



MEETING NOTICE

Please be advised that the VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD will be meeting on:

- DATE: Tuesday, October 23, 2012
- TIME: 8:30 a.m.
- PLACE: Volusia TPO Conference Room
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114

NOTE: PLEASE SILENCE ALL BEEPERS AND CELL PHONES DURING THE BOARD MEETING

Commissioner Robert Gilliland, Chairman Presiding

AGENDA

- I. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM
- II. PLEDGE OF ALLEGIANCE
- III. RECOGNITION OF OUTGOING TPO BOARD MEMBERS
- IV. PUBLIC COMMENT/PARTICIPATION *(Length of time at the discretion of the Chairman)*
- V. CONSENT AGENDA
 - A. APPROVAL OF SEPTEMBER 25, 2012 VOLUSIA TPO BOARD MEETING MINUTES
(Contact: Pamela Blankenship) (Enclosure, pages 4-12)
 - B. APPROVAL OF TREASURER'S REPORT *(Contact: Herbert Seely) (Enclosure, pages 4, 13)*
 - C. EXECUTIVE COMMITTEE -- Report by Commissioner Robert Gilliland, Chairman *(Enclosure, pages 4, 14)*
 - D. TECHNICAL COORDINATING COMMITTEE (TCC) -- Report by Mr. Darren Lear, TCC Chairman *(Distributed under separate cover) (Enclosure, page 4)*
 - E. CITIZENS' ADVISORY COMMITTEE (CAC) -- Report by Mr. Dan D'Antonio, CAC Chairman *(Distributed under separate cover) (Enclosure, page 4)*
 - F. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC) -- Report by Mr. Mike Chuyen, BPAC Chairman *(Enclosure, pages 4, 15)*

V. CONSENT AGENDA *(continued)*

- G. **CENTRAL FLORIDA MPO ALLIANCE (CFMPOA)** -- Report by Council Member Patricia Northey *(Enclosure, pages 4, 16-17)*
- H. **BYLAWS SUBCOMMITTEE** -- Report by Council Member Patricia Northey *(Enclosure, pages 4, 18)*
- I. **REVIEW AND ACCEPTANCE OF VOLUSIA TPO AUDIT FOR FY ENDED JUNE 30, 2012** *(Contact: Herbert Seely)* *(Enclosure, pages 4, 19-21; <http://www.volusiatpo.org/wp-content/uploads/DRAFT-2012-Volusia-TPO-Annual-Financial-Report1.pdf>)*

VI. ACTION ITEMS

- A. **REVIEW AND APPROVAL OF RESOLUTION 2012-25 AMENDING THE FY 2012/13 – 2016/17 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)** *(Contact: Robert Keeth)* *(Enclosure, pages 22-35)*
- B. **REVIEW AND APPROVAL OF RESOLUTION 2012-26 AMENDING THE FY 2012/13 UNIFIED PLANNING WORK PROGRAM (UPWP) TO ACCOMMODATE PEDESTRIAN SAFETY LAW ENFORCEMENT TRAINING GRANT** *(Contact: Herbert Seely)* *(Enclosure, pages 36-41)*
- C. **REVIEW AND APPROVAL OF AMENDMENT TO THE FY 2012/13 VOLUSIA TPO BUDGET TO ACCOMMODATE PEDESTRIAN SAFETY LAW ENFORCEMENT TRAINING GRANT** *(Contact: Herbert Seely)* *(Enclosure, pages 42-46)*

VII. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

- A. **PRESENTATION ON TRANSPORTATION FUNDING TASK FORCE MARKET RESEARCH SURVEY** *(Contact: Harry Barley, MetroPlan Orlando)* *(Enclosure, page 47-72)*
- B. **PRESENTATION ON INITIAL FINDINGS OF PHASE I OF THE US 17-92 CORRIDOR IMPROVEMENT PROGRAM (CIP)** *(Contact: Jean Parlow)* *(Enclosure, page 73)*
- C. **PRESENTATION ON VOLUSIA COUNTY ROAD PROGRAM** *(Contact: Jon Cheney, Volusia County Traffic Engineering)* *(Enclosure, page 74)*
- D. **FDOT REPORT** *(Contact: Mary Schoelzel, FDOT District 5)* *(Enclosure, pages 75-79)*

VIII. EXECUTIVE DIRECTOR'S REPORT *(Enclosure, page 80)*

- ® Priority Project List Development
- ® Reapportionment Activities
- ® MAP-21 Update

IX. VOLUSIA TPO BOARD MEMBER COMMENTS *(Enclosure, page 80)*

- X. **INFORMATION ITEMS** (*Enclosure, pages 80-84*)
- Ⓡ Citizens' Advisory Committee Attendance Record – 2012
 - Ⓡ Technical Coordinating Committee Attendance Record– 2012
 - Ⓡ Bicycle/Pedestrian Advisory Committee Attendance Record – 2012
 - Ⓡ FDOT Clarification on Definition of "Production-Ready"
- XI. **ADJOURNMENT** (*Enclosure, page 80*)

The next Volusia TPO Board meeting will be November 27, 2012

November Meeting Dates

Executive Committee, November 12, 2012 @ 3:00 p.m.
Bicycle/Pedestrian Advisory Committee, November 14, 2012 @ 3:00 p.m.
Transportation Disadvantaged Local Coordinating Board, November 14, 2012 @ 11:00 a.m.
Executive Director Search Committee, November 12, 2012 @ 2:00 p.m.
Citizens' Advisory Committee, November 20, 2012 @ 1:30 p.m.
Technical Coordinating Committee, November 20, 2012 @ 3:00 p.m.
Volusia TPO Board, November 27, 2012 @ 8:30 a.m.

NOTE: Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the Volusia TPO office, 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 21, at least five (5) working days prior to the meeting date.

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

**MEETING SUMMARY
(TPO BOARD)
OCTOBER 23, 2012**

V. CONSENT AGENDA

A. APPROVAL OF SEPTEMBER 25, 2012 VOLUSIA TPO BOARD MEETING MINUTES

Minutes are prepared for each board meeting and said minutes must be approved by the Volusia TPO Board.

B. APPROVAL OF TREASURER'S REPORT

Monthly Treasurer Reports are prepared for review and approval by the Volusia TPO Board. The September 2012 Treasurer's Report is included for your information.

C. EXECUTIVE COMMITTEE

D. TECHNICAL COORDINATING COMMITTEE

E. CITIZENS' ADVISORY COMMITTEE

F. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE

G. CENTRAL FLORIDA MPO ALLIANCE

H. BYLAWS SUBCOMMITTEE

I. REVIEW AND ACCEPTANCE OF VOLUSIA TPO AUDIT FOR FY ENDED JUNE 30, 2012

Mr. Alex Kish from Brent Milliken & Company will be present to answer any questions regarding the Volusia TPO Audit for Fiscal Year ended June 30, 2012. The Audit Report can be accessed online at:

<http://www.volusiatpo.org/wp-content/uploads/DRAFT-2012-Volusia-TPO-Annual-Financial-Report1.pdf>

Hard copies will be distributed at the meeting.

ACTION REQUESTED:

MOTION TO APPROVE THE CONSENT AGENDA

SEPTEMBER 25, 2012 MEETING MINUTES
OF THE
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD

2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114-8145

Board Members Present:

Commissioner Robert Gilliland, Chairman
Council Member Billie Wheeler (non-voting) **
Council Member Nick Koval
Mayor Pro-Tem Leigh Matusick
Councilman Gene Emter
Commissioner Marshall Shupe
Commissioner Lynne Plaskett
Council Member Ron Saylor
Mayor Ed Kelley
Mayor James Sowell (non-voting) **
Council Member Joe Perrone (non-voting) **
Council Member Robert Ford
Vice Mayor Nancy Long, 1st Vice Chairman
Council Member Joyce Cusack
Council Member Joie Alexander
Council Member Patricia Northey, 2nd Vice Chairman
Council Member Joshua Wagner
Diane J. Smith (non-voting)
Mary Schoelzel (non-voting)
Darren Lear (non-voting)
Dan D'Antonio (non-voting)
Mike Chuyen (non-voting)

Board Members Absent:

Mayor John Masiarczyk (excused)
Commissioner Donnie Moore
Commissioner Rick Basso (non-voting) (excused) **
Commissioner Ron Engele (excused)
County Chair Frank Bruno (excused)
Council Member Andy Kelly

Representing:

Daytona Beach
Daytona Beach Shores
DeBary
DeLand
Edgewater
Flagler Beach
New Smyrna Beach
Orange City
Ormond Beach
Pierson
Ponce Inlet
Port Orange
South Daytona
Volusia County
Volusia County
Volusia County
Volusia County
Volusia County School Board
FDOT District 5
TCC Chairman
CAC Chairman
BPAC Chairman

Representing:

Deltona
Holly Hill
Lake Helen
Oak Hill
Volusia County
Volusia County

**** Non-voting member in the small city vote rotation**

Others Present:

Pamela Blankenship, Recording Secretary
Lois Bollenback
Carole Hinkley
Robert Keeth
Herb Seely
Jean Parlow
Nora Jane Gillespie
Judy Pizzo
Noranne Downs
Mark Ruland
Tawny Olore
Jane Lim-Yap
Howard Tipton
Fabricio Ponce
James Ardell
Wiley Page
Rick Belhumeur
Ray Tyner
Sally Sherman
Mick Cuthbertson
Heather Blanck
Jon Cheney
Mindy Heath
Beth Lemke
Virginia Lewis-Whittington
Big John

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
VC League of Women Voters
FDOT
FDOT
FDOT
FDOT
Kittelson & Associates
EDSC Consultant
Tindale-Oliver & Associates
Beverly Beach
Atkins Global
CAC - Flagler Beach
Palm Coast
Flagler County
Bunnell
Votran
Volusia County Traffic Engineering
HDR Engineering
Planning Solutions
Metroplan Orlando
Press

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

The meeting of the Volusia Transportation Planning Organization (TPO) Board was called to order at 8:30 a.m. by Chairman Robert Gilliland. The roll was called and it was determined that a quorum was present.

II. Pledge of Allegiance

III. Public Comment/Participation

Mr. Mick Cuthbertson, City of Bunnell, stated that Bunnell’s elected officials were agreeable to the incorporation of the urbanized area of Bunnell into the Volusia TPO. He noted that a letter had been presented which indicated their request as well as a few additional requests.

Chairman Gilliland announced that the next Reapportionment Subcommittee meeting was scheduled for October 23rd following the TPO Board meeting. He explained that because the board had already established the planning boundaries, the city’s request would go back to

the Reapportionment Subcommittee for their consideration and recommendation. Flagler County had previously requested that the TPO extend its boundaries to include them. Chairman Gilliland noted that according to Bunnell's letter, it appeared that they are not asking for the boundaries to be extended, instead they are asking for a seat in the small city vote rotation and a few projects that they would like to continue managing on their own.

Mr. Cuthbertson clarified that Flagler County was asking for the boundaries to be extended and Bunnell was partnering with them on the initiative.

Chairman Gilliland urged the city of Bunnell to attend the next Reapportionment Subcommittee meeting.

IV. Consent Agenda

- A. Approval of August 28, 2012 TPO Board Meeting Minutes
- B. Approval of Treasurer's Report
- C. Executive Committee Report
- D. Technical Coordinating Committee Report
- E. Citizens' Advisory Committee Report
- F. Bicycle/Pedestrian Advisory Committee Report
- G. Transportation Disadvantaged Local Coordinating Board Report
- H. TDLCB Appointment

Commissioner Plaskett noted that she had already made a minor grammatical correction to the minutes prior to the meeting.

MOTION: Commissioner Plaskett moved approval of the Consent Agenda. Mayor Pro Tem Matusick seconded the motion which carried unanimously.

V. Action Items

- A. Update on Executive Director Search Committee Process Including Approval of Amendment to Volusia TPO Budget to Accommodate Additional Funds and Approval to Increase Number of Candidates to be Interviewed from Three to Five

Mr. Howard Tipton, consultant, gave an update on the activities taking place for the hiring of a new Executive Director. He noted that the number of finalists is being recommended to increase from three to five. He explained that in his experience it is common for finalists to drop out at the last minute for a variety of reasons which is why it is important to focus on the top five candidates. He added that he will be working with Sheriff Ben Johnson on the background checks and the cost is expected to be minimal. The budget amendment that the TPO Board is being asked to approve is for the increase in costs for candidate travel reimbursement, a possible board lunch and any costs incurred during the vetting process. He recommended that the interviews by the Executive Director Search Committee take place in the TPO's conference room; the public may attend but questions should only come from the Search Committee. He recommended that a luncheon be held for the top three ranked candidates following the interviews so the entire board can spend

time talking with them. At the luncheon, the candidates will be asked to rotate tables every 20 minutes with approximately six board members at each table. The location of the lunch will be up to the Search Committee. Following lunch, the Executive Director Search Committee will reconvene, vote on the candidates and begin negotiation with the top ranked finalist, and proceed to the second if necessary. The TPO's attorney should be present during the negotiation. Mr. Tipton concluded that the entire process is expected to be complete by February 2013.

Discussion continued.

MOTION: Council Member Alexander moved to approve an increase in number of candidates to be interviewed from three to five and approval of the TPO budget amendment increasing funding for the Executive Director Search process from \$10,000 to \$20,000. The motion was seconded by Council Member Cusack and carried unanimously.

B. Review and Approval of Resolution 2012-24 Amending the FY 2012/13 – 2016/17 Transportation Improvement Program (TIP)

Mr. Keeth explained that each year around this time, the Florida Department of Transportation issues a request to the Volusia TPO to update its TIP so that it is consistent with changes made to the FDOT's Work Program. This year, many of the changes include project details such as revising project length, changing funding sources and including more extensive project cost information. He noted that there had been one change that was not in the amendment package, an inconsistency relating to the XU Bicycle/Pedestrian Set Aside box. A meeting is scheduled with FDOT to determine the differences and it will most likely be brought back to the committees as an additional amendment next month.

MOTION: Council Member Koval moved to approve Resolution 2012-24 amending the FY 2012/13 – 2016/17 Transportation Improvement Program (TIP). The motion was seconded by Commissioner Ford and carried unanimously.

VI. Presentations, Status Reports, and Discussion Items

A. Presentation on US 1 Corridor Improvement Program (CIP): Phase II

[Handout provided]

Ms. Judy Pizzo, FDOT, introduced Ms. Jane Lin-Yap from Kittelson & Associates who proceeded to give a PowerPoint presentation on Phase II of the US 1 Corridor Improvement Program (CIP).

She noted that Phase II was being funded and managed by FDOT with support of the TPO and local representatives. The purpose of Phase II is to work with stakeholders to understand the travel patterns along US 1 and to identify a vision for the corridor. A working group is being developed and the local communities are being asked to

recommend a representative. The list of staff members from Phase I will be made available. Phase II is expected to be an 18-month process and there will be two community workshops throughout the process.

Councilman Emter asked what the focus of Phase III would be.

Ms. Lin-Yap responded that the goal is to end with Phase II; from there, the projects identified can be implemented by the cities.

Ms. Bollenback added that an incremental approach is being taken; the process began without the presumption that there would be a phase II or III. The same approach is being used on the US 17-92 CIP.

Discussion ensued.

B. Presentation on the Moving Ahead for Progress in the 21st Century Act (MAP-21)

[Handout provided]

Ms. Bollenback stated that Moving Ahead for Progress in the 21st Century Act (MAP-21) was signed into law on July 6, 2012. MAP-21 is a 27-month bill that extends current activity through the end of the fiscal year and through 2013 and 2014. She gave a PowerPoint presentation outlining the key points of MAP-21.

