



MEETING NOTICE & AGENDA

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

DATE: Wednesday, November 9, 2022

TIME: 2:00 P.M.

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

NOTE:

Microsoft Teams has been established for remote participation.

Masks are requested to be worn by those physically present according to CDC guidelines.

BPAC

Wednesday, November 9, 2022 2:00 PM (EDT)

Join the BPAC meeting on your computer or mobile app

[Click here to join the meeting](#)

Meeting ID: 298 372 957 897

Passcode: UgBC3Y

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

+1 561-484-5911 228297696# United States, West Palm Beach

Phone Conference ID: 228 297 696#

[Find a local number](#) | [Reset PIN](#)

Dr. Jason Aufdenberg, Chairperson

AGENDA

- I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE**
- II. PUBLIC COMMENT/PARTICIPATION** *(Length of time at the discretion of the Chairperson)*

III. ACTION ITEMS

- A. REVIEW AND APPROVAL OF THE OCTOBER 12, 2022 BPAC MEETING MINUTES**
(Contact: Debbie Stewart) (Enclosure, pages 4-9)
- B. REVIEW AND RECOMMEND APPROVAL OF THE 2023 BICYCLE/PEDESTRIAN PRIORITY PROJECT GENERAL INSTRUCTIONS** *(Contact: Stephan Harris) (Enclosure, pages 10-15)*
- C. REVIEW AND RECOMMEND APPROVAL OF THE 2023 BICYCLE/PEDESTRIAN PRIORITY PROJECT APPLICATIONS** *(Contact: Stephan Harris) (Enclosure, pages 16-24)*
- D. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2022-## RESTATING THE POLICY FOR THE ANNUAL ALLOCATION OF SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM URBAN ATTRIBUTABLE (SU) FUNDING AND OTHER STATE AND FEDERAL FUNDS IDENTIFIED IN THE 2045 LONG RANGE TRANSPORTATION PLAN (LRTP)** *(Contact: Stephan Harris) (Enclosure, pages 25-28)*
- E. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2022-## RESTATING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS FOR PROJECTS PRIORITIZED FOR FUNDING BY THE TPO** *(Contact: Stephan Harris) (Enclosure, pages 29-32)*
- F. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2022-## RESTATING THE POLICY FOR ESTABLISHING AND MAINTAINING TRANSPORTATION PRIORITY PROJECTS** *(Contact: Stephan Harris) (Enclosure, pages 33-37)*
- G. CANCELLATION OF THE DECEMBER 14, 2022 BPAC MEETING** *(Contact: Debbie Stewart) (Enclosure, page 38)*

IV. PRESENTATIONS AND DISCUSSION ITEMS

- A. PRESENTATION AND DISCUSSION OF VOTRAN SERVICE CHANGES AND MOBILITY ON-DEMAND PROJECT** *(Contact: Stephan Harris) (Enclosure, page 39)*

V. STAFF COMMENTS *(Enclosure, pages 40-41)*

→ Annual TPO Holiday Open House & Toy Drive

VI. INFORMATION ITEMS *(Enclosure, pages 40, 42-47)*

→ BPAC Attendance Record
→ People First Transportation Workshop
→ TPO Board Report
→ TPO Outreach & Activities

VI. INFORMATION ITEMS *(Enclosure, pages 40)*

→ 2023 R2CTPO Meeting Schedule

VII. BPAC MEMBER COMMENTS *(Enclosure, page 40)*

VIII. ADJOURNMENT *(Enclosure, page 40)*

******The next meeting of the BPAC will be on Wednesday, January 11, 2023******

NOTE: Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the River to Sea TPO office, 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 20416, at least five (5) working days prior to the meeting date.

NOTE: If any person decides to appeal a decision made by the board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made.

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

**SUMMARY SHEET
BPAC
NOVEMBER 9, 2022**

III. ACTION ITEMS

A. REVIEW AND APPROVAL OF THE OCTOBER 12, 2022 BPAC MEETING MINUTES

BACKGROUND INFORMATION:

Minutes are prepared for each meeting and must be approved by the BPAC. The October 12, 2022 BPAC meeting minutes were revised to incorporate additional member comments as requested and are provided with this agenda packet for your review.

ACTION REQUESTED:

MOTION TO APPROVE THE OCTOBER 12, 2022 BPAC MEETING MINUTES

Bicycle/Pedestrian Advisory Committee (BPAC)
Meeting Minutes
October 12, 2022

Members Physically Present:

Doug Hall
Terry Lodge
Ted Wendler, Vice Chairperson
Luis Leal
Larry Coletti
Tom Ryan
Nic Mostert
Bob Storke
Gayle Belin
Andrew Dodzik
Nancy Epps
Emery Jeffreys
Roy Walters
Jason Aufdenberg, Chairperson
Chris Lessig

Members Virtually Present:

Patrick McCallister
Gwen Perney (non-voting)
Stephanie Moss (non-voting)
John Cotton (non-voting)

Members/Technical Appointees Absent:

Paul Eik (excused)
Adam Mengel
Mark Oebbecke (excused)
Christy Gillis (excused)
Rob Brinson
Maggie Ardito
Tim Grigsby (excused)
Chris Daun (excused)

Others Physically Present:

Stephan Harris
Anna Taylor

Others Virtually Present:

Debbie Stewart, Recording Secretary
Pam Blankenship
Richard Hamilton
Robert Barto
Shelly Edmonson

Representing:

Daytona Beach Alternate
DeBary
DeLand
Deltona
Flagler County
Holly Hill
New Smyrna Beach
Orange City
Ormond Beach
Palm Coast Alternate
Ponce Inlet Alternate
Volusia County District 1 Alternate
Volusia County At-Large Alternate
Volusia County At-Large Alternate
Volusia County Parks & Recreation

Representing:

Lake Helen
Port Orange
FDOT
Votran

Representing:

Flagler Beach
Flagler County
Ponce Inlet
South Daytona
Volusia County School Board
Volusia County District 1
Volusia County, District 4
Volusia County Council Chair

Representing:

TPO Staff
FDOT

Representing:

TPO Staff
TPO Staff
Citizen
East Coast Greenway
Flagler County Tax Collector

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

The meeting of the River to Sea Transportation Planning Organization (TPO) Bicycle/Pedestrian Advisory Committee (BPAC) was called to order at 2:00 p.m. by Chairperson Jason Aufdenberg. The roll was called and it was determined that a quorum was physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with 13 voting and one non-voting member physically present; and one voting and three non-voting members virtually present.

The Pledge of Allegiance was given.

Chairperson Aufdenberg stated the members participating virtually are doing so as a result of social distancing restrictions associated with COVID-19. Rulings from the Florida Attorney General require that the members physically present vote to allow virtual participation due to “extraordinary circumstances”.

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

II. Public Comment/Participation

There were no public comments.

III. Action Items

A. Review and Recommend Approval of September 14, 2022 BPAC Meeting Minutes

MOTION: *A motion was made by Mr. Storke to approve the September 14, 2022 BPAC meeting minutes. The motion was seconded by Mr. Mostert and carried unanimously.*

IV. Presentation and Discussion Items

A. Presentation and Discussion of Recommended Changes to the River to Sea TPO Guiding Resolutions and Project Applications for the 2023 Call for Projects

Mr. Harris stated that every year at this time, TPO staff and the advisory committees evaluate the Call for Projects process and recommend improvements. The BPAC Project Review Subcommittee met on September 27, 2022 to review the bicycle/pedestrian project applications and guiding resolutions. There were no recommended changes to the resolutions or priority process schedule. There were a few minor recommended changes to the general instructions and project applications for feasibility studies and project implementation; he reviewed those changes. For the general instructions, the 2019 Bicycle Suitability Map was added to the documents project sponsors are asked to include their projects on and the local match requirement shall not apply to projects on the state highway system; that language was taken directly from the resolution defining the local match requirement. Also, a link to the Bicycle Suitability Map was added to the links of reference material on the last page of the general instructions.

