

**Bicycle/Pedestrian Advisory Committee (BPAC)  
Meeting Minutes  
November 13, 2013**

Members Present:

Rani Merens  
Scott Leisen  
Michelle Grenham  
Nic Mostert, Vice Chairman  
Bob Storke, Chairman  
Phyllis Campbell  
Colleen Nicoulin  
Pamela Masters  
Roy Walters  
Kevin Phelps  
Alice Haldeman  
Bill Pouzar

Representing:

DeBary  
Deltona  
Edgewater  
Holly Hill  
Orange City  
Ponce Inlet  
Port Orange  
South Daytona  
Volusia County, At-Large  
Volusia County, District 1  
Volusia County, District 3  
Volusia County, District 5

Non-Voting Technical Appointees Present:

Jessie Clark  
Joan Carter  
Melissa Winsett  
John Cotton  
Wendy Hickey  
Gwen Perney

Representing:

Volusia County School Board  
FDOT  
Volusia County Traffic Engineering  
Votran  
Orange City  
Port Orange

Members/Technical Appointees Absent:

Holly Idler  
John Schmitz – (excused)  
Tim Bustos – (excused)  
Kris Jones

Representing:

Daytona Beach  
Daytona Beach Shores  
DeLand  
New Smyrna Beach

Others Present:

Dr. Ron Van Houten, CERS  
Tim Pehlke, UCF  
Pamela Blankenship  
Stephan Harris  
Robert Keeth  
Jason Aufdenberg – BPAC Alternate

Representing:

CERS  
UCF  
TPO Staff  
TPO Staff  
TPO Staff  
Volusia County, At-Large

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

The meeting of the Volusia Transportation Planning Organization (TPO) Bicycle/Pedestrian Advisory Committee (BPAC) was called to order at 3:01 p.m. by Chairperson Robert Storke. The roll was called and it was determined that there was a quorum.

## II. Public Comment/Participation

None

## III. Consent Agenda

- A. Review and Approval of October 9, 2013 BPAC Meeting minutes
- B. Review and Recommend Approval of Resolution 2013-## Authorizing Execution of the FDOT Sub-Recipient Grant Agreement for the Pedestrian Crosswalk Safety Program
- C. Cancellation of the December 11, 2013 BPAC Meeting

*Motion: A motion was made to approve the Consent Agenda by Mr. Walters. The motion was seconded by Ms. Campbell and unanimously approved.*

## IV. Action Items

- A. Review and Recommend Approval of the 2014 Draft XU Bicycle/Pedestrian Project Proposal Requirements and Scoring Criteria

Mr. Harris stated the BPAC Project Review Subcommittee met on November 1, 2013 and a meeting summary is included in the agenda packet. The subcommittee went over the draft application to be used in the next call for projects. The major change is there are two separate applications for feasibility studies and project implementations. FDOT has their application which must be filled out and submitted prior to a project being programmed for any phase. The TPO wanted to combine its application with FDOTs to remove any redundancies. He reviewed the changes including the inclusion of initial project screening questions for the feasibility study application; added three initial screening questions: 1) is the project within one mile of a community asset, 2) does the project connect to another bicycle/pedestrian transit facility and 3) is safety a component of the overall project. All three questions are yes/no questions with a "no" answer disqualifying the application.

Ms. Winsett asked what the definition of "community asset" is.

Mr. Harris replied that is defined in criterion #1, page 42 of the agenda packet; it includes residential developments, apartments, etc.

Ms. Winsett asked if safety being a component meant safety in the design or does a safety issue have to be addressed in the project.

Mr. Harris replied that is explained in criterion #3 on page 43 of the agenda; because it is an initial screening question, every application has to have a safety component.

Ms. Carter stated she recently had to justify a project that was off a state road system and the FHWA questioned whether it could be funded with safety money. FHWA wanted a

statement that the project was a risk assessment; to address that issue she contacted law enforcement and was able to provide actual numbers on law enforcement activity, tickets and warnings that had been issued, etc.

Discussion continued regarding the three screening questions and the criteria.