Ms. Bollenback explained that under a new program, Transportation Alternatives (TA), 50% of TA funds are distributed to areas based on population (sub-allocated) similar to the Surface Transportation Program. States and MPOs for urbanized areas with more than 200,000 people will conduct a competitive application process for use of the sub-allocated funds. The remaining 50% of TA funds will be distributed to the states to allocate. A provision in MAP-21 allows states, under certain circumstances, to “opt out” and divert this funding for uses unrelated to the Transportation Alternatives program. The Governor of Florida chose to “opt out”.

Council Member Northey asked what the recommendation would be from the TPO to ensure funding for recreational trails continues to be a priority.

Ms. Bollenback responded that the Governor is committed to funding “production-ready” trails. It is important to send the message to the Governor that the TPO wants that commitment to continue.

Council Member Northey asked for a definition of “production-ready.”

Ms. Bollenback noted that she had been unable to find a definition but she would check with FDOT for clarification. In addition, she noted, it is important to look at how the TPO wants to allocate funding for trail projects.

Chairman Gilliland requested that TPO staff get clarification from FDOT on the definition of “production-ready” and email the response to the members.

Ms. Bollenback also explained that the MPO Advisory Council (MPOAC) had been looking at alternative revenue sources to compensate for the shortfall in the Transportation Trust Fund.

C. Presentation on SunRail

[Handouts provided]

FDOT Project Manager, Tawny Olore, gave a PowerPoint presentation on the status of SunRail which is scheduled to begin in 2014. Twelve stations are in the process of being constructed. She reviewed the fare structure and pointed out that *reThink* will be offering their emergency ride home program in conjunction with SunRail. A meeting with Volusia County and DeLand is scheduled in October to coordinate station planning. SunRail is also coordinating with Federal Transit Administration (FTA) on MAP-21 changes.

Discussion ensued on the restroom facilities that will be available at the train stations.

D. FDOT Report

Ms. Schoelzel gave the FDOT report. She noted that the state of Florida received an additional \$65 million in federal funds because the state used all of its original funding. She explained that projects that qualify as “ready” are those that are ready to be advertised. It is difficult to define because everyone thinks that their projects are ready.

VII. Executive Director’s Report

- Ⓜ Reapportionment Activities
- Ⓜ Bylaws Subcommittee Update

Ms. Bollenback stated that the next Reapportionment Subcommittee meeting will be immediately following the October TPO Board meeting. The Bylaws Subcommittee meeting is tentatively set for October 1; Ms. Blankenship is waiting for confirmation of availability from one member.

VIII. Volusia TPO Board Member Comments

Mayor Pro Tem Matusick stated that the East Central Florida Regional Planning Council (ECFRPC) met last week and noted that a couple issues had come up involving Volusia County and the Volusia TPO. The ECFRPC has requested that the TPO email the board agendas to them. Mayor Pro Tem Matusick stated that the other issue is mainly between Seminole and Brevard Counties; Volusia County has a very small section of CR 46 between the two counties which is typically forgotten. Many improvements are being done on the Seminole County side and there does not seem to be a plan between the two counties; Volusia County has been left

out. The ECFRPC wanted Volusia County to be aware that Brevard and Seminole counties were having problems and that Volusia County may want to be part of the discussion. She asked Ms. Bollenback to contact the ECFRPC regarding including Volusia County. Ms. Bollenback responded that she would follow up.

Mayor Pro Tem Matusick announced that on October 11, 2012 DeLand will be trying to break Guinness World Record by twisting.

Council Member Wagner asked if someone from the state could do a presentation at some point in the future on state parks that allow motorcycles, similar to Croom State Park.

Ms. Bollenback responded that she would look into it.

Council Member Wagner announced that a presentation on mosquito promotion that evening.

Council Member Alexander commented that a motorcycle park had been looked at for Tiger Bay but was not pursued because the state felt it would cost too much to set up and monitor and the environmental impacts would be too large.

Commissioner Plaskett noted that her last TPO Board meeting would be in October.

Chairman Gilliland requested that TPO members who would be leaving notify Ms. Blankenship.

Council Member Saylor thanked Mr. Keeth and Mr. Harris for their participation at the Safe Kids Rally.

IX. Information Items

- Citizens' Advisory Committee Attendance Record – 2012
- Technical Coordinating Committee Attendance Report – 2012
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2012
- Orange City Pedestrian Safety Press Release
- Letter from FDOT on Safe Routes to Schools Funding
- Letter from Governor Opting Out of Dedicated Trails Funding

X. Adjournment

There being no further business, the meeting adjourned at 10:08 a.m.

CITY OF DAYTONA BEACH, COMMISSIONER ROBERT GILLILAND
CHAIRMAN, VOLUSIA TPO

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the Volusia TPO certified that the foregoing is a true and correct copy of the minutes of the September 25, 2012 regular meeting of the Volusia Transportation Planning Organization (TPO) Board, approved and duly signed this 23rd day of October 2012.

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

DRAFT

**VOLUSIA TRANSPORTATION PLANNING ORGANIZATION
MONTHLY TREASURER REPORT FY 12/13
PERIOD ENDING SEPTEMBER 30, 2012**

<u>DESCRIPTION</u>	<u>12/13 BUDGET</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<u>REVENUES</u>					
LOCAL FUNDS	\$162,364.00	\$7,702.50	\$24,948.47	\$137,415.53	15.37%
STATE FUNDS	50,915.00	0.00	0.00	50,915.00	0.00%
FEDERAL FUNDS	1,812,953.00	0.00	0.00	1,812,953.00	0.00%
<u>REVENUES</u>	\$2,026,232.00	\$7,702.50	\$24,948.47	\$2,001,283.53	1.23%
<u>EXPENSES</u>					
SALARIES	\$530,254.00	\$32,146.08	\$103,505.89	\$426,748.11	19.52%
FRINGE BENEFITS	176,185.00	10,876.34	37,510.45	138,674.55	21.29%
OFFICE SUPPLIES	12,500.00	277.47	451.04	12,048.96	3.61%
POSTAGE	13,800.00	0.00	2,454.72	11,345.28	17.79%
OFFICE RENT EXPENSE	128,959.00	10,157.42	37,594.01	91,364.99	29.15%
ADVERTISING	4,000.00	0.00	338.80	3,661.20	8.47%
PRINTING	5,000.00	0.00	511.39	4,488.61	10.23%
CONFERENCE, WORKSHOPS & SEMINAR FEES	5,720.00	0.00	440.00	5,280.00	7.69%
FEES	28,600.00	13,094.78	14,217.77	14,382.23	49.71%
DUES	1,475.00	0.00	250.00	1,225.00	16.95%
PUBLICATIONS	1,500.00	0.00	0.00	1,500.00	0.00%
COPY EXPENSE	26,500.00	927.15	3,635.45	22,864.55	13.72%
COPY MACHINE COSTS	27,730.00	1,024.90	3,074.54	24,655.46	11.09%
TRAVEL EXPENSE	18,500.00	488.99	1,364.07	17,135.93	7.37%
AWARDS PROGRAM/PROMO	10,500.00	0.00	53.00	10,447.00	0.50%
SPECIAL STUDIES	837,092.00	39,947.93	66,983.44	770,108.56	8.00%
PROFESSIONAL SERVICES	105,600.00	46,546.68	62,526.43	43,073.57	59.21%
MEETING EXPENSE	2,500.00	60.97	546.69	1,953.31	21.87%
LIABILITY INSURANCE	10,000.00	2,290.25	4,480.00	5,520.00	44.80%
REPAIRS	1,500.00	0.00	403.15	1,096.85	26.88%
NETWORK COSTS	26,865.00	1,794.94	3,774.84	23,090.16	14.05%
CAPITAL OUTLAY	12,000.00	0.00	0.00	12,000.00	0.00%
SOFTWARE	9,718.00	0.00	495.00	9,223.00	5.09%
TELEPHONE	3,628.00	198.00	594.00	3,034.00	16.37%
EDUCATION	2,750.00	0.00	0.00	2,750.00	0.00%
CONTINGENCY	23,356.00	0.00	0.00	23,356.00	0.00%
<u>EXPENSES</u>	\$2,026,232.00	\$159,831.90	\$345,204.68	\$1,681,027.32	17.04%
<u>BALANCE</u>	\$0.00	(\$152,129.40)	(\$320,256.21)	\$320,256.21	

25% OF YEAR COMPLETE

Cash Balance as of August, 2012 \$222,501.57



Executive Committee Report October 1, 2012

- Received a brief presentation from Mr. Alex Kish, Brent Milliken & Associates, on the Volusia TPO Audit for FY ended June 30, 2012 and recommended acceptance of audit report
- Notified by TPO staff that the signature authority on the TPO's financial accounts was going to be expanded to reflect staffing changes
- Discussed the upcoming vacancy for Chairman of the Transportation Disadvantaged Local Coordinating Board (TDLCB) and directed Council Member Northey to ask for a recommendation to fill the position from the Volusia County Council; deferred placement of the item to the November TPO agenda
- Approved a motion changing the next Executive Committee meeting from November 5th to November 12th due to elections
- Directed TPO staff to contact Howard Tipton regarding the feasibility of rescheduling the next Executive Director Search Committee meeting to coincide with the November 12th Executive Committee meeting
- Approved the draft October 23, 2012 TPO Board agenda with modifications
- Discussed appropriate recognition for outgoing TPO Board members and directed Commissioner Matusick and TPO staff to research options for those serving more than five years; agreed to implement a policy in which those serving less than five years on the TPO Board will receive certificates

The next Executive Committee meeting will be on Monday, November 12, 2012



**Bicycle/Pedestrian Advisory Committee (BPAC)
October 10, 2012
Report to Board**

- **Approved** the minutes of the September 12, 2012 BPAC meeting with minor modifications
- **Recommended Approval** of amended UPWP Task 4.04 (Pedestrian Crosswalk Safety Enforcement Program)
- **Recommended Approval** of the amended Volusia TPO Budget
- **Appointed** additional members to the TIP Subcommittee: Sandra Mason (Flagler Beach) and Nick Mostert (Holly Hill)
- **Received** a presentation on Volusia County Schools Safety Initiatives Program
- **Received** a presentation on Public Bicycle Sharing Programs in South Florida
- **Received** a presentation on FY 2012/13 to FY 2016/17 TIP Amendments

*****The next meeting of the BPAC will be Wednesday, November 14, 2012*****



REPORT TO THE TPO BOARD
ON THE MEETING OF THE CFMPO ALLIANCE
OCTOBER 12, 2012

- Delegation Reports – the Chairman recognized the delegation reports from each of the member organizations included in the agenda.
- FDOT District Reports
 - Ms. Amy Perez provided the Board with an update from District I.
 - Ms. Mary Schoelzel provided an update on District 5 including the announcement of the Work Program Public Hearing scheduled for December 11, 2012 at the District 5 offices.
 - Ms. Alice Gilmartin provided a brief report of Florida Turnpike Enterprise’s activities.
- Action Items
 - The Board approved the meeting minutes for the January 13, 2012 and April 13, 2012 meetings of the CFMPOA.
 - The Board ratified the updated Alliances Interlocal Agreement based on Resolutions provided by all member organizations.
 - The Board approved the meeting schedule for 2013.
 - The Board elected the following officers for 2013: Chair – Mayor Pro-Tem Leigh Matusick, Volusia TPO; Vice-Chair – Commissioner Patrick Huff, Polk TPO; and Secretary – Commissioner Stan McClain, Ocala-Marion TPO.
- Presentations / Discussion
 - Mr. Gary Huttman from Metroplan Orlando provided an update on the multi-county freight study currently underway.
 - Ms. Lois Bollenback from the Volusia TPO provided an overview of the highway elements of Moving Ahead for Progress in the 21st Century Act (MAP-21) and Mr. Don Emerson from Parsons Brinkerhoff presented an overview of the transit related elements.
 - Mr. T.J. Fish from the Lake-Sumter MPO discussed Transportation Alternatives funding and the possible use of funds on a regional basis to complete regional trail projects. The Board directed MPO/TPO staff directors to outline a program for the January meeting of the CFMPOA.
 - Mr. Harold Barley from Metroplan Orlando provided an update of the Regional Transportation Funding Task Force including a proposal to advance a regional values survey. A brief discussion of funding and legislative issues was also provided, however, detailed presentations were delayed.

THE NEXT MEETING OF THE CENTRAL FLORIDA MPO ALLIANCE WILL BE FRIDAY, JANUARY 11, 2013 IN THE METROPLAN ORLANDO BOARD ROOM.

Volusia TPO Representatives on the CFMPOA Board:

- DeLand Mayor Pro Tem Leigh Matusick (excused)
- County Council Member Pat Northey (present)
- Edgewater City Commissioner Gene Emter (present)





Bylaws Subcommittee Report October 1, 2012

- Discussed the role of the Bylaws Subcommittee
- Discussed the extent to which the bylaws should define subcommittees and whether the Executive Director Search Committee should be defined in a separate section
- Directed TPO staff to compile the bylaws from other MPOs in Florida for reference as well as sample strategies and/or policies used for Executive Director searches
- Discussed inviting the city of Palm Coast to the next Bylaws Subcommittee to provide input in drafting changes to the TPO Bylaws
- Agreed to set the next Bylaws Subcommittee meeting after elections but prior to Thanksgiving

BM&C

BRENT MILLIKAN & COMPANY, P.A.
CERTIFIED PUBLIC ACCOUNTANTS

September 25, 2012

To the Board of Directors of
Volusia Transportation Planning Organization
Daytona Beach, Florida

We have audited the financial statements of the governmental activities and each major fund of Volusia Transportation Planning Organization for the year ended June 30, 2012. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and, if applicable, *Government Auditing Standards* and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 12, 2012. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Volusia Transportation Planning Organization are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2012, except for the change in accounting for long-term compensated absence liabilities, as described in Note 17 to the financial statements. Governmental fund liabilities totaling \$40,851 (representing the cumulative effect of the accounting change at the beginning of the fiscal year) were transferred to the long-term debt account group and will continue to be reported in the entity-wide financial statements. There was no financial effect associated with this change to the entity-wide statement of net assets.

We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the organization's financial statements follow:

- Management's estimate of the allowance for doubtful accounts is based on historical revenues, historical loss levels, and an analysis of the collectability of individual accounts. We evaluated the key factors and assumptions used to develop the allowance in determining that it is reasonable in relation to the financial statements taken as a whole.

To the Board of Directors of
Volusia Transportation Planning Organization
September 25, 2012
Page 2

- Management's estimate of unpaid compensatory personal leave time payable is based on credits earned and used throughout the year, all of which are estimated at the end of the fiscal year based on individual employees' credited time and current payroll rates. We evaluated the key factors and assumptions used to develop the estimated liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements was the disclosure of cash and investments in Note 4 to the financial statements concerning the organization's status of funds subject to FDIC insurance and other collateralized funds.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated September 25, 2012.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

To the Board of Directors of
Volusia Transportation Planning Organization
September 25, 2012
Page 3

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. At the onset of our engagement, we also presented management with our formal audit plan and we discussed the following matters:

- Communications with Those Charged with Governance
- Audit Plan
- Audit Deliverables
- Summary of Fees
- Service Team and Responsibilities
- Timetable
- Most Recent Peer Review Report

These discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Directors and management of Volusia Transportation Planning Organization and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Brent Milliken & Co., P.A.

