



MEETING AGENDA

Please be advised that the River to Sea Transportation Planning Organization (TPO) CITIZENS ADVISORY COMMITTEE (CAC) & TECHNICAL COORDINATING COMMITTEE (TCC) will be meeting on:

DATE: Tuesday, November 15, 2016
TIME: 1:30 P.M. (CAC) & 3:00 P.M. (TCC)
PLACE: River to Sea TPO Conference Room
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, Florida 32114

Ms. Judy Craig, CAC Chairperson

Mr. Tim Burman, TCC Chairman

CAC & TCC AGENDA

- I. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM
- II. PUBLIC COMMENT/PARTICIPATION *(Public comments may be limited to three (3) minutes at the discretion of the Chairperson)*
- III. CONSENT AGENDA
 - A. REVIEW AND APPROVAL OF OCTOBER 18, 2016 CAC/TCC MEETING MINUTES *(Contact: Marie Duda) (Enclosure, CAC pages 3-11; TCC pages 3, 12-18)*
 - B. CANCELLATION OF DECEMBER CAC/TCC MEETINGS *(Contact: Pamela Blankenship) (Enclosure, page 3)*
- IV. ACTION ITEMS
 - A. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2016-## ADOPTING THE UPDATED RIVER TO SEA TPO'S PUBLIC PARTICIPATION PLAN (PPP) *(Contact: Pamela Blankenship) (Enclosure, pages 19-21)*
 - B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2016-## AMENDING THE FY 2016/17 TO 2020/21 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) *(Contact: Robert Keeth) (Enclosure, pages 22-44)*
- V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS
 - A. PRESENTATION AND DISCUSSION OF SR A1A STABILIZATION *(Contact: Lois Bollenback) (Enclosure, page 45)*

- V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS** *(continued)*
- B. PRESENTATION AND DISCUSSION OF THE ACCESSIBLE PEDESTRIAN SIGNAL (APS) ACTION PLAN** *(Contact: Vince Wang) (Enclosure, pages 46-51)*
- C. PRESENTATION AND DISCUSSION OF THE DRAFT APPLICATION AND RANKING PROCESS FOR THE 2017 CALL FOR PROJECTS AND LIST OF PRIORITY PROJECTS** *(Contact: Robert Keeth/Stephan Harris) (Enclosure, pages 52-92)*
- D. FDOT REPORT** *(Contact: Gene Ferguson, FDOT District 5) (Enclosure, page 93)*
- E. VOLUSIA COUNTY AND FLAGLER COUNTY CONSTRUCTION REPORTS** *(Contact: Volusia County & Flagler County Traffic Engineering) (Enclosure, pages 94-95)*
- VI. STAFF COMMENTS** *(Enclosure, page 96)*
- ® Update on SunRail
 - ® Florida Greenways and Trails Plan and Opportunity and Priority Maps
 - ® Old Kings Road Widening PD&E
- VII. CAC/TCC MEMBER COMMENTS** *(Enclosure, page 96)*
- VIII. INFORMATION ITEMS** *(Enclosure, pages 96-100)*
- ® River to Sea TPO Board Meeting Summary for October 26, 2016
 - ® October TPO Outreach and Events
 - ® 2017 TPO Committee Meeting Calendar
- IX. ADJOURNMENT** *(Enclosure, page 96)*

****The next CAC and TCC meetings will be on Tuesday, January 17, 2017****

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

The River to Sea TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at www.r2ctpo.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, extension 20416, or pblankenship@r2ctpo.org.

MEETING SUMMARY
CAC & TCC
NOVEMBER 15, 2016

III. CONSENT AGENDA

A. REVIEW AND APPROVAL OF SEPTEMBER 20, 2016 CAC/TCC MEETING MINUTES

Background Information:

Minutes are prepared for each CAC and TCC meeting and said minutes must be approved by their respective committees.

B. CANCELLATION OF DECEMBER CAC/TCC MEETINGS

Background Information:

Traditionally, if there is no outstanding business that must be conducted prior to the end of the calendar year, all TPO committee meetings are cancelled for the month of December.

