identifying if they were right-hook, left-hook or crashes from behind; how the bicyclist was hit.

Mr. McCallister commented that not only would we need to know at what angle the cyclist was hit but also whether the cyclist was on the road or a sidewalk.

Mr. Harris replied this report did not take into account bicyclists on sidewalks; it was strictly roadway analysis.

Mr. McCallister stated bicyclists that are going into a crosswalk are highly susceptible to right-hooks, left-hooks and drivers that go thru a stop sign to edge of the intersection; this is where many pedestrians and bicyclists are struck. By Florida law, a bicyclist on the road is considered a vehicle but if they are on a sidewalk...
is considered a pedestrian. He does not know if police reporting makes that distinction but it would be helpful to know.

Mr. Harris replied that for the purpose of this study, the analysis covered crashes in the roadway and includes crosswalks. It did not cover crashes on sidewalks. A list of the crash reports are in the study report appendix for reference.

Discussion continued.

**MOTION:** A motion was made by Mr. Mostert to recommend approval of Resolution 2018-## adopting the 2018 Roadway Safety Evaluation & Improvement Study. The motion was seconded by Mr. Blais and carried unanimously.

C. **Review and Recommend Approval of Request from Ormond Beach to Increase Funding for the Tomoka Elementary Connector Sidewalk**

Mr. Harris stated this agenda item and the following agenda item are two projects currently in design by the city of Ormond Beach; they are separate projects at separate locations. Supporting documentation from the city as well as the TPO’s resolution pertaining to cost overruns is included in the agenda. Currently, $16,580 in AC/SU funds is programmed for design for the Tomoka Elementary Connector Study; the city estimates the design cost is just under $32,000 leaving a difference of $15,308 which is requested by the city. This project runs in front of Tomoka Elementary School on Old Tomoka Road. The project consists of building a crosswalk and a sidewalk on the north side of the road. Resolution 2016-01 states a cost overrun is the difference between the amount programmed on any project phase and the actual cost of that phase. The request for the next action item, additional funding for the Williamson Boulevard Pedestrian Improvements, consists of adding pedestrian features at the corner of Williamson Boulevard and Hand Avenue. It includes pedestrian signals, countdown signals, crosswalks and signage; it also will include a sidewalk to run along the east side of Williamson Boulevard to fill in gaps up to the Regal Theater. There is $25,760 programmed in AC/SU funds for design in the current year; estimated design cost from the city is $37,888 leaving a difference of $12,128.

Ms. Belin stated she is in favor of both projects; the Tomoka Elementary School sidewalk is in an incredibly busy area; the drop off for students is not adequate and the students do not have a safe place to walk. Drivers are beginning to use Hand Avenue to avoid Granada Boulevard which has increased traffic; she witnessed a hit and run accident in front of Love’s Whole Foods.

Mr. Eik stated because the agenda lists these two projects separately, he would prefer the committee address them independently.

Mr. McCallister commented that a 92% cost overrun is startling; he asked if this percentage is common.

Mr. Harris replied each project is different; some cost overruns are relatively minor and some are not. TPO Executive Director, Ms. Lois Bollenback, has the authority to approve a cost overrun of up to 10%; if it exceeds that, it has to go before the advisory committees and TPO Board. Neither of these two projects can be compared to another project because there are too many variables.

Mr. Aufdenberg stated the letter from the city explains that the city was going to do the design in-house but now is not; they do not give an explanation of why.

Mr. Daun asked if the money requested is just for design and if there is any funding for construction.

Mr. Harris replied construction is not funded or programmed; design in current year is programmed.

Mr. Daun asked how long Ormond Beach would have to build the projects if this funding request is approved.

Mr. Harris replied they have within ten years of being programmed to build it.
Ms. Haldeman commented that the vote is not for whether these are good projects but on whether to bypass the rule that a cost overrun is the city’s responsibility. If the TPO does not give the city the funding, it does not mean the project will die but it may mean the city will have to figure a way to come up with the money.

Mr. Harris replied according to current TPO policy, cost overruns are the responsibility of the local government, in this case, Ormond Beach. The BPAC is being asked to recommend approval to grant the city’s request for the cost increase.

Mr. Eik commented this project has gone through the entire TPO process and was ranked; part of that decision was that the city was going to do the design in-house. That has now changed and he thinks the committee needs to know why it changed in order to make a decision whether to vote on this request which ignores the rule. The rule is a cost overrun is the responsibility of the city.

Ms. Belin asked if members would be comfortable with tabling the item until next month in order to get someone from the city to explain the reason for going outside for design services.

Mr. Harris replied the TPO did request Ormond Beach have a staff member here today. These two items are also on the TPO Board agenda for this month; if this committee tables the items, they will go to the TPO Board without a recommendation from the BPAC.

Ms. Bollenback stated it will go to the board with the BPAC’s recommendation to table the item due to a lack of information.

Ms. Anderson asked if the committee could approve the request for the elementary school and table the other request.

Chairperson Storke asked what the reason is for the city not doing the design; if they were required to give it to a consultant for a reason not of their doing. There is a difference; the resolution guiding the process states if the cost overrun was their fault, the city has to pay and if it was not their fault, they could ask for additional funding.

Discussion continued.

**MOTION:** A motion was made by Mr. Eik to table the request from Ormond Beach to increase funding for the Tomoka Elementary Connector Sidewalk for further information from the city regarding the cost overrun. The motion was seconded by Mr. McCallister and carried with one "no" vote.

D. Review and Recommend Approval of a Request From Ormond Beach to Increase Funding for the Williamson Boulevard Pedestrian Improvements

Mr. Eik referred to the letter submitted by the city of Ormond Beach regarding this request and stated he does not see the same indication that the city was going to do the design in-house; it appears this request is because the city underestimated the cost of the project. The back-up documentation is included with the letter.

Mr. McCallister commented this request is a 47% cost overrun.

Ms. Belin replied her calculations show a 35% overrun and the previous project cost overrun was 48%, not 92%.

**MOTION:** A motion was made by Mr. McCallister to table the request from Ormond Beach to increase funding for the Williamson Boulevard Pedestrian Improvements for further information from the city regarding the cost overrun. The motion was seconded by Mr. Blais and carried with one "no" vote.
E. **Review and Recommend Approval of the 2018 Regional List of Priority Projects and Updated Priority Process for the Central Florida MPO Alliance (CFMPOA)**

(Handout)

Ms. Bollenback explained each year, each MPO develops its priority projects. These are projects that are of a regional nature such as interstate projects, SUN Trail projects and transit projects. All the MPOs in District 5 work together on a regional priority list to send a unified message to FDOT about what the regional priorities are. The original SUN Trail priority list included the East Central Florida Rail Trail project that we are preparing to have a ribbon cutting for. That was one of the first projects to benefit from this regional approach. The challenge when it comes to trails is that there are so many projects being funded it is hard to keep the list current. Last year, the list was separated into SUN Trail Tier 1, the Coast to Coast Trail, SUN Trail Tier 2, the St. Johns River to Sea Loop Trail, and all other SUN Trail projects in the area into Tier 3. The draft final clean version of the list was provided in the agenda and a marked-up version was provided as a handout showing the changes. She reviewed some of the changes and additions to the list. The TPO would like to have this list approved and ready for recommendation at the CFMPOA in October; there are three TPO Board members that sit on that committee. Also included in the agenda is the process that the CFMPOA follows; that was put in place in 2013 and it has also been updated with language. The CFMPOA is also giving notice to the MPOs that they would like to add two categories to the list starting next year; one is for Transportation Systems Management and Operations (TSM&O) projects, which are technology projects and the other for planning studies.

Mr. Daun asked for examples of technology projects and if adaptive signal coordination is included.

Ms. Bollenback replied yes, signal coordination, electronic signage; etc. The term "regional" also needs to be defined; for example, if it includes signal coordination on International Speedway Boulevard (ISB) or just the interstate. FDOT has a master plan that covers much of the interstate system but there is a consortium of engineers that are working on technology in this area and they have a long list of recommendations. This will take those recommendations and move them into the TPO process. It would include signal priority only on roads classified as regional.

Mr. Daun asked about driverless cars and where that would be considered.

Ms. Bollenback replied that will not factor into this because these are projects ready to be deployed. There will be discussions later this fiscal year regarding automated, connected vehicle technology and what it means for us locally. There are a lot of general studies out there and the TPO will bring those in to see what can be done locally to support that technology.