***Motion: Mr. Walters made a motion to move the three qualifying screening questions into the "purpose and needs" statement narrative on the application and a minor grammatical correction. Ms. Grenham seconded and the motion carried unanimously.***

**B. Review and Recommend Approval of a Local Match Requirement for XU Bicycle/Pedestrian Projects**

Mr. Harris stated the TPO requires a 10% local match to the 90% in federal funds that are used on XU Bicycle/Pedestrian projects. The 10% local match policy has been in effect for several years. Mr. Harris stated the subcommittee discussed the pros and cons of raising the 10% local match and recommended leaving it at 10%.

***Motion: Mr. Walters made a motion to keep the local match requirement for XU Bicycle/Pedestrian projects at 10%. Mr. Leisen seconded and the motion carried unanimously.***

**C. Review and Recommend Approval of Funding Limits for XU Bicycle/Pedestrian Projects**

Mr. Harris stated that currently there are no limits on XU Bicycle/Pedestrian projects which can encourage large projects. The BPAC Project Review Subcommittee met on November 1, 2013 and recommended funding limits of \$500,000 per year or \$1 million overall per project. TPO staff feels a limit similar to the Traffic Operations/ITS/Safety limit of \$1.5 million per year would be more beneficial. The TPO Board has expressed interest in having consistency between funding programs. He stated that right now the TPO is able to fund projects and get them off the priority list within three to four years. There is the possibility if a megaproject got on the priority list, it could sit there for a decade and wipe out funding for any other projects.

Ms. Carter stated her concern that having a functional cap on projects may prevent the TPO from receiving regional funding.

Mr. Harris replied that the TPO is part of the Central Florida MPO Alliance (CFMPOA) which has developed a series of priority lists for regional projects to take advantage of funds at the state level.

Mr. Walters stated that realistically, those limits would be limiting projects to two-mile segments; design and construction runs about \$500,000 for two miles. This would discourage partnerships on a much larger trail. Spreading the money around means the TPO will only be funding small projects. He suggested leaving the limits as they are.

Mr. Pouzar inquired if the TPO staff wants a higher limit and if so, what would that limit be.

Mr. Harris stated limits consistent with the limits already in place such as the XU Traffic Ops/ITS/Safety list with caps of \$1.5 million per year and \$3 million total.

Ms. Nicoulin asked how this would affect existing projects on the list.

Mr. Harris replied there will be minimal impact; existing projects will be grandfathered in. Any recommendations made today will apply to new project applications.

Ms. Winsett stated that the county engineer discourages the county from applying for any XU funded projects under a \$1 million because it is not cost effective.

***Motion: Ms. Nicoulin made a motion for funding limits of \$1.5 million per year and \$3 million overall for XU Bicycle/Pedestrian projects consistent with the XU Traffic Ops/ITS/Safety funding limits. Mr. Walters seconded the motion. The motion carried with Mr. Mostert voting in opposition.***

#### **D. Appointment of a Member to the Unified Planning Work Program (UPWP) Subcommittee**

Mr. Harris stated the Unified Planning Work Program outlines the activities the TPO staff will undertake in a two-year period. TPO staff is working on a draft for the next two-year period, 2014-2016. The subcommittee will meet once in January.

Mr. Bill Pouzar volunteered for the subcommittee.

***Motion: Motion made by Mr. Walters to appoint Mr. Bill Pouzar to the Unified Planning Work Program (UPWP) Subcommittee. The motion was seconded by Mr. Mostert and carried unanimously.***

### **V. Presentation and Discussion Items**

#### **A. Presentation on the Findings of the Pedestrian Crosswalk Safety Program in Daytona Beach, New Smyrna Beach and Daytona Beach Shores**

Mr. Harris introduced Dr. Ron Van Houten, Center for Education Research and Safety (CERTS).

Dr. Van Houten stated his experience and credentials. He gave a PowerPoint presentation on the results of the Pedestrian Crosswalk Safety Program in Daytona Beach, New Smyrna Beach and Daytona Beach Shores. He stated this year they looked at pedestrian crosswalks and yielding by the motorists. New Smyrna Beach has advanced stop bars at all crosswalks along SR A1A and has higher yielding to pedestrians. Since training of local police, there have been many stops and warnings that have resulted in more motorists yielding,

especially where advanced stop bars have been installed. They have recommended installing the advanced stop bars at all crosswalks on SR A1A. He gave the benefits and drawbacks of using inexpensive in-street pedestrian signs.

