

**Citizens' Advisory Committee (CAC)
Meeting Minutes
October 18, 2022**

CAC Members Physically Present:

Janet Deyette
Gilles Blais
Rick Belhumeur
Bob Storke
Fred Heyne
Alan Peterson
Joe Villanella
Bobby Ball
Dave Castagnacci, Vice Chairperson
Edie Biro
Rakinya Hinson (non-voting)

CAC Members Virtually Present:

Emily Nice
Patricia Lipovsky

CAC Members Absent:

Shawn Collins (excused)
Kerry Karl, Chairperson (excused)
Erika Benfield
Ed Fendley (excused)
Greg Feldman (excused)
Faith Alkhatib (non-voting)
Tisha Peterson
Rick Basso
Nora Jane Gillespie (excused)
Sue Elliott (excused)
Paul Martel (excused)
Jack Delaney (excused)
Elizabeth Alicia Lendian (excused)
Sean Castello (non-voting)

Others Physically Present:

Colleen Nicoulin
Stephan Harris

Others Virtually Present:

Debbie Stewart, Recording Secretary
Pamela Blankenship

Representing:

Deltona
Holly Hill
Flagler County Alternate
Orange City
Ormond Beach
Palm Coast
Ponce Inlet
Port Orange
Volusia County Chair
Votran (CTC)
FDOT

Representing:

Daytona Beach Alternate
Volusia County D-2

Representing:

Daytona Beach
DeLand
DeBary
Flagler Beach
Flagler County
Flagler County Traffic Engineering
Flagler County Public Transportation
Lake Helen
New Smyrna Beach
Pierson
Pierson Alternate
South Daytona
Volusia County At Large
Volusia County Traffic Engineering

Representing:

TPO Staff
TPO Staff

Representing:

TPO Staff
TPO Staff

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

Vice Chairperson Dave Castagnacci called the meeting of the River to Sea Transportation Planning Organization (TPO) Citizens Advisory Committee (CAC) to order at 1:15 p.m. The roll was called and it was determined that a quorum was physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with ten voting and one non-voting member physically present; and two voting members virtually present.

MOTION: *A motion was made by Mr. Peterson to allow members attending virtually to participate and vote. The motion was seconded by Ms. Biro and carried unanimously.*

The Pledge of Allegiance was given.

II. Public Comment/Participation

There were no public comments.

III. Action Items

A. Review and Approval of the September 20, 2022 CAC Minutes

MOTION: *A motion was made by Mr. Ball to approve the September 20, 2022 CAC minutes. The motion was seconded by Mr. Peterson and carried unanimously.*

B. Review and Recommend Approval of Resolution 2022-## Amending the FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP)

Ms. Nicoulin stated this amendment is to add Federal Transit Administration (FTA) grant funds back into the new Unified Planning Work Program (UPWP); when the new UPWP was developed, staff estimated how much money would be left in this grant so the balance needs to be added in. It does not affect any of the deliverables within the UPWP.

MOTION: *A motion was made by Mr. Storke to recommend approval of Resolution 2022-## amending the FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP). The motion was seconded by Mr. Ball and carried unanimously by a roll call vote.*

IV. Presentation Items

A. Presentation and Discussion of Recommended Changes to the River to Sea TPO's Guiding Resolutions and Project Applications for the Annual Call for Projects

(Handout)

Ms. Nicoulin stated each year, the TIP Subcommittee meets to identify any changes that may be needed to the process, the three guiding resolutions and the project applications. They met last Thursday but a physical quorum was not present so no formal action was taken. After much discussion, they reached a consensus on a few items; the handout includes a copy of the guiding resolutions and the project applications without any changes or corrections. These are updated each year based on items that may have come up during the previous Call for Projects; she reviewed some of the changes that were made over the last couple of years. The TIP Subcommittee reviews the project applications for traffic operations/safety and local initiatives projects and planning studies; there was much discussion regarding Criterion #4, Safety Benefits, on the traffic operations/safety project application. There was a desire to increase the maximum points in this category from 20 to 25; the criterion only asks if the project is in a high crash area and not if the project will mitigate crashes or if it includes any safety countermeasures such as Complete Streets, speed reduction, eliminating contact points, etc. The subcommittee suggested rewording the language and having the applicant provide more of a narrative response on how the project will address safety and what countermeasures will be included. If points are added to this category, points will have to be taken from another category as the application is based on a total of 100 points; bonus points can be awarded if the project sponsor provides more than the required 10% local match. The subcommittee discussed taking those five points from Criterion #6, Infrastructure Impacts; this criterion awards points if the project has minimal impacts to existing infrastructure, particularly drainage or relocation of utilities. The intent of this criterion was to look at how ready the project is to move forward as well as the cost/benefit ratio. One comment received regarding this criterion was instead of looking at minimal impacts to existing infrastructure, look at the adaptability of the project to climate change if it is a project that addresses resiliency. Funding is going to become available specifically for resiliency projects; as written, the application does not address resiliency or climate change so no points are awarded for addressing these even though the instructions indicate that is a project type that is acceptable to be submitted.

Mr. Blais asked if due to Hurricane Ian, there will be different criteria for drainage for the local municipalities for their drainage.

Ms. Nicoulin replied she does not know what the municipalities will do; the storm event we experienced with Hurricane Ian is unlike any storm we have experienced before; places that have never flooded before like they did this time. We received a significant amount of rain and with the incoming tide, the water had nowhere to go. We need to look at how to plan for resiliency from these types of storm events. The project applications as they are written now do not take resiliency into account.

Mr. Storke commented that something could be added to either the introduction or the categories addressing resiliency.

Mr. Ball commented that we could modify these criteria or add new criteria to tweak the application and add points for resiliency.

Ms. Nicoulin replied yes; as the project applications are reviewed and scored, there are usually a lot of questions about this criterion; if the project has minor drainage impacts, it receives points but if it addresses a major drainage issue no points are awarded. Language could be added to address resiliency within this category.

Discussion continued regarding resiliency and adding language to Criterion #6 and increasing the points for Criteria #4, Safety Benefits. Input will be received from the TCC as well as the TPO Board and changes will be presented and discussed at the November committee and TPO Board meetings; the Call for Projects will open the first of December. Members reached a consensus that resiliency does need to be addressed within the project applications and to increase the maximum number of points awarded to Criterion #4 from 20 to 25 points.

Mr. Belhumeur and Ms. Nice stated they would like to serve on the TIP Subcommittee.

Ms. Nicoulin replied the subcommittee will not meet again until the project applications are ranked and scored in the spring; she will make a note and have them officially appointed at the February CAC meeting when the subcommittee membership is opened. There is also a project application for feasibility studies that local governments submit; they can then submit applications for implementation if the project is feasible. There is also a safety criterion within this application as well that talks about the severity of crashes; it was asked that language within that criterion that refers to bicycle/pedestrian crashes. It also does not address climate change; she asked if there was a desire to include that criteria in this application. Currently, there are four criteria for the feasibility application.