MEETING SUMMARY
(TPO BOARD)
OCTOBER 23, 2012

VI. ACTION ITEMS

A. REVIEW AND APPROVAL OF RESOLUTION 2012-25 AMENDING THE FY 2012/13 – 2016/17 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Background Information:

The Volusia TPO has identified funding in its XU Set-Aside for Traffic Operations/ITS/Safety projects and Bicycle/Pedestrian projects that are available for programming in the current fiscal year (FY 2012/13). Volusia TPO staff met with FDOT staff to program the projects included in this amendment using the adopted project priority lists. Projects were selected based on their readiness for programming in the current fiscal year (i.e., match commitments have been received, no serious unresolved issues exist and the available funds are sufficient to fully cover a complete phase).

ACTION REQUESTED:

MOTION TO APPROVE REVIEW AND APPROVAL OF RESOLUTION 2012-25 AMENDING THE FY 2012/13 – 2016/17 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2012-25

RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2012/13 TO FY 2016/17 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

WHEREAS, the Volusia 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 the cities of Beverly Beach and Flagler Beach in Flagler County; 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 Volusia TPO shall annually endorse and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324, among which is the Transportation Improvement Program (TIP); and

WHEREAS, the Volusia TPO's adopted TIP is required to be consistent with the Florida Department of Transportation's adopted Five-Year Work Program; and

WHEREAS, the Florida Department of Transportation has programmed additional projects and/or project phases in the Five-Year Work Program which must now be added to the TIP for consistency.

NOW, THEREFORE, BE IT RESOLVED, by the Volusia TPO that the:

1. Volusia TPO's FY 2012/13 to FY 2016/17 TIP is hereby amended by adding new projects and/or project phases as shown in Attachment A, attached hereto and made a part of this resolution; and the
2. Chairman of the Volusia TPO (or his designee) is hereby authorized and directed to submit the FY 2012/13 to FY 2016/17 TIP as amended to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation);
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and the
 - d. Federal Aviation Administration (FAA) (through the Orlando Airport District Office).

Volusia TPO
Resolution 2012-25
Page 2

DONE AND RESOLVED at the regular meeting of the Volusia TPO held on the 23rd day of October 2012.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

CITY OF DAYTONA BEACH, COMMISSIONER ROBERT GILLILAND
CHAIRMAN, VOLUSIA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia TPO held on October 23, 2012.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

ATTACHMENT “A”

Resolution 2012-25

**Amending the
FY 2012/13 to FY 2016/17
Transportation Improvement Program (TIP)**

October 23, 2012



Section V - Traffic Operations, ITS & Safety Projects

Candidate-2012-3

SR 40 Adaptive traffic signal control system

Non-SIS



Work Summary: TRAFFIC CONTROL DEVICES/SYSTEM

From: Main Trail

To: Tymber Creek Road

Trans System: NON-INTRASTATE STATE HIGHWAY

Jursidiction: City of Ormond Beach

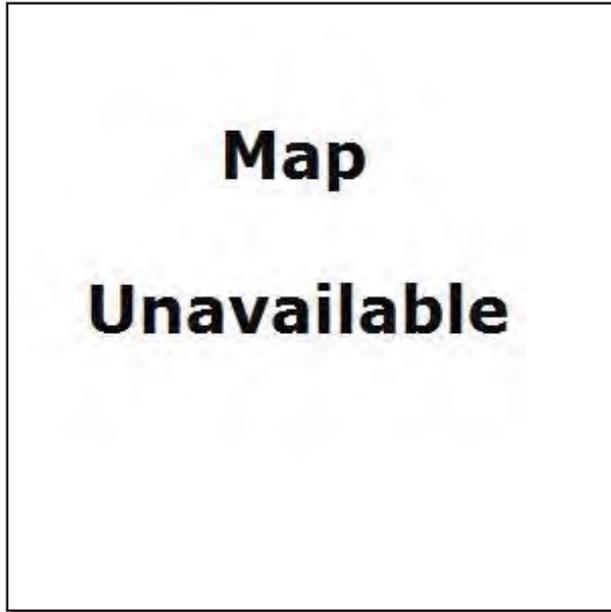
Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST	XU (SU)	401,223	0	0	0	0	401,223
CST	LF	44,580	0	0	0	0	44,580
Total		445,803	0	0	0	0	445,803

Project Description: Implement an adaptive traffic signal control system on SR 40 from Main Trail to Tymber Creek Road. Total project cost is \$445,803.

Candidate-2012-4

City of New Smyrna Beach Traffic Signal Preemption

Non-SIS



Work Summary: TRAFFIC CONTROL DEVICES/SYSTEM **From:** City-wide

To:

Trans System: NON-SYSTEM SPECIFIC **Jursidiction:** City of New Smyrna Beach

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST	XU (SU)	181,249	0	0	0	0	181,249
CST	LF	20,139	0	0	0	0	20,139
Total		201,388	0	0	0	0	201,388

Project Description: Install traffic preemption equipment on twenty-three traffic lights within the New Smyrna Beach City limits. Total project cost is \$201,388.

Candidate-2012-5

LED Traffic Signal Replacement - Daytona Beach

Non-SIS



Work Summary: TRAFFIC CONTROL DEVICES/SYSTEM **From:** City-wide
To:
Trans System: NON-SYSTEM SPECIFIC **Jursidiction:** City of Daytona Beach

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST	XU (SU)	101,306	0	0	0	0	101,306
CST	LF	75,313	0	0	0	0	75,313
Total		176,619	0	0	0	0	176,619

Project Description:

The City of Daytona Beach is requesting to upgrade 42 traffic control signals to energy efficient LEDs. This would complete the conversion of the City's 100 traffic control signals to LEDs. Total project cost is \$176,619.

Candidate-2012-6

LED Traffic Signal Replacement - DeLand

Non-SIS



Work Summary:		TRAFFIC CONTROL DEVICES/SYSTEM		From:	City-wide		
Trans System:		NON-SYSTEM SPECIFIC		To:			
				Jursidiction:	City of DeLand		

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST	XU (SU)	63,000	0	0	0	0	63,000
CST	LF	7,000	0	0	0	0	7,000
Total		70,000	0	0	0	0	70,000

Project Description:

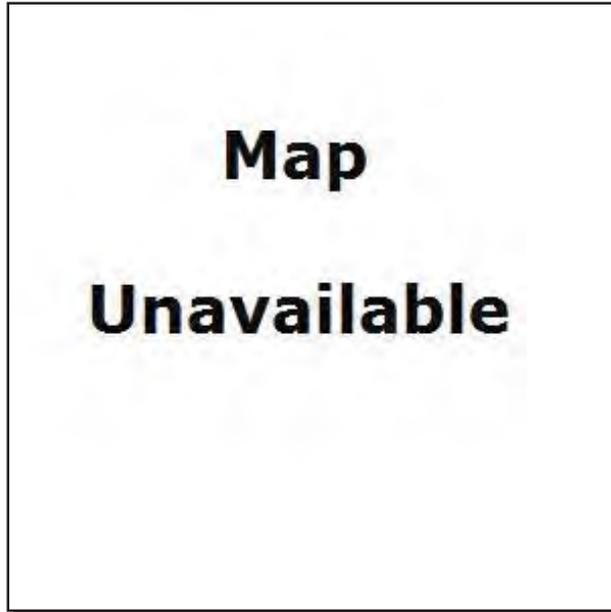
Change out existing traffic signal heads to lower wattage LED traffic signal heads. There are 14 intersections identified by Volusia County that need to be converted. Total project cost is \$70,000.

Section VIII - Bicycle, Pedestrian & Enhancement Projects

4302172

Alabama Av Multi-Use Trail - Minnesota to US 92

Non-SIS



Work Summary: BIKE PATH/TRAIL **From:** Minnesota Av
To: US 92
Trans System: OFF STATE HWY SYS/OFF FED SYS **Jursidiction:** City of DeLand

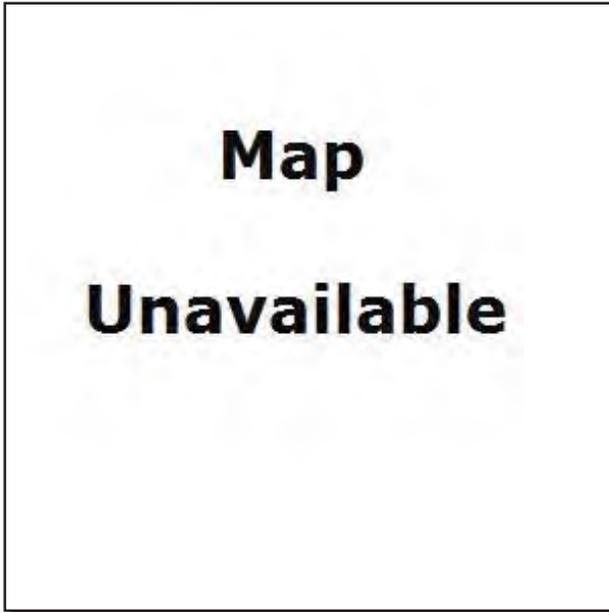
Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST	XU (SU)	675,000	0	0	0	0	675,000
CST	LF	75,000	0	0	0	0	75,000
Total		750,000	0	0	0	0	750,000

Project Description: Construct a multi-use trail, with a preferred width of 12 ft., along Garfield Avenue from an existing trail on US 92 to Minnesota Avenue. Funding for construction has not yet been identified. A related project, FM# 4302171, addresses the construction of a trail segment from the existing trail on US 92, northward along Marsh Road, to the Sperling Sports Complex. Total project cost is \$900,000 including \$150,000 design costs in FY 2011/2012.

4302281

Herbert Street Sidewalk - Southside

Non-SIS



Work Summary: SIDEWALK **From:** Golden Gate Dr
To: SR 5A (Nova Rd)
Trans System: OFF STATE HWY SYS/OFF FED SYS **Jursidiction:** City of Port Orange

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST	XU (SU)	173,739	0	0	0	0	173,739
CST	LF	19,304	0	0	0	0	19,304
Total		193,043	0	0	0	0	193,043

Project Description:

The project is to complete the sidewalk within the existing gap along the south side of Herbert Street from Golden Gate Drive (opposite the entrance to Silver Sands Middle School) to SR 5A (Nova Rd). Project length: approx. 3,000 ft. Total project cost is \$ 209,043 including \$16,000 in design costs in FY 2011/2012.

4302341

Highbanks Road Sidewalk (North Side)

Non-SIS



Work Summary: SIDEWALK **From:** Donald Smith Boulevard

To: Rob Sullivan Park

Trans System: OFF STATE HWY
SYS/OFF FED SYS

Jursidiction: City of DeBary

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST	XU (SU)	178,200	0	0	0	0	178,200
CST	LF	21,384	0	0	0	0	21,384
Total		199,584	0	0	0	0	199,584

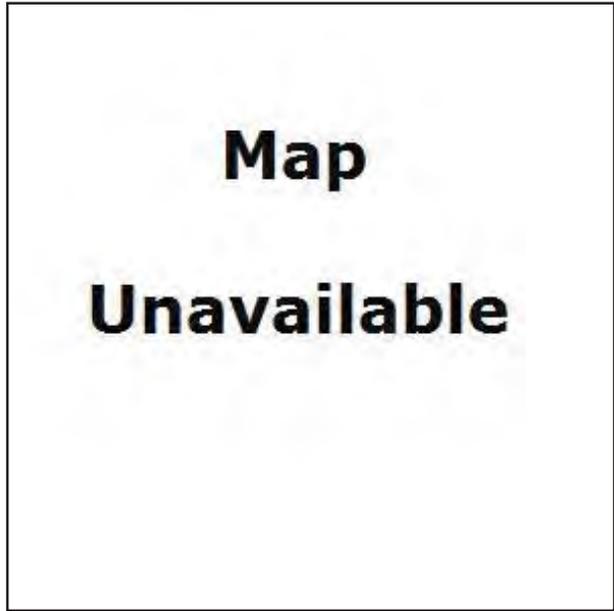
Project Description:

Replace existing 5-ft wide sidewalk along the north side of Highbanks Road between Donald Smith Boulevard and Rob Sullivan Park with a new 8-ft wide sidewalk.
Total project cost is \$211,083 including \$11,500 design costs in FY 2011/2012.

4302351

Acadian Drive Sidewalk

Non-SIS



Work Summary: SIDEWALK **From:** Providence Blvd
To: Elkcam Blvd
Trans System: OFF STATE HWY SYS/OFF FED SYS **Jursidiction:** City of Deltona

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST	XU (SU)	40,500	0	0	0	0	40,500
CST	LF	4,500	0	0	0	0	4,500
Total		45,000	0	0	0	0	45,000

Project Description: Construct new sidewalk along Acadian Drive between Providence Boulevard and Elkcam Boulevard. Total project cost is \$ 61,500 including \$16,500 design costs in FY 2011/2012.

MEETING SUMMARY
(TPO BOARD)
OCTOBER 23, 2012

VI. ACTION ITEMS

B. REVIEW AND APPROVAL OF RESOLUTION 2012-26 AMENDING THE FY 2012/13 UNIFIED PLANNING WORK PROGRAM (UPWP) TO ACCOMMODATE PEDESTRIAN SAFETY LAW ENFORCEMENT TRAINING GRANT

Background Information:

The objective of Unified Planning Work Program (UPWP) Task 4.04 is to work with member local governments, law enforcement agencies and the Center for Education and Research in Safety to increase awareness of pedestrian safety and enforcement of Florida's Traffic Laws. This is the second phase of a program started earlier this year to encourage motorists to yield to pedestrians in crosswalks and to encourage pedestrians to use crosswalks. The Florida Department of Transportation Safety Office has awarded the Volusia TPO \$52,500 in Highway Safety Funds for the current fiscal year.

ACTION REQUESTED:

MOTION TO APPROVE RESOLUTION 2012-26 AMENDING THE FY 2012/13 UNIFIED PLANNING WORK PROGRAM (UPWP) TO ACCOMMODATE PEDESTRIAN SAFETY LAW ENFORCEMENT TRAINING GRANT

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2012-26

RESOLUTION OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2012/13 UNIFIED PLANNING WORK PROGRAM (UPWP) TO ACCOMMODATE ADDITIONAL FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) HIGHWAY SAFETY FUNDS

WHEREAS, the Volusia 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 the cities of Beverly Beach and Flagler Beach in Flagler County; 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 preparation of a Unified Planning Work Program (UPWP) is a necessary and required part of the urban transportation planning and programming process as specified in 23 C.F.R. 450.300 through 450.324; and

WHEREAS, the Volusia TPO's adopted UPWP details the planning initiatives to be undertaken by the TPO; and

WHEREAS, the Volusia TPO developed the two-year UPWP utilizing funding projections provided by FDOT and FHWA; and

WHEREAS, actual federal funding received by the Volusia TPO has varied from the two-year projection;

NOW, THEREFORE, BE IT RESOLVED, by the Volusia TPO that the:

1. Volusia TPO's FY 2012/13 Unified Planning Work Program (UPWP) is hereby amended to accommodate additional FDOT Highway Safety Funds for the Pedestrian Crosswalk Safety Program as indicated in the tables included in "Attachment A"; and the
2. Chairman of the Volusia TPO (or his designee) is hereby authorized and directed to submit the FY 2012/13 and 2013/14 UPWP as amended to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and the
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

Volusia TPO
Resolution 2012-26
Page 2

DONE AND RESOLVED at the regularly convened meeting of the Volusia TPO held on the 23rd day of October 2012.