**MOTION:** A motion was made by Mr. Daun to recommend approval of the 2018 Regional List of Priority Projects and updated Priority Process for the Central Florida MPO Alliance (CFMPOA). The motion was seconded by Ms. Anderson and carried unanimously.
project location and stated it is approximately 18 miles in length. Once complete, the trail will connect Edgewater, New Smyrna Beach, Port Orange, South Daytona, Daytona Beach and parts of unincorporated Volusia County. He reviewed a summary of challenges; the biggest challenge is limited right-of-way and no eminent domain. He explained the alternative route segment by segment in detail. Parts of the route utilize existing 8’ sidewalks that will connect to a constructed 12’ trail. Signage is proposed in some areas to share the road due to environmental concerns; SUN Trail funds do not cover signage, so signage and “sharrows” will need to be funded by the cities in those areas. There are bridges in New Smyrna Beach that the trail will cross; the bridges are not sufficient to accommodate a trail as they are today. In order to avoid environmental and wetland concerns, they are proposing to cantilever over the bridge. There will be a barrier wall separating the trail from the travel lanes. He continued reviewing the trail route through Port Orange to South Daytona. He reviewed the environmental and wetlands impacts, the cultural resources, and the construction cost estimates for each option, Reed Canal Road at $7.4 million and Pope Avenue at $200,000. The cost estimates include a 20% contingency.

Mr. McCallister commented that there are two types of bike riders; recreational riders and necessity riders. He asked if a trail would get a necessity rider closer to employment, shops or educational centers. If it does not, then simplicity is the way to go.

Ms. Belin asked if South Daytona requested the Reed Canal Road option.

Mr. Scarlatos replied yes, that is their desire and the city has a goal to have that option continue up to Nova Road and US 1.

Mr. Daun commented that Reed Canal Road is a two-lane, county road; he thinks that Reed Canal Road would become a four-lane road at some point in the future. He pointed out that this might not be money well spent.

Mr. Scarlatos continued with the presentation and gave an overview of the stakeholder coordination and public involvement. He reviewed the schedule, funding and the next steps. Design is partially funded for 2020; there is no right-of-way or construction funding at this time. They will be holding the Alternatives Workshop on possibly November 14 and 15, 2018; members will receive an email once that date is set. They are looking to have the project approved no later than summer of 2020.

Mr. Mostert commented he thinks when cyclists cross Rose Bay Bridge, they would go beyond Nova Road where the trail is proposed over to Ocean Avenue. It is a beautiful, scenic road along the river that is not heavily travelled. It could feed back into Dunlawton Avenue.

Mr. Aufdenberg asked how people would get across Dunlawton Avenue.

Mr. Scarlatos replied there is left turn southbound lane and a left turn northbound lane on Halifax Avenue; since this will become a one-way street, the northbound turn will be removed. They will improve the median opening and create a mid-block crossing; people will be able to take refuge in the median. They will be recommending the free flow right turn from US 1 eastbound on Dunlawton Avenue become a stop light.

Mr. Daun commented that the trail is supposed to be a destination trail; the East Coast Greenway Trail is a destination trail and not a suburban trail. It is also supposed to follow the coast. It is supposed to be a trail where cyclists can ride from Ft. Lauderdale to Savannah and get tourism dollars in as a destination trail. Instead, what he is seeing is a suburban, ad-hoc trail. There are five US 1 crossings shown and with special events, it will cost anyone planning a ride a lot of money in permit fees because US 1 would have to be shut down. There is also a US 1 loop after Dunlawton Avenue which does not make sense. There is also a crossing at SR A1A and Dunlawton Avenue at US 1 without a discussion of some kind of pedestrian crossover. He does not think this is an acceptable plan and the committee should inform FDOT that this is not okay and they need to look at better options; this is not what the East Coast Greenway Trail is supposed to be. He suggested the planners may need coaching as to what the East Coast Greenway is about.

Discussion continued.
Mr. Paul Haydt, East Coast Greenway Alliance, stated the whole project is for a regional trail; cyclists will not take this route from New Smyrna Beach to Daytona Beach, as it is not a regional trail. This project is $16 to $18 million for a trail no one will use. At the January and February workshops, and here at the BPAC, safety and rideability issues were discussed which have not been addressed. This is the same plan that was presented then. He referred to Port Orange agreeing to turn Halifax Drive into a one-way road; that is a good solution. That was identified when the Office of Greenways and Trails first began discussing this trail but was not included in the first workshop. We should take what works and use it as a base to connect the pieces. He feels the recommendation should be to start with the idea this is a regional trail. The trail from New Smyrna Beach to Titusville is gorgeous; going from that to this is disappointing. The East Coast Greenway is a national trail and that is the standard used. This would be spending $20 million on a trail they will not be able to designate. It is not just the national trail but also part of the St. Johns River to Sea Loop Trail so on a regional level it still does not make the grade. His recommendation is to take what works and move ahead but discuss how to fix the other pieces. Safety is a major issue and intersections are a problem. There are also four railroad crossings on this alternative. He attended the workshops and the tourism benefits, health benefits, and economic benefits with a functional trail were not discussed. The BPAC needs to make a strong statement.

Mr. Mostert asked for clarification that this may not be designated as part of the East Coast Greenway Trail.

Mr. Haydt replied yes; they have designated trails and interim on-road routes as connectors and a good portion of this proposed route are interim on-road routes. He does not see his board approving this as part of the national trail.

B. Presentation and Discussion of the Draft R2CTPO Congestion Management Process (CMP) and Performance Measures Report

Ms. Nicoulin stated the link to the draft Congestion Management Process (CMP) and Performance Measures Report was provided in the agenda; this is annual requirement. The CMP helps the TPO monitor, analyze and manage traffic congestion. It is a five-year document; a new fifth year data is added and the previous year is dropped. The other change to this report is the TPO is beginning to incorporate transportation performance measures targets; the TPO adopted the safety targets earlier this year and those have been incorporated into the report. As more targets are adopted, those will also be incorporated into the report. The report is available online and if anyone has questions or comments please provide them to the TPO. The report will be back next month for a recommendation for adoption.

C. Presentation and Discussion of the Draft FY 2017/18 Public Involvement Report

Ms. Blankenship gave a PowerPoint presentation of the draft FY 2017/18 Public Involvement Report. The TPO’s fiscal year runs from July 1 through June 30. She reviewed the social media outreach and added the TPO has a master database and an email contact list as well as individual public contact logs for each staff member. She gave an overview of the community presentations and events the TPO attended throughout the year including bike helmet fittings; a total of 977 bike helmets were distributed to adults and children last year which is an increase of 15%. The 2018 “Tell the TPO” survey received 2,176 responses and it is estimated the survey reached 62,363 people. For FY 2018/19, the TPO will be reaching out to the “younger crowd” beginning with the TRAC (Transportation and Civil Engineering) program through Mainland High School. She is looking for engineers and transportation experts to serve as volunteer mentors. The Public Outreach Summary is provided in the agenda for information.

Mr. Aufdenberg announced the “Not so Noisy” Bike Week Committee had their first meeting and the event will be held starting February 25, 2019. It will be held at all three college campuses.

D. Presentation and Discussion of the Annual Call for Projects and Priority Project Ranking Process of the River to Sea TPO
Mr. Harris stated the TPO’s priority process consists of three resolutions which were included in the agenda with the exception of Resolution 2017-02 which has been superseded by Resolution 2017-32. The only difference is the new resolution has a provision for project sponsors to annually submit to the TPO a letter reaffirming their continued support to retain their projects on the priority list and provide updated cost estimates. There are three categories of projects; Traffic Operations and Safety projects, Bicycle/Pedestrian projects and Planning Studies. He reviewed the process cycle; at this time, the TPO is in review of the previous call for projects and the priority process. The BPAC Project Review Subcommittee expects to meet late this month or the first week of next month to begin the review.

Mr. Daun asked if there was a calendar for funding; if it was the calendar year.

Mr. Harris replied the TPO’s fiscal year is from July 1 to June 30.

Mr. Daun asked if that coincides with the state’s fiscal year.

Mr. Harris replied yes, it is the state’s fiscal year.

VI. Staff Comments

→ Florida Trail Town Designation

→ Status Update on the R2CTPO Bicycle Suitability Map

Mr. Harris stated the Bicycle Suitability Map Subcommittee met on August 29, 2018 and reviewed the recent draft. They recommended several revisions; the map is not ready for adoption. TPO staff is working with the consultant to address those revisions the subcommittee requested.

→ Status Update on the R2CTPO List of Prioritized Bicycle and Pedestrian Projects

→ Status Update on Holly Hill Sidewalk Projects

Mr. Harris stated included in the agenda are letters from the city of Holly Hill removing the five sidewalk projects from the TPO’s priority list.

→ Status Update on Daytona Beach Sweetheart Trail Lighting Project

Mr. Harris stated also included in the agenda is a letter from the city of Daytona Beach removing the Sweetheart Trail lighting projects from the priority list; all of these projects are in Tier B.

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

Mr. Blais commented that in regards to the trails in downtown Daytona Beach, he is waiting on the city to rejuvenate them. In this area, if it is a success in one city, others will copy. He is educating his city commissioner and city manager on bike trails.
Ms. Belin stated she took the opportunity during the meeting to email the mayor of Ormond Beach regarding not having a city representative present to address questions regarding the city’s request for additional funds. The mayor did reply and stated he did not know what happened but he will look into it and make sure it does not happen again. A city representative will be present next month to address this.