ACTION REQUESTED:

MOTION TO APPROVE THE CONSENT AGENDA

Citizens Advisory Committee (CAC)
Meeting Minutes
October 18, 2016

CAC Members Present:

Donald Smart
Janet Deyette
Bliss Jamison
Gilles Blais
Nora Jane Gillespie
Alan Peterson
Bob Storke
Jack Delaney
Judy Craig, Chairperson
Elizabeth Alicia Lendian
Edie Biro
Melissa Winsett (non-voting)
Gene Ferguson (non-voting advisor)

Representing:

Daytona Beach
Deltona
Edgewater
Holly Hill
New Smyrna Beach
Palm Coast
Orange City
South Daytona
Volusia County
Volusia County
Votran
Volusia County Traffic Engineering
FDOT District 5

CAC Members Absent:

Greg Feldman
Joe Villanella (excused)
Susan Elliott
Bobby Ball (excused)
Doug Homan (excused)
Terry Bledsoe (excused)
Bob Owens
Faith Alkhatib (non-voting)

Representing:

Flagler County
Ponce Inlet
Pierson
Port Orange
Volusia County
Volusia County
Flagler County Transit
Flagler County Traffic Engineering

Others Present:

Marie Duda, Recording Secretary
Pamela Blankenship
Robert Keeth
Lois Bollenback
Vince Wang
Aarti Sharma
Ralph Bove
Joe Bitar
Pat Northey

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
WSP Parsons Brinckerhoff
FDOT
Ghyabi & Associates

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

Chairperson-Elect Gilles Blais called the meeting of the River to Sea Transportation Planning Organization (TPO) Citizens Advisory Committee (CAC) to order at 1:35 p.m. There was a moment of silence for the victims of Hurricane Matthew. The roll was called and it was determined that a quorum was present.

II. Press/Citizen Comments

There were no press/citizen comments.

III. Consent Agenda

A. Review and Approval of September 20, 2016 CAC Meeting Minutes

MOTION: A motion was made by Ms. Deyette to approve the September 20, 2016 CAC meeting minutes. The motion was seconded by Mr. Smart and carried unanimously.

IV. Action Items

A. Review and Recommend Approval of Resolution 2016-## amending the Policy for Establishing & Maintaining Transportation Priority Projects

Mr. Keeth stated that this resolution prescribes the policy related to the priority projects process and identifies the different classifications of projects. In the past few months, the TPO has been discussing a project that is outside of the priority project process. This is the Turnbull Bay Bridge project, and at the last TPO Board meeting, the board directed the staff to examine revisions to this policy which would allow the priority to be adjusted under certain unusual circumstances. The Executive Committee discussed this and recommended the language that is under paragraph #8 in the resolution. The committee also directed the Transportation Improvement Program (TIP) Subcommittee to further review the matter and define the term "unusual circumstances." At the TIP Subcommittee meeting there was no quorum; however, there was a discussion. The members who were present offered some language that is included in paragraph #9. This wording says that when a project is coming in as an addition to the list or a request is made to re-prioritize a project priority already on the list, the change must be justified by a demonstration of hardship.

MOTION: A motion was made by Mr. Smart to recommend approval of Resolution 2016-## amending the policy for establishing & maintaining transportation priority projects. The motion was seconded by Mr. Storke.

Mr. Peterson commented that he would like to make a few amendments and suggestions and then vote to table the motion. He pointed out item #8 where the verbiage says to only reprioritize projects when the TPO Board determines unusual circumstances. He stated that he would like to add "unusual and unforeseen" to this item. He pointed out that in item #9, it states that a project must include a statement of hardship. He wants the term "hardship" to be explicitly defined. He stated that he would like the staff to provide a list of items that are deemed to be hardships and that the verbiage as it is now is too vague.

Mr. Blais asked if this had ever been a problem in the past.

Mr. Keeth replied that it was a problem that brought this item to the TPO. Volusia County requested funding for the Turnbull Bay Bridge project which was not on the priority list but the TPO Board felt there was a need to address it.

Mr. Peterson moved that the item be tabled.

Ms. Gillespie asked about item #12 which addresses protective status. It states that within three years, if a project has not been programmed due to inactivity on the sponsor's part, the project is removed from the priority list. She noted that some of the projects were older than three years. She stated that she liked this statement and thinks it is needed.

Mr. Keeth replied that this was a recent addition.