Mr. Harris reviewed the one change to the feasibility studies project application which included adding the phrase “increase the comfort level of bicyclists and pedestrians” under the Purpose and Need Statement, Item 3. For the project implementation application, the same phrase was added under Criterion #3, Safety/Security. Staff will also update the dates for this year’s Call for Projects cycle.

B. Presentation and Discussion of Mobility Week 2022 Events

Ms. Blankenship stated Florida will be celebrating its 7th Annual Mobility Week from October 21 - 28, 2022. It is a cooperative effort by FDOT and their partner agencies to promote awareness of safe, multimodal transportation choices. During Mobility Week, cities, counties and transportation partner agencies host events and offer special promotions to encourage Floridians to try new transportation choices. This year the TPO will participate in a number of ways; staff will be at Port Orange Family Days on Saturday, October 29, 2022, along with FDOT from 9:00 am to 5:00 pm fitting bike helmets and handing out safety information and promotional items. We will also be participating in the Love to Ride Challenge; many members have already signed up and she encouraged others to do so. A flyer with a link and QR code are provided in the agenda. Members can participate by cycling for just 10 minutes, and encouraging others to ride; the TPO has been extremely successful with this challenge. New this year is the Bike Lane Design Contest that two elementary schools will be participating in; Wadsworth Elementary in Palm Coast and McLinnis Elementary School in DeLeon Springs. FDOT has worked with the schools to implement an art contest; the students will design a bike lane marking that will be judged; FDOT will install the top drawings in the bike lane at the schools. The TPO will also have a virtual table at the Mobility Week Virtual Conference to showcase some of our plans and projects.

Mr. Hall announced a White Cane Pedestrian Safety Activity is planned for Friday, October 28, 2022, from 9:30 am to noon at the Rehabilitation Center for the Blind at 408 White Street. They will have safety information to give out and there will be a crossing at the intersection of White Street and Dunn Avenue around 10:00 am to educate drivers that they are supposed to stop when pedestrians are crossing the roadway. Daytona Beach Mayor Derrick Henry will be there to deliver the proclamation as well as a number of other organizations such as the National Federation of the Blind, Halifax Council for the Blind, and the Conklin Davis Center. He invited members to come and participate.

Chairperson Aufdenberg commented he participated in the White Cane event a few years ago at International Speedway Boulevard and US 1 and crossed the intersection blindfolded; he recommended members participate.

Ms. Belin commented that if members would like to participate in the Love to Ride Challenge, they have a great app that shows not only your route but also how long you have ridden in distance and time; logging miles is automatic. Currently, it is only for I-phones but they are working on one for Android phones.

V. Staff Comments

→ National Pedestrian Safety Month

Mr. Harris announced that the US Department of Transportation marks October as National Pedestrian Safety Month; it celebrates the right of everyone to walk or roll safely and reminds drivers of their responsibility to stay alert for pedestrians, cyclists and other vulnerable road users. He reviewed statistics of pedestrians killed in 2020. The National Highway Traffic Safety Administration is launching a new paid media campaign this month to educate drivers about the dangers of illegally passing stopped school buses and pedestrian safety for children boarding and leaving a school bus. This month spotlights a different aspect each week for pedestrian safety; Week 1, Safer People; Week 2, Safer Speeds and Safer Roads; Week 3, Safer Vehicles; and Week 4 Post-Crash Care. This month the TPO will do what we can to bring awareness to pedestrian safety including the White Cane Day awareness event which TPO staff will participate in.

Mr. Harris announced the TPO applied for the Safe Streets and Roads for All (SS4A) grant; we have not yet heard anything back but expect to have news between now and the end of the year.

Mr. Harris stated the BPAC Project Review Subcommittee members received the BPAC Project Review Subcommittee meeting notice but that was the minimum; he recognizes that not all subcommittee members received any communication other than the meeting notice. Going forward, subcommittee members can expect to hear from him prior to scheduling the next meeting in order to get a good date and time that is mutually beneficial. We realize not all members can make it no matter the date and time chosen but we want to make it as convenient as possible for as many members to participate.

Ms. Blankenship introduced Ms. Shelly Edmondson, the Operations Manager for the Flagler County Tax Collector's Office, who is participating virtually today. She is going to discuss a new partnership between the TPO and the Flagler County Tax Collector.

Ms. Edmondson stated her office has worked with the TPO in the past with "buck slips"; they put them in with tag renewals several years ago. Tag renewals are mailed to Flagler County monthly; on average, approximately 5,500 each month. They are willing to do this again for a period of one year if the BPAC would like to design a new "buck slip". It is the size of one-third of a piece of paper and is printed front and back. She showed the one that was previously used which includes bicycle/pedestrian tips and the 3-foot law Florida Statue. She also contacted the Volusia County Tax Collector, Mr. Will Roberts, to see if they would be interested in doing the same in Volusia County. He agreed but would like more details.

Mr. Mostert asked if the BPAC needs to design a new one or if the previous one could be used.

Ms. Edmondson replied the information is still relevant but the only copy she has is the one in her hand; she does not have a digital copy. She showed a special license plate advocating to "share the road" and stated that funds collected for this plate are split 25% for marketing and promotion of the "share the road" concept and 75% is donated equally to Bike Florida and the Florida Bicycle Association for the use of promoting bike safety.

Flagler County is willing to pay the stuffing fee and additional postage based on any weight above and beyond the regular renewal notices if the TPO can provide the “buck slip”. They are happy to do this for a period of one year as bicycle and pedestrian safety is very important and they are willing to start as soon as the “buck slips” are ready; there is no deadline.

Mr. Harris stated he worked on this project initially and does have a digital file; he will work with Ms. Blankenship on this project.

Mr. Ryan asked if Mr. Harris would follow up with Volusia County Tax Collector Will Roberts.

Ms. Blankenship replied she will work with Ms. Edmondson and Mr. Roberts.

Ms. Epps asked if a copy of the “buck slip” could be sent to BPAC members.

Mr. Harris replied yes.

VI. Information Items

- BPAC Attendance Record
- BPAC Project Review Subcommittee Report
- TPO Board Meeting Cancellation Notice
- TPO 2023 Meeting Schedule
- TPO Outreach and Activities

VII. BPAC Member Comments

Mr. Walters stated he had to evacuate from his home on Stone Island; it used to be on Lake Monroe but is now an island in the lake. He had to evacuate because the county turned off the sewer system. He paddle-boarded in and out of there today; paddle boarding is another form of mobility.

Mr. Jeffreys commented he rode along Lakeshore Drive and was surprised at how high the water still is; it will take a long time for the water to go down and it will impact transportation in that area.

Mr. Walters added the water hit a record of nine-feet and is going down only a half-inch per day. He does not expect to be able to return to his home for another month.

Mr. Mostert stated his house was also flooded and everything on the east side of the road is devastated.

Mr. Lessig announced Volusia County’s Bicycle/Pedestrian Master Plan is now in the editing phase and should be completed within a week or two; it will be presented to the Volusia County Council, the public and the ECHO Board.

Mr. Mostert asked if they considered the massive amount of development that is going on.

Mr. Lessig replied he does not know as he was not involved in the project.

Mr. Hall reminded members of White Cane Awareness Day on October 28, 2022, and invited them to join him in helping to educate drivers and pedestrians; they will be crossing the roadway with the traffic signals.

Ms. Epps noted that Ponce Inlet was also impacted by Hurricane Ian; it was the worst damage in recorded history. The street flooded because of the rain and the tide came over the seawall through the inlet. The county park has re-opened but the city has ten-feet of bluff and the boardwalk is totally torn up; it is closed and gated off as it is dangerous.

Mr. Harris asked if they closed the bridges.

Ms. Epps replied the bridges are closed once the wind tops 39 miles per hour.

Mr. Dodzik stated that Flagler Beach is unrecognizable; they lost four-feet of sand.

Mr. Coletti thanked Mr. Eik for stepping up to chair last month's BPAC meeting.

Ms. Belin commented that Ormond Beach did not lose power, internet, or have significant damage; however, she has friends in Fort Meyers and they are no longer there.