Mr. Peterson replied that the type of roadway is important; he thinks it would make more sense to add resiliency instead of the last criteria.

Ms. Nicoulin stated staff would add resiliency and climate change.

B. Presentation and Discussion of Votran Service Changes and Mobility On-Demand Project

Ms. Nicoulin introduced Ms. Bobbie King, Volusia County, to give the presentation.

Ms. King gave a PowerPoint presentation of Votran service changes and the mobility-on-demand project; this was also presented to the Volusia County Council in August. Last year, Votran completed a Comprehensive Operations Analysis (COA) with a consultant that reviewed all Votran routes to see where changes or adjustments were needed to be more efficient and cost-effective; Votran staff reviewed their suggested changes very thoroughly and modified the consultant's recommendations to be viable options. She reviewed the service change updates.

Mr. Peterson asked what the fee is for paratransit service and what percentage of trips fall into customers not getting to their designated destinations.

Ms. King replied the cost is \$3 per trip; they were running 80 to 90% efficiency on paratransit but they are now closer to the 70% range. It is a concern that they are trying to address. She reviewed Votran Gold service and the major upcoming projects' details for mobility-on-demand.

Mr. Peterson asked who will control the pricing for MOD and how far in advance customers can schedule a ride.

Ms. King replied the county will control the pricing; customers can schedule a MOD trip usually within 30 to 60 minutes.

Mr. Peterson asked if the \$3 per trip cost was roundtrip or each way.

Ms. King replied it is each way; there are options for different tiers of the MOD service. Some customers may want to take the service directly to their final destination and pay a little more. Others will use the MOD service to a fixed route stop.

Mr. Peterson asked if they go to a fixed route stop if they would have to pay again.

Ms. King replied they are still working on that; the intention is to provide service for what customers pay the same as they pay now and not to increase it. They want to give customers the option to choose full service or service to a fixed route stop. The service will likely be implemented on the east side of the county next year.

Vice Chairperson Castagnacci asked if Votran conducts surveys to get comments or input from customers.

Ms. King replied yes; they do that often with Votran staff on the bus to solicit feedback. She continued the presentation and showed operating assumptions of the MOD service and how Votran will see savings of approximately \$1 million per year for the west side. In concert with the MOD service, they intend to implement software to allow customers to pay online with an app. Votran has applied for a grant for mobile payment and scheduling software; they will also update the on-board technology and dispatch equipment as well with that grant.

Mr. Peterson commented he is from Flagler County and this is similar to the type of service they have there; he asked how customers pay for trips now.

Ms. King replied they pay cash to the driver or they purchase tickets; there are a variety of ticket options such as daily, monthly, etc. She continued the presentation and reviewed the technology needs which include mobile payments and scheduling software. Future plans include propane paratransit vehicles and electric fixed-route buses as well as an intermodal transfer station in the Orange City/Deltona area.

C. Presentation and Discussion of Mobility Week 2022 Events

Ms. Blankenship stated Florida will be celebrating its 7th Annual Mobility Week from October 21 - 28, 2022. It is a cooperative effort by FDOT and their partner agencies to promote awareness of safe, multimodal transportation choices. During Mobility Week, cities, counties and transportation partner agencies host events and offer special promotions to encourage Floridians to try new transportation choices. This year the TPO will participate in a number of ways; staff will be at Port Orange Family Days on Saturday, October 29, 2022, along with FDOT staff from 9:00 am to 5:00 pm fitting bike helmets and handing out safety information and promotional items. We will also be participating in the Love to Ride Challenge; many members have already signed up and she encouraged others to do so. A flyer with a link and QR code is provided in the agenda. New this year is the Bike Lane Design Contest that two elementary schools will be participating in; Wadsworth Elementary in Palm Coast and McInnis Elementary School in DeLeon Springs. FDOT has worked with the schools to implement an art contest; the students will design a bike lane marking that will be judged; FDOT will install the top drawings in the bike lane at the schools. The TPO will also have a virtual table at the Mobility Week Virtual Conference to showcase some of our plans and projects. The TPO will also be participating in the White Cane Awareness event on October 28, 2022 from 9:30 am to noon at the Rehab Center for the Blind at 408 White Street, Daytona Beach. There will be an intersection crossing in an effort to educate drivers that they need to stop for pedestrians; Daytona Beach Mayor Derrick Henry will deliver the proclamation.

D. FDOT Report

Ms. Hinson stated the FDOT report is provided in the agenda and includes upcoming projects and current projects as of September 30, 2022. She announced they have been conducting a hurricane response as there was unprecedented damage across the state from Hurricane Ian. District 5 has sent several convoys of staff to the southwest coast of Florida to help restore access to Pine Island and Sanibel Island. Pine Island is completed and Sanibel Island is almost completed. Most state roads are clear and open but if members are looking for specific information about road closures, that information can be found at www.FL511.com; it has the most up-to-date and current information. She announced the roundabout at SR 44 and Kepler Road now has funding; they received federal funding for this project and plan for it to be programmed for FY 2024. FDOT has been meeting with their local partners and TPO staff to settle any loose ends regarding the next application of funding for the Work Program; they have received their annual allocation and are ready to move forward. They are asking the TPO and local partners to be flexible as they navigate the current market; there has been an average of a 25% increase in project costs. FDOT is being as flexible as they can in programming as many projects as they can with the available funding. She announced the Work Program Public Hearing will be online the week of December 5-9, 2022 with an in-person public hearing on December 6, 2022 at the District 5 office in DeLand. Projects and project costs are available online.

Ms. Deyette referred to I-4 exit 108, Doyle Road, and asked if there were still plans to widen it or improve the exit; the traffic really backs up there.

Ms. Nicoulin replied that is part of the I-4 Beyond the Ultimate project; they broke down different interchanges to look at independently. It is her understanding that the PD&E study will be refreshed and additional studies will be done. There has been discussion of looking at the I-4 Beyond the Ultimate project differently because the dollar amount for the entire project is significant so they are reviewing how to break it out in incremental stages.

Ms. Deyette asked if they were going to bring the express lane further out in Seminole County; it currently ends at SR 434; if there are plans to extend it into Volusia County.

Ms. Nicoulin replied that is also part of the I-4 Beyond the Ultimate project.

Ms. Hinson stated she will follow up to find the latest update and provide it to the TPO.

E. Volusia and Flagler County Construction Reports

The Volusia County and Flagler County Construction Reports were provided in the agenda.