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

CITY OF DAYTONA BEACH, COMMISSIONER ROBERT GILLILAND
CHAIRMAN, VOLUSIA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia TPO held on October 23, 2012.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
VOLUSIA TRANSPORTATION PLANNING ORGANIZATION

ATTACHMENT “A”

Resolution 2012-26

**amending the
Volusia Transportation Planning Organization
FY 2012/13
Unified Planning Work Program (UPWP)**

October 23, 2012



Task 4.04 -Pedestrian Crosswalk Safety Enforcement Program

Responsible Entity: Volusia Transportation Planning Organization

Total Cost: ~~\$67,964~~ \$15,464

Revenues	FY 2012/13	FY 2013/14	2-Year Total
FHWA PL Funds	\$7,596	\$7,868	\$15,464
Highway Safety Funds	\$52,500	\$0	\$52,500
Total Federal Funds	\$7,596	\$7,868	\$15,464
Total Federal Funds	\$60,096	\$7,868	\$67,964
Total State Funds	\$0	\$0	\$0
Total Funds	\$7,596	\$7,868	\$15,464
Total Funds	\$60,096	\$7,868	\$67,964

Expenditures	FY 2012/13	FY 2013/14	2-Year Total
Salaries	\$4,810	\$4,954	\$9,764
Fringe Benefits	\$1,613	\$1,676	\$3,289
Indirect Expenses	\$1,173	\$1,238	\$2,411
Staff Total	\$7,596	\$7,868	\$15,464
Consultant	\$52,500	\$0	\$52,500
Total Expenses	\$7,596	\$7,868	\$15,464
Total Expenses	\$60,096	\$7,868	\$67,964

Objectives

- To work with member local governments, law enforcement agencies, ~~the VCTST~~ and the Center for Education and Research in Safety (CERS) to increase awareness of pedestrian safety and enforcement of Florida's ~~pedestrian~~-Traffic Laws.

Previous Work

- Pedestrian Safety Enforcement Program, Phase 1.
- Bicycle & Pedestrian School Safety Review Studies.
- Participation in International Walk to School Day Events.
- Participation in White Cane Safety Awareness Day Events.
- Collaboration with Volusia Community Traffic Safety Teams.

Methodology

- Present findings to the TPO Board and committees.
- Prepare a progress report for the TPO Board and committees.
- Increase publicity and focus media attention on pedestrian safety by utilizing news releases and public service announcements.
- Participate in site visits to high crash crosswalk locations.
- Coordinate the installation of signs at intersections and crosswalks to remind motorists of their obligation to yield to pedestrians using crosswalks in cooperation with participating cities ~~the cities of Daytona.~~

- Distribute Pedestrian Law Enforcement flyers, notices and brochures to educate drivers on the magnitude of the pedestrian safety problem in the community.
- Assist in the coordination of street law enforcement operations in cooperation with law enforcement agencies from ~~participating cities Daytona Beach Shores, DeLand, Flagler Beach, Holly Hill and the Volusia Community Traffic Safety Teams.~~
- ~~Beach Shores, DeLand, Flagler Beach and Holly Hill.~~
- Conduct law enforcement training workshops featuring presentations by consultants from the Center for Education and Research in Safety (Dr. J.E. Louis Malenfant and Dr. Ron Van Houten).

End Products

- Reduce the number of crashes involving pedestrians.
- Increase the percentage of motorists yielding to pedestrians.
- Increase motorists awareness of pedestrians.
- Increase awareness of safe pedestrian behaviors.

Timeline: on-going



MEETING SUMMARY
(TPO BOARD)
OCTOBER 23, 2012

VI. ACTION ITEMS

C. REVIEW AND APPROVAL OF AMENDMENT TO THE FY 2012/13 VOLUSIA TPO BUDGET TO ACCOMMODATE PEDESTRIAN SAFETY LAW ENFORCEMENT TRAINING GRANT

Background Information:

The draft Volusia TPO FY 2012/13 Budget with Prior Year Carryover has been amended to include \$52,500 in Highway Safety Funds from the Florida Department of Transportation for the Pedestrian Crosswalk Safety Enforcement Program (UPWP Task 4.04) and is provided with this agenda packet for your review and approval.

ACTION REQUESTED:

MOTION TO APPROVE AMENDMENT TO THE FY 2012/13 VOLUSIA TPO BUDGET TO ACCOMMODATE PEDESTRIAN SAFETY LAW ENFORCEMENT TRAINING GRANT

**Volusia TPO FY 2012-2013 Budget
With Prior Year Carryover
Amended October 23, 2012**

**Volusia TPO FY 2012-2013 Budget
With Prior Year Carryover
Amended August 28, 2012**

	<u>Budget</u> <u>FY 12/13</u>	<u>Amended</u> <u>8/28/2012</u>	<u>Change</u>
<u>REVENUES</u>			
Federal Funds	\$1,812,953	\$1,865,453	\$52,500
State Funds	50,915	50,915	0
Local Funds	162,364	162,364	(0)
Total Revenue	\$2,026,232	\$2,078,732	\$52,500
<u>EXPENDITURES</u>			
Salaries	\$530,254	\$530,254	(\$0)
Fringe Benefits	176,185	176,185	0
Office Supplies	12,500	12,500	0
Postage	13,800	13,800 *	0
Office Expense (Rent, Utilities & Cleaning)	128,959	128,959 *	0
Advertising	4,000	4,000	0
Printing	5,000	5,000	0
Conference, Workshops & Seminar Fees	5,720	5,720	0
Fees	28,600	28,600	0
Dues	1,475	1,475	0
Publications	1,500	1,500	0
Copy Expense	26,500	26,500 *	0
Copy Machine Costs	27,730	27,730	0
Travel Expenses	24,500	24,500	0
Awards Program/Promo	10,500	10,500	0
Special Studies	837,092	837,092	0
Professional Services	109,600	162,100	52,500
Meeting Expense	2,500	2,500	0
Liability, Equipment & Auto Insurance	10,000	10,000	0
Repairs	1,500	1,500	0
Network Costs	26,865	26,865 *	0
Capital Outlay (Computer & Server)	12,000	12,000	0
Software	9,718	9,718 *	0
Telephone	3,628	3,628 *	0
Education	2,750	2,750	0
Contingency	13,356	13,356	0
Total Expenditures	\$2,026,232	\$2,078,732	\$52,500
Excess of revenues over (under) expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

* Include expenses for VCOG which are paid back through Administrative Services Revenues

**Volusia TPO FY 2012-2013 Budget
With Prior Year Carryover**

Revenue Sources

	<u>New FY 2012/2013</u>	<u>Carryover From FY 2011/2012</u>	<u>Totals</u>
Federal Funds			
PL-112 UPWP FY 10/11 & FY 11/12		\$80,000	
PL-112 FY 12/13	\$704,237		
FTA-5303 FY 11/12		28,000	
FTA-5303 FY 12/13	160,716		
XU-Bike Feasibility Studies	100,000		
XU-2040 LRTP (LAP)	390,000		
Pedestrian Safety Improvement	52,500		
XU-Corridor Improvement Program	250,000		
XU-Traffic Operations	100,000		
	<u>\$1,757,453</u>	<u>\$108,000</u>	
			\$1,865,453
State Funds			
FTA-5303 FY 11/12		\$3,500	
FTA-5303 FY 12/13	\$20,090		
TD FY 11/12	27,325		
	<u>\$47,415</u>	<u>\$3,500</u>	
			50,915
Local Funds			
FTA-5303 FY 11/12		\$3,500	
FTA-5303 FY 12/13	\$20,090		
XU-Bike Feasibility Studies	8,500		
XU-Traffic Operations	8,500		
Interest Income	300		
VCOG	40,049		
Member Assessments	53,695		
Copy Machine Revenue	27,730		
	<u>\$158,864</u>	<u>\$3,500</u>	
			162,364
Total	<u><u>\$1,963,732</u></u>	<u><u>\$115,000</u></u>	<u><u>\$2,078,732</u></u>

**Volusia TPO FY 2012-2013 Budget
With Prior Year Carryover**

<u>Network Costs</u>	<u>TPO</u>	<u>VCOG</u>
Server/Workstation Monitoring/Off Site Storage/Spam Block	\$12,852	5,508
Server Installation/Network Repairs	5,000	0
Web Page Annual Fee	600	0
High-speed Internet	2,550	355
	<u>\$21,002</u>	<u>\$5,863</u>
<u>Special Studies</u>		
Community Transportation Study	30,000	
General Planning Studies	12,500	
XU-Bike Feasibility Studies	93,500	
XU-2040 LRTP (LAP)	387,807	
XU-Corridor Improvement Program	219,785	
XU- ITS/Traffic Operations	93,500	
	<u>\$837,092</u>	
<u>Professional Services</u>		
TPO Board Retreat	\$6,000	
Votran - Transit Planning Support - Continuing Contract	20,000	
Votran - Flex Route Service	25,000	
Reapportionment Services	15,000	
Police Training Services	52,500	
Recruitment Services	6,000	
Other Services	4,000	
TIP Website Maintenance	9,600	
Technical Assistance to Small Cities	24,000	
	<u>\$162,100</u>	
<u>Capital Outlay</u>		
Replacement Equipment (Server, workstation & backup)	\$12,000	
	<u>\$12,000</u>	
<u>Software</u>		
Licenses	\$2,000	
New Server Operating System Licenses	7,195	
Other new software	523	
	<u>\$9,718</u>	
<u>Awards Program/Promo</u>		
Bicycle Helmets & Giveaways	\$10,000	
Plaques	500	
	<u>\$10,500</u>	

MEETING SUMMARY
(TPO BOARD)
OCTOBER 23, 2012

VII. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

A. PRESENTATION ON TRANSPORTATION FUNDING TASK FORCE MARKET RESEARCH SURVEY

Background Information:

The Volusia TPO is represented on the Regional Transportation Funding Task Force, a group that has been discussing transportation funding issues throughout Central Florida (Volusia County government also has representation on the Task Force). In February 2011, the group received a presentation from Dr. Dee Allsop of Heart + Mind Strategies, a research-based strategic consulting firm that specializes in conducting the research needed to understand how stakeholders think and feel about important issues. Subsequently, a proposal was developed to advance a regional values study.

Ms. Virginia Lewis Whittington from Metroplan Orlando and Ms. Shelley Lauten from myregion.org will present the study proposal that has been developed in partnership with other organizations throughout the region.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

Market Research:

Understanding the Values and Priorities
of Central Floridians

Proposal

Submitted by:

Shelley Lauten
President
myregion.org

In coordination with:

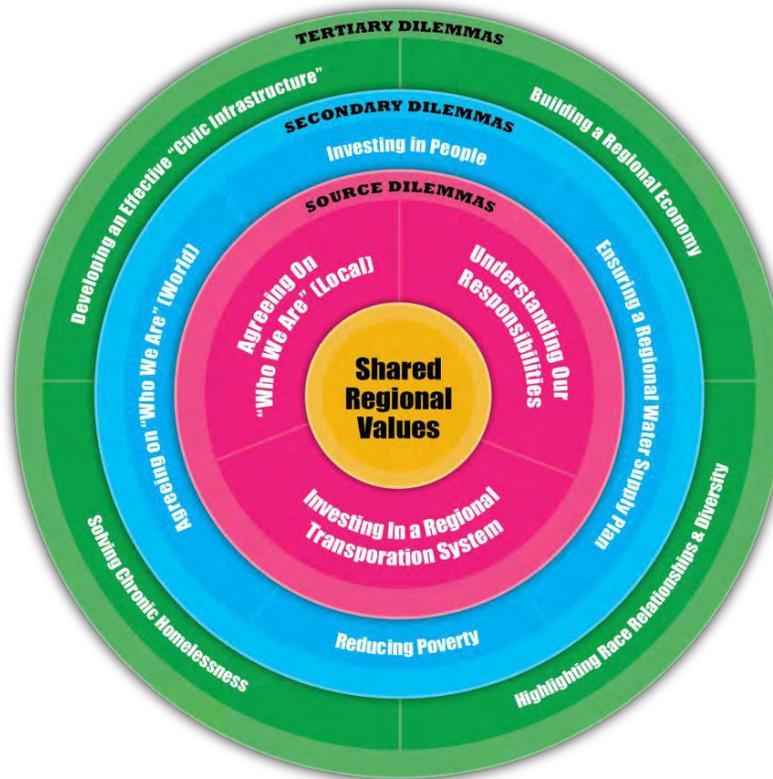
Dee Allsop, Ph.D.
CEO and Managing Partner
Heart+Mind Strategies



Central Florida Market Research And Public Engagement

Background

In March 2012, leaders from 29 community-based organizations hosted a “Regional Gathering” for 150 community leaders to analyze 10 regional issues and determine how best to work together to impact Central Florida’s global competitiveness and quality of life. Using a qualitative method, these 10 issues (below) were compared to one another to determine which of the issues, if addressed by the region as a whole, would have the greatest impact(s) on advancing and addressing the other issues.



Three issues were determined to be “Source Dilemmas” that, if addressed collectively, will be able to create exponential leverage, helping to address the other regional issues:

- Agreeing on “Who We Are”
- Understanding our Corporate, Civic and Individual Responsibilities
- Investing in a Regional Transportation System

Each of these issues, prior to the “Regional Gathering,” was being addressed by different regional entities:

- **Agreeing on “Who We Are”**

Staff and volunteers from the Metro-Orlando Economic Development Commission, Visit Orlando and *Central Florida Partnership* have been working together to organize a project to positively impact the internal psyche and external perception of our region, to better understand and build our brand essence.

- **Understanding our Corporate, Civic and Individual Responsibilities**

The Community Foundation of Central Florida, Inc., has a clear mission to build the region’s social capital through philanthropic efforts, and this topic is core to the organizational mission.

- **Investing in a Regional Transportation System**

MetroPlan Orlando’s Transportation Funding Task Force has been studying “Best Practices” and identifying potential sources for funding our most critical regional transportation needs.

Imagine the power of collaboration if these organizations, representing the business, independent and government sectors, could link their efforts, as recommended at the “Regional Gathering,” to address these three issues as a “collective whole,” to have a shared impact not only on these three issues, but also to have a “cascade effect” on other regional issues identified as critical to Central Florida’s long-term success.

Imagine if we were able to identify, clarify and focus the attention of the general public and regional leaders in Central Florida around the region’s most significant issues and priorities.

What could we accomplish?

Recommended Next Steps: Market Research and Public Engagement

Different from market research done for a private organization, market research done to move a region’s citizens to take action (i.e. determine their responsibilities or invest in a regional transportation system) requires a more complicated and comprehensive process.

The leaders who organized the “Regional Gathering” asked staff of *myregion.org* to analyze the civic process undertaken in some of Central Florida’s most comprehensive and successful regional efforts, when citizens and leaders have been asked to take action (i.e. *How Shall We Grow? SunRail*, the University of Central Florida College of Medicine, and the Community Venues, to name a few).

What were the critical success factors necessary to reach regional consensus? The following Six Steps of “Civic Innovation” were present in Central Florida’s successful regional initiatives:

- 1) **Identifying and Defining the Civic Issue**, including agreement from the key stakeholders and organizations responsible for implementing any actions.
- 2) **Researching** what the region’s citizens and leaders (the market) already understands and values about the civic issue.
- 3) **Reconvening Stakeholders and Leaders** to review research and reach consensus on the research results.
- 4) **Engaging the Community** with the results of the research; testing and adjusting the research results based on feedback from the community.
- 5) **Developing and Implementing an Action Plan**, based on the research and the community feedback.
- 6) **Monitoring and Communicating Progress** to stakeholders and citizens.

To leverage resources and ensure a coordinated effort, *myregion.org* is recommending a Market Research and Public Engagement Process that will address the first four steps of the process, and aid the key stakeholders and “owners” of the three source dilemmas with the research and data necessary to craft a successful implementation plan.