Chairperson Aufdenberg thanked Ms. Moss for responding to his complaint that along Nova Road trees were down blocking the road and bike lane between Beville Road and Bellevue Avenue; someone cut up a tree and left it on the sidewalk which made it impassable.

VIII. Adjournment

The BPAC meeting adjourned at 2:54 p.m.

River to Sea Transportation Planning Organization

**Dr. Jason Aufdenberg, Chairperson
Bicycle/Pedestrian Advisory Committee (BPAC)**

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certifies that the foregoing is a true and correct copy of the minutes of the October 12, 2022 regular meeting of the Bicycle/Pedestrian Advisory Committee (BPAC), approved and duly signed this 9th day of November 2022.

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

***** A recording of the October 12, 2022 BPAC meeting is available upon request.***

**SUMMARY SHEET
BPAC
NOVEMBER 9, 2022**

III. ACTION ITEMS

**B. REVIEW AND RECOMMEND APPROVAL OF THE 2023 BICYCLE/PEDESTRIAN
PRIORITY PROJECT GENERAL INSTRUCTIONS**

BACKGROUND INFORMATION:

The draft 2023 Bicycle/Pedestrian Priority Project General Instructions are provided with this agenda packet for your review.

ACTION REQUESTED:

***MOTION TO RECOMMEND APPROVAL OF THE 2023 BICYCLE/PEDESTRIAN PRIORITY
PROJECT GENERAL INSTRUCTIONS***



2023 Application for Project Prioritization **Bicycle/Pedestrian Projects**

December 2022

General Instructions:

For the 2023 Call for Projects, the R2CTPO is accepting applications for Feasibility Studies and Project Implementation.

Feasibility studies assess the engineering and planning characteristics of bicycle/pedestrian projects. Feasibility studies must include, but not be limited to, the determination of available right-of-way, documentation and identification of the solutions of obstacles that may impede the project's constructability, permitting and socioeconomic constraints, landscaping, drainage and an engineer's estimate of related planning, design, right-of-way and construction costs.

The R2CTPO has two different application forms for Bicycle/Pedestrian and B/P Local Initiatives Projects. One is to be used when applying for a Feasibility Study; the other is to be used when applying for Project Implementation. For a given project, applications for Feasibility Study and Project Implementation must be submitted in separate application cycles.

When applying for Project Implementation, the applying agency will also be required to submit a completed copy of FDOT's Project Information Application Form. No project will advance beyond a Feasibility Study unless the R2CTPO receives an application for prioritization of the Project Implementation phase. Applications for prioritization of the Project Implementation phase will be accepted only if a Feasibility Study has already been completed or if the project does not require a Feasibility Study. The applying agency is required to use the minimum threshold programming amount of \$250,000 for design (phase 38), right-of-way (phase 48), and construction (phase 58). There is no minimum threshold programming amount for construction engineering inspection (CEI).

Applications will be ranked based on the information supplied in the application. The TPO is not obliged to consider information pertaining to the project request that is not included in the project application. However, applying agencies are encouraged to be present for the evaluation of their applications to provide clarification, if needed. Mixed projects (defined as a project that is not a stand-alone bicycle/pedestrian project) require separate applications for the bicycle/pedestrian category and traffic operations/safety category. Updated cost estimates for projects on the bicycle/pedestrian list of prioritized projects are to be submitted with a letter of continuing support by February 24, 2023. After the List of Prioritized Projects is adopted by the R2CTPO Board in June, if a project is withdrawn by the sponsor, an official letter of withdrawal and/or email must be submitted to the R2CTPO within thirty (30) days.

Incomplete applications will not be accepted.

Eligible Project Sponsors for the 2023 Call for Projects.

- Local governments;
- Transit agencies;

- School districts or educational institutions;
- Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than a metropolitan planning organization or a State agency) that the State determines to be eligible.

Eligible activities related to surface transportation that can be funded with **Transportation Alternatives funds**¹:

- Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting, signage, and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990.
- Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- Construction, planning, and design of infrastructure-related projects on any public road or any bicycle or pedestrian pathway or trail in the vicinity of schools that will substantially improve the ability of students to walk and bicycle to school, including sidewalk improvements, traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements.

All construction and pre-construction work phases will be administered by the Florida Department of Transportation (FDOT) or other Local Agency Program (LAP) certified local government. Reimbursements are distributed only to a LAP certified agency responsible for completing the tasks. FDOT assigns a LAP Design and LAP Construction Liaison for each project. Federal law requires that each project be administered under the rules and procedures governing federally funded transportation projects. Certified Local Agencies comply with all applicable Federal statutes, rules and regulations.

Initial Project Screening:

Any project submitted by a local government for consideration needs to meet the following screening criteria:

For any proposed facility to be considered eligible through the TPO process, the project must be included on the **River to Sea TPO's Bicycle and Pedestrian Plan** <https://www.r2ctpo.org/planning-studies/bicycle-pedestrian/draft-bicycle-pedestrian-plan/> or a local government adopted **Bicycle/Pedestrian Plan** or the **River to Sea TPO's Bicycle Suitability Map 2019**.

Is this **Shared Use Path** project at least 12 feet wide?

¹ It is the River to Sea TPO's intent to extend eligibility to all of the activities included within the meaning of the term "Transportation Alternatives" pursuant to 23 U.S.C. 101(a)(29) except the following:

1. Construction of turnouts, overlooks, and viewing areas;
2. Community improvement activities, including –
 - a. inventory, control, or removal of outdoor advertising;
 - b. **historic** preservation and rehabilitation of historic transportation facilities;
 - c. vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - d. archaeological activities related to impacts from implementation of a transportation project eligible under title 23;
3. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to –
 - a. address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(11), 328(a), and 329 of title 23; or
 - b. reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats
4. Safe Routes to School coordinator
5. Planning, designing, or construction boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

- If **Yes** – the project is eligible.
- If **No** – justification is required to determine eligibility.

Is this **Sidewalk** project at least 5 feet wide?

- If **Yes** – the project is eligible.
- If **No** – the project application is not acceptable.

Is this an activity that can be funded with **Transportation Alternatives Funds**?

- If **Yes** – the project is eligible.
- If **No** – the project application is not acceptable.

Local Match Requirement:

R2CTPO Resolution 2022-## provides that the governmental entity requesting state and/or federal transportation funds shall be required to match those funds programmed on the project with local funds at the ratio of 10% local funds to 90% state and/or federal funds. This match requirement shall not apply to projects on the State Highway System. The match shall be by project phase for each programmed phase including feasibility study. A non-federal cash match is required for a feasibility study. For all other phases, the local match is defined as non-federal cash match and/or in-kind services that advance the project. This resolution also reaffirms the R2CTPO's policy that the applying agency (project originator) shall be responsible for any cost overruns encountered on a project funded with state and/or federal transportation funds unless the project is on the state highway system, in which case, the State DOT shall be responsible for any cost overruns.

Other Funding Requirements:

All project applications are subject to approval by the R2CTPO Board. Other funds (in addition to SU funds) may be used to fund project phases or overall costs.

Electronic and "Hard Copy" Submittal Requirements:

Any project submitted by a local government for consideration **MUST** include the following information/materials:

1. Applications and supporting documentation shall be submitted as digital media in Portable Document Format (PDF).

Electronic documents must be submitted through the R2CTPO FTP site:

<https://www3.mydocsonline.com/customerupload/b4bbf6f197bbf605f029f13c7936>

2. The application and all supporting documentation shall be included in one electronic PDF file.
3. All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
4. Page size shall be either 8-1/2" by 11" (letter) or 11" by 17" (tabloid).
5. PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at 300 dpi to balance legibility and file size. If you are unable to produce an electronic document as prescribed here, please contact R2CTPO staff to discuss other options. If you are unable to upload to the R2CTPO FTP site, please contact R2CTPO staff to discuss other options.