V. Staff Comments

Ms. Nicoulin referred to FDOT's comments regarding the funding they received for the SR 44 roundabout and stated there are other funding opportunities coming; the TPO has received formula funding for carbon reduction projects. These would be multimodal and bicycle/pedestrian projects as well as certain traffic operations projects such as roundabouts which help with carbon reduction. Staff is reviewing the priority list to identify projects; we want to be flexible enough to take advantage of these funding opportunities. FDOT will present their tentative Five-Year Work Program possibly in January to the committees and board and will identify the projects moving forward with this additional funding.

VI. CAC Member Comments

Mr. Blais asked if money would be available to fund flood evacuation routes since some people in certain areas could not leave because of flooding; it is something to consider.

Vice Chairperson Castagnacci asked if Hurricane Ian, from a planning perspective, was something that no matter what was planned, we would not have been able to handle it.

Ms. Nicoulin replied she cannot answer that.

Ms. Biro noted it was said it was a one in one-in-500-year storm event.

Mr. Ball explained that a typical 100-year storm event is 11" of rain within 24 hours in this area; Port Orange had 23" of rain. It was well over a 100-year event. It has not been identified yet as we do not see them very often. A 100-year storm event is not something that comes along once in 100 years but rather a 1% chance it could happen every year; a 500-year event is .2% in any given year. This storm was likely a 500-year event. We could plan for it but would never be able to afford it; it is a matter of cost.

Mr. Villanella stated Ponce Inlet received over 26" of rain; with the king tide and full moon, there was no where for the water to go. Crews were out prior to the storm to clean the sewers out but the city still was not able to handle it.

Mr. Ball replied when they design sites for this area, they design for a 25-year or 100-year event; the infrastructure of the advanced system is typically a five to ten-year event so the roads may flood but the buildings do not. This does not mean homes do not flood; however, the roads have to flood first. This storm was unprecedented.

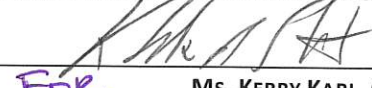
VII. Information Items

- CAC & TCC Attendance Records
- September/October TPO Outreach and Events
- TPO Board Meeting Cancellation Notice
- 2023 TPO Meeting Schedule

VIII. Adjournment

There being no further business, the CAC meeting adjourned at 2:43 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION


FOR MS. KERRY KARL, CHAIRPERSON
CITIZENS' ADVISORY COMMITTEE (CAC)

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 the minutes of the October 18, 2022 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 15th day of November 2022.



DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**** A recording of the October 18, 2022 CAC meeting is available upon request.**

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO)

CITIZENS ADVISORY COMMITTEE (CAC)

ROLL CALL VOTE – UPWP AMENDMENT

MEETING DATE: TUESDAY, OCTOBER 18, 2022
 MEETING TIME: 1:15 P.M.
 MEETING LOCATION: RIVER TO SEA TPO

QUORUM: 9 MEMBERS

YES

REPRESENTING:	CAC MEMBER:	YES	/	NO
DAYTONA BEACH	SHAWN COLLINS/EMILY NICE	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
DELTONA	JANET DEYETTE	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
DEBARY	ERIKA BENFIELD	<input type="checkbox"/>	/	<input type="checkbox"/>
DELAND	KERRY KARL	<input type="checkbox"/>	/	<input type="checkbox"/>
EDGEWATER	BLISS JAMISON	<input type="checkbox"/>	/	<input type="checkbox"/>
FLAGLER BEACH	ED FENDLEY	<input type="checkbox"/>	/	<input type="checkbox"/>
FLAGLER COUNTY	GREG FELDMAN/RICK BELHUMUER	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
HOLLY HILL	GILLES BLAIS	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
LAKE HELEN	RICK BASSO	<input type="checkbox"/>	/	<input type="checkbox"/>
NEW SMYRNA BEACH	NORA JANE GILLESPIE	<input type="checkbox"/>	/	<input type="checkbox"/>
ORANGE CITY	BOB STORKE	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
ORMOND BEACH	FRED HEYNE	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
PALM COAST	ALAN PETERSON	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
PONCE INLET	JOE VILLANELLA	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
PIERSON	SUSAN ELLIOTT	<input type="checkbox"/>	/	<input type="checkbox"/>
	PAUL MARTEL (ALTERNATE)	<input type="checkbox"/>	/	<input type="checkbox"/>
PORT ORANGE	BOBBY BALL	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
SOUTH DAYTONA	JACK DELANEY	<input type="checkbox"/>	/	<input type="checkbox"/>
VOLUSIA COUNTY CHAIR	DAVE CASTAGNACCI	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
VOLUSIA COUNTY D-2	PATRICIA LIPOVSKY	<input type="checkbox"/>	/	<input type="checkbox"/>
VOLUSIA COUNTY AT LARGE	ELIZABETH LENDIAN	<input type="checkbox"/>	/	<input type="checkbox"/>
VOTRAN (CTC)	EDIE BIRO	<input checked="" type="checkbox"/>	/	<input type="checkbox"/>
FLAGLER COUNTY TRANSIT	TISHA PETERSON	<input type="checkbox"/>	/	<input type="checkbox"/>

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2021-22

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ESTABLISHING THE POLICY FOR THE ANNUAL ALLOCATION OF SURFACE TRANSPORTATION BLOCK GRANT PROGRAM (STBG) URBAN ATTRIBUTABLE (SU) FUNDING AND OTHER STATE AND FEDERAL FUNDS IDENTIFIED IN THE 2045 LONG RANGE TRANSPORTATION PLAN FOR LOCAL INITIATIVES

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

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

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

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

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

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

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

1. The River to Sea TPO's total Surface Transportation Block Grant Program (STBG) Urban Attributable (SU) funding goals will be made in the following manner: 40% of the total SU funds will be used for Traffic Operations, Safety, and Local Initiatives

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


2. Other state and federal funds identified in the 2045 Long Range Transportation Plan for Local Initiatives will be made available in the following manner: 50% of the funds will be used for Traffic Operations, Safety, and Local Initiatives (traffic operations focused) Project Priorities and 50% will be used for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives (bicycle/pedestrian focused) Project Priorities; and
3. Mixed projects (defined as a project that is not a stand-alone bicycle or pedestrian project) will only be accepted and ranked in both the bicycle/pedestrian focused and the traffic operations focused project categories if the bicycle/pedestrian cost component of the project is greater than 20% of the total project cost. Projects that do not meet this threshold shall be submitted and ranked in the traffic operations focused category only. The project applications shall include the cost breakdown between the bicycle/pedestrian component and the traffic operations component of the project. When programming mixed projects, funding amounts drawn down from each set-aside category (bicycle/pedestrian focused vs. traffic operations focused) shall be consistent with the cost component of that category; and
4. For projects funded in whole or in part with Urban Attributable (SU) funding and/or other state and federal funds obtained through the TPO's Priority Project Process, if the recipient of the funds chooses to display any signs or markers at the project site, said signs or markers shall include language acknowledging the River to Sea TPO, Florida Department of Transportation (FDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and/or other funding partners, as may be applicable, for providing funding for the project. In addition to the language, the sign or marker shall include these agencies' official logos; and