Ms. Haldeman asked if there was any interest from committee members to start the meeting earlier than 3:00 pm.

Mr. Aufdenberg suggested making it a discussion item for next month’s agenda.

Mr. Eik stated he has been approached by some Flagler Beach residents asking if he could put out information that people that walk across the Moody Boulevard Bridge in Flagler Beach are being disturbed by many bicyclists on the sidewalk. There are bike lanes on either side of the bridge but a lot of cyclists are afraid to ride on the bridge so they ride on the sidewalks. The residents asked if there was a way to get some signage requesting cyclists walk their bikes across the bridge. Regarding the request for additional funding, he stated the BPAC is good at asking questions and coming to decisions with a simple voice vote. But when there is an issue, when the decision is split, he does not know what the protocol is. If there is no protocol, he asked for it also to be included in next month’s agenda that if the committee cannot determine a decision by a voice vote, a roll call vote be taken.

Mr. Daun reiterated he is honored to be on the committee because he is an avid bicyclist and he sees the potential in the community to develop world class trails. He feels it is up to the BPAC to advocate for the East Coast Greenway Trail to come through our community so we can host world class events here. The BPAC needs to make a stand against this FDOT project; he is not happy with what was presented today and it needs to go back to the drawing board. There has been a tremendous amount of pedestrian and bicyclists fatalities this month, especially in eastern Volusia County. It was on the news last year that Orlando was the most dangerous city for pedestrians in the United States. He referred to Mr. Aufdenberg’s comments regarding the type of crashes for bicyclists and pedestrians and that the BPAC needs to push for better statistics in order to reach better solutions.

Ms. Anderson announced this Saturday is the International Coastal Clean-Up along all the beaches and waterways and she encouraged members to participate; the information is available on oceanconservancy.org. She referred to the request from Ormond Beach for additional funding for the sidewalk at the elementary school and stated there is never a price tag to put on the safety of our children which is why she gave a “no” vote.

Mr. Harris asked the location of the Coastal Clean-Up.

Ms. Anderson replied it is on every beach across the world.

Mr. Aufdenberg thanked Mr. Haydt for attending the meeting and for speaking up for the East Coast Greenway Trail. He announced he has ordered bicycle lights for Daylights Savings Time to give to Embry-Riddle Aeronautical University students. The National Academy Press has just published a new design guide for low speed multi modal roadways.

Mr. Walters stated the Daytona News-Journal yesterday had two trail project articles; one in Ormond Beach that is only 10’ wide. The other is a SUN Trail project at the corner of Dirkson Avenue and US 17/92 which requires a 14’ wide trail but they are trying to get a deal for a 12’ trail through the development and an 8’ sidewalk along US 17/92. He asked if the TPO could work on this. The proposed East Coast Greenway Trail presented today is not acceptable.

Mr. McCallister stated he agreed with Mr. Walters on the East Coast Greenway Trail. He is doing the Flagler Condo Century Bike Ride this weekend.

IX. Adjournment

The BPAC meeting adjourned at 5:16 p.m.
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 September 12, 2018 regular meeting of the Bicycle/Pedestrian Advisory Committee (BPAC), approved and duly signed this 10th day of October 2018.

Debbie Stewart, Recording Secretary
River to Sea Transportation Planning Organization
III. ACTION ITEMS

B. REVIEW AND 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:

AS DIRECTED BY THE BPAC
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 ‘in-house’ 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 pre-application 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

<table>
<thead>
<tr>
<th>Task</th>
<th>Task Description</th>
<th>Billing Method</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Project Administration</td>
<td>Lump Sum</td>
<td>$5,009.66</td>
</tr>
<tr>
<td>2.</td>
<td>Roadway Design Services</td>
<td>Lump Sum</td>
<td>$21,810.51</td>
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<td>3.</td>
<td>Permitting</td>
<td>Lump Sum</td>
<td>$1,030.06</td>
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<tr>
<td>4.</td>
<td>Utility Coordination</td>
<td>Lump Sum</td>
<td>$1,622.18</td>
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<td>5.</td>
<td>Geotechnical Services</td>
<td>Lump Sum</td>
<td>$2,100.00</td>
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<tr>
<td></td>
<td>Estimated Expenses</td>
<td>At Cost</td>
<td>$315.72</td>
</tr>
</tbody>
</table>

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.
### Task 1 - Project Administration

<table>
<thead>
<tr>
<th>Task</th>
<th>Total Hours</th>
<th>Sub-Task</th>
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<tbody>
<tr>
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<td>2</td>
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<tr>
<td>1.2 - Monthly Budget and Schedule Tracking, and Invoicing</td>
<td>4</td>
<td>2</td>
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<td>1.3 - Kick-off Mtg, 3 Review Mtgs</td>
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<td>12</td>
<td>$2,114.04</td>
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<td>1.4 - Public Meetings (School Board and Church) (2 mtgs)</td>
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<td>2</td>
<td>$1,200.10</td>
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<td><strong>Total Task 1</strong></td>
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### Task 2 - Design and Plans Production

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<td>2.1.2 - Cross-Section Design File</td>
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<td>2.1.4 - Cost Estimates</td>
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### Task 3 - Permitting

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<th>Total Hours</th>
<th>Sub-Task</th>
<th>Billing Rate</th>
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</thead>
<tbody>
<tr>
<td><strong>Total Task 4</strong></td>
<td><strong>$21,810.51</strong></td>
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</table>

### Task 5 - Soil Survey & Geotechnical Services

<table>
<thead>
<tr>
<th>Task</th>
<th>Total Hours</th>
<th>Sub-Task</th>
<th>Billing Rate</th>
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</thead>
<tbody>
<tr>
<td><strong>Total Task 4</strong></td>
<td><strong>$622.18</strong></td>
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### Task 6 - Utility Coordination

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<tr>
<th>Task</th>
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<th>Sub-Task</th>
<th>Billing Rate</th>
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</thead>
<tbody>
<tr>
<td><strong>Estimated Expenses (1%)</strong></td>
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### Task 7 - Staff Cost

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<th>Total Staff Cost</th>
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<tbody>
<tr>
<td><strong>$9,513.18</strong></td>
<td><strong>$31,888.13</strong></td>
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**Check = $31,888.13**

### Table 1

Scope of Services, Man-Hour Summary, & Labor Budget

TOMOKA ELEMENTARY SIDEWALK CONNECTOR

<table>
<thead>
<tr>
<th>Sr. Project Manager</th>
<th>Project Engineer (E.I.)</th>
<th>Sr. Design Tech</th>
<th>CAD Tech</th>
<th>Project Manager</th>
<th>CADD Tech</th>
<th>Principal Surveyor</th>
<th>PSM</th>
<th>Survey PM/ CADD</th>
<th>Laser Survey 2 Man Crew</th>
<th>Survey 2 Man Crew</th>
<th>Field Crew Coordinator</th>
<th>Admin</th>
<th>Total Hours</th>
<th>Sub-Task</th>
<th>Task</th>
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<tr>
<td><strong>Billing Rates</strong></td>
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<tr>
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<td>$53.71</td>
<td>$150.48</td>
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<td>$155.00</td>
<td><strong>$80.99</strong></td>
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</tr>
</tbody>
</table>
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 Street, Sanford, Florida 32771  
**Contact Cell Number:** 386-837-7322  
**Contact Phone:** 407-322-6841  
**Email:** kluman@cphcorp.com

### I. Scope of Services & Understanding of Project (See attached proposal or as indicated below).

UES Opportunity No.: 0430.0618.00021  
UES Proposal No. 2018D-568

Universal Engineering Sciences (UES) understands the subsurface conditions for the proposed sidewalk area need to be further evaluated for groundwater, and pavement purposes. We propose twelve (12) auger borings to approximately 6 feet each below existing grade be performed to provide engineering recommendations with respect to the proposed construction and to evaluate the subsurface conditions for groundwater level. The auger borings will be performed in accordance with the procedures of ASTM D-1452. We will provide these services for a lump sum fee of $2,100.00.

| Total Lump Sum Fee | $2,100.00 |

### II. Contract Documents. The following documents form part of the Agreement and are incorporated herein by referral:

A. Universal General Conditions.

In the event of any inconsistency or conflicting among the Contract Documents, the provision in that Contract Documents first listed above shall govern.

### III. Authority to proceed and for payment. (To be completed by Client)

A. For payment of Services, invoice to the account of:

<table>
<thead>
<tr>
<th>Firm:</th>
<th>Social Security Number or Federal Identification No.:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>City:</td>
</tr>
<tr>
<td>Attention:</td>
<td>Title:</td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax:</td>
</tr>
</tbody>
</table>

B. If the invoice is to be mailed for approval to someone other than the account charged, please indicate where, below:

<table>
<thead>
<tr>
<th>Firm:</th>
<th>Social Security Number or Federal Identification No.:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>City:</td>
</tr>
<tr>
<td>Attention:</td>
<td>Title:</td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax:</td>
</tr>
</tbody>
</table>

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duty authorized representatives this _______________ day of ______________________ 2018.