6. In addition to the digital submittal, we require one (1) complete paper copy of the application and all supporting documents. This must be identical to the digital submittal.
7. Submit any available right-of-way information.
8. **Each application MUST include a Project Map** that clearly identifies the termini of the project, Proximity to Community Assets and Network Connectivity through the use of a one (1) mile radius buffer for Shared Use Path projects and **Transportation Alternatives Activities** and a one-half (½) mile radius buffer for Sidewalk projects. Maximum map size is 11" x 17".
9. In addition, all maps MUST include a **Scale** (in subdivisions of a mile), **North Arrow**, **Title** and **Legend**. Photographs are encouraged and must be captioned.

Projects that contribute directly to the completion or enhancement of the following trail systems may be eligible for inclusion as Regional Trail Projects:

1. SunTrail Network
2. Priority and Opportunity Land Trails of the Florida Greenways and Trails System (FGTS) Plan

Will this proposed project contribute directly to the completion or enhancement of any of the aforementioned regional trail systems? Yes ☐ No ☐

**R2CTPO staff will provide assistance in completing an application
at the request of any member local government.**

Bicycle/Pedestrian Links

- [2019 Bicycle Suitability Map](#)
- [Bike Florida, Inc.](#)
- [Bike Safety Guide](#)
- [Bike/Walk Central Florida](#)
- [Biking West Volusia](#)
- [Central Florida Community Traffic Safety Teams](#)
- [Central Florida Safe Routes Portal](#)
- [Central Florida Scenic Byway Brochure](#)
- [Coast to Coast Trail](#)
- [Commute Orlando](#)
- [Commuting by Bike: Safety Guide & Tips](#)
- [Cycling Savvy](#)
- [D5 TransPed Pedestrian and Bicycle Planning Tool](#)
- [East Coast Greenway](#)
- [Flagler County Parks and Recreation](#)
- [Florida East Coast Greenway](#)
- [Florida Bicycle Association](#)
- [Florida Bicycle Law](#)
- [Florida DEP Office of Greenways and Trails](#)
- [Florida DOT Alert Today, Alive Tomorrow](#)
- [Florida DOT Pedestrian and Bicycle Program](#)
- [Florida DOT Bicycle/Pedestrian Non-Motorized Database System \(Traffic Counts\)](#)
- [Florida DOT Non-Motorized Traffic Monitoring Program](#)
- [Florida DOT Safe Routes to School](#)
- [Florida Greenways and Trails Foundation](#)
- [Florida Pedestrian/Bicycling Safety Resource Center](#)
- [Florida Safe Routes to School](#)
- [Florida Scenic Highways Program](#)
- [Florida Traffic Safety Dashboard/Signal Four Analytics](#)
- [Florida Urban and Community Forestry Grant Program](#)
- [National Center for Safe Routes to School](#)
- [Palm Coast Trail Map & Park Guide](#)
- [Pedestrian and Bicycle Information Center](#)
- [Safe Routes to School National Partnership](#)
- [Safe Routes to School Online Guide](#)
- [St. Johns River to Sea Loop Alliance](#)
- [SUN Trail Network](#)
- [East Central Regional Rail Trail](#)
- [USDOT/FHWA Pedestrian & Bicycle Safety](#)
- [Visit Florida – Florida Trails & Greenways](#)
- [Volusia County Trails Program](#)
- [SRTS Resources List](#)
- [NTSB 2020 Bicycle Safety Research Report](#)

**SUMMARY SHEET
BPAC
NOVEMBER 9, 2022**

III. ACTION ITEMS

**C. REVIEW AND RECOMMEND APPROVAL OF THE 2023 BICYCLE/PEDESTRIAN
PRIORITY PROJECT APPLICATIONS**

BACKGROUND INFORMATION:

The draft 2023 Bicycle/Pedestrian Priority Project Applications for feasibility studies and project implementation are provided with this agenda packet for your review.

ACTION REQUESTED:

***MOTION TO RECOMMEND APPROVAL OF THE 2023 BICYCLE/PEDESTRIAN PRIORITY
PROJECT APPLICATIONS***



2023 Application for Project Prioritization – **FEASIBILITY STUDY**

Bicycle/Pedestrian Projects

All applications must be uploaded to the TPO file transfer site by 2:00 p.m. (EST) on February 24, 2023
<https://www3.mydocsonline.com/customerupload/b4bbf6f197bbf605f029f13c7936>

Project Title: _____

Applying Agencies (project sponsor): _____ Date: _____

Contact Person: _____ Job Title: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

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

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

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

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

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

Project Description: _____

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

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

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

Project Purpose and Need Statement:

In the space provided below, describe the purpose and need for this proposed project. It is very important that the Purpose and Need Statement is clear and complete. It will be the principal consideration in ranking the project application for a feasibility study. It must convince the public and decision-makers that the expenditure of funds is necessary and worthwhile and that the priority the project is being given relative to other needed transportation projects is warranted. The Purpose and Need Statement will also help to define the scope for the feasibility study, the consideration of alternatives (if appropriate), and project design.

The purpose is analogous to the problem. It should focus on particular issues regarding the transportation system (e.g., mobility and/or safety). Other important issues to be addressed by the project should be identified as ancillary benefits. The purpose should be stated in one or two sentences as the positive outcome that is expected for each criterion. For example, "The purpose is to provide a connection between a park and a school." It should avoid stating a solution as a purpose, such as: "The purpose of the project is to add a sidewalk." It should be stated broadly enough so that no valid solutions will be dismissed prematurely.

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

Purpose and Need Statements are required for all of the following Priority Criteria:

1. **Proximity to Community Assets:** this measure will estimate the potential demand of bicyclists and pedestrians based on the number of productions or attractions the facility may serve within a one (1) mile radius for Shared Use Paths or a one-half (½) mile radius for Sidewalks. A maximum of 20 points will be awarded.
Purpose and Need (required): _____
2. **Connectivity and Accessibility:** this measure considers the gaps that exist in the current network of bike lanes, bike paths and sidewalks. The measurement will assess points based on the ability of the proposed project to join disconnected networks or complete fragmented facilities. A maximum of 20 points will be awarded.
Purpose and Need (required): _____
3. **Safety/Security:** this measure provides additional weight to applications that have included safety as a component of the overall project, increase the comfort level of bicyclists and pedestrians, and includes school locations identified as hazardous walking/biking zones and areas with significant numbers of safety concerns. A maximum of 25 points will be awarded.
Purpose and Need (required): _____
4. **Contribution to "Livability" and Sustainability in the Community:** this measure considers factors that have an impact on "livability" and sustainability in the community. A maximum of 10 points will be awarded.
Purpose and Need (required): _____
5. **Enhancements to the Transportation System:** this measure considers the demonstrated and defensible relationship to surface transportation. A maximum of 10 points will be awarded.
Purpose and Need (required): _____
6. **Public Support/Special Considerations:** describe whether the proposed facility has public support and provide documentation (e.g., letters of support/signed petitions/public comments from community groups, public meeting minutes, homeowners associations, school administrators). Describe any special issues or concerns that are not being addressed by the other criteria. A maximum of 5 points will be awarded.
Purpose and Need (required): _____
7. **Local Matching Funds > 10%:** if local matching funds greater than 10% of the estimated project cost are available, describe the local matching fund package in detail. A maximum of 20 points will be awarded.
Purpose and Need (required): _____



2023 Application for Project Prioritization – **PROJECT IMPLEMENTATION**

Bicycle/Pedestrian Projects

All applications must be uploaded to the TPO file transfer site by 2:00 p.m. (EST) on February 24, 2023
<https://www3.mydocsonline.com/customerupload/b4bbf6f197bbf605f029f13c7936>

Project Title: _____

Applying Agencies (project sponsor): _____ Date: _____

[Attach a copy of the completed Feasibility Study, or explain in the space provided below for commentary why a Feasibility Study is not attached.]

Commentary: _____

Attach a completed copy of FDOT's Project Information Application Form.