Ms. Gillespie spoke about the Turnbull Bay Bridge and the fact that it was known to be in need of repair for years.

Mr. Peterson stated that it was not "unforeseen."

Ms. Gillespie agreed that it was not unforeseen.

Mr. Peterson added that if the word “unforeseen” had been in the regulations, the money could not have been transferred.

Ms. Bollenback explained how this discussion evolved. The word “unforeseen” did not mean that the bridge did not need to be replaced. The situation has been known for many years and the funding was in place for many years. The bids came in higher than expected, which was unforeseen. There was a rush to not have to set it aside, start from scratch and wait for more funding. The Executive Committee discussed this item under #8. The point is to make sure that the TPO is not taking action on something that is not supported by the policies it is governed by. She advised Mr. Peterson that there was a lot of discussion about how to define “unusual circumstances.” She described the options that were available. The TIP Subcommittee was given the opportunity to modify the language; however, this is consistent with variances that are used in planning. There are situations that may arise which give the opportunity for a variance. She spoke about the sidewalk project in Pierson which required a safe connection for the students to use to go to school. It did not rank high at first, but the town of Pierson, the School Board, FDOT, and Volusia County deemed it necessary to be advanced. She reiterated that there are times where the flexibility is needed.

Mr. Peterson responded that he was not questioning the word “unusual.” He stated that he is questioning the word “hardship” and the situations that define it.

Ms. Bollenback replied that her only caution to tabling or deferring this is this is the policy that supports the TIP Amendment that will be reviewed soon. It was discussed at length at the TPO Board meeting and it was recognized that a policy needs to be in place to support the decisions being made. As a part of the regular review of the call for projects, beyond this specific action, the TIP Subcommittee is meeting next Monday. They will be reviewing all three resolutions, so there will be another chance to review this and make changes in January 2017. She requested that a resolution and recommendation be made today.

Ms. Deyette stated that she does not think the word “unforeseen” should be added.

Ms. Craig added that to clarify this, the language can be tweaked at a later time.

Ms. Bollenback reiterated that the review is underway and these resolutions will be brought back for modification and approval in January.

Mr. Smart said that he sometimes reads literature that perhaps is not specific enough and therefore leaves things open to interpretation. He stated that he thinks the definition will be changed ten years from now and that it is dangerous to get very specific.

Mr. Blais stated that certain words can be brought back for discussion.

Mr. Storke asked if Mr. Peterson had a motion to the committee to amend.

Mr. Peterson stated that there had not been a second to his motion.

Ms. Craig stated that the members are going back to the original motion to vote on.

The motion carried unanimously with Mr. Peterson voting in opposition.

B. Review and Recommend Approval of Resolution 2016-## amending the FY 2016/17 to 2020/21 Transportation Improvement Program (TIP)

[Handout provided]

Mr. Keeth pointed out that there are two additions provided as a handout. Regarding the funding for the Turnbull Bay Bridge project, there is \$300,000 in local funds and \$821,000 in District Dedicated Revenue (DDR) funds. FDOT informed the TPO that those funds will be replaced with an equal amount of federal SA funds. The DDR funds were originally from the SR 44/Kepler Road project which has been removed. These funds are being swapped by FDOT for SA funds to be put on the Turnbull Bay Bridge project. There are also 14 regional trail projects being added, and those are included in attachment B. The TPO was informed, after the agenda went out, that these projects had been funded through the SunTrail program. He gave details of several other projects.

Mr. Peterson asked about the SR A1A trail in Flagler Beach where some portion of it no longer exists for transportation purposes. He asked what happens to the funding when this is added to the TIP, since it will not be repaired for some time.

Mr. Ferguson pointed the members to look at the page that shows the Flagler Beach project. There is a phase identified: PD&E. This is where FDOT does the environmental study. The road itself will be repaired and this could take a year to complete.

Mr. Keeth stated that for the Traffic Operations/Safety SU set-aside amount of \$180,000 was intended to be moved into the Unified Planning Work Program (UPWP) for the ITS Master Plan. FDOT has advised that there is not a sufficient planning budget for this to move forward. He asked the members to approve the TIP amendment package without removing the \$180,000 from the Traffic Operations/Set Aside box.

Ms. Craig asked if it will stay until a decision is made on where the funds are needed.