Additionally, any public pronouncements made by or on behalf of the recipient regarding the project, including press releases, publications, annual reports, video credits, and dedications, shall acknowledge the funding support provided by the TPO, FDOT, FHWA, and FTA; and
5. Any remaining Surface Transportation Block Grant Program (STBG) Urban Attributable (SU) funds in the current fiscal year should first be allocated to eligible projects within the same project category priority list (bicycle/pedestrian focused or traffic operations focused). If no projects are eligible within the same category, the remaining funds may be reallocated for other projects on the priority list or to cover project cost increases consistent with Resolution 2021-23; and
6. The policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and

7. The Chairperson of the River to Sea TPO (or their designee) is hereby authorized and directed to provide a copy of this resolution to the:
- a. Florida Department of Transportation (FDOT);
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regular meeting of the River to Sea TPO held on the 1st day of December 2021.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

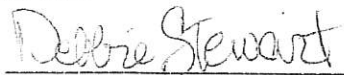


VOLUSIA COUNTY COUNCIL VICE CHAIR BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on December 1, 2021.

ATTEST:



DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2021-23

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

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

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

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

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

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

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

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

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

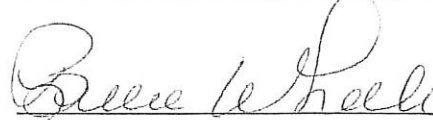
2. Every governmental entity receiving state and/or federal transportation funds for a project on the TPO's Priority List of Transportation Planning Studies shall provide a local match at a minimum ratio of 10% local funds to 90% state and/or federal funds; and

3. A local match shall not be required for any project on the TPO's Priority Lists of Strategic Intermodal System (SIS) Projects, Regionally-Significant Non-SIS Roadway Projects, or Transit Projects, subject to any other funding program requirements that may apply (e.g., Transportation Regional Incentive Program); and
4. the River to Sea TPO determines that "local match" shall be defined as non-state/non-federal cash match and/or in-kind services of eligible costs that advance the project in question; and
5. notwithstanding the terms prescribed in subparagraph 1 and 2, above, the required local match shall not exceed the ratio required in the current policy of the TPO Board at the time the governmental entity requests funding unless the local government entity commits to a higher local match for the project; and
6. the River to Sea TPO reserves the right to waive or adjust the local match requirements if the TPO Board deems there exists sufficient reason or circumstance; and
7. the River to Sea TPO defines a cost overrun as an increase in the amount of the cost of any programmed project phase due to a change in scope, project limits or project approach that could have reasonably been foreseen or is the result of an incomplete, insufficient or out of date cost estimate; and
8. the River to Sea TPO reaffirms its policy that any cost overruns encountered on a project funded with state and/or federal transportation funds will be the responsibility of the governmental entity identified as the project originator with the following exception: if the project is on the state highway system and the State DOT is the project manager of record then the state shall be responsible for any cost overruns utilizing state dollars; and
9. the River to Sea TPO defines a cost increase as an increase in the cost of any programmed project phase due to unforeseen market changes or a change in requirements and/or standards for projects that have current and complete cost estimates; and
10. Requests for additional state and/or federal funds must be submitted to the TPO and include a statement of hardship or justification by the governmental entity identified as the project sponsor along with supporting documentation that includes detailed justification of the change in cost; and
11. the River to Sea TPO Executive Director may authorize the use of state and/or federal funds to cover some or all of a justified cost increase on any project phase up to and including 50% of the project cost estimate for that phase; and
12. the use of state and/or federal funds to cover cost increases exceeding 50% of the project cost estimate for any phase may be authorized only by the River to Sea TPO Board; and
13. the policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and
14. the Chairperson of the River to Sea TPO (or their designee) is hereby authorized and directed to submit this resolution to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (through the Florida Department of Transportation);

- c. Federal Highway Administration (through the Florida Department of Transportation);
and
- d. Councils, Commissions, and Managers of the TPO Member Local Governments.

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 1st day of December 2021.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION




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

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on December 1, 2021.

ATTEST:



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

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2021-24

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

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

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

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

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

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

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

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

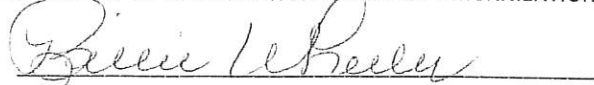
1. The project application and evaluation criteria approved by the River to Sea TPO Board shall be used to solicit and evaluate projects for priority ranking in the transportation program categories listed below:
 - a. Florida Strategic Intermodal System (SIS) Projects;
 - b. Regionally Significant,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

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

- detailed justification of need and an assessment of the impacts to the programming of prioritized projects;
10. It is the responsibility of the River to Sea TPO and FDOT staffs to provide the River to Sea TPO members with current information and data on project status and to assist the members in their efforts to make informed decisions regarding the prioritized projects lists;
 11. The River to Sea TPO shall, in its discretion, make all decisions regarding the final prioritized project lists that are annually submitted to FDOT;
 12. Once a project has attained protected status, it should be programmed within 3 years. If it has not been programmed during that time due to inactivity on the part of the project sponsor, then the project will be removed from the list of priority projects. The project sponsor may resubmit the project for open ranking on any subsequent call for projects;
 13. Per the approved Annual Call for Projects schedule, the project sponsor shall annually submit a letter to the River to Sea TPO affirming their continued support to retain each project on the priority list and provide updated cost estimates for all unfunded phases of each project they sponsor on the Regionally Significant Non-SIS, Tier "A", and Tier "B" project lists. Updated cost estimates for projects or project phases that are currently funded/programmed are considered a request for additional funding and subject to the TPO's cost increase/cost overrun policy. Requests for additional funding shall be submitted to the TPO on the appropriate form. The letter shall also provide support from the project sponsor for any Transportation Regional Incentive Program (TRIP) eligible project(s) which they are ready to advance into the Work Program and TIP and provide a commitment of local matching funds, if required;
 14. The River to Sea TPO shall use this project prioritization process to support the development of Regional Priority Lists in the areas of Trails, Transit, Transportation Systems Management and Operations (TSM&O), and Planning Studies;
 15. The policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and
 16. the Chairperson of the River to Sea TPO, (or their designee) is hereby authorized and directed to provide a copy of this resolution to the:
 - a. Florida Department of Transportation (FDOT);
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regular meeting of the River to Sea TPO held on the 1st day of December 2021.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

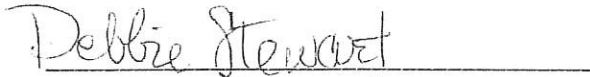


VOLUSIA COUNTY COUNCIL VICE CHAIR BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on December 1, 2021.