Criteria Summary:

Priority Criteria	Points
(1) Proximity to Community Assets	20
(2) Connectivity and Accessibility	20
(3) Safety/Security	20
(4) Contribution to "Livability" and Sustainability in the Community	10
(5) Enhancements to the Transportation System	10
(6) Project Readiness	5
(7) Public Support/Special Considerations	5
(8) Local Matching Funds > 10%	20
(9) Value-Added Tie Breaker (if necessary)	variable
Total (excluding Value-Added Tie Breaker)	110

Criterion #1 – Proximity to Community Assets (20 points maximum)

This measure will estimate the potential demand of bicyclists and pedestrians based on the number of productions or attractions the facility may serve within a one (1) mile radius for Shared Use Paths and **Transportation Alternatives Activities** or a one-half (½) mile radius for Sidewalks. A maximum of 20 points will be assessed overall, and individual point assignments will be limited as listed below.

List and describe how the facilities link directly to community assets and who is being served by the facility. Show each of the Community Assets on a Project Area Map through the use of a buffer and describe in the space provided.

Proximity to Community Assets	Check All that Apply	Max. Points
Residential developments, apartments, community housing	<input type="checkbox"/>	4
Activity centers, town centers, office parks, post office, city hall/government buildings, shopping plaza, malls, retail centers, trade/vocational schools, colleges, universities	<input type="checkbox"/>	4
Parks, trail facilities, recreational facilities	<input type="checkbox"/>	4
Medical/health facilities, nursing homes, assisted living, rehabilitation center	<input type="checkbox"/>	4
School bus stop (K-12)	<input type="checkbox"/>	2
Schools (K-12)	<input type="checkbox"/>	2
Maximum Points Awarded		20

Criterion #1 Description (required): _____

Criterion #2 – Connectivity and Accessibility and Equitability (20 points maximum)

This measure considers the gaps that exist in the current network of bike lanes, bike paths and sidewalks. The measurement will assess points based on the ability of the proposed project to join disconnected networks or complete fragmented facilities. Does the project enhance mobility or accessibility for disadvantaged groups, including children, the elderly, the poor, those with limited transportation options and the disabled? Does the project enhance mobility, accessibility, and equitability?

List and describe how this project fits into the local and regional bicycle/pedestrian networks and/or a transit facility. Depict this on the map and describe in the space provided.

Network Connectivity and Accessibility	Check All that Apply	Max. Points
Project provides equitable access to a transit facility	<input type="checkbox"/>	5
Project extends an existing bicycle/pedestrian facility (at one end of the facility)	<input type="checkbox"/>	5
Project provides a connection between two existing or planned/programmed bicycle/pedestrian facilities	<input type="checkbox"/>	5
Project has been identified as “needed” in an adopted document (e.g., comprehensive plan, master plan, arterial study)	<input type="checkbox"/>	5
Maximum Points Awarded		20

Criterion #2 Description (required): _____

Criterion #3 – Safety/Security (20 points maximum)

This measure provides additional weight to applications that have included safety as a component of the overall project, increase the comfort level of bicyclists and pedestrians, and includes school locations identified as hazardous walking/biking zones and areas with significant numbers of safety concerns.

List and describe whether the proposed facility is located within a “hazardous walk/bike zone” in the River to Sea TPO planning area and provide documentation that illustrates how bicycle or pedestrian safety could be enhanced by the construction of this facility.

For more information, contact Volusia or Flagler County School District Student Transportation Services and refer to Florida Statute 1006.23.

Safety/Security	Check All that Apply	Max. Points
The project is located in an area identified as a hazardous walk/bike zone by Volusia or Flagler County School District Student Transportation Services and within the River to Sea TPO planning area. If applicable, provide documentation.	<input type="checkbox"/>	10
The project removes or reduces potential conflicts (bike/auto, bike/ped, and ped/auto). There is a pattern of bike/ped crashes along the project route. The project eliminates or abates a hazardous, unsafe, or security condition in a school walk zone as documented in a school safety study or other relevant study. The project helps the River to Sea TPO meet or exceed adopted Transportation Safety Targets for Non-Motorized Serious Injuries and Fatalities. If applicable, provide documentation such as photos or video of current situation/site or any supportive statistics or studies.	<input type="checkbox"/>	10
Maximum Points Awarded		20

Criterion #3 Description (required): _____

Criterion #4 Contribution to “Livability” and Sustainability in the Community (10 points maximum)

This measure considers how the project positively impacts the “Livability” and Sustainability in the community that is being served by that facility. Depict assets on a project area map and describe in the space provided.

Contribution to “Livability” and Sustainability in the Community (Maximum 10 Points)

- Project includes traffic calming measures
- Does this project protect wildlife and is it sensitive to the natural ecosystem?
- Project removes barriers and/or bottlenecks for bicycle and/or pedestrian movements
- Project includes features which improve the comfort, safety, security, enjoyment or well-being for bicyclists, pedestrians, and/or transit users
- Project improves transfer between transportation modes
- Project supports infill and redevelopment consistent with transit-oriented design principals and strategies are in place making it reasonably certain that such infill and redevelopment will occur
- Project supports a comprehensive travel demand management strategy that will likely significantly advance one or more of the following objectives: 1) reduce average trip length, 2) reduce single occupancy motor vehicle trips, 3) increase transit and non-motorized trips, 4) reduce motorized vehicle parking, reduce personal injury and property damage resulting from vehicle crashes
- Project significantly enhances the travel experience via walking and biking
- Project improves transportation system resiliency and reliability
- Project reduces (or mitigates) the storm water impacts of surface transportation

Criterion (4) Describe how this project contributes to the “Liveability” and Sustainability of the Community:

Criterion #5 Enhancements to the Transportation System (10 points maximum)

This measure considers the demonstrated and defensible relationship to surface transportation.

Describe how this project fits into the local and regional transportation system. Depict this on the map where applicable and describe in the space provided.

Enhancements to the Transportation System (Maximum 10 Points)

- Is the project included in an adopted plan?
- Is the project consistent with the goals of the River to Sea TPO's Complete Streets Policy on Page 5?
- Does local government have Land Development Code requirements to construct sidewalks?
- Does the project relate to surface transportation?
- Does the project improve mobility between two or more different land use types located within 1/2 mile of each other, including residential and employment, retail or recreational areas?
- Does the project benefit transit riders by improving connectivity to existing or programmed pathways or transit facilities?
- Does the project conform to Transit Oriented Development principles?
- Does the project sponsor have a Complete Streets Policy?
- Is the project an extension or phased part of a larger redevelopment effort in the corridor/area?
- Project is located in a "gateway" or entrance corridor as identified in a local government applicant's master plan, or other approved planning document.

Criterion #5 Describe how this project enhances the Transportation System:

Criterion #6 Project "Readiness" (5 Points maximum)

This measure considers the state of project readiness. Describe project readiness in the space provided.

Project Readiness (Maximum 5 Points)

- Is there an agreement and strategy for maintenance once the project is completed, identifying the responsible party?
- Is the project completed through the design phase?
- Is right-of-way readily available and documented for the project?

Criterion #6 Describe the state of Project "Readiness":

Criterion #7 – Public Support/Special Considerations (5 points maximum)

Describe whether the proposed facility has public support and provide documentation (e.g., letters of support/signed petitions/public comments from community groups, homeowners associations, school administrators). Describe any special issues or concerns that are not being addressed by the other criteria.