Mr. Keeth said that was correct. He asked that the motion include information from attachments A and B, and revised per the Turnbull Bay Bridge addendum that was presented.

MOTION: *A motion was made by Ms. Deyette to recommend approval of Resolution 2016-## amending the FY 2016/17 to 2020/21 Transportation Improvement Program (TIP) as amended. The motion was seconded by Ms. Gillespie.*

Mr. Keeth clarified that the \$180,000 would not be pulled from the set-aside box.

The motion carried unanimously.

C. Review and Recommend Approval of Resolution 2016-## amending the FY 2016/17 and FY 2017/18 Unified Planning Work Program (UPWP)

Mr. Keeth stated that this is other part of moving the \$180,000 from the SU box into the Unified Planning Work Program (UPWP). Since the planning budget is not available now, he asked to have the item withdrawn from consideration.

MOTION: *A motion was made by Mr. Peterson to withdraw recommending approval of Resolution 2016-## amending the FY 2016/17 and FY 2017/18 Unified Planning Work Program (UPWP). The motion was seconded by Ms. Lendian and carried unanimously.*

D. Review and Recommend Approval of Resolution 2016-## adopting the Congestion Management Process (CMP) and Performance Measure Report

Mr. Keeth explained that the Congestion Management Process (CMP) and Performance Measure Report will be produced annually to gauge the TPO's progress in addressing its transportation goals and objectives. It studies the required transportation performance measures mandated by the federal government. Comments were received from Palm Coast at the last meeting and one roadway was identified as congested. It was not an existing road and was removed at the request of Palm Coast.

MOTION: A motion was made by Mr. Blais to recommend approval of Resolution 2016-## adopting the Congestion Management Process (CMP) and Performance Measure Report. The motion was seconded by Mr. Storke and carried unanimously.

V. Presentation Items

A. Presentation and Discussion of the Volusia Transit Connector Study

Mr. Joe Bitar, FDOT, introduced Mr. Ralph Bove, Parsons Brinckerhoff, and Ms. Patricia Northey, Ghyabi & Associates. Mr. Bove gave a PowerPoint presentation on the Volusia Transit Connector Study and reviewed the various alternatives that were considered. None of the alternatives would achieve a high enough rating to be competitive for future federal funding. He detailed the next steps including the development of an implementation strategy that links land use and transit planning to get to a level of density that supports transit. He concluded that the final summary report would be completed in December 2016.

Ms. Craig asked how many years it would take for this to be done in DeLand.

Mr. Bitar replied that the study could take many years from now. Regarding the SunRail Station, the issue is the federal portion of the cost.

Mr. Peterson asked what businesses today would bring people from one city to another.

Mr. Bitar responded that it is up to the communities and municipalities and how they want to grow. He explained that they should use the research and noted that can be a lengthy process.

Mr. Blais asked about the DeLand Athletic Department regarding season passes and where the people live who go to these events.

Mr. Bitar stated that they did use a survey during the International Speedway Event.

Mr. Bove pointed out that the study area is unique. He stated that it is a "transit market" and is in the middle of a lot of public land that may not be developed. He pointed out a travel market at five universities and that it is necessary to find ways to best serve these areas. He reiterated that "premium transit" is a broad term.

Mr. Bitar said that the local service needs to be enhanced and the final report will reflect some of this.

Ms. Deyette asked about the west side of the study area. She stated that people come from all over to visit DeLand for many different activities. She added that the DeLand SunRail station is needed as well as a link to the east side.

Ms. Northey agreed with Ms. Deyette's statements.

Ms. Lendian stated that west Volusia has a wide variety of springs and each has many activities. She pointed out that one must go to DeLand to get to them. She pointed out major events that are specific to DeLand.

Mr. Peterson stated that special events will not create major travel to DeLand or Daytona Beach. He said that the important point to consider is the commuter who pays the daily fare.

Ms. Gillespie said that she formerly was a teacher and noticed that when she used the train, many users were students. They are now carpooling and she advised them to get involved with their elected officials.