**CLIENT:**  
**UNIVERSAL ENGINEERING SCIENCES, INC.**

**BY (signature):**

**NAME:** Brian C. Pohl, P.E

**TITLE:** Branch Manager

Return Executed Copies to:  
Universal Engineering Sciences, Inc.  
Attention: Daytona Beach GEO  
911 Beville Road, South Daytona, Florida 32119  
Phone: 386-756-1105 / Fax: 386-760-4067
III. ACTION ITEMS

C. 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:

AS DIRECTED BY THE BPAC
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.
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 *not* 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-to-day 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:
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

<table>
<thead>
<tr>
<th>Task</th>
<th>Task Description</th>
<th>Billing Method</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Project Administration</td>
<td>Lump Sum</td>
<td>$3,809.56</td>
</tr>
<tr>
<td>2.1</td>
<td>Surveying</td>
<td>Lump Sum</td>
<td>$7,499.37</td>
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<tr>
<td>2.2</td>
<td>Utility Horizontal Locates</td>
<td>Lump Sum</td>
<td>$4,706.00</td>
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<tr>
<td>3.</td>
<td>Roadway Design Services</td>
<td>Lump Sum</td>
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<td>4.</td>
<td>Permitting</td>
<td>Lump Sum</td>
<td>$2,419.14</td>
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<tr>
<td>5.</td>
<td>Utility Coordination</td>
<td>Lump Sum</td>
<td>$1,622.18</td>
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<td>6.</td>
<td>Geotechnical Services</td>
<td>Lump Sum</td>
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</tr>
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<td></td>
<td>Estimated Expenses</td>
<td>At Cost</td>
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<tr>
<td></td>
<td><strong>GRAND TOTAL</strong></td>
<td><strong>Lump Sum</strong></td>
<td><strong>$37,880.40</strong></td>
</tr>
</tbody>
</table>

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>
<thead>
<tr>
<th>Task 1 - Project Administration</th>
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<tr>
<td>1.1 - Project Management</td>
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<tr>
<td>1.2 - Monthly Budget and Schedule Tracking, and Invoicing</td>
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<td>$479.70</td>
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<tr>
<td>1.3 - Kick-off Mtg,3 Review Mtgs</td>
<td>$78.51</td>
<td>2</td>
<td>$157.02</td>
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<td><strong>Total Task 1</strong></td>
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<table>
<thead>
<tr>
<th>Task 2 - Survey &amp; SUE Services</th>
<th>Billing Rate</th>
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<tr>
<td>2.1 - Topographic Survey (field and office)</td>
<td>$198.09</td>
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<td>2.2 - Control Survey (field and office)</td>
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<td>2.4 - Subsurface Utility Explorations</td>
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<th>Task 3 - Design and Plans Production</th>
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<td>3.1 - Design Services</td>
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<td>3.3 - Specifications, FDOT and FHWA Forms</td>
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<td>4.2 - Final Plans</td>
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<th>Total Staff Cost</th>
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<td>5.1 - Utility Coordination Evaluation</td>
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<td>5.2 - Utility Coordination Tracking</td>
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<td>4</td>
<td>$313.68</td>
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<tr>
<td>5.3 - Utility Coordination Tracking</td>
<td>$113.50</td>
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<td>$454.00</td>
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<tr>
<td><strong>Total Task 5</strong></td>
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<table>
<thead>
<tr>
<th>Task 6 - Soil Survey &amp; Geotechnical Services</th>
<th>Billing Rate</th>
<th>Total Staff Hours</th>
<th>Total Staff Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.1 - Photo-Off</td>
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<td>$396.18</td>
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<tr>
<td>6.2 - Final Plans</td>
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<td>2</td>
<td>$156.84</td>
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<tr>
<td><strong>Total Task 6</strong></td>
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**Estimated Expenses (%)**

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<thead>
<tr>
<th><strong>Total Staff Hours</strong></th>
<th><strong>$37,880.40</strong></th>
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</table>

**Check = $37,880.40**

**Total Staff Cost**

<table>
<thead>
<tr>
<th><strong>Total Staff Hours</strong></th>
<th><strong>$37,880.40</strong></th>
</tr>
</thead>
</table>

**Check = $37,880.40**
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: Williamson Boulevard 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 Street, Sanford, Florida 32771
Contact Cell Number: 386-837-7322
Contact Phone: 407-322-6841
Email: kluman@cphcorp.com

I. Scope of Services & Understanding of Project (See attached proposal or as indicated below).

UES Opportunity No.: 0430.0618.00020
UES Proposal No. 2018D-569

Universal Engineering Sciences (UES) understands the subsurface conditions for the proposed intersection of Williamson Blvd and Hand Ave and from Love Whole Foods to the Regal Theater for the pedestrian add-ons and curb ramp area need to be further evaluated for groundwater and pavement purposes. We propose ten (10) auger borings to approximately 6 feet each below existing grade be performed to provide engineering recommendations with respect to the proposed construction and to evaluate the subsurface conditions for groundwater level. The auger borings will be performed in accordance with the procedures of ASTM D-1452. We will provide these services for a lump sum fee of $1,800.00.

II. Contract Documents. The following documents form part of the Agreement and are incorporated herein by referral:
A. Universal General Conditions.

In the event of any inconsistency or conflicting among the Contract Documents, the provision in that Contract Documents first listed above shall govern.

III. Authority to proceed and for payment. (To be completed 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 someone other than the account charged, please indicate where, below:

Firm: ____________________________
Address: ____________________________ City: ____________________________ Zip Code: ________
Attention: ____________________________ Title: ____________________________
Phone: ____________________________ Fax: ____________________________

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duty authorized representatives this ____________________________ day of ____________________________ 2018.

CLIENT: ____________________________
NAME: ____________________________ TITLE: ____________________________

BY (signature): ____________________________

UNIVERSAL ENGINEERING SCIENCES, INC.

BY (signature): ____________________________

Return Executed Copies to:
Universal Engineering Sciences, Inc.
Attention: Daytona Beach GEO
911 Beville Road, South Daytona, Florida 32119
Phone: 386-756-1105 / Fax: 386-760-4067
III. ACTION ITEMS

D. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2018-## ADOPTING THE R2CTPO 2018 CONGESTION MANAGEMENT PROCESS (CMP) AND PERFORMANCE MEASURES REPORT

BACKGROUND INFORMATION:

The River to Sea TPO is required to monitor and evaluate transportation efficiency and reliability through a Congestion Management Process (CMP). In addition to identifying traffic congestion, requirements are being developed for the monitoring and reporting of other transportation system performance indicators including safety, reliability, physical condition, and environmental sustainability. Generally, these reports include a five-year review of transportation system data.

An annual update of the Congestion Management Process and Performance Measures Report was presented to the River to Sea TPO advisory committees and board in September. No comments were received.

The report is available for review and download from the TPO’s website at:


ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2018-## ADOPTING THE R2CTPO 2018 CONGESTION MANAGEMENT PROCESS (CMP) AND PERFORMANCE MEASURES REPORT
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2018-##

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION
ADOPTING THE CONGESTION MANAGEMENT PROCESS (CMP) AND
PERFORMANCE MEASURES 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 a Congestion Management Process and Performance Measures 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 Congestion Management Process and Performance Measures Report;

2. River to Sea Transportation Planning Organization's Congestion Management Process and Performance Measures 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 Congestion Management Process and Performance Measures Report to the:

   a. Florida Department of Transportation; and
   b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and the
   c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).
DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 24th day of October 2018.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

__________________________
CITY OF DEBARY VICE MAYOR LITA HANDY-PETERS
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on October 24, 2018.

ATTEST:

__________________________
DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION
III. ACTION ITEMS

E. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2018-## ADOPTING THE 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. Each year, a public outreach summary is developed outlining the outreach efforts of the previous fiscal year. The FY 2017/18 Public Outreach Report was presented to the committees and board last month; no comments were received. Resolution 2018-## and the FY 2017/18 River to Sea TPO Public Outreach Report are being presented for your recommendation of approval this month.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2018-## ADOPTING THE FY 2017/18 PUBLIC INVOLVEMENT REPORT
RESOLUTION 2018-##

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION
ADOPTING THE RIVER TO SEA TPO’S FY 2017/18 PUBLIC OUTREACH SUMMARY

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

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

WHEREAS, United States Code of Federal Regulations 23 U.S.C. 450.316 requires that the River to Sea Transportation Planning Organization institute a Public Participation Plan (PPP) that lays out the processes and protocols for engaging the general public in the plans and programs of the River to Sea TPO; and

WHEREAS, the River to Sea Transportation Planning Organization has developed a summary of the public outreach activities that occurred during FY 2017/18 which coincide with, satisfy and meet the requirements of the TPO’s adopted Public Participation Plan.