Nearly eight years ago, the Executive Board of *myregion.org* commissioned market research to better understand what citizens in Central Florida valued about growth. This research was used to involve and engage citizens and to aid local governments and regional entities in shaping new policies and approaches to achieving a shared regional vision of growth.

Leveraging the existing information from this early research, *myregion.org* proposes commissioning updated market research to better understand what has changed over the last decade, and what citizens understand and value, as the region considers who we are, what are our responsibilities and how we invest in a regional transportation system.

The Heart+Mind Strategies group, led by Dr. Dee Allsop, would provide the market research, supported by *myregion.org* staff who will coordinate the project management and community outreach with key stakeholders and citizens.

The primary objectives of this initiative include:

1. Update the *Envisioning the Future of Central Florida* (2005) research to determine if/how the values of Central Floridians have changed materially over the last decade and to identify specific priorities and motivations relating to the Central Florida region.
2. Discover the features and attributes of life in Central Florida that most impact quality of life, opportunity, and regional prosperity.
3. Explore specific issues and priorities identified in the earlier values work as well as emergent priorities identified by regional leaders:
 - ***Agreeing on “Who We Are”***
 - ***Understanding Our Responsibilities***
 - ***Investing in a Regional Transportation System***
4. Understand the hearts and minds of the people as they relate to the issues above—how they think about these issues and what they see as the possible solutions and most in line with their values and priorities.
5. Explore potential funding approaches for high priority issues. For example, what solutions are most needed and what funding approaches and mechanism would best align with public values to support the Regional Transportation System priority identified by regional leaders?
6. Working together, ***myregion.org*** and Heart+Mind Strategies will organize and implement a regional rollout to engage and educate leaders and citizens regarding the learnings and insights from the market research.
7. Coordinate specifically with chairs and volunteer leaders of the regional organizations tasked with developing implementation strategies.

The following proposal is designed to meet these objectives while leveraging the resources and learnings from the original effort in 2005.

myregion.org and Heart+Mind Strategies will work together throughout all phases of the project. During the first three phases, ***myregion.org*** will play a support role working with regional leaders and Heart+Mind Strategies to frame the issues and execute the research. During the last two phases of the work, Heart+Mind Strategies will play a support role to ***myregion.org*** during the regional rollout and task force values assimilation. Working together, ***myregion.org*** and Heart+Mind Strategies will ensure that the core learnings and benefits of the regional values and priorities update are accessible and useful to cities, towns, counties, and regional and community organizations throughout the seven-county Central Florida region.

Phase 1: Stakeholder Engagement and Project Organization

Much has changed over the last several years. Cities and towns in the region have developed new plans and strategies to guide their actions. Business leaders are constantly updating and pursuing business plans to help them be successful during these difficult times. New infrastructure initiatives are underway and entire new developments and business centers are being constructed.

myregion.org and the leaders of the region have been meeting and working together on a host of key issues. The recent “Regional Gathering” has further helped to focus energy around the source dilemmas:

- ***Agreeing on “Who We Are”***
- ***Understanding Our Responsibilities***
- ***Investing in a Regional Transportation System***

In addition to updating the original research, this research will delve into these specific issues at a much deeper level. To guide the market research update, as a first phase to this initiative, we will work with the leaders and other key stakeholders connected to the three special areas of emphasis (the source dilemmas) to agree upon project goals and objectives.

Meetings and interviews with key leaders will help in the design of Phase 2 and Phase 3 to ensure that findings and insights are generated to help the work in these areas to move forward.

Phase 2: Values and Priorities Advanced Strategy Online (ASO) Exploration (Qualitative Research)

The second phase of research is exploratory in nature, unearthing new attributes and benefits relevant to the quality of life in Central Florida and what makes Central Florida a great place to locate a business. This phase will also identify new challenges facing the region in an approach that allows for brainstorming desired resolutions. It is designed to elicit not just what has changed, but why. We recommend an online qualitative tool, Advanced Strategy Online (ASO), developed by Heart+Mind Strategies, to facilitate this phase of research.

This tool has been used in regional visioning, strategic planning, branding, and communications for more than 10 years. In fact, the 2005 *Envisioning the Future of Central Florida* research was one of the first regional visioning projects in the nation to benefit from the ASO technology.

ASO is a dynamic online qualitative process that allows large groups of participants to collaborate electronically and anonymously around a set of discussion questions and build group consensus.

In ASO sessions, a professionally trained facilitator leads participants through discussion questions and applications customized for our strategic planning efforts. These sessions can take place in person with a group coming together at one location or can take place online in which participants join the session from the convenience of their home or office.

The tool is capable of facilitating a broad range of electronic activities such as brainstorming, idea categorization and prioritization, voting, short surveys, and topical commentary. The volume of feedback is tremendous and there are no limits to how many people can provide ideas at one time (unlike a focus group or most other qualitative techniques). Additionally, because the session occurs entirely online, it easily accommodates participants from diverse geographic locations—such as the seven county spread in Central Florida.



We will also use the special capabilities of ASO to help address each of the source problems identified by regional leaders:

- ***Agreeing on “Who We Are:”*** One session will be dedicated to developing a better understanding of the underlying factors that make Central Florida such a great place for locating and expanding business. This session will include business decision makers responsible for relocating to Central Florida.
- ***Understanding Our Responsibilities:*** One session will bring together regional, civic and community engagement leaders to help identify and explore the core issues relating to understanding our responsibilities.
- ***Investing in a Regional Transportation System:*** One session will focus on regional transportation priorities and funding possibilities. Regional transportation, business, and citizen leaders will be brought together to provide feedback and direction to design an approach and communications strategy to build support and funding for transportation in Central Florida.

Values and Priorities ASO Exploration Specifications

- 4 ASO Sessions
 - Each session to last 1.5 to 2 hours
 - Minimum of 25 recruits
 - Representation from across the region: Brevard, Lake, Orange, Osceola, Polk, Seminole and Volusia Counties
 - **Values Update**
 - Recruits to represent a mix of residents by county, gender, age, income, and household size
 - **Agreeing on “Who We Are”**
 - Recruits coming from business leaders who have come to the region in the last three years bringing new jobs and commerce
 - **Understanding Our Responsibilities:**
 - Recruits coming from regional civic and community engagement leaders
 - **Investing in a Regional Transportation System:**
 - Recruits coming from regional transportation, business, and citizen leaders

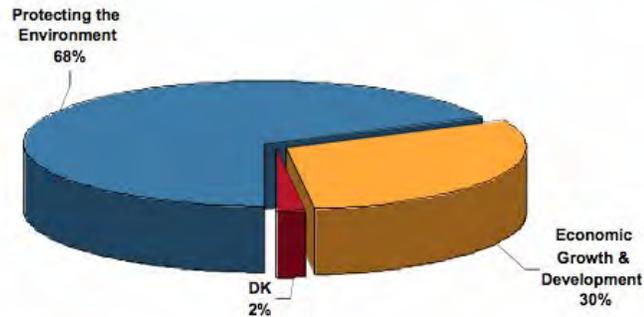
Phase 3: Values and Priorities Survey (Quantitative Research)

Once the exploration is complete and new issues, attributes, and/or concerns are identified, it will be important to recalibrate the weight of the values orientations that were originally mapped in the 2005 Envisioning the Future of Central Florida Research. Moreover, the Values and Priorities Survey will allow us to gauge the relative strength of possible solution choices.

One of the most powerful components of the values approach is the enduring nature of personal values. For example, we fully expect the three foundational value pillars—nature and the outdoors, safe and secure communities, and education—to still be very important. However, it would not be surprising to see emergent issues and priorities in light of the significant changes in Central Florida.

For example, Floridians have historically placed a much higher importance on protecting the environment compared to economic growth. It will be interesting to see how attitudes have changed in light of the recession in recent years, and the impact these changes have on residents’ priorities, attitudes toward growth, and the types of trade-offs they are willing to accept.

2005 Envisioning the Future of Central Florida



What would you say is more important to Central Florida?

We recommend a quantitative survey to understand and measure such changes.

Values and Priorities Survey Specifications

- 1,000 completes, online
 - General public residents (ages 18+) of Brevard, Lake, Orange, Osceola, Polk, Seminole, and Volusia counties
- Representative sample of key demographics such as gender, age, income, and ethnicity
- Survey to be 18-20 minutes long, with up to three open-ended questions for coding
- Survey to focus specific questionnaire modules on the source problems

Phase 4: Public Engagement

Once the research is complete, **myregion.org** will begin the work of sharing the findings and insights with the community. Real benefit will come from the regional values research when regional organizations understand the values and priorities of the people in the region and are able to modify and adjust their programs and communications to reflect them. Heart+Mind Strategies will participate and support the regional rollout.

There are numerous organizations, boards, cities, towns, and other groups that will be involved in the **myregion.org** regional results rollout. Working with an identified steering committee, **myregion.org** will organize and implement a project rollout plan to engage and educate 5,000 to 10,000 citizens and leaders on the results of the values and priorities survey. Heart+Mind Strategies will take part in a

few of these results sharing meetings and briefings with the intention of helping to ensure that the presentations and materials are useful and effective to regional leaders and organizations.

Public Engagement Specifications

- Public presentations to civic, business and government organizations in seven counties
- Development and execution of social and traditional media plan
- Development of editorial content for use by media, organization newsletters, etc.
- On-line surveys and other opportunities for community participation
- Heart+Mind Strategies will coordinate with **myregion.org** staff in the preparation of presentations and materials to support the rollout meetings, briefings, web postings, etc.
- Heart+Mind Strategies will provide ongoing support and consultation for **myregion.org** throughout the rollout period

Phase 5: Task Force Application and Implementation

Key benefactors of the *Values and Priorities Survey* will be the regional stakeholders focusing on:

- ***Agreeing on “Who We Are”***
- ***Understanding Our Responsibilities***
- ***Investing in a Regional Transportation System***

Upon completion of the values research, Heart+Mind Strategies and **myregion.org** will work with these key stakeholders to develop an implementation strategy that integrates, supports and leverages the findings of the values and priorities study.

Heart+Mind Strategies will coordinate with **myregion.org** and these key stakeholders to capture and apply the key findings and insights of the work into their planning, strategy, and efforts. This will include briefings and work sessions with the task forces to ensure they understand the strategic implications of the values research and survey as it applies to their issues. It will also include values-based communications architecture for effective messaging to the public on their key issue. Moreover, it will include audience-targeting priorities for building public support for their initiatives.

Further, Heart+Mind Strategies will provide its extensive brand strategy and positioning expertise to work with those stakeholders focusing on the regional brand to help in their efforts to create a brand position and communications strategy to promote the region.

It is important to note that successful branding of the region will depend on many things. Most critically, successful regional branding will be built on the true features of the region most valued and treasured by the *people* of the region which are also recognized and prized by *business owners and leaders* looking for a great place to live and do business. Heart+Mind Strategies will work up-front, during, and after to ensure the research is designed, executed, and applied in a way that supports that effort. Ultimately, however, such a branding effort will need to conduct marketing research with business owner and leader prospects to ensure that the strategy will be built on their preferences and priorities. Given that the effort outlined here will include an ASO session with business owner and leaders who have recently made the decision to come to Central Florida, we are confident there will be significant and important learnings that would guide future possible marketing efforts with prospects and provide preliminary direction for effective branding and promotion.

Source Problem Stakeholder Application and Implementation Specifications

- **myregion.org** and Heart+Mind Strategies will meet with and collaborate with each of the source dilemma stakeholder groups to assimilate the key learnings from the values and priorities study and facilitate action and implementation planning
- Heart+Mind Strategies will provide values-based communications architecture for effective messaging for the regional transportation stakeholder group.
- Heart+Mind Strategies will provide audience-targeting priorities for the regional transportation stakeholder group.

Timing

Upon approval to proceed, we will prepare a detailed timeline for review. In the meantime, the following table outlines an estimated timeline of our approach:

	1	2	3	4	5	6	7	8	9	10
Phase 1: Kick-Off and Framing										
Meetings/Interviews										
Phase 2: Values and Priorities ASO Exploration										
Recruiting										
Draft Discussion Guide										
Conduct Sessions										
Interim Report of Key Findings										
Phase 3: Values and Priorities Survey										
Update Questionnaire										
Program/Test Survey										
Field Survey										
Analysis and Reporting										
TOTAL TIME	10 weeks									
Phase 4: Public Engagement (actual timing will be developed in partnership with Project Steering Committee input)										
Phase 5: Task Force Application and Implementation (actual timing will be developed in partnership with the "Source Dilemma" Task Forces)										
TOTAL TIME	Ongoing over period of 20-24 weeks after completion of the Values & Priorities Survey									

Budget

The following includes the cost of all professional time and services outlined in this proposal.

	Heart+Mind Research	myregion.org Program Management & Public Engagement
Phase 1: Kick-Off and Framing	\$9,100	\$40,500
Phase 2: Values and Priorities ASO Exploration	\$98,600	
Phase 3: Values and Priorities Survey	\$57,700	\$80,000
Phase 4: Public Engagement	\$16,600	
Phase 5: Stakeholder Application & Implementation	\$28,100	\$55,000
SUB-TOTAL	\$210,100	\$175,500
Total Cost: Research & Community Outreach		\$385,600

Recommended Shared Cost

It is recommended that the cost of the research and public engagement be shared by the “owners” of each of the source dilemmas:

Dilemma	Recommended Owners	Recommended “Cost Share”
Agreeing on “Who We Are”	Metro-Orlando EDC Visit Orlando Central Florida Partnership	\$128,600
Understanding our Corporate, Civic and Individual Responsibilities	Community Foundation of Central Florida, Inc.	\$128,500
Investing in a Regional Transportation System	Central Florida Transportation Agencies	\$128,500
Total Recommended Shared Cost:		\$385,600

Project Staff

Dee Allsop, Ph.D., CEO and Managing Partner

Heart+Mind Strategies, Inc.

Project Role: Client and Account Management

Formerly Chairman and CEO of WirthlinWorldwide and President of Harris Interactive Solutions Groups, Dee currently is CEO and Managing Partner of Heart+Mind Strategies. Over his 30-year career, Dee has had experience providing results-oriented brand and communications strategies for some of the world's largest companies and organizations, including the largest automobile manufacturer, largest aerospace manufacturer, largest hotel and lodging chain, and largest chemical company, among many others.

Dee's research and consulting expertise covers a broad range, including advertising research, crisis communications, values marketing, ingredient branding, new product launches, brand line extensions, issues marketing, political campaigns, employee research, customer satisfaction, tracking studies, concept testing, brand essence research, brand critical standards, brand equity tracking, event marketing, sponsorship, logo and naming strategies, and corporate reputation. Dee conceived and developed the Corporate Image Modeling Analysis (CIMA™) technique to assess the determinants of the major components of corporate image as well as their impact on each other.

In addition to consulting with corporate boards, Dee is a frequent speaker on current events, science and the environment, industry branding campaigns, and values-based communications. He served on the Quality Growth Commission of one of the country's fastest growing states. He has been leading values-based research initiatives across the country for more than a decade to help cities, regions, and states plan for future growth.

From 1986 to 1988, Dee directed the public opinion research program for the White House. The program included positioning focus groups, speech PulseLine™ assessments, large-scale monthly telephone surveys, frequent rapid turn-around "brushfire" surveys, plus daily tracking during times of crisis.

In 2000 the American Association of Political Consultants honored Dee as "Pollster of the Year." That same year, Dee received the Advertising Research Foundation's David Ogilvy award for his work in developing the communications strategy for "The New Steel" industry campaign. Dee was recognized again with a David Ogilvy award in 2007.