Mr. Harris stated a copy of the Center for Education Research and Safety (CERTS) report is in the agenda packet and that it shows that they do recommend use of more in-street pedestrian crossing signs at several crosswalks that were targeted during this campaign. The TPO has contacted FDOT about putting signage at locations along SR A1A in Daytona Beach Shores, and Volusia County Traffic Engineering about putting signage along county road A1A in New Smyrna Beach and they have declined. Daytona Beach has expressed interest in installing these signs. The TPO purchased six of these signs with grant money available and will be donating them to the city of Daytona Beach with stipulation that they agree to install and maintain the signs.

#### **B. Presentation on the UCF Walking School Bus Program**

Mr. Tim Pehlke, UCF Walking School Bus Program, gave a video presentation on the walking school bus program. He stated the program is funded by grants from University of Central Florida and FDOT. He explained what a “walking school bus” is, how it works and what the benefits are. The program currently operates in nine counties and would like to expand.

Mr. Clark inquired if through the program funding were there resources to help school districts start a walking school bus program.

Mr. Pehlke replied that yes, they provide reflective vests for the volunteers and training, t-shirts and incentives for participating kids. They also map out the routes to schools.

Dr. Aufdenberg asked how many walking school buses per school there were.

Mr. Pehlke replied it can be an infinite number; it depends upon how many children sign up for the program.

Ms. Nicoulin asked if they only served elementary schools or did they also go to middle schools.

Mr. Pehlke stated they serve kindergarten through 8<sup>th</sup> grade, but primarily it is the elementary schools that are interested.

Mr. Harris showed the committee the TPO’s two minute public service announcement on the walking school bus program.

#### **C. Presentation on Traffic Safety and Signals**

Mr. Harris gave a video presentation on traffic safety and traffic signals.

#### **VI. Staff Comments**

Mr. Harris stated the TPO will be undergoing a Feasibility Study for the East Coast Greenway and the St. John's River to Sea loop trail. The TPO is currently working on the scope and will issue a Request For Proposal in the near future.

#### **VI. Information Items**

- BPAC Attendance Record
- BPAC Project Review Subcommittee Meeting Summary
- Titusville to Edgewater Bike Loop Public Meeting Notice
- 2014 VTPO Board and Committee Meeting Schedules

#### **VII. BPAC Member Comments**

Dr. Aufdenberg inquired if there is an update on the Orange Street bridge project and if the BPAC had a representative on the committee.

Mr. Harris replied that the TPO Board appointed Lois Bollenback as the TPO representative and he did not have any updates on the project at this time.

Ms. Merens stated the Votran fare increase was officially approved and asked when would it go into effect.

Mr. Cotton replied it goes into effect February 2014 and will be in two phases. He stated that in January they will start a campaign to inform the public.

Ms. Carter stated she has been participating Safe Mobility for Life, sponsored by FDOT, which helps senior citizens plan for when they cannot drive. She passed out some information cards to the committee members.

Mr. Mostert stated Waverly removed the benches from the middle of the sidewalks in the Holly Hill area.

#### **VIII. Adjournment**

The meeting adjourned at 4:40 p.m.

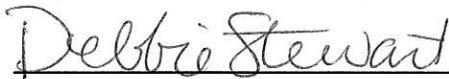
**Volusia Transportation Planning Organization**



**Mr. Robert Storke, Chairman  
Bicycle/Pedestrian Advisory Committee (BPAC)**

**CERTIFICATE:**

The undersigned duly qualified and acting Recording Secretary of the Volusia TPO certifies that the foregoing is a true and correct copy of the minutes of the November 13, 2013 regular meeting of the Bicycle/Pedestrian Advisory Committee (BPAC), approved and duly signed this 8<sup>th</sup> day of January 2014.



**Debbie Stewart, Recording Secretary  
Volusia Transportation Planning Organization**