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

1. River to Sea Transportation Planning Organization’s FY 2017/18 Public Outreach Summary is hereby endorsed and adopted; and the

2. Chairperson of the River to Sea TPO (or her designee) is hereby authorized and directed to submit the River to Sea TPO’s Public Outreach Summary to the:
   a. Florida Department of Transportation; and
   b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
   c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).
DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 24th day of October 2018.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

_____________________________________________________
CITY OF DEBARY VICE MAYOR LITA HANDY-PETERS
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on October 24, 2018.

ATTEST:

_______________________________________
DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION
INTERNET-BASED ACTIVITIES:

**Website:** The River to Sea TPO has a website, www.r2ctpo.org, which showcases agendas, minutes, Title VI information, a calendar of events, plans, studies, documents, news and press releases, as well as information on the Bicycle/Pedestrian program. During the period of July 1, 2017 through June 30, 2018, there were a total of 8,239 visits to the River to Sea TPO website; there were 7,002 unique visitors to the website.
**Facebook:** The River to Sea TPO published and maintained a Facebook page that was active during the period of FY 2017/18. The River to Sea TPO Facebook page received 196 “likes” and 100 “check-ins” during that time. At a minimum, posts were made on a bi-weekly basis and included meeting announcements and news of interest to the fan base. Some individual posts reached upwards of 1,000 people. The majority of posts reached between 20 and 450 people.

![Facebook Page Screenshot](image1.png)

**Twitter:** The River to Sea TPO maintained a Twitter page during the 2018 “Tell the TPO” Survey Campaign. The Twitter account, @TelltheTPO, tweeted more than 50 times during the two-month survey period resulting in more than 42,165 tweet “impressions,” or the number of times users saw the posts on Twitter.

![Twitter Page Screenshot](image2.png)
TPO MASTER DATABASE, EMAIL CONTACT LIST AND PUBLIC OUTREACH LOGS:

MASTER DATABASE/EMAIL CONTACT LIST: The River to Sea TPO has a master email database which contains contact information (email addresses) for 1,925 people and organizations. The TPO also maintains a master mailing database which contains 1,655 people and organizations and their mailing information.

PUBLIC OUTREACH LOGS: Each River to Sea TPO employee keeps a log of all contacts with the public. The information contained in each log includes the person’s name, contact information, form of contact, their request and any follow up provided. There were over 200 individual public involvement contacts in FY 2017/18.

PUBLIC MEETINGS AND HEARINGS:

TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (TDLCB) PUBLIC HEARING: The TDLCB held an annual Transportation Disadvantaged public hearing on November 8, 2017 following the TDLCB meeting. Public comments were received from three people at the hearing which was attended by ten people.

RIVER TO SEA TPO BOARD RETREAT: The River to Sea TPO held its annual Retreat on March 23, 2018 in coordination with the Volusia County Association for Responsible Development (VCARD). The retreat focused on the Future of Transportation Technology. More than 125 members of the River to Sea TPO Board, committees, Elected Officials, government staff, members of the public, consultants and news media attended this event which was scheduled from 9:00 a.m. to 12:00 a.m. at the Brannon Civic Center in New Smyrna Beach. Four autonomous vehicles were on display including a fully autonomous Tesla. Test Rides were provided to demonstrate the features of this vehicle. Also on display were a Chevy Camaro EcoCar, Maritime RobotX boat and a fully autonomous Ford Escape. A Follow-up survey was distributed to collect feedback on the Retreat. Twenty-nine responses were received and the overall retreat was ranked a 9 out of 10.
TRANSPORTATION IMPROVEMENT PROGRAM (TIP); 2018 TRANSPORTATION PRIORITY PROJECT LISTS; AND FY 2018/19 AND 2019/20 UNIFIED PLANNING WORK PROGRAM (UPWP): While all River to Sea TPO meetings are open to the public and time for comment is scheduled, the TPO formally announced via legal advertisements the availability of the following three documents for public review and comment: the FY 2018/19 – 2022/23 Transportation Improvement Program (TIP), the 2018 Transportation Priority Project Lists and the FY 2018/19 and 2019/20 Unified Planning Work Program (UPWP). There were no public comments received on these documents.

SR 44 @ MISSION RD/WALLACE DR/CANAL ST ALTERNATIVE INTERSECTION ANALYSIS DESIGN STUDY

PUBLIC MEETINGS: On July 11, August 31, and October 3, 2017, three public meetings were held to solicit public and business input on the intersections at SR 44 and Mission Road, Wallace Drive and Canal Street in New Smyrna Beach. The meetings were held in the New Smyrna Beach City Commission Chambers. More than 85 people attended these three meetings.

PRINTED MATERIALS, PROMOTIONAL ITEMS AND RELEVANT DOCUMENTS:

VOLUSIA COUNTY BICYCLING MAP FOR THE EXPERIENCED CYCLIST: The River to Sea TPO produced the first countywide bicycling map for the experienced cyclist consisting of bicycle routes throughout Volusia County. The map was developed in cooperation with the Florida Bicycle Association, Florida Freewheelers Bicycle Club, Bike Florida, Inc. and local governments in Volusia County. This map is made available at kiosks in the Volusia County Parks, the office of the West Volusia Advertising Authority as well as the Daytona Beach Chamber of Commerce and the Daytona Beach/Port Orange Chamber of Commerce. The map is handed out at events that the TPO participates in and is also available through direct request. Approximately 500 bicycle maps were distributed in FY 2017/18. The map is currently undergoing an update to include both Volusia and Flagler Counties and add suitability levels for cyclists; the new map will be titled “The River to Sea TPO Bicycle Suitability Map”. This update is expected to be completed in the late summer/early fall of 2018.

VOLUSIA TPO WALK & RIDE DVD: The Volusia TPO Walk & Ride DVD gives tips to bicyclists and pedestrians on the rules of the road. The DVD is provided to the Volusia County school system and handed out at the events the TPO participates in as well as through direct request. The Walk and Ride Bicycle & Pedestrian Safety Video is a TPO project funded by the Florida Safe Routes to School Program and produced by WDSC-TV Channel 15. The video and accompanying public service announcements promote safe practices for walking and biking. English and Spanish versions of the video are available. The Walk and Ride Bicycle & Pedestrian Safety Video was selected for a Bronze Telly Award in 2010. Approximately 300 Walk and Ride DVDs were distributed in FY 2017/18.

BICYCLE SAFETY CAR DECALS: The Bicycle Safety Awareness Decal (It’s The Law Decal) was developed by the River to Sea TPO and promotes Florida Statute 316.083 (1) – a statute that states the driver of a vehicle passing a bicycle or other non-motorized vehicle must pass the
BICYCLE OR OTHER NON-MOTORIZED VEHICLE AT A DISTANCE OF AT LEAST THREE (3) FEET. DECALS ARE DISPLAYED PUBLIC AND PRIVATE VEHICLES ALIKE. THE RIVER TO SEA TPO DISTRIBUTED APPROXIMATELY 400 BICYCLE SAFETY CAR DECALS IN FY 2017/18.

**TPO Scrapbook:** The River to Sea TPO keeps a scrapbook of relevant news articles, press releases and legal ads that are of interest to the TPO or the TPO is referenced in. In the FY 2017/18 River to Sea TPO scrapbook, there were a total of 80 newspaper articles published mentioning the River to Sea TPO and 16 legal ads/press releases issued.

**Project Workshops, Community Presentations and Events:**

**Summer School Bicycle Helmet Fittings:** The River to Sea TPO conducts bicycle safety awareness programs that include fitting and donating bicycle helmets. Bicycle helmets are purchased by the River to Sea TPO and awarded by the Bicycle Helmet Promotion Grant from the Florida’s Pedestrian and Bicycling Safety Resource Center. Each summer, the bicycle helmets are fitted and donated to a number of children in Volusia and Flagler County schools. During the 2017/18 year, the River to Sea TPO staff went to the following schools, gave a presentation on bicycle and pedestrian safety and properly fit and donated helmets:

- **July 6, 2017:** Pine Trail Elementary School – 33 helmets fitted  
- **July 17-18, 2017:** Flagler County Summer School Program – 265 helmets fitted  
- **June 7, 2018:** Spirit Elementary School – 53 helmets fitted  
- **June 21, 2018:** Port Orange Elementary School – 50 Helmets Fitted  
- **June 28, 2018:** Osteen Elementary School – 54 Helmets Fitted

**VCARD Icebreaker:** On September 28, 2017, the River to Sea TPO staff attended and staffed a display booth at the VCARD Icebreaker. The booth was geared towards projects in the TPO's planning area.

**Port Orange Family Days:** Port Orange Family Days is an area-wide community event that draws close to 60,000 people over three days. The River to Sea TPO participated in Port Orange Family Days on September 30, 2017; approximately 196 helmets were properly fitted and donated during this event as well as a large number of promotional items distributed.