Dee has a strong academic background in quantitative survey research and advanced statistical analysis. Dee is a graduate of Brigham Young University and holds both a M.A. and a Ph.D. in Political Science from The Ohio State University, where he was active in teaching, writing, and survey research.

Other projects include:

- Envision Utah
- Tampa Bay Partnership
- ***myregion.org***
- Envision Laie (Oahu, Hawaii)
- Superstition Vistas (Superstition, Arizona)
- Building the Wyoming We Want
- The San Diego Foundation (Malin Burham Institute)
- Rio Tinto (Superior, Arizona)
- Florida Century Commission
- American Petroleum Institute's industry communications initiatives
- American Plastics Council's national industry image campaign
- Mobil's global positioning campaign, "Energy to Make a Difference"

Shelley Lauten, President
myregion.org

Shelley Lauten is President of *myregion.org*, a business unit of the *Central Florida Partnership*. Formed in 1999 to serve as a catalyst for Central Florida's individuals, organizations, businesses, and governments to act together in making the region globally competitive, *myregion.org* has gained state and national recognition for its groundbreaking work—including the first-ever *Central Florida Regional SourceBook*, a strategic framework for regional collaboration throughout the seven-county region, along with a library of original research completed with key community partners, including: *The Central Florida Regional Indicators Report*, *Penn Design Central Florida*, *Central Florida Values Study*, *Naturally Central Florida – Fitting the Pieces Together*, and *The Central Florida Social Capital Survey* bringing contemporary and meaningful research to important regional issues. Shelley is especially proud of "*How Shall We Grow?*", an initiative involving over 20,000 citizens and resulting in a Regional Growth Vision for Central Florida.

Recent projects of *myregion.org* include the publication of "*Where in the World Are We—A 2009 Progress Report for Central Florida*, (which was recently selected as an "International Best Practice of Regional Indicators" by the City of London's Commission for Architecture and the Built Environment); "*Connecting for Global Competitiveness-Florida's Super Region*;" a project commissioned jointly by the *Central Florida Partnership* and the Tampa Bay Partnership to document the value of working together as Florida's first "super region."

Current projects include "*Open for Business*" *Streamlining Permitting*; *Creating A Regional Water Strategy for Central Florida*; and the *Central Florida Scorecard*. All of this work documenting the power and potential of regional collaboration can be downloaded from the website at www.myregion.org

Shelley advances the concepts and ideals of regional collaboration through her service on a variety of local, regional and national boards, including serving as Chair of the Alliance for Regional Stewardship/ACCE; the Executive Board of the Urban Land Institute-Central Florida; the National Board of Directors of the American Chamber of Commerce's Community Growth Educational Foundation; and Board of Directors of the Florida Chamber Foundation.

Prior to her work with *myregion.org* and the *Central Florida Partnership*, Shelley held key executive positions at Walt Disney World and the Arnold Palmer Golf Management Company. She received a Bachelor's degree in English Education from the University of Central Florida and a Master's degree in Student Personnel Administration from Western Michigan University.

Addendums

"A Regional Gathering – Moving *"Ideas to Results"* Central Florida Regional Caucus

Chair

Mr. Mark Brewer

Community Foundation of Central Florida, Inc.

Mr. Harold W. Barley
MetroPlan Orlando

Mr. Allie L. Braswell, Jr.
Central Florida Urban League

Mr. Robert H. Brown
Heart of Florida United Way

Mr. Glen Casel
CBC of Central Florida

Mr. Rick Fraser
Center for Business Excellence

Mr. Rogue Gallart
Central Florida Disability
Chamber of Commerce

Ms. Leslie Hielema
Orlando, Inc.

Mr. Steve Hogan
Florida Citrus Sports

Ms. M. Victoria Jaramillo
Greater Orlando
Aviation Authority

Mr. Michael Kidd
Orlando Regional
REALTOR Association

Mr. Fred R. Kittinger, Jr.
University of Central Florida

Mr. Dave A. Krepcho
Second Harvest Food
Bank of Central Florida

Ms. Shelley Lauten
myregion.org

Mr. John M. Lewis, Jr.
LYNX

Ms. Margaret S. Linnane
Philanthropy and Nonprofit
Leadership Center

Ms. Marsha L. Lorenz
SENIORS FIRST, Inc.

Mr. Scott Merritt
Home Builders Association
of Metro Orlando

Mr. William G. Oakley
Goodwill Industries of
Central Florida, Inc.

Mr. Ron A. Oats
Boy Scouts of America
Central Florida Council

Mr. Ramon A. Ojeda
Hispanic Chamber of Commerce
of Metro Orlando

Mr. Craig E. Polejes
Junior Achievement of
Central Florida, Inc.

Mr. James A. Sellen
VHB MillerSellen

Robert M. Spooney, Th.D.
African American
Chamber of Commerce
of Central Florida

Mr. Jacob V. Stuart
Central Florida Partnership

Mr. Mark P. Wylie
Associated Builders &
Contractors, Inc.

TBD
East Central Florida
Regional Planning Council

Staff Support

Ms. Kristine Vorpagel

Central Florida Partnership

"A Regional Gathering – Moving *"Ideas to Results"* Participants

Mr. Wade S. Alliance
PNC Financial Services Group

Dee Allsop, Ph.D.
Heart + Mind Strategies

**The Honorable
Brandon Arrington**
Osceola County Commission

Mr. Mark Ashman

Mr. Stephen Baker
RE/MAX Central Realty

Ms. Andrea Balanzategui
Junior League of Greater Orlando

**Thomas L. Baptiste
Lt Gen, U.S. Air Force (Ret.)**
National Center For Simulation

Mr. Harold W. Barley
MetroPlan Orlando

Mr. Dick J. Batchelor
Dick Batchelor
Management Group, Inc.

Greg A. Beliveau, AICP
LPG Urban and Regional
Planners, Inc.

Ms. Lyn Berelsman

Mr. R. Scott Blankenship
Blankenship Consulting

Mr. R. Van Bogan
Florida Bank of Commerce

Ms. Diana Bolivar
Hispanic Chamber of Commerce
of Metro Orlando

Mr. Ronnie Boyd
Novo Nordisk

Ms. Debbie Bradshaw
OUC - The Reliable One

Mr. Allie L. Braswell, Jr.
Central Florida Urban League

Mr. Mark Brewer
Community Foundation
of Central Florida, Inc.

Ms. Marci Brilley
Brevard Workforce

J. Cory Broadaway, AAI, AIP
BB&T - J. Rolfe Davis Insurance

**The Honorable
William G. Brooks**
City of Belle Isle

Mr. Robert H. Brown
Heart of Florida United Way

Mr. Zachary Butters
University of Central Florida

Ms. Carmen Cardoza
c2m Creatives

Mr. Trey Carlson
NASA-Kennedy Space Center

Mr. Rodney Carson
Central Florida
Development Council, Inc.

Ms. Michelle Chapin
Community Foundation
of Central Florida, Inc.

Mr. Vijay Choksi
University of Central Florida

Ms. Florencia Cirigliano
RedCoach, Inc.

Ms. Pam Clancy
Central Florida Partnership

Ms. Kathy Clary
LYNX

Ms. Deborah A. Clements
Progress Energy

Kari E. Conley, APR
Orlando Health

Mr. Daniel Criner
University of Central Florida

Max D. Crumit, P.E.
Orlando-Orange County
Expressway Authority

Ms. Deidre L. Danmeyer
Habitat for Humanity Orlando

Duane E. De Freese, Ph.D.
AquaFiber Technologies
Corporation

Ms. Julianna Debler
University of Central Florida

Ms. Nikki Dixon
Lighthouse Central Florida, Inc.

Mr. Charles S. Dorr
Hardin Construction Company,
LLC

The Honorable Chris Dorworth
Florida House of Representatives

Mr. Richard J. Dvorak
Workscapes, Inc.

Ms. Monique Eigenbauer
University of Central Florida

Mr. Stephen Elker
Community Foundation
of Central Florida, Inc.

Ms. Frankie Callen Elliott
Orlando Regional
REALTOR Association

Ms. Patricia J. Engfer
Hyatt Regency Orlando
International Airport

Ms. Christine Fikry
University of Central Florida

Mr. Rick Fraser
Center for Business Excellence

Mr. Jim Freeman
Polk County Board of
County Commissioners

Mr. Matthew P. Friedman
LYNX

Mr. Arnold E. Gibbs
Terracon Consultants, Inc.

Ms. Antoinette L. Giles
University of Central Florida

Mr. Aaron J. Gorovitz
Lowndes, Drosdick,
Doster, Kantor & Reed, P.A.

Ms. Leilani Rae Graham
University of Central Florida

Ms. Shannon Gravitte
Mears Transportation Group

"A Regional Gathering – Moving *"Ideas to Results"* Participants

Mr. John Guthrie
Daytona International Speedway

Ms. Debbie Harvey
Ron Jon Surf Shop

Mr. Joel W. Hass
American Red Cross Mid-Florida
Region

Mr. Larry Henrichs
Visit Orlando

Mr. Brian Henties
Philanthropy and Nonprofit
Leadership Center

Ms. Leslie Hielema
Orlando, Inc.

Mr. Steve Hogan
Florida Citrus Sports

Daniel C. Holsenbeck, Ph.D.
University of Central Florida

C.T. Hsu, FAIA
C.T. Hsu + Associates

Mr. Tony Jenkins
Florida Blue

Mr. Joshua C. Johnson
NextZen Media

The Honorable Sam Johnson
Polk County Commission

Mr. Jeffery Q. Jonasen
Perez, Bruce & Jonasen LLP

Mr. Emelien Kelly
University of Central Florida

Mr. Michael L. Ketchum
BusinessForce

Mr. Michael Kidd
Orlando Regional
REALTOR Association

Mr. Fred R. Kittinger, Jr.
University of Central Florida

Ms. Jasmine Kouly
University of Central Florida

The Honorable Charles Lacey
City of Winter Springs

Ms. Shelley Lauten
myregion.org

Mr. Charles Lee, Sr.
Audubon of Florida

Ms. Michelle Lee
University of Central Florida

Frederick W. Leonhardt, Esquire
GrayRobinson, P.A.

Mr. Stephen Lewis
Associated Builders & Contractors

Ms. Margaret S. Linnane
Philanthropy and Nonprofit
Leadership Center

Ms. Yolanda Londoño
Tupperware Brands Corporation

Mr. Connor Mackay
University of Central Florida

Ms. Sherry Magee
CNL Financial Group

Mr. Charles Matthews
G&T Conveyor Company, Inc./
Five Star Airport Alliance

Ms. Kathleen Gallagher McIver
Orlando Regional
REALTOR Association

Mr. Adam H. McKinnon
Suburban Land Reserve

Mr. Michael McLaughlin
Heart of Florida United Way

Mr. Troy L. McNichols
AT&T Services, Inc.

Mr. John L. McReynolds
Universal Orlando Resort

Mr. Steven L. Merchant
Global Realty International

Mr. Scott Merritt
Home Builders Association of
Metro Orlando

Mr. Joseph G. Meterchick
PNC Bank

Mr. Jerry Miller
Progress Energy

Stephen R. Miller, P.E.
VHB MillerSellen

Mr. Michael D. Minton
Dean Mead

Mr. John Moskos
Bank of America

Mr. Steven J. Murphy
Devereux Foundation

Ms. Ruth Z. Mustian
Central Florida Partnership

Mr. William Neron
City of Tavares

Mr. Ro Norman
LYNX

Mr. Richard A. Nunis
AquaFiber Technologies
Corporation

Mr. Ron A. Oats
Boy Scouts of America,
Central Florida Council

Mr. Ramon A. Ojeda
Hispanic Chamber of Commerce
of Metro Orlando

Mr. Roberto Ojeda
Hispanic Chamber of Commerce
of Metro Orlando

Ms. Danna Olivo
DAVNA Enterprises, LLC

Mr. Bob O'Malley
CSX Transportation, Inc.

Ms. Shari Orr
Heart of Florida United Way

Ms. Andrea D. Ostrodka
LYNX

Mr. Orin Owen
G&T Conveyor Company, Inc./
Five Star Airport Alliance

Mr. Rosser L. Pace, II
Clancy & Theys
Construction Company

Mr. John Page
Balfour Beatty Construction

Mr. Robert Panepinto
Connexions, Inc.

Ms. Kathy Panter
Central Florida Partnership

"A Regional Gathering – Moving *"Ideas to Results"* Participants

Ms. Judith A. Pariseau
Goodwill Industries
of Central Florida, Inc.

The Honorable Sean Parks
Lake County Commission

Mr. Ron Pizzuti
The Pizzuti Companies

Mr. Craig E. Polejes
Junior Achievement
of Central Florida, Inc.

Ms. M. Katie Porta
Quest, Inc.

Roger W. Pynn, APR
Curley & Pynn Public Relations
and Marketing Communications

Roy W. Reid, Jr., APR
Consensus Communications

Mr. Kevin Reilly
Office of Representative Chris
Dorworth

Mr. David E. Riley
Charles Perry Partners, Inc.

Mr. Stuart L. Rogel
Tampa Bay Partnership

Mr. Broc Rosser
Heart of Florida United Way

Mr. Martin Rubin
Smart City

Mr. Ray San Fratello
South Lake Chamber of
Commerce

Shari Dingle Sandifer, MBA, RN
Avant Healthcare Professionals

Ms. Jean R. Sandor
myregion.org

Mr. Troy Sands
North Highland

**The Honorable
Howard Schieferdecker**
City of Maitland

Mr. Thomas Schneider
Wycliffe Bible Translators, Inc.

Ms. Taryn Schweitzer
University of Central Florida

Captain Winston E. Scott
Florida Institute of Technology

Mr. James A. Sellen
VHB MillerSellen

Mr. H. Paul Senft, Jr.
Haines City Economic
Development Council

Mr. Malcolm Siminovsky
University of Central Florida

Mr. Patrick F. Skiffington
Keller Williams Classic Realty

Robert M. Spooner, Th.D.
African American Chamber of
Commerce of Central Florida

Ms. Rosalina Stober
Hispanic Business Initiative Fund
of Florida

Ms. Michelle Summers Strenth
Orlando Health

Ms. Megan L. Strout
University of Central Florida

Mr. Jacob V. Stuart
Central Florida Partnership

Mr. Iancarlo Suarez
Hispanic Chamber of Commerce
of Metro Orlando

Mr. Craig Swygert
Clear Channel Outdoor

Mr. Zola Szerencses
RE/MAX 200 Realty

Dr. Phyllis Van Dyke Thompson
PVT Enterprises, Inc.

Mr. Nathan Thornton
UCF Foundation, Inc.

Ms. Kristine Vorpapel
Central Florida Partnership

Ms. Jennifer M. Wakefield
Metro Orlando Economic
Development Commission

Mr. Tony Walter
LYNX

Mr. John Wanamaker
Center for Business Excellence

Ms. Meghan A. Warrick
Community Foundation
of Central Florida, Inc.