ATTEST:



DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



2022 Application for Project Prioritization

Traffic Operations, Safety, and Local Initiatives Projects

General Instructions:

For the 2022 Call for Projects, the R2CTPO is accepting applications for Feasibility Studies and Project Implementation.

The R2CTPO has two different application forms for Traffic Operations, Safety, and Local Initiatives Projects. One is to be used when applying for a Feasibility Study; the other is to be used when applying for Project Implementation. When applying for Project Implementation, the Applying Agency will also be required to submit a completed copy of FDOT's Project Information Application Form.

No project will advance beyond a Feasibility Study unless the R2CTPO receives an application for prioritization of the Project Implementation phase. Applications for prioritization of the Project Implementation phase will be accepted only if a Feasibility Study has already been completed or if the project does not require a Feasibility Study.

Applications will be ranked based on the information supplied in the application. The TPO is not obliged to consider information pertaining to the project request that is not included in the project application. However, applying agencies are encouraged to be present for the evaluation their applications to provide clarification, if needed.

Incomplete applications will not be accepted.

Project Qualification:

Except for certain improvements identified in 23 U.S.C. §133¹, only projects located on Federal-Aid Roads (roads on the National Highway System (NHS) or functionally classified as Urban Minor Collector or higher) may be funded through this program.

Only applications for traffic operations, intelligent transportation systems (ITS), safety, and local initiatives (traffic operations focused) projects will be considered. These projects are enhancements to improve the operational efficiency, reliability, and/or safety of the existing traffic circulation system. The following list of projects is representative of qualifying projects; however, it is not exhaustive:

1. Adding or extending left and/or right turn lanes;
2. improved signage or signalization;
3. targeted traffic enforcement;
4. limitation or prohibition of driveways, turning movements, truck traffic, and on-street parking;
5. modification of median openings;
6. replacement of standard intersections with traffic circles or roundabouts;
7. traffic incident response plans;
8. realignment of a road;
9. intelligent transportation systems (ITS) such as dynamic message signs and adaptive signal control systems;
10. traffic calming roadway designs or devices;

¹ These exceptions include: carpool projects, fringe and corridor parking facilities and programs, bicycle transportation and pedestrian walkways, modification of public sidewalks to comply with the Americans with Disabilities Act, highway and transit safety infrastructure improvements and programs, hazard eliminations, projects to mitigate hazards caused by wildlife, and railway-highway grade crossings.

11. street lighting to improve traffic safety; and
12. other local initiatives which address complete streets retrofits, adaptation of transportation systems to climate change, and other improvements that directly support the goals of the TPO's Long Range Transportation Plan.

Award Limits:

There are no award limits for projects on the Traffic Operations, Safety, and Local Initiatives Projects list. Projects on this list may be funded with any combination of federal, state, and/or local funds.

Local Match Requirement:

R2CTPO Resolution 2021-23 provides that the governmental entity requesting state and or federal transportation funds for any project that is not on the State Highway System (SHS) shall be required to match those funds programmed on the project with local funds at a minimum ratio of 10% local to 90% state and/or federal. The match shall be by project phase for each programmed phase including feasibility study. A local cash match is required for a feasibility study. For all other phases, the local match is defined as non-state/federal cash match and/or in-kind services of eligible costs that advance the project. This resolution also reaffirms the R2CTPO's policy that the Applying Agency (project originator) shall be responsible for any cost overruns encountered on a project funded with state and/or federal funds unless the project is on the SHS, in which case, the State DOT shall be responsible for any cost overruns.

Electronic and "Hard Copy" Submittal Requirement:

1. Applications and supporting documentation shall be submitted as digital media in Portable Document Format (PDF), compatible with MS Windows and Adobe Acrobat.
2. Electronic documents must be submitted through the R2CTPO FTP site.
<https://www3.mydocsonline.com/customerupload/b4bbf6f197bbf605f029f13c7936>
3. **The application and all supporting documentation shall be included in one electronic PDF file.**
4. All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
5. Page size shall be either 8-1/2" by 11" (letter) or 11" by 17" (tabloid).
6. PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at 300 dpi to balance legibility and file size.
7. If you are unable to produce an electronic document as prescribed here, please contact R2CTPO staff to discuss other options.
8. If you are unable to upload to the R2CTPO FTP site, please contact R2CTPO staff to discuss other options.
9. In addition to the digital submittal, we require one (1) complete paper copy of the application and all supporting documents. This must be identical to the digital submittal.

R2CTPO staff will provide assistance in completing an
application to any member local government that requests it.

2022 Application for Project Prioritization – PROJECT IMPLEMENTATION

Traffic Operations, Safety, and Local Initiatives Projects

****All applications must be uploaded to the TPO file transfer site by 2:00 p.m. (EST) on February 25, 2022***
<https://www3.mydocsonline.com/customerupload/b4bbf6f197bbf605f029f13c7936>

Project Title: _____

Applying Agencies (project sponsor): _____ Date: _____

Contact Person: _____ Job Title: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

- ☐ This project is being submitted as a mixed-use project as defined by Resolution 2020-23. Mixed-use projects must provide the cost breakdown between the traffic operations component of the project and the bicycle/pedestrian component of the project in the cost estimate.
- ☐ Attach a copy of the completed Feasibility Study, or explain in the space provided below for commentary why a Feasibility Study is not necessary.

Commentary: _____

Criteria #1 – Location (5 points max.) – Based on federal functional classification map

This criterion looks at the classification of the roads that will benefit from a proposed project. This criterion gives more points to projects that provide a benefit on roads that are classified at a higher level. If a project benefits more than one road, the road that has the highest classification will be used to allocate points.

Indicate the federal functional classification of the roadway on which the proposed improvement is located. (Reference the Federal Aid Road Report at <http://www.fdot.gov/statistics/fedaidd/>). R2CTPO staff will review the application to verify the classification of the roads benefitting from the proposed project.

Select only ONE

- ☐ Non-Federally Functionally Classified Road (1 point)¹
- ☐ Urban/Rural Local Road (1 point)¹
- ☐ Rural Minor Collector (1 points)¹
- ☐ Urban Minor Collector (2 points)
- ☐ Urban/Rural Major Collector (3 points)
- ☐ Urban/Rural Minor Arterial (4 points)
- ☐ Urban/Rural Principal Arterial (5 points)

Commentary: _____

¹Project must be safety related

Criteria #2 – Project Readiness (15 points max.)²

This criterion looks at the amount of work required to develop the project and get it ready for construction. The closer a project is to the construction phase, the more points it is eligible for.