**International Walk to School Day:** The River to Sea TPO participated in Walk to School Day on October 4, 2017 at Indian River Elementary School and Palm Terrace Elementary School. This event celebrates the joys of walking and opens the eyes of students, families, school and community leaders and partners in seeing the possibilities for walking to school every day. The TPO Staff walked with the kids from a designated location to the school.

**Loads of Smiles Pediatric Care Center:** The TPO attended safety day at the pediatric care center in Daytona Beach. A presentation on bicycle & pedestrian safety was given to more than 50 children and adults; 18 helmets were fitted for medically and mentally-challenged children.
**WHITE CANE AND PEDESTRIAN SAFETY DAY:** On October 26, 2017, the TPO participated in White Cane and Pedestrian Safety Day. This included participating in the White Cane Challenge; for the challenge, each participant was blindfolded and led through crosswalks on all four legs of an intersection by a guide. This year’s event was held at the intersection of Beville and Nova Roads in Daytona Beach.

**St. Johns River to Sea Loop Summit:** This three day event, on October 26-28, 2017, celebrated the promise of the Loop and emphasized the continuing process and partnerships required to fulfill that promise. The events spanning three days included a stakeholder meeting, community outreach and bike ride and rodeo. The TPO participated in the planning of this event as well as in the summit celebration held on October 28, 2017 by staffing a table, providing safety and promotional items and fitting and donating 51 bicycle helmets to adults and children.

**Volusia County Geographical Information Systems (GIS) Day:** The River to Sea TPO participated in GIS day on November 15, 2017 and provided a table display of the TPO’s draft Bicycle and Pedestrian Master Plan Maps as well as promotional items and information.

**Dale Avenue SUN Trail Ribbon Cutting:** On November 18, 2018, the TPO attended the ribbon cutting of the Edgewater Dale Avenue SUN Trail – the first SUN Trail funded project to be constructed in Florida.

**Light Up MidTown Health Fair:** The River to Sea TPO had a booth at the Light Up MidTown Health Fair and fit and donated 110 helmets as well as giving away safety promotional items.

**Annual TPO Toy Drive and Holiday Open House:** During the month of December, the TPO held a toy drive for the Children’s Home Society of Flagler and Volusia. The toy drive concluded with a Holiday Open House held by the TPO; more than 24 people attended and provided toys and donations during the open house. Upwards of 75 toys were donated as a result of this outreach.

**TPO Business Community Presentations:** The TPO staff gave a number of presentations to the business community throughout the FY 17/18 year. Some of these presentations included: Deltona City Commission; DeLand Rotary Club; Rotary Club of Daytona Beach; Daytona Beach Economic Development Advisory Board; Florida Scenic Highways Program Statewide Meeting; Volusia County and Flagler County Legislative Delegations; Flagler County Chamber; and One Voice for Volusia.

**Transportation Disadvantaged (TD) Legislative Awareness Day:** One February 14, 2018, the TPO staff, along with members of the TPO’s Transportation Disadvantaged Local Coordinating Board (TDLCB) and Votran travelled to Tallahassee for TD Awareness Day to speak with legislators regarding TD issues and concerns.
“NOT SO NOISY” BIKE FAIR: On February 19-21 and 24 2018, the River to Sea TPO participated in the Not So Noisy Bike Fair. TPO Staff manned a booth at Daytona State College, Embry-Riddle Aeronautical University, and Bethune-Cookman University. Promotional items and safety information were distributed. On the final day of the week-long event, a bicycle ride and safety fair was held at Bethune-Cookman University where the TPO fit and donated 51 bicycle helmets.

2018 “TELL THE TPO” SURVEY CAMPAIGN: The River to Sea TPO kicked off its bi-annual Tell the TPO Survey Campaign on April 30, 2018 which ran through June 30, 2018. The goals of the survey included increasing awareness and branding of the River to Sea TPO; building the TPO’s database of interested residents, businesses and visitors; building partnerships with other agencies, civic organizations, and the business community; engaging the public in thinking about transportation planning issues; obtaining information about public opinion on “hot button” transportation issues and desires related to mobility options; and comparing results of the 2018 survey to prior years’ surveys. A significant social media campaign was launched resulting in 107 unique Facebook pages/people shared and 43 unique tweets on Twitter. The survey was made available at all the local Volusia County and Flagler County libraries as well as the Palm Coast Community Center, Stewart-Marchman Center, VOTRAN Office and Transfer Plaza, Volusia County Tag & Title Office in Daytona Beach. The online version of the survey was housed on its own website, www.TelltheTPO.com. Hard copies of the survey were made available upon request and at the locations listed above. Two-thousand one-hundred and seventy-six responses were received. This represents a 70% increase over previous years’ surveys. Media outreach included 13 media articles, two television interviews and two radio interviews, including News-13, News Daytona Beach and Volusia Magazine. More than 200 hard copies of the survey in English and Spanish were distributed in the Pierson area through the Rotary Club of Flagler Beach’s Food Distribution event. It is estimated that 62,200 people were made aware of, or came in contact with, the River to Sea TPO and the Tell the TPO Survey through the news media (radio, television and print), social media outlets, organizational website links and events.

OAK HILL COMMUNITY FESTIVAL: On May 5, 2018, the TPO staff attended the Oak Hill Community Festival. Fifty-six bicycle helmets were fitted and donated as well as promotional items given away. The 2018 Tell the TPO Survey was also distributed.

CAREER DAY: On May 18, 2018 TPO staff presented during Career Day at Volusia Pines Elementary School in Lake Helen. The TPO staff explained what the TPO is and its functions as well as careers in transportation planning.

NATIONAL TRAILS DAY: The River to Sea TPO participated in Volusia County’s National Trails Day on June 2, 2018 at DeBary Hall. Approximately 40 bicycle helmets were fitted and promotional items were distributed.
IV. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF RECOMMENDED CHANGES TO THE R2CTPO POLICY RESOLUTIONS AND PROJECT APPLICATIONS FOR THE ANNUAL CALL FOR PROJECTS

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.

The BPAC Project Review and TIP Subcommittees held a joint meeting on October 1, 2018. The subcommittees discussed the Local Agency Program (LAP) process, eligible versus ineligible project costs, and project cost overruns versus project cost increases.

ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC
IV. PRESENTATIONS AND DISCUSSION ITEMS

B. PRESENTATION AND DISCUSSION OF MODERN ROUNDABOUTS

BACKGROUND INFORMATION:

A roundabout is a one-way, circular intersection that uses signs to guide motorists around them. The basic operating principle of the roundabout is that traffic travels counterclockwise around a central island in the middle of the intersection and entering traffic must yield to the circulating traffic already within the roundabout. The Florida Department of Transportation (FDOT) is actively promoting the installation of modern roundabouts throughout the state highway system due to their proven safety and operational benefits. Currently, there are approximately 20 roundabouts operating on the state highway system and over 300 roundabouts on local roads throughout the State.

The Federal Highway Administration (FHWA) launched National Roundabouts Week on September 17, 2018 to conduct education, outreach, and awareness to the American public about roundabouts in order to support state and local efforts to build safer intersections. Roundabouts reduce the types of crashes in which people are seriously injured or killed by 80% compared to conventional stop-controlled and signalized intersections.

FDOT Informational Video:
Modern Roundabouts for Pedestrians, Bicyclists and Motorists
https://youtu.be/EFVCDLdmI3A

ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC
**Benefits of a Roundabout**

**Saves lives**
- Up to a 90% reduction in fatalities
- 76% reduction in injury crashes
- 30-40% reduction in pedestrian crashes
- 75% fewer conflict points than four-way intersections

**Slower vehicle speeds (generally under 25 mph)**
- Motorists have more time to judge and react to other cars or pedestrians
- Advantageous to older and novice motorists
- Reduces the severity of crashes
- Keeps pedestrians safer

**Efficient traffic flow**
- 30-50% increase in traffic capacity

**Reduction in pollution and fuel use**
- Improved traffic flow for intersections that handle a high number of left turns
- Reduced need for storage lanes

**Potential money saved**
- No signal equipment to install and repair
- Savings estimated at an average of $5,000 per year in electricity and maintenance costs
- Service life of a roundabout is 25 years (vs. the 10-year service life of signal equipment)

**Community benefits**
- Traffic calming
- Aesthetic landscaping

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**What is a Roundabout?**

A roundabout is a circular intersection without traffic signal equipment in which traffic flows around a center island.

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**Why Modern Roundabouts?**

In Florida, over 44% of all traffic fatalities and serious injuries occur at conventional (stop & signal-controlled) intersections. Roundabouts have been proven to reduce the number of fatal and severe injury crashes by 82% over a stop-controlled intersection, and 78% over a signalized intersection.

Conventional intersections have 32 vehicle and 16 pedestrian conflict points, while roundabouts have only 8 vehicle and 8 pedestrian conflict points. Because there are no crossing movements in a roundabout, left-turn and right-angle crashes are eliminated.