Special Considerations	Check All that Apply	Max. Points
Is documented public support provided for the project? Are there any special issues or concerns?	<input type="checkbox"/>	5
Maximum Points Awarded	<input type="checkbox"/>	5

Criterion #7 Description (required): _____

Criterion #8 – Local Matching Funds > 10% of Total Project Cost (20 points maximum)

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

	Check One	Max. Points
Is the Applicant committing to a local match greater than 10% of the estimated total project cost?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10.0% < Local Matching Funds < 12.5%	<input type="checkbox"/>	2
12.5% ≤ Local Matching Funds < 15.0%	<input type="checkbox"/>	4
15.0% ≤ Local Matching Funds < 17.5%	<input type="checkbox"/>	6
17.5% ≤ Local Matching Funds < 20.0%	<input type="checkbox"/>	8
20.0% ≤ Local Matching Funds < 22.5%	<input type="checkbox"/>	10
22.5% ≤ Local Matching Funds < 25.0%	<input type="checkbox"/>	12
25.0% ≤ Local Matching Funds < 27.5%	<input type="checkbox"/>	14
27.5% ≤ Local Matching Funds < 30.0%	<input type="checkbox"/>	16
30.0% ≤ Local Matching Funds < 32.5%	<input type="checkbox"/>	18
32.5% ≤ Local Matching Funds	<input type="checkbox"/>	20
Maximum Points Awarded		20

Criterion #8 Description (required): _____

Criterion #9 – Value-Added Tie Breaker (if necessary) (variable points)

Projects with equal scores after evaluations using the eight Project Proposal Criteria are subject to the Value-Added Tie Breaker. The BPAC and Project Review Subcommittee are authorized to award tie breaker points based on the additional value added by the project. A written explanation of the circumstances and amount of tie breaker points awarded for each project will be provided.

River to Sea TPO Complete Streets Policy Goals

- **Reduce injuries and fatalities**
- **Provide transportation options for people of all ages, physical abilities, and income levels**
- **Improve health by promoting active lifestyles through design to realize long-term health impacts**
- **Support equitable access to employment opportunities and civic resources**
- **Support economically healthy/vibrant communities**
- **Implement resilient and sustainable solutions**



2023 Priority Process for Bicycle/Pedestrian and B/P Local initiatives Projects

Feasibility Studies

1. Local government submits project(s)
2. BPAC reviews and ranks projects for feasibility studies
3. The TPO Board will approve a final ranking of all projects
4. TPO requests a Fee Proposal from consultant to perform a feasibility study
5. TPO schedules a scoping meeting with the consultant, FDOT and local government(s)
6. Consultant provides Fee Proposal to TPO
7. Local government pays the 10% local match for the feasibility study based on the Fee Proposal. TPO pays the majority of the cost for a consultant to perform feasibility studies on the higher ranking projects. (Local governments can bypass the TPO Study if they pay for the feasibility study themselves.)
8. TPO gives the consultant a Notice to Proceed on the feasibility study
9. Draft feasibility study is reviewed and approved by the TPO, FDOT and local government(s)
10. Final feasibility study is completed

Project Implementation

1. Local government submits project(s) and an official letter agreeing to pay at least 10% of the programmed project implementation cost, and agreeing to pay for any cost overruns
2. BPAC reviews and ranks projects for project implementation
3. The TPO Board will approve a final ranking of all projects
4. TPO coordinates with FDOT to program the project in the next available fiscal year of the FDOT Work Program
5. Construction of top ranked project is approximately 2-4 years

**SUMMARY SHEET
BPAC
NOVEMBER 9, 2022**

III. ACTION ITEMS

- D. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2022-## RESTATING THE POLICY FOR THE ANNUAL ALLOCATION OF SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM URBAN ATTRIBUTABLE (SU) FUNDING AND OTHER STATE AND FEDERAL FUNDS IDENTIFIED IN THE 2045 LONG RANGE TRANSPORTATION PLAN (LRTP)**

BACKGROUND INFORMATION:

Resolution 2022-## restates the current allocation of funding for the Surface Transportation Block Grant (STBG) Program. There are no significant changes to the resolution from last year. Draft Resolution 2022-## is provided with this agenda packet for your review.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2022-## RESTATING THE POLICY FOR THE ANNUAL ALLOCATION OF SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM URBAN ATTRIBUTABLE (SU) FUNDING AND OTHER STATE AND FEDERAL FUNDS IDENTIFIED IN THE 2045 LONG RANGE TRANSPORTATION PLAN (LRTP)

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-##

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

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

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

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

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

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

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

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

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

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

2. Other state and federal funds identified in the 2045 Long Range Transportation Plan for Local Initiatives will be made available in the following manner: 50% of the funds will be used for Traffic Operations, Safety, and Local Initiatives (traffic operations focused) Project Priorities and 50% will be used for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives (bicycle/pedestrian focused) Project Priorities; and
3. Mixed projects (defined as a project that is not a stand-alone bicycle or pedestrian project) will only be accepted and ranked in both the bicycle/pedestrian focused and the traffic operations focused project categories if the bicycle/pedestrian cost component of the project is greater than 20% of the total project cost. Projects that do not meet this threshold shall be submitted and ranked in the traffic operations focused category only. The project applications shall include the cost breakdown between the bicycle/pedestrian component and the traffic operations component of the project. When programming mixed projects, funding amounts drawn down from each set-aside category (bicycle/pedestrian focused vs. traffic operations focused) shall be consistent with the cost component of that category; and
4. For projects funded in whole or in part with Urban Attributable (SU) funding and/or other state and federal funds obtained through the TPO's Priority Project Process, if the recipient of the funds chooses to display any signs or markers at the project site, said signs or markers shall include language acknowledging the River to Sea TPO, Florida Department of Transportation (FDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and/or other funding partners, as may be applicable, for providing funding for the project. In addition to the language, the sign or marker shall include these agencies' official logos; and
Additionally, any public pronouncements made by or on behalf of the recipient regarding the project, including press releases, publications, annual reports, video credits, and dedications, shall acknowledge the funding support provided by the TPO, FDOT, FHWA, and FTA; and
5. Any remaining Surface Transportation Block Grant (STBG) Program Urban Attributable (SU) funds in the current fiscal year should first be allocated to eligible projects within the same project category priority list (bicycle/pedestrian focused or traffic operations focused). If no projects are eligible within the same category, the remaining funds may be reallocated for other projects on the priority list or to cover project cost increases consistent with Resolution 2022-##; and
6. The policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and

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

DONE AND RESOLVED at the regular meeting of the River to Sea TPO held on the **30th** day of **November 2022**.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL VICE CHAIR Barbara Girtman
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on November 30, 2022.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**SUMMARY SHEET
BPAC
NOVEMBER 9, 2022**

III. ACTION ITEMS

**E. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2022-## RESTATING THE
LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS
FOR PROJECTS PRIORITIZED FOR FUNDING BY THE TPO**

BACKGROUND INFORMATION:

Resolution 2022-## restates the TPO's policy pertaining to local match requirements placed on member local governments for projects prioritized for funding by the TPO. There are no significant changes to the resolution from last year. Draft Resolution 2022-## is provided with this agenda packet for your review.

ACTION REQUESTED:

***MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2022-## RESTATING THE LOCAL
MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS FOR PROJECTS
PRIORITIZED FOR FUNDING BY THE TPO***

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-##

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

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

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

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

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

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

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

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

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

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

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

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

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 30th day of November 2022.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL VICE CHAIR BARBARA GIRTMAN
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on November 30, 2022.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**SUMMARY SHEET
BPAC
NOVEMBER 9, 2022**

III. ACTION ITEMS

**F. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2022-## RESTATING THE
POLICY FOR ESTABLISHING AND MAINTAINING TRANSPORTATION PRIORITY
PROJECTS**

BACKGROUND INFORMATION:

Resolution 2022-## restates the priority project categories and sets the TPO's policy for establishing and maintaining the transportation project priorities. There are no significant changes to the resolution from last year. Draft Resolution 2022-## is provided with this agenda packet for your review.

ACTION REQUESTED:

***MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2022-## RESTATING THE POLICY
FOR ESTABLISHING AND MAINTAINING TRANSPORTATION PRIORITY PROJECTS***

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-##

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

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

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

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

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

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

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

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

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

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

detailed justification of need and an assessment of the impacts to the programming of prioritized projects;

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

DONE AND RESOLVED at the regular meeting of the River to Sea TPO held on the 30th day of November 2022.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL VICE CHAIR Barbara Girtman
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on November 30, 2022.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**SUMMARY SHEET
BPAC
NOVEMBER 9, 2022**

III. ACTION ITEMS

G. CANCELLATION OF THE DECEMBER 14, 2022 BPAC MEETING

BACKGROUND INFORMATION:

Traditionally, neither the TPO Board nor committees meet during the month of December if there is no outstanding business that needs to be conducted before the winter break.