Check the appropriate boxes to indicate which phases of work have already been completed or will not be required. For each phase that will not be required, explain why in the space provided for commentary. Include with this application a copy of any relevant studies, warrants, designs, and/or permits. If this is an application for Project Implementation, you must attach a copy of the project scope and cost estimate.

Feasibility Study/Conceptual Design/Cost Estimate/SEMP³

Select only ONE

- ☐ Completed (3 points)
- ☐ Not Required (3 points)
- ☐ Required but Not Completed (0 points)
- ☐ Unknown or TBD (0 points)

PE (Design)

Select only ONE

- ☐ Completed (3 points)
- ☐ Not Required (3 points)
- ☐ Required but Not Completed (0 points)
- ☐ Unknown or TBD (0 points)

Environmental

Select only ONE

- ☐ Completed (3 points)
- ☐ Not Required (3 points)
- ☐ Required but Not Completed (0 points)
- ☐ Unknown or TBD (0 points)

Right-of-Way Acquisition

Select only ONE

- ☐ Completed (3 points)
- ☐ Not Required (3 points)
- ☐ Required but Not Completed (0 points)
- ☐ Unknown or TBD (0 points)

Permitting

Select only ONE

- ☐ Completed (3 points)
- ☐ Not Required (3 points)
- ☐ Required but Not Completed (0 points)
- ☐ Unknown or TBD (0 points)

² When Federal funding will be used to fund a project, all activities or work, including that which is done in advance of applying for Federal funds, must comply with all applicable Federal statutes, rules and regulations.

³ A Systems Engineering Management Plan (SEMP) is generally required for ITS projects.

Commentary: _____

Criteria #3 – Mobility and Operational Benefits (30 points max.)

This criterion looks at the extent of traffic operational benefits that will be derived from a proposed project. The number of points allocated will reflect the degree of benefit that is expected.

In the space provided below for commentary, describe the operational benefits of the proposed project, and specify and explain if this project is considered regional in nature. When putting your application together please include a copy of any approved signal warrant or street lighting studies.

Existing volume to capacity ratio (i.e., existing congestion severity) [Must be documented.]

Select only ONE

- ☐ less than 0.75 (0 points)
- ☐ 0.75 to 0.99 (3 points)
- ☐ 1.00 to 1.25 (4 points)
- ☐ greater than 1.25 and/or identified as congested in TPO's CMP/Performance Measures Report (5 points)

Mobility Enhancements (i.e., level of increased mobility and/or travel time reliability that a project will provide)

Select ALL that Apply

- ☐ None (0 points)
- ☐ Bicycle, Pedestrian, ADA, or Transit (1-5 points)
- ☐ Access Management, ITS, Critical Bridge, Intersection Improvement, or Traffic Signal Retiming⁴ (1-10 points)

Approved signal warrant (new signals only), left turn phase warrant, left turn lane warrant, street light warrant, widening justification⁵, an FDOT approved roundabout geometric and operational analysis⁶, or access management or ITS improvements⁷

Select only ONE

- ☐ No (0 points)
- ☐ Yes (1-5 points)

Hurricane evacuation route (based on appropriate agency's Comprehensive Plan) upgrade including, but not limited to, converting traffic signal to mast arm or other operational improvements.⁸

Select only ONE

- ☐ No (0 points)
- ☐ Yes (0-5 points)

⁴ Attach Traffic Signal Timing Study.

⁵ Attach Warrant Study to application; otherwise R2CTPO staff will assume that a Warrant Study justifying the improvement has not been completed.

⁶ Attach FDOT Step 3 Roundabout Summary Report.

⁷ Access management and ITS improvements include, but are not limited to, addition of non-traversable median greater than 50% project length, addition of curb/gutter at intersection or greater than 50% project length, closure of minor intersections or crossovers, reduction of the number of access points (driveways or driveway widths), elimination of existing at-grade RR crossing, elimination of existing on-street parking, provision of traffic signal preemption for emergency vehicles, connection of three or more traffic signals, and new connection of traffic signal system to computerized signal control.

⁸ The term "other operational improvements" includes any improvement that will likely result in a significant: a) increase in evacuating traffic capacity or b) reduction in the probable occurrence or severity of evacuating traffic delay and/or disruption from signal failure, lane blockage, etc.

Commentary: _____

Criteria #4 – Safety Benefits (20 points max.)

This criterion looks at the degree of safety benefits that will be derived from a proposed project. The distinction between the categories of benefits will be coordinated with the Community Traffic Safety Teams (CTST). The number of points allocated will reflect the degree of benefit that is expected.

In the space provided below for commentary, describe the safety benefits expected from the proposed project, and explain how the proposed project will help the River to Sea TPO meet or exceed adopted Transportation Safety Targets for Serious Injuries and Fatalities. R2CTPO staff will work with the appropriate agencies to determine the intersection and corridor crash rates.

Select ALL that Apply

- ☐ The specific project location is on FDOT's High Crash List or has otherwise been identified as having an overrepresentation of severe crashes? (Provide supporting documentation (e.g., intersection crashes per million entering vehicles ⁹, corridor crashes per million vehicle miles ¹⁰, Community Traffic Safety Team report, etc.) (0-5 points)
- ☐ The "problem" described on page 1 of this application is a safety issue that falls within one or more of the eight Emphasis Areas identified in the latest adopted Florida Strategic Highway Safety Plan (i.e., distracted driving, vulnerable road users, intersection crashes, lane departure crashes, aging road users and teen drivers, impaired driving, and traffic records) or does contribute to the ability of emergency response vehicles to effectively respond to an incident. (0-5 points)
- ☐ The proposed project represents a strategy that is professionally recognized in the AASHTO Highway Safety Manual as being effective in reducing the frequency and/or severity of traffic accidents. (0-10 points)

⁹ If an application scores very high in this criterion, the R2CTPO may submit application to either the East or West Volusia Community Traffic Safety Team (CTST) for Safety Fund consideration.

¹⁰ Applying Agency must use the following crash rate calculation formulas: Corridor Crash Rate = (Number of Crashes x 1,000,000) / (AADT x 365 days/year x Number Years x Segment Length); Intersection Crash Rate = (Number of Crashes x 1,000,000) / (AADT x 365 x Number of Years).

Commentary: _____

Criteria #5 – Support of Comprehensive Planning Goals and Economic Vitality (10 points max.)