For safety tips and more information, please visit: [www.AlertTodayFlorida.com](http://www.AlertTodayFlorida.com)

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Source: Federal Highway Administration
Navigating a Modern Roundabout

1. Slow to 10-15 mph on approach to a roundabout
2. In multi-lane roundabouts, follow signs and markings to determine the lane(s) that will serve your destination
3. Yield right-of-way to bicyclists merging into the entry lane before the bike lane ends
4. Yield right-of-way to pedestrians crossing the entry lane
5. Yield right-of-way to motorists already in the circulatory roadway when it is safe to do so
6. Turn right onto the circulatory roadway when it is safe to do so
7. When you approach your destination street, use your right-turn signal and exit the roundabout
8. Yield right-of-way to pedestrians crossing the exit lane

Pedestrians
- Stay on the walkways and cross at designated crosswalks
- Do not enter the central island
- Watch for motorists and bicyclists
- Cross to the splitter island and stop there if traffic requires
- If using the sidewalks, yield right-of-way to pedestrians and walk your bicycle at crosswalks

Bicyclists
- Merge with traffic on the entry lane or use the ramp to the sidewalk
- If riding with traffic, signal your intended path

Motorists
- Determine which way you want to go in advance of the roundabout
- Keep right at the splitter island and slow to 10-15 mph
- Watch for bicyclists and allow them to merge into the entry lane
- Watch for pedestrians crossing the entry roadway and yield right-of-way
- Yield right-of-way to vehicles within the circulatory roadway
- Turn right onto the circulatory roadway when it is safe to do so
- When you approach your street, use your right-turn signal and exit the roundabout
- Watch for pedestrians crossing the exit roadway and yield right-of-way

All roundabouts have these features:

Yield-at-entry
- Traffic entering the circle yields to traffic already in the circle.

Traffic deflection
- Pavement markings and raised islands direct traffic into a one-way counterclockwise flow.

Geometric curvature
- The radius of the circular road and the angles of entry can be designed to slow the speed of vehicles.
What is a Roundabout?

A roundabout is a type of circular intersection, but is quite unlike a neighborhood traffic circle or large rotary. Roundabouts have been proven safer and more efficient than other types of circular intersections.

Roundabouts have certain essential distinguishing features:
- **Counterclockwise Flow.** Traffic travels counterclockwise around a center island.
- **Entry Yield Control.** Vehicles entering the roundabout yield to traffic already circulating.
- **Low Speed.** Curvature that results in lower vehicle speeds (15-25 mph) throughout the roundabout.

FHWA identified roundabouts as a Proven Safety Countermeasure because of their ability to substantially reduce the types of crashes that result in injury or loss of life. Roundabouts are designed to improve safety for all users, including pedestrians and bicycles. They also provide significant operational benefits compared to conventional intersections.

**Educational Resources**

Michigan “How to Use a Roundabout – Sharing the Road” Informational Brochure

New York Guidance for Roundabout Users
www.dot.ny.gov/main/roundabouts/guide-users/pedestrians

Washington State videos for Roundabouts and Pedestrians and Bicycles
www.wsdot.wa.gov/Safety/roundabouts/PedestriansCyclists.htm

**Leveraging Partnerships**

PEDSAFE Pedestrian Safety Guide & Countermeasure Selection System - Roundabouts
www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=25

BIKESAFE Bicycle Safety Guide & Countermeasure Selection System – Roundabouts
www.pedbikesafe.org/BIKESAFE/countermeasures_detail.cfm?CM_NUM=17

Choosing Roundabouts for Safe Routes to School
www.saferoutesinfo.org/program-tools/case-study-bellingham-wa

AARP Livable Communities Fact Sheet Series

**For More Information**

Jeffrey Shaw, P.E., PTOE, PTP
FHWA Office of Safety
708.283.3524 or jeffrey.shaw@dot.gov

Hillary Isebrands, P.E., PhD
FHWA Resource Center
720.963.3222 or hillary.isebrands@dot.gov

To learn more about roundabouts, please visit:
safety.fhwa.dot.gov
Publication number FHWA-SA-15-016

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On average, roundabouts reduce severe crashes – those resulting in injury or loss of life – by 78-82%.

**Lower speed.** Traffic speed at any road or intersection is vitally important to the safety of everyone, and especially non-motorized users. Lower speed is associated with better yielding rates, reduced vehicle stopping distance, and lower risk of collision injury or fatality. Also, the speed of traffic through a roundabout is more consistent with comfortable bicycle riding speed.

**Less conflict.** Roundabouts have fewer conflict points. A single lane roundabout has 50% fewer pedestrian-vehicle conflict points than a comparable stop or signal controlled intersection. Conflicts between bicycles and vehicles are reduced as well.

**Shorter, setback crossings.** Pedestrians cross a shorter distance of only one direction of traffic at a time since the entering and exiting flows are separated. Drivers focus on pedestrians apart from entering, circulating and exiting maneuvers.

**Features for All Users.** Adding certain treatments at roundabouts can enhance the experience for both pedestrians and bicycles.
- At more complex roundabouts, such as those with multiple lanes, certain design elements and enhanced crossing treatments can improve accessibility for visually impaired pedestrians.
- Where bicycle facilities lead to a roundabout, providing an option to bicyclists to either ride in the travel lane or use a ramp to and from a separated shared use path.
IV. PRESENTATIONS AND DISCUSSION ITEMS

C. PRESENTATION AND DISCUSSION OF BPAC MEETING DAYS AND TIMES

BACKGROUND INFORMATION:

According to Section 7.3 of the River to Sea TPO Bylaws approved on June 25, 2014, monthly meetings of the BPAC shall be held on a regularly scheduled day, time and place approved by the BPAC membership. TPO staff will lead a discussion of options to expedite BPAC meetings and alternative days and times for monthly BPAC meetings.

ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC
V. STAFF COMMENTS

VI. INFORMATION ITEMS
   → BPAC Attendance Record
   → Letter from TPO Board Chair Lita Handy-Peters
   → Mobility Week October 27-November 3, 2018
   → Pedestrian Safety/White Cane Safety Day Event
   → September 2018 TPO Outreach & Activities
     → St. Johns River to Sea Loop Summit
     → TPO Board Meeting Report

VII. BPAC MEMBER COMMENTS

VIII. ADJOURNMENT
# BPAC Attendance Record 2018

**Name** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** | **Jul** | **Aug** | **Sep** | **Oct** | **Nov** | **Notes** | **Vacancies**
---|---|---|---|---|---|---|---|---|---|---|---|---|---
Holly Ryan/Doug Hall | x | exc | x | x | x | exc | exc | exc | exc | exc | exc | exc | Daytona Beach (appt. 3/12) (alt. appt. 02/14)
Jeff Hodge | abs | abs | abs | abs | abs | abs | abs | abs | abs | abs | abs | abs | DeBary (appt. 3/15)
Ted Wendler | exc | x | exc | abs | abs | abs | abs | abs | abs | abs | abs | abs | DeLand (appt. 05/11) (appt. 6/14)
Scott Leisen | x | abs | abs | exc | abs | abs | x | x | x | Deltona (appt. 12/12)
Michelle Grenham | exc | x | x | exc | x | x | exc | x | x | Edgewater (appt. 01/17)
Paul Eik (17/18 Vice Chairman)/Charles More | x | x | x | x | x | x | x | x | x | Flagler Beach (appt. 7/14) (alt appt 9/18)
Larry Coletti/Andrew Dodzik | x | x | xx | x | xx | xx | x | x | Flagler County (appt 2/16)
Gilles Blais | x | x | x | x | x | x | x | x | x | Holly Hill (appt 3/17)
Nic Mostert | x | x | x | x | exc | x | x | x | Orange City (appt. 12/07)
Bob Storke (17/18 Chairman) | x | x | x | x | x | x | x | x | Ormond Beach (appt. 01/15 - 07/16)
Gayle Belin | x | exc | x | x | x | x | x | x | Palm Coast (Appt. 02/16)
Danielle Anderson | x | abs | exc | x | abs | exc | exc | exc | Exc | Exc | Exc | Exc | 
Christy Gillis | exc | exc | exc | x | x | exc | exc | exc | South Daytona (appt. 01/16)
Patrick McCallister | abs | x | x | exc | x | x | x | x | Volusia County District 1 (appt. 10/16)(Patterson)
Roy Walters/Jason Aufdenberg | x | x | x | x | xx | x | x | xx | Volusia County At-Large (appt. 03/05) (alt. appt 07/12)
Nancy Burgess-Hall | x | exc | x | x | x | x | exc | exc | Volusia County (app 2/14) D-2 (Wheeler)[alt. appt 09/15] [appt 3/18]
Alice Haldeman | x | x | x | x | x | x | x | x | Volusia County (apppt. 04/13) D-3 (DENys)