ACTION REQUESTED:

MOTION TO RECOMMEND CANCELLATION OF THE DECEMBER 14, 2022 BPAC MEETING

**SUMMARY SHEET
BPAC
NOVEMBER 9, 2022**

IV. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF VOTRAN SERVICE CHANGES AND MOBILITY ON-DEMAND PROJECT

BACKGROUND INFORMATION:

Votran service changes for the last six months include implementation of recommendations from the 2021 Comprehensive Operations Analysis, headways, and ridership levels on fixed-route and paratransit services. Votran's Mobility On-Demand (MOD) Project is designed to serve localized mobility and provide connections to the fixed-route network for longer trips. MOD zones are planned for the DeLand and Deltona areas in West Volusia County.

Ms. Bobbie King, Operations Manager, Volusia County Community Services Department, will provide an update on Votran service changes and the Mobility On-Demand Project.

A link to the presentation is provided below:

<https://www.r2ctpo.org/wp-content/uploads/Votran-Service-Update-Presentation.pdf>

ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE BPAC

**SUMMARY SHEET
BPAC
NOVEMBER 9, 2022**

V. STAFF COMMENTS

→ Annual TPO Holiday Open House & Toy Drive

VI. INFORMATION ITEMS

→ BPAC Attendance Record
→ People First Transportation Workshop
→ TPO Board Report
→ TPO Outreach & Activities
→ 2023 R2CTPO Meeting Schedule

VII. BPAC MEMBER COMMENTS

VIII. ADJOURNMENT

******The next meeting of the BPAC will be on Wednesday, January 11, 2023******



ANNUAL TPO HOLIDAY OPEN HOUSE & TOY DRIVE

 **WEDNESDAY, DECEMBER 7, 2022** 

4:00 P.M. - 6:00 P.M.

Don't forget to bring a new, unwrapped gift for
an infant, child, or teen to benefit the
Department of Children and Families

LIGHT REFRESHMENTS WILL BE SERVED

RIVER TO SEA TPO CONFERENCE ROOM

2570 W. INTERNATIONAL SPEEDWAY BLVD.
SUITE 100
DAYTONA BEACH, FL 32114

**RSVP to
PBLANKENSHIP@R2CTPO.ORG**





People First Transportation Workshop

Save the Date

8:30 a.m. – 4 p.m.

Friday, Jan. 27, 2023

DeBary Hall Historic Site

198 Sunrise Blvd, DeBary, FL 32713

Join the challenge to envision and plan

safer by design

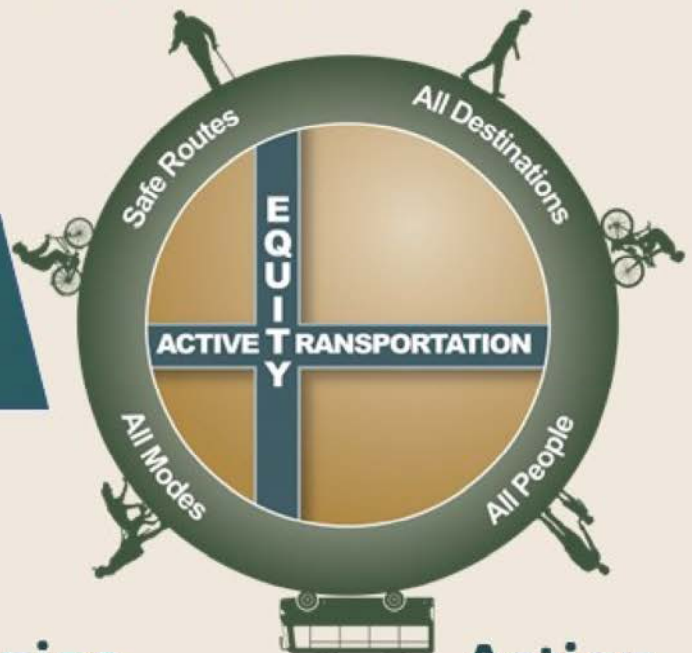
transportation alternatives for every age, ability, race and condition.

Keynote Speaker: Billy Hattaway, PE, RSP1, MBA
Principal Fehr & Peers

Formerly: Director of Transportation, City of Orlando,
FDOT Statewide Bike/Ped Coordinator,
Board Chair Bike/Walk Central Florida

*Transportation, land use,
equity, access, environment
it's all connected.*

Let's RETHINK
Active/Sustainable/Intermodal
Transportation for a Better Future



Benefits

- Safety
- Equity
- Accessibility
- Economy
- Environment
- Health
- Quality of Life

Success Strategies

- Safe Systems
- Vision Zero
- Complete Streets
- Trails/paths/lanes
- Cohesive Networks
- Trail Master Plans
- Funding/Grants
- Lessons from the Dutch & U.S. towns
- Rethink land development patterns
- Rethink commute, local & school trips
- Intermodal - Safe transit connections
- Innovations/cargo & e-bikes
- Bike share & micromobility gear
- Policy changes & incentives

Action

- Build Champions
- Identify Leaders
- Action Groups
- Partnerships
- Set targets
- 'First Steps'
- Action Plan



Be Involved

Be Informed

Be Active

#peoplefirsttransportation

Info@river2sealoop.org

BPAC Attendance Record 2022

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Holly Ryan/Doug Hall	x v	exc	exc	exc	x p	x p		exc	x v	x p			Daytona Beach (appt. 3/12) (alt. appt. 02/14)
Terry Lodge	x p	x p	x p	x p	x p	x p		x p	x p	x p			DeBary (appt 8/2020)
Ted Wendler Vice Chairperson	abs	x p	x p		x p	x p		x p	exc	x p			DeLand (appt. 05/11)
Luis Leal	x p	x p	x v	x v	x p	x v		x p	x p	x p			Deltona (appt 11/2021)
Paul Eik	x p	exc	exc	x p	x p	exc		x p	x p	exc			Flagler Beach (appt. 7/14) (alt appt 9/18)
Larry Coletti/Andy Dodzik	x p	x p	x p	x p	x v	x p		x p	x p	x p			Flagler County (appt 2/16)(re-appt 3/22)
Thomas Ryan	x p	x v	abs	abs	x v	x v		x p	exc	x p			Holly Hill (appt 9/19) (alt appt 5/2021)
Patrick McCallister		x v	abs	x v	x v	x v		exc	x v	x v			Lake Helen (appt 2/22)
Nic Mostert	x p	exc	x p	x p	x p	exc		x p	x p	x p			New Smyrna Beach (appt. 03/15)
Bob Storke	x p	x p	x p	x p	x p	x p		x p	x p	x p			Orange City (appt. 12/07)
Gayle Belin	x p	x p	x p	x p	x p	x p		exc	x p	x p			Ormond Beach (appt. 01/15 - 07/16)
Danielle Anderson/Andrew Dodzik	x p	x p	exc	x p	exc	x p		x p	x p	x p			Palm Coast (Appt. 02/16) (Alt appt 9/19)
Mark Oebbecke/Nancy Epps	x p	xp xv	xp xv	xp xv	x p	xp xv		x p	xp xv	x p			Ponce Inlet (Appt 12/2020) (alt appt 8/2021)
Christy Gillis	exc	x p	x v	exc	x v	exc		x v	exc	exc			South Daytona (appt. 01/16)
Roy Walters/Jason Aufdenberg Chairperson	xv xp	xv xp	x p	xp xp	x p	xp xp		xp xv	x v	xp xp			Volusia County At-Large (appt. 03/05) (alt. appt 07/12)
Maggie Ardito/Emery Jeffreys		x v	x v	x p	x p	xv xp		xv xp	xv xp	x p			Volusia County D-1 (appt. 2/22) (alt 5/22)
Tim Grigsby	x v	exc	x p	x v	x v	x p		x v	x v	exc			Volusia County D-4 (appt 4/2021)
Chris Daun	x p	x p	x p	x v	exc	exc		x v	exc	exc			Volusia County Chair (appt 3/2021)
Adam Mengel (non-voting)	abs	abs	abs	abs	abs	abs		abs	abs	abs			Flagler County (appt. 8/15/2021)
Gwen Perney (non-voting)	x v	x v	x v	x v	x v	x v		x v	x v	x v			Large City - Port Orange
John Cotton/Edie Biro (non-voting)	x v	x v	x v	x p	x v	exc		x v	exc	x v			Votran (appt. 07/13)(alt. appt. 02/16)
Jay Williams/Meghan Lindsey	x p	abs	x p	exc	x p	abs		x p	x p	abs			Volusia County (09/2022) (alt appt 8/22)
Rob Brinson (non-voting)	abs	abs	abs	abs	abs	abs		abs	abs	abs			Volusia County School Board (appt. 01/16)
Stephanie Moss (non-voting)	x p	x v	exc	x v	x v	exc		x p	exc	x v			FDOT (appt 11/19)
PHYSICAL QUORUM	Y	Y	Y	Y	Y	Y		Y	Y	Y			