B. Presentation and Update on the Fixing America's Surface Transportation (FAST) Act (CAC Only)

Ms. Bollenback gave a PowerPoint presentation on the Fixing America's Surface Transportation (FAST) Act. The FAST Act increases funding for both highways and transit; it funds the National Highway Freight Program and increases funding associated with transit and safety. She reviewed some of the other changes that the FAST Act brings. She also discussed that changes that will affect MPOs. There is a push to consolidate MPOs that affects one-third of the MPOs around the nation; it will not affect the River to Sea TPO. Greyhound, inner city bus services and seaports will need to be incorporated into the next long range plan. MPOs will need to begin setting targets and performance measures. The LRTP, the TIP and the ranking of project priorities will all link back to the performance measures. Once a project is built, the effects will need to be measured. As the FAST Act is implemented, the TPO will look at the performance measures and make sure it is clear how it affects the projects being developed.

Mr. Peterson asked if there was any information on how the new freight program will affect the TPO area.

Ms. Bollenback replied that there are many activities going on right now regarding freight. Some of the priorities are already spelled out and freight traffic will probably not be in this area. The TPO is more concerned with connecting businesses to the interstate. Freight activity is mostly on corridors in the center of the state. The state is looking at improving the freight system.

Mr. Peterson asked if local roads would need reinforcement to handle freight traffic.

Ms. Bollenback replied that good connectivity is the goal. She explained that in the Long Range Transportation Plan (LRTP), the TPO needed to know where the parcels are so that plans for connectivity can be made before the businesses come.

Ms. Lendian stated that Highway 17 is a connecting road.

Ms. Bollenback responded that it does not carry that much freight traffic and is not at the top of the list.

Ms. Lendian pointed out that it connects two seaports. She also stated that she was concerned that studies were not done on lesser roads so the amount of traffic is unknown.

Ms. Bollenback replied that if Ms. Lendian meant all public roads, the TPO does not look at every neighborhood street. The TPO looks at the major arterials, so the definition of "all public roads" must separate different classes of roadways.

Ms. Lendian stated that these were also being looked at for funding purposes.

Ms. Bollenback explained that the purpose of the Congestion Management Process Report is to take a broad look at the transportation network and find the areas of congestion and decide the best way handle them.

Mr. Blais spoke about the hurricane that just passed through the TPO area. He asked if anyone noted the traffic patterns from the sky. He asked if any studies were made to the feeder or interstate arteries.

Ms. Bollenback replied that she does not have a formal assessment at this time. Brevard County had a series of accidents. She is not aware of any incidents in the TPO area. She stated that it is a valid question but right now the focus is on re-opening roads.

Ms. Jamison if there was any analysis for the evacuations.

Ms. Bollenback responded that there are evacuation corridors that are prioritized and looked at. She pointed out that people evacuated early this time. Everything went well in the TPO area. There were some issues with people returning due to bridge closures.

C. FDOT Report

Gene Ferguson gave the FDOT report.

Mr. Peterson asked about SR A1A and where the money will come from to repair it.

Mr. Ferguson replied that often the understanding is between the state and the Federal Emergency Management Administration (FEMA). The state will be reimbursed by FEMA.

Mr. Peterson asked if FEMA has mentioned helping the state with SR A1A.

Mr. Ferguson replied that FEMA has a lot on their plate right now. He explained that the work is progressing and the places in need have been identified. The work will be done as quickly as possible.

D. Volusia and Flagler County Construction Reports

Ms. Winsett gave the Volusia County Construction Report and advised that it had not been included in the agenda because of the storm. She gave a brief summary of the changes.

Mr. Storke asked if the four-lane project under item #10 was completed.

Ms. Northey replied yes.

Ms. Jamison asked about the 10th Street widening status.

Ms. Winsett replied that she does not have an update but will try to get one.

Ms. Craig asked if it is considered complete.

Ms. Winsett responded that it is not considered to be complete; it is currently in design.

VI. Staff Comments

® Update on the I-95 to SR 417 Connector Environmental Study

Mr. Keeth stated that the TPO recently received the draft scope for the I-95 to SR 417 Connector Environmental Study and it is under review. The study will be underway next month.

® Update on the Draft Public Participation Plan (PPP)

Mr. Keeth stated that the TPO had received comments on the draft Public Participation Plan from the Federal Highway Administration (FHWA) which will be incorporated into a follow up draft document. It will be presented for review and a recommendation of approval in November.

® Update on SunRail

Mr. Keeth stated that there was nothing to update on SunRail.