Mr. Jeffrey Welch
Rochelle Holdings

Mr. Don Wetherington
Wetherington Builders

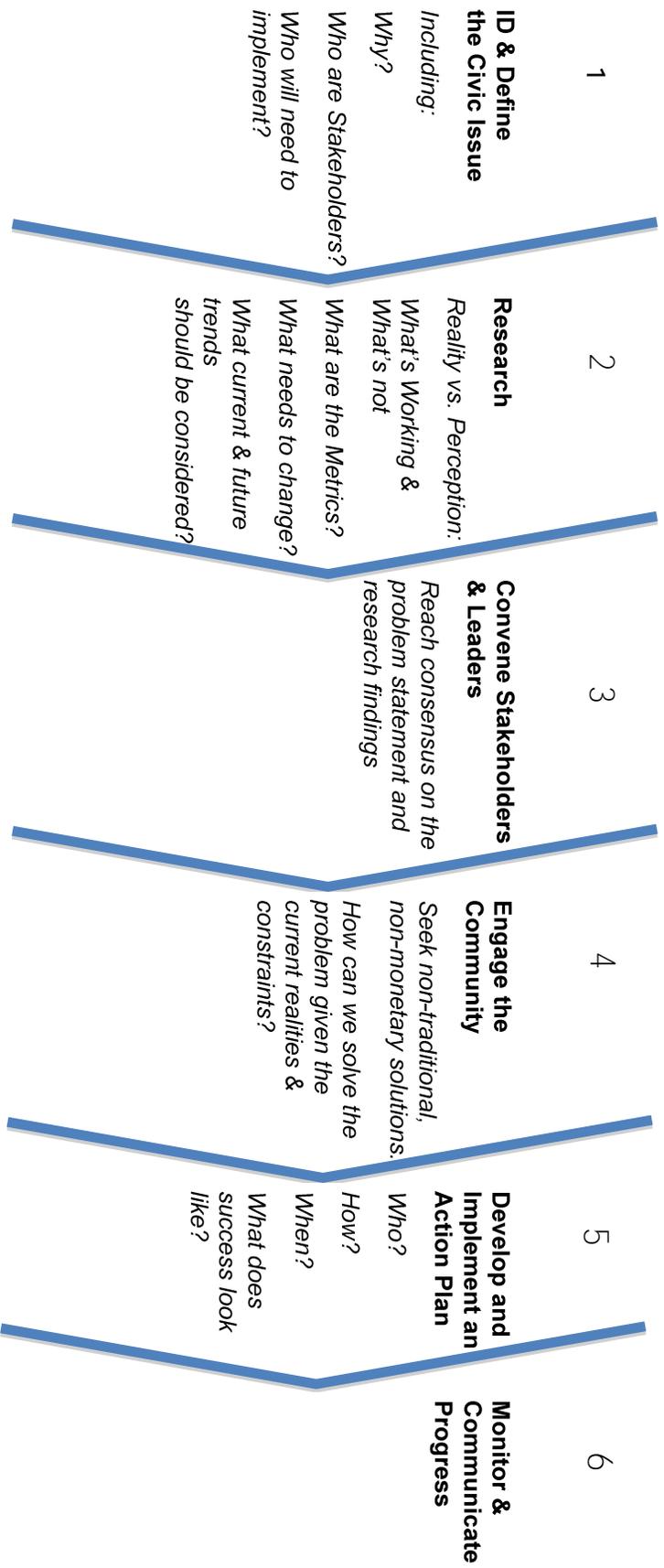
Ms. Virginia L. Whittington
MetroPlan Orlando

Mr. Luke S. Widmer
American Management
Specialists, LLC/
Oakstone Holdings, LLC

Ms. Lisa T. Winkelbauer
Central Florida Partnership

Richard C. Wohlfarth, PE
IBI Group, Inc.

SIX STEPS TO CIVIC INNOVATION





***myregion.org* Accomplishments and Accolades**

In addition to the Library of Regional Research produced by *myregion.org* and its community partners (found at www.myregion.org) shown below are several accomplishments and accolades received by *myregion.org* for its efforts in “connecting the communities” of Central Florida to “think and act” at a regional scale for specific results:

On September 10, 2012 *myregion.org* launches the **Central Florida Scorecard**, the first regional Scorecard in Florida to align with the Florida Scorecard. This project is a partnership between the Florida Chamber Foundation and *myregion.org*, supported by four key partners: Florida High Tech Corridor Council; Orlando Regional REALTORS Association; UCF Center for Regional Studies; and VHB MillerSellen. Through the work of regional and state leaders over the last five years, Central Florida leaders will have current data-based indicators that measure the state, regional and county performance on 18 key factors, organized within six priority areas:

- Talent Supply & Education
- Innovation & Economic Development
- Infrastructure & Growth Leadership
- Business Climate & Competitiveness
- Civic & Governance Systems
- Quality of Life/Quality Places

These indicators have been aggregated to help Central Florida leaders understand where we are, so that we can begin to set a course for “where we want to go.”

Since 2010, over 2000 people participated in feedback on the development of a **Regional Water Strategy**, which is helping to guide the work of the **Central Florida Water Initiative**, a project of three water management districts, local water authorities and the Florida Department of Environmental Protection.

The work of *myregion.org's* *How Shall We Grow?* was used as the foundation of the recently adopted **East Central Florida 2060 Plan** authored by the East Central Florida Regional Planning Council, in August of 2011. The goals of this plan are to inform and guide local decision making in a manner that leads toward the implementation of the **Central Florida Regional Vision**, a “product” of *myregion.org*. In addition, the **Long Range Transportation Plan** adopted by MetroPlan Orlando, which connects transportation and land use planning, used the work of *myregion.org* as a “foundation” for its **2030 Long Range Plan**. Additionally, over 70% of the cities and counties of the Central Florida region have self-reported inclusion of the principles of growth outlined in the regional growth vision into local comprehensive plans.

The **Council for a Sustainable Florida** selected Central Florida's "*How Shall We Grow?*" a project of *myregion.org*, as its 2007 winner in the category of The Sustainable Florida Partnership Best Practice Business Partnership Award.

"*How Shall We Grow?*" also resulted in the creation of the **Regional Growth Compact**, adopted on August 10, 2007, and a continual source of inspiration and reference tool for the **Central Florida Congress of Regional Leaders**; a consortium of elected officials representing the counties, cities and school boards of Central Florida.

The **Urban Land Institute Orlando District Council**, honored "*How Shall We Grow?*" a project of *myregion.org*, as a "Champion of Sustainability," making a substantial and positive impact in the Central Florida Region in the areas of nature, the economy, our society and individual well being at their inaugural Land Use Excellence and Promise Awards in 2008.

The creation of the **Central Florida Regional Growth Vision** and the launch of the **Central Florida Congress of Regional Leaders**, both initiatives of *myregion.org*, were showcased in a publication by the national **Urban Land Institute (ULI)** as a leading example of effective collaborative leadership and coalition building. The organization published a report titled "Moving the Needle – Regional Coalitions as Catalysts for Sustainable Development" in June 2010.

In 2008, the **Florida Department of Transportation** and the **Central Florida Commuter Rail Commission** selected *myregion.org* to lead a public engagement and branding project for commuter rail. Over 2, 000 people participated in the naming and logo development of the commuter rail line –SunRail was "launched" on January 14, 2009! Additionally, through the SunRail website buttons and communication outreach efforts, the SunRail project was communicated to the public more than *14 million* times!

In 2009, a progress report was published by *myregion.org*, produced in partnership with multiple regional organizations, funding partners and technical support teams resulting in the publication of the **2009 Progress Report for the Central Florida Region "Where in the World Are We?"** which is still used today as a benchmark and measurement by businesses, cities and counties across the Central Florida Region.

Commission for Architecture and the Built Environment (CABE) located in Central London, did a look back at the last decade asking: What difference have we made? In their review of global best practices, the Urban Design Team at CABE cited the 2009 Progress Report for the Central Florida Region "*Where in the World Are We?*" a project of *myregion.org*, as an example of how to best analyze information to gauge progress. Specifically highlighted is the analysis of the Central Florida Region's world position in terms of economics and quality of life.



In August 2010, the **Alliance for Regional Stewardship (ARS)** and the **American Chamber of Commerce Executives (ACCE)** recognized *myregion.org* as its first recipient of the “*Ten Award*” for *Distinguished Achievement in Sustained Stewardship*. The “*Ten Award*” was established by ARS to recognize organizations that demonstrate “ambitious and steadfast advancement of regional stewardship over of a period of at least ten years.”

In 2011, The **Central Florida Partnership** was recognized in the winter edition of **Chamber Executive** Magazine, a publication of the America Chamber of Commerce Executive (ACCE), as an Innovator for more than a decade for its work in making regional stewardship a reality in Central Florida, specifically citing the many accomplishments of *myregion.org*.

**MEETING SUMMARY
(TPO BOARD)
OCTOBER 23, 2012**

VII. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

A. PRESENTATION ON INITIAL FINDINGS OF PHASE I OF THE US 17-92 CORRIDOR IMPROVEMENT PROGRAM (CIP)

Background Information:

The Corridor Improvement Program (CIP) is outlined under Task 5.08 in the Volusia TPO's adopted Unified Planning Work Program (UPWP). In May of 2011, the TCC and CAC recommended approval of US 17-92 as one of the two corridors to be studied under this task. A Kick-off meeting to begin this work was held on July 11, 2012.

Phase I - Assessment of the US 17-92 Corridor from the Seminole County line to Putnam County includes the collection and review of pertinent studies, plans and analyses that have been completed to-date. Representatives of the TPO, FDOT, Voltran and Volusia County are working closely with the staff of local jurisdictions and various stakeholders along the corridor in this assessment process. Stakeholder interviews have been conducted and the data collection effort is approximately 85% complete. Projects that were identified from the complete, adopted plans, studies and reports have been identified and categorized. A workshop was held with staff members of local jurisdictions along the corridor on Tuesday, October 9, 2012 to review the draft reports and allow for feedback. The current results of the assessment will be presented and open for discussion.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

MEETING SUMMARY
(TPO BOARD)
OCTOBER 23, 2012

VII. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

C. PRESENTATION ON VOLUSIA COUNTY ROAD PROGRAM

Background Information:

Volusia County Traffic Engineering staff will give a brief update on Volusia County's Road Program.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

MEETING SUMMARY
(TPO BOARD)
OCTOBER 23, 2012

VII. PRESENTATIONS, STATUS REPORTS, AND DISCUSSION ITEMS

D. FDOT REPORTS

Background Information:

Ms. Mary Schoelzel, FDOT District 5, will be present to answer questions regarding projects on the FDOT Construction Report and Push-Button Report. FDOT has indicated that the Project Status Report is no longer being updated and therefore will no longer be provided as a part of the agenda.

The FDOT Construction Report and Push-Button Report are included in the agenda packet for your review.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

CONSTRUCTION STATUS REPORT

VOLUSIA

Contract #	E5P42-R0	Work Begin	08-26-2010
County	VOLUSIA	Present Amount	\$ 1,115,500.00
Contractor	P & S PAVING, INC.	Days Used as of Last Approved Estimate	725
Project Manager	MT591JR Read, James	Cost Perf. Measure	88.67%
Project Admin.	MT591JR Read, James	Time Perf. Measure	66.30%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	08-25-2013

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
425455-2-72-01	Yes	-	-	6060 ROUTINE MAINTENANCE	SIDEWALK/CONCRETE RE PAIRS, PERFORMANCE VARIOUS LOCATIONS	-

Contract #	E5P33-R0	Work Begin	05-18-2011
County	VOLUSIA	Present Amount	\$ 1,707,148.28
Contractor	USA SERVICES OF FLORIDA, INC.	Days Used as of Last Approved Estimate	489
Project Manager	MT591JR Read, James	Cost Perf. Measure	49.78%
Project Admin.	MT591JR Read, James	Time Perf. Measure	44.62%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	05-18-2014

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
428003-1-72-01	Yes	-	-	6060 ROUTINE MAINTENANCE	VOLUSIA PERFORMANCE AESTHETICS	-

Contract #	T5351	Work Begin	03-21-2011
County	VOLUSIA	Present Amount	\$ 13,827,438.98
Contractor	SUPERIOR CONSTRUCTION COMPANY SOUTHEAST, LLC.	Days Used as of Last Approved Estimate	546
Project Manager	CN513PT Phillips, Terry	Cost Perf. Measure	76.95%
Project Admin.	CN513PT Phillips, Terry	Time Perf. Measure	71.32%
SM Contract Type	CC Const Contract	Adj. Est. Completion	05-06-2013

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
422024-1-52-01	No	SR 600 FROM SR15 TO SR 5	4224061C	0227 RIGID PAVEMENT REHABILITATION	SR 600 US 92 FROM KEPLER RD TO 0.514 MI EAST OF CLARK BAY RD	STATE ADMINISTERED/FULL OVRSGT
422024-2-52-01	Yes	SR 600 FROM SR15 TO SR 5	4224060C	0227 RIGID PAVEMENT REHABILITATION	SR 600 US 92 FROM E OF CLARK BAY RD TO END RIGID PAVEMENT	STATE ADMINISTERED/FULL OVRSGT
423864-1-52-01	No	SR 600 FROM SR15 TO SR 5	4011060P	0716 TRAFFIC SIGNALS	SR 600 (US 92) AT WEST PARKWAY	STATE ADMINISTERED/FULL OVRSGT

Contract #	E5Q27	Work Begin	07-31-2012
County	VOLUSIA	Present Amount	\$ 822,438.00
Contractor	PROSHOT CONCRETE, INC.	Days Used as of Last Approved Estimate	83
Project Manager	CN513AF Fisher, Alan	Cost Perf. Measure	20.00%
Project Admin.	CN513AF Fisher, Alan	Time Perf. Measure	33.57%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	04-05-2013

CONSTRUCTION STATUS REPORT

VOLUSIA

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
427986-1-72-04	Yes	-	-	6060 ROUTINE MAINTENANCE	DRAINAGE MAINTENANCE AND REPAIR	-

Contract #	T5417	Work Begin	07-16-2012
County	VOLUSIA	Present Amount	\$ 18,388,844.65
Contractor	P & S PAVING, INC.	Days Used as of Last Approved Estimate	71
Project Manager	CN513NC Nolen, Chris	Cost Perf. Measure	9.91%
Project Admin.	CN513NC Nolen, Chris	Time Perf. Measure	7.47%
SM Contract Type	CC Const Contract	Adj. Est. Completion	12-16-2014

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
407355-4-52-01	Yes	SR415;SEM CL-CR4118	-	0213 ADD LANES & RECONSTRUCT	SR 415 FROM REED ELLIS RD TO 0.3 MILE N OF ACORN LAKE	-

Contract #	E5Q61	Work Begin	09-20-2012
County	VOLUSIA	Present Amount	\$ 1,715,626.70
Contractor	INSITUFORM TECHNOLOGIES LLC.	Days Used as of Last Approved Estimate	-
Project Manager	CN513AF Fisher, Alan	Cost Perf. Measure	-
Project Admin.	CN513AF Fisher, Alan	Time Perf. Measure	13.33%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	02-19-2013

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
427986-1-72-06	Yes	-	-	6060 ROUTINE MAINTENANCE	DRAINAGE MAINTENANCE AND REPAIR	-

Contract #	E5R08	Work Begin	06-23-2012
County	VOLUSIA	Present Amount	\$ 328,251.00
Contractor	HALIFAX PAVING, INC.	Days Used as of Last Approved Estimate	68
Project Manager	CN513GD Grube, Dwight	Cost Perf. Measure	91.24%
Project Admin.	CN513GD Grube, Dwight	Time Perf. Measure	72.50%
SM Contract Type	CSL Const Streamline	Adj. Est. Completion	09-21-2012

425665-1-52-01	Yes	SR5A;SR5-SR5	-	0549 ADD LEFT TURN LANE(S)	SR 5 (US 1) AT SR 5A (NOVA RD) INTERSECTION IMPROVEMENT	-
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Contract #	E5Q24	Work Begin	05-21-2012
County	VOLUSIA	Present Amount	\$ 131,985.18
Contractor	ODC CONSTRUCTION, LLC	Days Used as of Last Approved Estimate	126
Project Manager	CN513AF Fisher, Alan	Cost Perf. Measure	70.74%
Project Admin.	CN513AF Fisher, Alan	Time Perf. Measure	169.41%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	08-04-2012