**NON-VOTING MEMBERS**

Wendy Hickey | exc | exc | x | x | exc | x | x | x | Flagler County (appt. 12/15)
Heidi Petito/Bob Owens | abs | abs | abs | abs | abs | abs | abs | abs | Flagler County Transit (appt 9/14)
Gwen Perney | x | x | exc | x | x | x | x | x | Large City - Port Orange (appt. 10/13)
John Cotton/Edie Biro | x | exc | abs | x | exc | x | abs | abs | Volran (appt. 07/13)[alt. appt. 02/16]
Melissa Winsett/Terri Bergeron | x | x | x | x | x | x | x | x | Volusia County (02/14) (alt. Appt. 09/16)
Rob Brinson/Eric Kozielski | abs | abs | abs | x | x | abs | abs | abs | Volusia County School Board (appt. 01/16)
Mike Ziarnik | x | exc | x | exc | x | x | x | exc | FDOT (appt 8/17)

**QUORUM**

Y | Y | Y | Y | Y | Y | Y | Y

**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

January - December 2018
September 25, 2018

River to Sea TPO Board Members

RE: Project Priorities, Costs and Management of Extra Urban (SU) Attributable Funds

Dear Board Member:

During the September meeting of the River to Sea TPO Executive Committee, members of the committee engaged in a lengthy discussion regarding project cost increases, cost over-runs and the impacts these requests have on the overall funding of prioritized projects for the River to Sea TPO. The discussion reflected many of the comments and concerns expressed in recent months by members of the Citizen Advisory Committee, the Technical Advisory Committee and the Bicycle and Pedestrian Advisory Committee.

Members of the Executive Committee understand the goals of the TPO to rank and fund the most needed projects throughout our communities and they recognize the need to maintain some flexibility in order to support projects to completion. The committee members also recognize, however, that increases in project costs have a negative impact on the advancement of other projects awaiting funds. Concerns have been voiced previously by the TPO board and advisory committee members and a variety of policy changes have been implemented to reduce requests for additional project funding by project sponsors. Unfortunately, these requests have persisted over the past year.

The TPO is about to begin a review of the Annual Call for Projects and Priority Ranking Process as we do each year. The Executive Committee urges TPO members to work with their staff to bring forward additional suggestions that will reduce the continued reliance on TPO funding to bolster project funding requests that are insufficient. The committee also encourages TPO Board members to make clear, that concurrent with the next update to the List of Prioritized Projects, the TPO will deny requests for project costs increases unless substantial documentation is provided to demonstrate that the increase was unavoidable and not within the control of the project sponsor.
The intention of the committee is to continue supporting the advancement of projects in a way that is fair and responsible for all members seeking project funding. By providing this notice, local governments will have the opportunity to review and update project information and budgets accordingly. It is also important to note that members of the River to Sea TPO staff are also available as a resource to assist with the development of project cost estimates if needed.

Sincerely,

Lita Handy-Peters
Vice-Mayor, City of DeBary
Chair, River to Sea TPO

cc: River to Sea TPO Board Members
    Technical Advisory Committee Members
    Citizen Advisory Committee Members
    Bicycle and Pedestrian Advisory Committee Members
    City/County Managers
SAVE THE DATE!

Mobility Week
OCT 27 – NOV 3, 2018

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
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) Blvd, from 9:00 AM to 12:00 noon on Saturday, October 27, 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 observance 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 (F.S. 316.1301).

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.
September 2018 TPO Outreach & Activities

1. **Inaugural Meeting of the Flagler County Tiger Bay Club**
   - **Date:** Monday, September 17, 2018
   - **Location:** Palm Coast
   - **Description:** TPO staff attended this inaugural meeting; Mr. Husein Cumber, Executive VP of Corporate Development for Florida East Coast Industries, spoke about Brightline.

2. **WSBB 106.9 Radio Show Broadcast**
   - **Date:** Monday, September 17, 2018
   - **Location:** WSBB 106.9 FM/AM 1230
   - **Description:** TPO staff was interviewed on WSBB radio regarding what the TPO is and ways the public can become involved. Additional interviews will be held on a monthly basis – the

**OCTOBER EVENTS:**

1: SJR2C Loop Community Advisory Group (CAG) Meeting, FDOT DeLand
6: Port Orange Family Days Helmet Fitting
6: Movies in the Park Helmet Fitting, Reed Canal Park, South Daytona
10: International Walk to School Day Events, Multiple Volusia & Flagler County Schools
11-12: Grants Management Workshop, TPO Office
12: Central Florida MPO Alliance (CFMPOA) Meeting, MetroPlan Orlando
22: R2CTPO Presentation to the League of Women Voters
27: White Cane Safety Day Event, Intersection of White St. and International Speedway Blvd., Daytona Beach
27: New Smyrna Beach Farmers Market Event, Downtown New Smyrna Beach

**OTHER UPCOMING EVENTS:**

Oct. 27-Nov. 3: Mobility Week, Locations TBD
Nov. 1: MPO Advisory Council Meeting, Orlando

3. **Volusia County Association for Responsible Development (VCARD) Icebreaker**
   - **Date:** Wednesday, September 26, 2018
   - **Location:** LPGA Clubhouse
   - **Description:** TPO staff provided a display booth and information on the recently completed Tell the TPO Survey at the annual VCARD Icebreaker.

**VCARD ICEBREAKER**

**ONGOING PROJECTS & STUDIES:**

- Annual Call for Projects Review of Process
- Development of 2017/18 TPO Annual Report
- FY 2017/18 TPO Public Outreach Summary
- Development of Bicycle Suitability Map
- Central Florida Visitors Study
- Regional Truck Parking Study
- Central Florida Regional Transit Study
- Golfview Blvd. Shared-Use Path Feasibility Study
- Central Florida Regional Planning Model Update
- 2018 Congestion Management Process Update
- US 17/92 @ Dirksen Drive Feasibility Study
- Madeline Ave. Trail Feasibility Study, Phase 1 & 2
- Willow Run Boulevard Sidewalk Feasibility Study
St Johns River-to-Sea Loop
SUMMIT AND TRAIL CELEBRATION

THURSDAY, November 15
Palatka
Welcome Registration
FRIDAY, November 16
Palatka
Summit Program
Leadership Reception
SATURDAY, November 17
Hastings
“Fresh Day in Hastings”
Street Event, Ribbon Cutting
On the Loop
Bike/Run to Hastings
Palatka
Evening Street Event

NOVEMBER 15 - 17, 2018  Palatka | Hastings

WWW.SJR2C.ORG
INFO@SJ2C.ORG
(321) 795-3179

DON’T MISS THIS EVENT!
Dedication & Trail Celebration | 10:00AM–2:00PM | NOV 17

Experience the beauty, the reality and the opportunity of the St. Johns River-to-Sea Loop as it reaches Hastings

CELEBRATE THE POSSIBILITIES
HELP EMPOWER THE REGION
LEARN | PARTICIPATE
BE PART OF THE FUTURE

www.sjr2c.org  HerbHiller12@Gmail.com  386-547-0395
River to Sea TPO Board
Meeting Summary
September 26, 2018

• Received public comment regarding a pavement issue on Mason Avenue, FDOT funding for the proposed new Greyhound bus station, and the East International Speedway Boulevard (ISB) Beachside Corridor Improvement project

• Approved consent agenda including approval of the August 22, 2018 TPO Board meeting minutes

• Approved support for the 2018 Regional List of Priority Projects and updated priority process for the Central Florida MPO Alliance (CFMPOA) and announced the need for volunteers to serve on the CFMPOA as alternates

• Approved Resolution 2018-21 adopting the I-95 to SR 417 Connector Feasibility

• Approved Resolution 2018-22 adopting the Roadway Safety Evaluation and Improvement Study

• Approved Resolution 2018-23 adopting the Resilient Flagler County Report

• Tabled requests from the city of Ormond Beach for additional design funding for the Tomoka Elementary Sidewalk and Williamson Boulevard Pedestrian Improvements until October

• Received a staff presentation of the annual Call for Projects and priority project ranking process of the R2CTPO and received a letter from TPO Chairperson conveying the Executive Committee’s concerns regarding project cost increases

• Received a staff PowerPoint presentation of the draft FY 2017/18 Public Involvement Report

• Received a staff presentation of the draft 2018 Congestion Management Process (CMP) and Performance Measures Report

• Received staff PowerPoint presentation of Transportation Performance Measures and Transit Asset Management (TAM) Plans

• Received the FDOT report
• Received Executive Director’s Report including an update on SU funding/Work Program; Roundtable of Volusia County Elected Officials; and Long Range Transportation Plan (LRTP) amendment

• Received member comments regarding concerns for the St. Johns River to Sea Loop Trail PD&E Study from New Smyrna Beach to South Daytona

• Received member comments regarding the ribbon cutting/trail opening in Edgewater

• Announced a workshop for the St. Johns River to Sea Loop PD&E Study Alternatives on October 1, 2018 from 9:00 am to 12:00 pm at FDOT, 719 Woodland Blvd, DeLand

The next River to Sea TPO Board meeting will be on Wednesday, October 24, 2018