This criterion looks at the degree to which the proposed project will actually contribute to the achievement of one or more of the local government's adopted comprehensive plan goals or objectives, and the degree to which it supports economic vitality. The Applying Agency must identify specific goals and/or objectives from the relevant comprehensive plan and provide a rational explanation of how the proposed project will advance those goals and or objectives. Points will not be awarded for being merely consistent with the comprehensive plan. Points should be awarded in proportion to how well the project will show direct, significant and continuing positive influence. Temporary effects related to project construction, such as the employment of construction workers, will not be considered.

Select ALL that Apply

- ☐ Directly contributes to the achievement of one or more goals/objectives in the adopted comprehensive plan (0-5 points)
- ☐ Directly supports economic vitality (e.g., supports community development in major development areas, supports business functionality, supports freight movement, and/or supports creation or retention of employment opportunities) (0-5 points)

Commentary: _____

Criteria #6 – Infrastructure Impacts (20 points max.)

This criterion looks at impacts to adjoining public or private infrastructure, which may be in the way of the project. The less existing infrastructure is impacted the more points a project will score.

In the space provided below for commentary, describe the infrastructure impacts that will occur as a result of constructing the proposed project. When completing your application, please consider the drainage issues that may be involved (see notes below for a more detailed explanation).

Select only ONE

- ☐ Major Drainage Impact – relocating or installing new curb inlets or other extensive drainage work is required, or drainage impact has not yet been determined ¹⁰ (0 points)
- ☐ Minor Drainage Impact – extending pipes, reconfiguring swales or other minor work is required (0-2 points)
- ☐ No Drainage Impact – no drainage work required (0-4 points)

Select ALL that Apply

- ☐ Relocation of private gas utility or fiber optic communication cable is not required ¹¹ (0-4 points)
- ☐ Relocation of public/private water or sewer utility is not required ¹¹ (0-4 points)
- ☐ Relocation of telephone, power, cable TV utilities is not required ¹² (0-4 points)
- ☐ No specimen or historic trees $\geq 18"$ diameter will be removed or destroyed (0-4 points)

¹⁰ ADA pedestrian crossings at intersections may impact drainage significantly. Attached Traffic Study should address drainage impacts.

¹¹ Typically, these are underground utilities that can only be determined by a complete set of plans. Attach plans showing no impacts; otherwise, assumption is in urban area utilities will be affected.

¹² Typically, above ground utilities are not affected except for widening and turn lane projects.

Commentary: _____

Criterion #7 – Local Matching Funds > 10% of Total Project Cost (10 points max.)

Please specify the committed local match percentage (Match must be in whole or half percent increments)

If local matching funds greater than 10% of the estimated project cost are available, describe the local matching fund package in detail.

Select only ONE

- ☐ Local Matching Funds are equal to 10.0% (0 points)
- ☐ Local Matching Funds are greater than 10% but less than 12.5% (1 point)
- ☐ Local Matching Funds are greater than or equal to 12.5% but less than 15.0% (2 points)
- ☐ Local Matching Funds are greater than or equal to 15.0% but less than 17.5% (3 points)
- ☐ Local Matching Funds are greater than or equal to 17.5% but less than 20.0% (4 points)
- ☐ Local Matching Funds are greater than or equal to 20.0% but less than 22.5% (5 points)
- ☐ Local Matching Funds are greater than or equal to 22.5% but less than 25.0% (6 points)
- ☐ Local Matching Funds are greater than or equal to 25.0% but less than 27.5% (7 points)
- ☐ Local Matching Funds are greater than or equal to 27.5% but less than 30.0% (8 points)
- ☐ Local Matching Funds are greater than or equal to 30.0% but less than 32.5% (9 points)
- ☐ Local Matching Funds are greater than or equal to 32.5% (10 points)

Commentary (if needed): _____



2022 Application for Project Prioritization – FEASIBILITY STUDY

Traffic Operations, Safety, and Local Initiatives Projects

****All applications must be uploaded to the TPO file transfer site by 2:00 p.m. (EST) on February 25, 2022**
<https://www3.mydocsonline.com/customerupload/b4bbf6f197bbf605f029f13c7936>

Project Title: _____

Applying Agency (project sponsor): _____ Date: _____

Contact Person: _____ Job Title: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

Does the Applying Agency expect to be certified by FDOT to perform the work under the Local Agency Program (LAP) process? ☐ Yes ☐ No

If not, what local government agency will perform the work on behalf of the Applying Agency? _____
[Attach a letter of intent from the agency that will perform the work.]

Governmental entity with maintenance responsibility for roadway facility on which proposed project is located: _____

[If not the same as Applying Agency, attach a letter of support for the proposed project from the responsible entity. This letter of support must include a statement describing the responsible entity's expectations for maintenance of the proposed improvements, i.e., what the Applying Agency's responsibility will be.]

Priority of this proposed project relative to other applications submitted by the Applying Agency: _____

Project Description: _____

Project Location (include project length and termini, if appropriate, and attach location map): _____

Project Eligibility for Federal Funds (check the appropriate box):

- ☐ the proposed improvement is located on the Federal-aid system. (Reference the Federal Aid Road Report at <http://www.fdot.gov/statistics/fedaids/>);
- ☐ the proposed improvement is **not** located on the Federal-aid system, but qualifies as a type of improvement identified in 23 U.S.C. §133 that is not restricted to the Federal-aid system.

Project Purpose and Need Statement:

In the space provided below, describe the Purpose and Need for this proposed project. It is very important that your Purpose and Need statement is clear and complete. It will be the principal consideration in ranking your application for a Feasibility Study. It must convince the public and decision-makers that the expenditure of funds is necessary and worthwhile and that the priority the project is being given relative to other needed transportation projects is warranted. The

project Purpose and Need will also help to define the scope for the Feasibility Study, the consideration of alternatives (if appropriate), and ultimate project design.

The Purpose is analogous to the problem. It should focus on particular issues regarding the transportation system (e.g., mobility and/or safety). Other important issues to be addressed by the project such as livability and the environment should be identified as ancillary benefits. The Purpose should be stated in one or two sentences as the positive outcome that is expected. For example, the purpose is to reduce intersection delays or to reduce rear end collisions. It should avoid stating a solution as a purpose such as: “the purpose of the project is to add an exclusive left turn lane”. It should be stated broadly enough so that no valid solutions will be dismissed prematurely.

The Need should establish the evidence that the problem exists, or will exist if anticipated conditions are realized. It should support the assertion made in the Purpose statement. For example, if the Purpose statement is based on safety improvements, the Need statement should support the assertion that there is or will be a safety problem to be corrected. When applying for a Feasibility Study, you should support your Need statement with the best available evidence. However, you will not be expected to undertake new studies.