CONSTRUCTION STATUS REPORT

VOLUSIA

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
427986-1-72-03	Yes	-	-	6060 ROUTINE MAINTENANCE	DRAINAGE MAINTENANCE AND REPAIR	-

Contract #	E5P93	Work Begin	05-14-2012
County	VOLUSIA	Present Amount	\$ 265,278.76
Contractor	VACVISION ENVIRONMENTAL LLC	Days Used as of Last Approved Estimate	116
Project Manager	CN513AF Fisher, Alan	Cost Perf. Measure	27.19%
Project Admin.	CN513AF Fisher, Alan	Time Perf. Measure	60.40%
SM Contract Type	MC Maint Contract	Adj. Est. Completion	01-08-2013

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
429179-1-72-01	Yes	-	-	6060 ROUTINE MAINTENANCE	PIPE DESILT & VIDEO	-

Contract #	E5N54	Work Begin	09-10-2012
County	VOLUSIA	Present Amount	\$ 2,491,385.73
Contractor	CHINCHOR ELECTRIC INC.	Days Used as of Last Approved Estimate	37
Project Manager	CN513GT Grimm, Tim	Cost Perf. Measure	3.30%
Project Admin.	CN513GT Grimm, Tim	Time Perf. Measure	31.25%
SM Contract Type	CDBL Const Design Build - Low Bid	Adj. Est. Completion	07-03-2013

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
408464-1-52-01	Yes	SR400,SEM-SR9	0042250I	0213 ADD LANES & RECONSTRUCT	I-4 FROM SR 44 TO E OF I-95	STATE ADMINISTERED/FULL OVRSGT

**PUSH BUTTON PROJECT LIST
VOLUSIA COUNTY
OCTOBER 2012**

COUNTY	SECTION	MP	STATE RD	LIMITS	PROJECT DESCRIPTION	EOR	PROJECT PHASE	WORK ORDER SENT	EST. CONST. COMPLETE	CONTR.
Volusia	79040	6.826	US 17/92	Rhode Island Rd	Install Reduced Speed Zone	STROZ	Under Construction	6/21/12	8/20/12	Chinchor
Volusia	79010	6.164	US 1	Halifax Ave	Rebuild School Zone	STROZ	In Design	6/27/12	9/29/12	Chinchor
Volusia	79010	28.371	US 1	Venture Dr	Replace Concrete Strain Pole	TEDS	In Design			
Volusia	79060	1.405	US 92	Jacobs Rd	Modify pedestrian features	STROZ	In Design			
Volusia	79180	6.284	A1A	Revilo Blvd to Braddock Ave	Pedestrian Island	STROZ	Under Construction	7/16/12	9/18/12	P & S
Volusia	79180	2.500	A1A	Publix/Oceans	Pedestrian Island	STROZ	In Design			
Volusia	79230	3.292	421	Spruce Creek	EBLT Lane Extension	NTA	In Design			
Volusia	79181	2.500	472	Driveway 1000' West of CR 4101	U-Turn apron on the south side of SR 472	STROZ	In Design			

MEETING SUMMARY
(TPO BOARD)
OCTOBER 23, 2012

VIII. EXECUTIVE DIRECTOR'S REPORT

- ® Priority Project List Development
- ® Reapportionment Activities
- ® MAP-21 Update

IX. VOLUSIA TPO MEMBER COMMENTS

X. INFORMATION ITEMS

- ® Citizens' Advisory Committee Attendance Record – 2012
- ® Technical Coordinating Committee Attendance Record– 2012
- ® Bicycle/Pedestrian Advisory Committee Attendance Record – 2012
- ® FDOT Clarification on Definition of "Production-Ready"

XI. ADJOURNMENT

Please note that the next TPO Board meeting will be November 27, 2012

CAC Attendance Record 2012

Name	17-Jan	21-Feb	20-Mar	17-Apr	15-May	19-Jun	17-Jul	21-Aug	18-Sep	16-Oct	20-Nov	18-Dec	Notes
Donald Smart	x	x	x	x	x	x	M	x	x				Daytona Beach (appt. 1/06)
Richard Gailey	x	x	x	exc	x	x	E	x	x				DeBary (appt. 6/10)
Janet Deyette	x	x	x	exc	x	exc	T	x	x				Deltona (appt. 11/10)
Bliss Jamison	x	x	x	x	x	abs	I	x	x				Edgewater (appt. 1/11)
Richard Belhumeur							N	x	x				Flagler Beach (appt 7/12)
Gilles Blais (<i>Vice Chairman</i>)	x	x	x	x	x	x	G	x	x				Holly Hill (appt. 11/07)
Jacob Sachs	exc.	x	x	x	x	x		x	x				New Smyrna Beach (appt. 03/11)
Bob Storke	x	x	x	x	x	x	C	x	x				Orange City (appt. 1/08)
Peter Hauser	x	x	x	x	x	x	A	abs	exc				Ormond Beach (appt. 5/04)
Susan Elliott	x	x	x	x	exc	x	N	x	x				Pierson (appt. 3/06)
Nancy Epps				abs	x	x	C	x	x				Ponce Inlet (appt. 4/12)
Bobby Ball	x	x	exc	exc	x	x	E	x	x				Port Orange (appt. 12/02)
Lary Galphin	x	exc.	x	x	exc	exc	L	abs	x				Volusia County D-3 (appt. 4/07) (Alexander)
Nadine Collard	exc.	exc.	exc	x	x	exc	L	x	exc				Volusia County D-5 (appt. 9/09)(Northey)
Dan D'Antonio (<i>Chairman</i>)	x	x	x	x	x	x	E	x	x				Volusia County D-2 (appt. 4/09)(Wagner)
Tomm Friend	exc.	exc.	x	x	x	abs	D	x	abs				Volusia County Chair (appt. 8/07) (Bruno)
Judy Craig	x	x	x	x	x	x		x	x				Volusia County D-1 (appt. 5/11) (Kelly)
Heather Blanck	abs.	x	x	x	x	x		x	x				Votran (appt. 1/07)
Mary Schoelzel (non-voting)						x		x	L. Valencia				FDOT (appt. 10/10)
Melissa Winsett (non-voting)	x	x	x	x	x	x		x	x				Volusia Co Traffic Eng. (appt 10/11)
Lois Bollenback (non-voting)						x		x	x				Volusia TPO
<u>Vacancies</u>													
Deland													
Volusia County At-Large (Cusack)													
Lake Helen													
Oak Hill													
Beverly Beach													
South Daytona													
Daytona Beach Shores													
QUORUM	Y	Y	Y	Y	Y	Y		Y	Y				

TCC Attendance Record 2012

Name	17-Jan	21-Feb	15-Mar	17-Apr	15-May	26-Jun	17-Jul	21-Aug	18-Sep	16-Oct	20-Nov	18-Dec	Notes
Fred Ferrell	x	x	x	x	x	c. Walsh	M	x	x				Daytona Beach (appt. 11/08)
Pedro Leon	x	x	x	x	x	x	E	x	x				Daytona Beach Airport (appt. 0 (07/11)
Stewart Cruz	exc	abs	x	exc	x	exc	E	x	x				Daytona Beach Shores (appt. 10/04)
Mike Holmes	x	x	abs	x	x	x	T	x	exc				DeLand (appt. 09/98)
Ron Paradise	x	x	x	x	x	x	I	x	x				Deltona (appt. 11/09)
Rebecca Hammock	x	x	exc	x	exc	exc	N	x	x				DeBary (appt. 06/10)
Darren Lear (Chairman)	x	exc.	x	x	x	x	G	x	x				Edgewater (appt. 10/99)
Chad Lingenfelter	x	x	x	x	x	x		x	x				Flagler Beach (appt. 8/11)
Tom Harowski	x	x	x	x	x	x	C	x	x				Holly Hill (appt. 01/11)
Gail Henrikson	x	x	x	x	x	x	A	x	exc				New Smyrna Beach (appt. 12/07)
Don Findell	x	exc.	x	x	exc	exc	N	exc	exc				Lake Helen (appt. 10/97)
Ric Goss	x	x	x	x	x	x	C	x	x				Ormond Beach (appt. 11/07)
Jim Kerr	x	x	x	x	x	x	E	W. Hickey	x				Orange City (appt. 06/00)
Jim Smith	abs.	Phone	x	x	exc	x	L	x	x				Pierson (appt. 05/09)
Clay Ervin (Vice Chair)	x	x	x	x	x	x	L	x	x				Ponce Inlet (appt. 8/11)
Bill McCord	x	x	x	x	x	x	E	x	x				Port Orange (appt. 11/08)
John Dillard	x	x	x	x	x	x	D	x	x				South Daytona (appt. 12/03)
Jon Cheney	x	x	M.Winsett	M.Winsett	x	x		x	M.Winsett				V.C. Traffic Engineering (appt. 04/99)
Marian Ridgeway	x	x	exc	x	x	x		x	exc				Volusia County Schools(appt. 11/98)
Heather Blanck	x	x	x	x	x	x		x	x				Votran (appt. 01/07)
Larry LaHue	exc	x	x	x	R. Moore	x		x	P. White				V.C. Emergency Management (appt. 01/04)
Mary Schoelzel						x		x	L. Valencia				FDOT (appt. 6/12)
Lois Bollenback (non-voting)						x		x	x				Volusia TPO
<u>Vacancies</u>													
Oak Hill													
Beverly Beach													
QUORUM	Y	Y	Y	Y	Y	Y		Y	Y				

BPAC Attendance Record 2012

Name	11-Jan	8-Feb	14-Mar	11-Apr	9-May	13-Jun	11-Jul	8-Aug	12-Sep	10-Oct	14-Nov	12-Dec	Notes
Holly Idler			x	x	x		x	exc	x				Daytona Beach (appt. 3/12)
John Schmitz							M		x				Daytona Beach Shores (appt. 8/12)
Rani Merens	x	x	x	x	exc	x	E	x	x	x			DeBary (appt. 3/06)
Tim Bustos - Alt: Ted Wendler	x	x	x	x	x	x	E	x	x	x			DeLand (appt. 05/11) (alternate appt. 10/11)
Michelle Grenham	x	x	x	x	exc	x	T	x	x	exc			Edgewater (appt. 1/08)
Sandra Mason							I	x	x	x			Flagler Beach (appt. 07/12)
Nick Mostert	R .Rivera	x	x	exc	x	x	N	x	x	x			Holly Hill (appt. 1/12)
Bob Storke (Vice Chairman)	x	x	x	x	x	x	G	x	x	x			Orange City (appt. 12/07)
Jim Mascola					abs	abs		x	abs	abs			Ormond Beach (appt. 4/12)
Phyllis Campbell	x	x	x	x	x	x	C	x	exc	x			Ponce Inlet (appt. 11/06)
Colleen Nicoulin	x	x	x	x	x	x	A	x	x	x			Port Orange (appt. 7/11)
Bill Pouzar	x	abs	x	exc	abs	exc	N	abs	exc	exc			Volusia County (appt. 12/10) D-5 (Northey)
A.J. Devies	x	exc	x	x	x	x	C	exc	x	exc			Volusia County (appt. 1/06) D-2 (Wagner)
Roy Walters-Alt: Jason Aufdenberg	x	exc	exc	exc	x	x	E	exc	x	x			Volusia County At-Large (appt. 03/05) (alt appt 07/12)
Mike Chuven (Chairman)	x	x	x	x	x	x	L	x	x	x			Volusia County Council Chair (appt 4/11) (Bruno)
							L						
							D						
<u>NON-VOTING MEMBERS</u>													
Melissa Winsett	x	x	x	J. Cheney	x	x		J. Cheney	J.Cheney	x			Volusia County Traffic Engineering
Amanda Vandermaelen				x	exc	x		exc	x	abs			V.C. Parks, Recreation & Culture (appt. 03/12)
Bill McCord				x	x	x		abs	exc	x			Large City - Port Orange (appt. 4/12)
Wendy Hickey	x	x	x	x	x	exc		x	x	x			Small City - Orange City
Helen LaValley								x	x	x			Volusia County Schools (appt. 06/12)
Heather Blanck	x	exc	x	exc	Davenport	x		x	Davenport	x			Votran
Joan Carter	x	x	x	x	exc	exc		x	x	x			FDOT
<u>Vacancies</u>													
Beverly Beach													
Deltona													
Lake Helen													
New Smyrna Beach													
Oak Hill													
Pierson													
South Daytona													
Volusia County D-3 (Alexander)													
Volusia County D-1 (Kelly)													
QUORUM	Y	N	Y	Y	Y	Y		Y	Y	Y			

From: Schoelzel, Mary [<mailto:Mary.Schoelzel@dot.state.fl.us>]
Sent: Wednesday, October 10, 2012 5:08 PM
To: Lois Bollenback; Arens, Yvonne
Cc: Schoelzel, Mary
Subject: RE: Definition Clarification

Hi Lois, The Departments Definition of "Production Ready" is are we (FDOT) or the Locals ready to advertise and get this project on the street to put people to work, regardless of what phase it is. Below is the definition that is in the Work Program Instructions.

C. DEFINITIONS

Production Ready: Identified by Line Item Status in the Work Program Administration (WPA) system and defined as follows:

Line Item Status 016: Plans in District (9 months) abbreviated PID (9) - Design plans are essentially complete. Any outstanding production issue (utilities, environmental permits, etc.) requires 6 months or less to conclude prior to plans update and submittal for processing and letting. At a minimum, title to the right of way must meet the requirements for project advertisement consistent with the Right of Way Manual, Topic No. [575-000-000](#). These projects are currently scheduled to be let as programmed in the Adopted Five-Year Work Program.

Line Item Status 017: Plans in District (4 months) abbreviated PID (4) - Design plans are essentially complete. Plans may require minor update prior to submittal for Central Office processing and letting. There are no outstanding production issues. These projects are currently scheduled to be let as programmed in the Adopted Five-Year Work Program.

Line Item Status 018: Plans in District that are within the Adopted Five-Year Work Program. Design plans are essentially complete. Plans may require minor update prior to letting. There are no outstanding production issues. There are no outstanding issues that would prevent them from being advanced and let if budget is available.

Line Item Status 019: Plans in District that are within the Adopted Five-Year Work Program and have been designated to be let as Design-Build (DB) and could be let within 4 months. At a minimum, title to the right of way must meet the requirements for project advertisement consistent with the Right of Way Manual, Topic No. [575-000-000](#). All pending utility and permitting issues will be included in the DB contract. There are no outstanding issues that would prevent them from being advanced and let should additional funding and the appropriate budget become available.

Line Item Status 028: Plans in the District that are projects not funded for construction in the Five-Year Work Program, for which design plans could be completed and all permits, utilities, and project-required certifications obtained for the project to be processed for a letting. There are no outstanding issues that would prevent them from being advanced and let should additional funding and the appropriate budget become available.

Plans Development: Plans with status 016, 017, and 018 are being (or have been) developed with the intent of conventional contracting. Projects meeting the Design-Build selection guidelines could be converted to 019 (Design-Build) status if funding deadlines warranted such conversion.

Production Ready Date (PRD): Defined as the District Production Complete Date (A/E 204, in PSM) plus 2 months. This allows 1 month for plans review and submittal and 1 month Central Office processing, at which time a project is ready for FHWA Authorization and/or Comptroller's Approval of funds/budget and advertisement for receipt of bids.

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