Vacancies

Beverly Beach
 Bunnell
 Daytona Beach Shores
 Edgewater
 Flagler County School Board
 Flagler County Transit
 Oak Hill
 Pierson
 Port Orange
 Volusia County D-2
 Volusia County D-3
 Volusia County D-5

LEGEND

x = present
 p = present physically
 v = present virtually
 abs = absent (unexcused)
 exc = excused



River to Sea TPO Board Meeting Summary October 26, 2022

Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41 with 14 voting and two non-voting members physically present; and with two voting and two non-voting members attending remotely

- Approved the Consent Agenda including approval of: August 24, 2022 meeting minutes; Executive Director's timesheet review reports; the Flagler County Transit Development Plan (TDP) Letter; and reschedule the TPO Board meeting from November 23, 2022 to November 30, 2022
- Approved Resolution 2022-19 amending the Connect 2045 Long Range Transportation Plan (LRTP) by roll call vote
- Approved Resolution 2022-20 amending the FY2022/23 to 2026/27 Transportation Improvement Program (TIP) by a roll call vote
- Approved Resolution 2022-21 amending the FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP) by roll call vote
- Approved a motion to offer the permanent River to Sea TPO Executive Director position to Ms. Colleen Nicoulin and move forward with contract negotiations
- Received a presentation and discussion of the River to Sea TPO's guiding resolutions and project applications for the Call for Projects
- Received a PowerPoint presentation and discussion of the FY 2021/22 Public Involvement Activities Summary
- Received a presentation and discussion of the draft River to Sea TPO 2023 Legislative Positions
- Received a PowerPoint presentation of the Votran Mobility on-Demand Project
- Received the FDOT report; announced Mobility Week activities; announced the Tentative Five-Year Work Program public hearing will be held online the week of December 5-9, 2022 with the in-person public hearing on December 6, 2022 at the Deland District 5 office; and provided an update on hurricane response
- Received the Interim Executive Director's report; announced coordination with local governments regarding project programming and priorities; announced Mobility Week and upcoming activities the TPO will be participating in

The next River to Sea TPO Board meeting will be on Wednesday, November 30, 2022 at 9:00 am

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	



River to Sea TPO Outreach & Activities

www.R2CTPO.org

October/November 2022

Mobility Week Recap

During October 21-28, 2022, the Florida Department of Transportation (FDOT), along with its partners, including the River to Sea TPO, celebrated Mobility Week. The TPO participated in White Cane Awareness Day on October 28 and Port Orange Family Days on October 29. TPO staff, along with FDOT staff worked together to have a table at White Cane Awareness Day which provided safety information for pedestrians as well as safety items. For Port Orange Family Days, the TPO, with the help of FDOT staff fit 267 bicycle helmets for adults and children along with providing bicycle and pedestrian safety information and bicycle lights, first aid kits and lighted arm bands among other items.



Love to Ride Challenge: This is a fun, free, statewide challenge designed to get more people riding their bikes. The challenge kicked off on October 21 and runs through November 30. It's not too late to join:

- Register under the River to Sea TPO group (not the workplace) at: <https://www.lovetoride.net/florida/groups/3186>





River to Sea TPO Outreach & Activities

www.R2CTPO.org

October/November 2022

November Events & Activities:

- **17: VCARD Icebreaker:** Daytona Autograph Collection at OneDaytona, 5:30 p.m.
(<https://responsibledevelopment.com/event-detail/vcard-icebreaker-2022.html>)
- **17: FACT Fair:** Campbell Middle School, Daytona Beach, 5:30-7:00 pm
- **21-30: Love to Ride Florida Challenge:**
(LovetoRide.net/Florida)



SAVE THE DATE:

Annual TPO Holiday

Open House & Toy Drive

When: Wednesday, December 7, 2022 4:00-6:00 p.m.

Where: River to Sea TPO Conference Room

RSVP: Pam @ Pblankenship@r2ctpo.org



Follow Us!



Ongoing Projects, Studies, & Activities

- Develop Non-motorized Traffic Count Program
- Regional Resiliency Action Plan Implementation
- Connect 2045 Long Range Transportation Plan Amendment
- Annual FY 2021/22 TPO Audit
- TPO Review of Annual Priority Project Process
- Development of 2023 TPO Legislative Priorities
- Anastasia Dr Shared Use Path Feasibility Study (FS) (South Daytona)
- DeLand West Greenway FS
- Jackson Street Sidewalk FS (Port Orange)
- Dunlawton Ave Eastbound Right Turn Lane @ South Swallowtail Dr FS (Port Orange)
- Dunlawton Ave/Taylor Road Pedestrian Streetlighting FS (Port Orange)
- Votran's Annual Evaluation

HAPPY
Thanksgiving



2023 Meeting Schedule of the River to Sea TPO Board and Committees

	River to Sea TPO Board	Executive Committee	Technical Coordinating Committee (TCC)	Citizens Advisory Committee (CAC)	Bicycle/Pedestrian Advisory Committee (BPAC)	Trans. Disadvantaged Local Coordinating Board (TDLCB)
2023	4 th Wed. @9:00 a.m.	1 st Wed. @ 9:00 a.m.	3 rd Tues. @ 3:00 p.m.	3 rd Tues. @ 1:15 p.m.	2 nd Wed. @ 2:00 p.m.	2 nd Wed. the first month of every quarter @ 10:00 a.m. **
January	January 25, 2023	January 4, 2023	January 17, 2023	January 17, 2023	January 11, 2023	January 11, 2023
February	February 22, 2023	February 1, 2023	February 21, 2023	February 21, 2023	February 8, 2023	
March	March 22, 2023	March 1, 2023	March 21, 2023	March 21, 2023	March 8, 2023	
April	April 26, 2023	April 5, 2023	April 18, 2023	April 18, 2023	April 12, 2023	April 12, 2023
May	May 24, 2023	May 3, 2023	May 16, 2023	May 16, 2023	May 10, 2023	
June	June 28, 2023	June 7, 2023	June 20, 2023	June 20, 2023	June 14, 2023	
July	July 26, 2023*	July 5, 2023*	July 18, 2022*	July 18, 2022*	July 12, 2023*	July 12, 2023
August	August 23, 2023	August 2, 2023	August 15, 2023	August 15, 2023	August 9, 2023	
September	September 27, 2023	September 6, 2023	September 19, 2023	September 19, 2023	September 13, 2023	
October	October 25, 2023	October 4, 2023	October 17, 2023	October 17, 2023	October 11, 2023	October 11, 2023
November	November 22, 2023	November 1, 2023	November 21, 2023	November 21, 2023	November 8, 2023	
December	December 27, 2023*	December 6, 2023*	December 19, 2023*	December 19, 2023*	December 13, 2023*	

* These meetings are typically cancelled

** TDLCB Meetings are at Votran