Commentary: _____

Criteria #1 through #4, below, will be used to evaluate and rank each application for Feasibility Study. For Criteria #1, the Applying Agency must indicate the functional classification of the roadway on which the proposed improvement will be located. For Criteria # 2 through #4, the Applying Agency must provide commentary explaining how and to what degree the proposed improvement will address the criteria.

Criteria #1 - Location – Indicate the federal functional classification of the roadway on which the proposed improvement is located. (Reference the Federal Aid Road Report at <http://www.fdot.gov/statistics/fedaid/>). R2CTPO staff will review the application to verify the classification of the roads benefitting from the proposed project. (4 points total)

- ☐ Urban/Rural Principal Arterial
- ☐ Urban/Rural Minor Arterial
- ☐ Urban/Rural Major Collector
- ☐ Urban Minor Collector
- ☐ Rural Minor Collector or Urban/Rural Local Road
- ☐ Not Applicable

Criteria #2 - Mobility and Operational Benefits – The proposed project will significantly reduce traffic congestion and/or delays identified in the TPO’s Congestion Management Process/Performance Measures Report or otherwise identified and documented. (4 points total)

Commentary: _____

Criteria #3 - Safety Benefits – The project will significantly reduce the number and/or severity of crashes; it will significantly reduce the number of fatalities and/or serious injuries. (4 points total)

Commentary: _____

Criteria #4 - Support of Comprehensive Planning Goals and Economic Vitality – The proposed project will directly contribute to the achievement of one or more goals/objectives in the applying local agency’s adopted comprehensive plan; it directly supports economic vitality (e.g., supports community development in major development areas, supports business functionality, and/or supports creation or retention of employment opportunities). (4 points total)

Commentary: _____



2022 Application for Project Prioritization Transportation Planning Studies

General Instructions:

The R2CTPO coordinates transportation planning activities with FDOT staff to establish needs throughout the R2CTPO's Metropolitan Planning Area (MPA) and to determine the most effective agency and approach for completing the work. Studies are funded in part by the TPO using federal planning funds allocated to MPOs. In addition, studies are pursued throughout FDOT District V using planning funds available to the department. SU funds are also available to be used for planning activities when the cost of the planning studies exceeds the PL funding available.

Recognizing that the R2CTPO member local governments are well positioned to identify transportation issues as they arise, the R2CTPO wants to encourage their participation in the development of a list of priority planning studies to address these issues. The R2CTPO will annually, as part of the Call for Projects, reach out to member local governments to identify and define transportation planning studies for inclusion on a prioritized list, and to assist in identifying the agency that should take the lead in funding and managing the study. In some cases, the result may be a funding partnership between organizations. Support may also be identified through other fund sources as (safety, operations, grants etc.).

Planning studies ranked in the top five for funding by FDOT will require an FDOT 4P project application to be completed.

Projects requiring a full PD&E should be included in the TPO's Long-Range Transportation Plan (LRTP) and should be listed on other project priority lists established by the TPO.

Process:

1. The annual "Call for Projects" will include an invitation to submit requests for planning studies.
2. To be considered for prioritization, planning study requests will include the following:
 - a. Project Title and Description (including area or termini)
 - b. Cost Estimate
 - c. Purpose & Need (including data & other facts)
 - d. Previous/related Studies
 - e. A page may be added to include a map, picture or other graphical illustration of the project.
3. No local match will be required.
4. The TIP Subcommittee will rank the requested planning studies in order of priority with consideration of applicable ranking criteria. The TIP Subcommittee's recommended ranking will then be presented to the CAC, TCC, and BPAC for review and comment before being presented the TPO Board for approval.

Ranking Criteria:

Federal Planning Factors –

1. Support the economic vitality of the United States, the States, metropolitan areas, and non-metropolitan areas, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety and security of the transportation system for motorized and non-motorized users;
3. Increase accessibility and mobility of people and freight;
4. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;

5. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
6. Promote efficient system management and operation;
7. Emphasize the preservation of the existing transportation system;
8. Improve transportation system resiliency and reliability;
9. Reduce (or mitigate) the stormwater impacts of surface transportation.

Other Criteria –

1. The study is necessary to identify a solution (the solution is not evident without a study);
2. The study would be best undertaken now (should not be delayed); and
3. The study will provide needed guidance for decision-makers regarding future projects.

Representative Types of Studies:

- | | |
|--|--|
| 1. Corridor Management Plans; | 5. Alternative Route Studies; |
| 2. Corridor Improvement Studies; | 6. Major Investment Studies; |
| 3. Route Development Plans; | 7. Spot or Location Studies; |
| 4. Environmental Assessments and Impact Studies; | 8. Bicycle/Pedestrian Safety Action Plans; and |
| | 9. Multi-Modal Connectivity Plan |

Electronic and “Hard Copy” Submittal Requirement:

1. Applications and supporting documentation shall be submitted as digital media in Portable Document Format (PDF), compatible with MS Windows and Adobe Acrobat.
2. Electronic documents must be submitted through the R2CTPO FTP site:
<https://www3.mydocsonline.com/customerupload/b4bbf6f197bbf605f029f13c7936>
3. The application and all supporting documentation shall be included in one electronic PDF file.
4. All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
5. Page size shall be either 8-1/2" by 11" (letter) or 11" by 17" (tabloid).
6. PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at 300 dpi to balance legibility and file size.
7. If you are unable to produce an electronic document as prescribed here, please contact R2CTPO staff to discuss other options.
8. If you are unable to upload to the R2CTPO FTP site, please contact R2CTPO staff to discuss other options.
9. In addition to the digital submittal, we require one (1) complete paper copy of the application and all supporting documents. This must be identical to the digital submittal.

R2CTPO staff will provide assistance in completing an application to any member local government that requests it.



2022 Application for Project Prioritization Transportation Planning Studies

****All applications must be uploaded to the TPO file transfer site by 2:00 p.m. (EST) on February 25, 2022***
<https://www3.mydocsonline.com/customerupload/b4bbf6f197bbf605f029f13c7936>

Study Title: _____

Requesting Agency: _____ Date: _____

Contact Person: _____ Job Title: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

Study Description: _____

Study Area (include study area length and termini, if appropriate, and attach location map): _____

Estimated Study Cost: _____

Purpose and Need for the Transportation Planning Study:

In the space provided below, describe the Purpose and Need for this proposed study and explain how the study is expected to address each ranking criterion that may apply. It is very important that your Purpose and Need statement is clear and complete and specifies whether the study is local or regional in nature. It will be the principal consideration in ranking your study proposal. It must convince the public and decision-makers that the expenditure of funds is necessary and worthwhile and that the priority the study is being given relative to other needed transportation planning studies is warranted. The Purpose and Need will also help to define the study scope, the consideration of alternatives (if appropriate), and ultimate study findings and recommendations.

Commentary: _____