® Update on the "I-4 Beyond the Ultimate" Financial Review

Mr. Keeth reported that public hearings for the "I-4 Beyond the Ultimate" PD&E study had been cancelled due to Hurricane Matthew. He advised that the public hearings will be rescheduled. Documents are available to the members for review on www.i4express.com.

Mr. Keeth announced that volunteers are needed for the Accessible Pedestrian Signal (APS) Action Plan Volunteer Team. He asked the members to contact Mr. Vinny Wang by November 9, 2016. There will most likely be one meeting to review the draft document.

VII. CAC Member Comments

There were no comments.

VIII. Information Items

- ® River to Sea TPO Board Meeting Summary for September 28, 2016
- ® September TPO Outreach and Events
- ® SunTrail Funding Notice

IX. Adjournment

There being no further business, the CAC meeting adjourned at 3:01 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

JUDY CRAIG, CHAIRPERSON
CITIZENS' ADVISORY COMMITTEE (CAC)

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of the minutes of the October 18, 2016 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 15th day of November 2016.

MARIE DUDA, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

Technical Coordinating Committee (TCC)

Meeting Minutes

October 18, 2016

TCC Members Present:

Mick Cuthbertson
Chris Walsh
Arlene Smith
Stewart Cruz
Laura Dodd
Mike Holmes
Ron Paradise
Darren Lear
Tom Harowski
Amye King
Becky Mendez
Jose Papa
Mark Karet
Aref Joulani
Tim Burman, Chairman
John Dillard
Jon Cheney
Eric Kozielski
Heather Blanck
Kellie Smith (non-voting advisor)

TCC Members Absent:

Larry Newsom
Jason Yarborough
Ric Goss, Vice Chairman (excused)
Faith Alkhatib
Larry LaHue (excused)

Others Present:

Marie Duda, Recording Secretary
Robert Keeth
Pamela Blankenship
Lois Bollenback
Vince Wang
Aarti Sharma
Jake Baker
Ralph Bove
Joe Bitar
Het Patel
Rich Walton

Representing:

Bunnell
Daytona Beach
Daytona Beach Int'l Airport
Daytona Beach Shores
DeBary
DeLand
Deltona
Edgewater
Holly Hill
New Smyrna Beach
Orange City
Palm Coast
Pierson
Ponce Inlet
Port Orange
South Daytona
V.C. Traffic Engineering
Volusia County School District
Votran
FDOT District 5

Representing:

Flagler Beach
Lake Helen
Ormond Beach
F.C. Traffic Engineering
V.C. Emergency Management

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
Ponce Inlet
Parsons Brinkerhoff
FDOT
RS & H
Daytona Beach

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

Chairman Tim Burman called the meeting of the River to Sea Transportation Planning Organization (TPO) Technical Coordinating Committee (TCC) to order at 3:08 p.m. The roll was called and it was determined that a quorum was present.

II. Press/Citizen Comments

There were no press/citizen comments.

III. Consent Agenda

A. Review and Approval of September 20, 2016 TCC Meeting Minutes

Mr. Cheney pointed out page 17 and asked to add a “zero” to correct the funding to \$470,000 for Palm Coast.

Mr. Keeth stated that \$47,000 is the correct amount; therefore, the minutes are correct.

***MOTION:** A motion was made by Mr. Cheney to approve the September 20, 2016 TCC meeting minutes. The motion was seconded by Mr. Lear and carried unanimously.*

IV. Action Items

A. Review and Recommend Approval of Resolution 2016-## amending the Policy for Establishing & Maintaining Transportation Priority Projects

Mr. Keeth stated that this resolution prescribes the policy related to the priority projects process and identifies the different classifications of projects. In the past few months, the TPO has been discussing a project that is outside of the priority project process. This is the Turnbull Bay Bridge project, and at the last TPO Board meeting, the board directed the staff to examine revisions to this policy which would allow the priority to be adjusted under certain unusual circumstances. The Executive Committee discussed this and recommended the language that is under paragraph #8 in the resolution. The committee also directed the Transportation Improvement Program (TIP) Subcommittee to further review the matter and define the term “unusual circumstances.” At the TIP Subcommittee meeting there was no quorum; however, there was a discussion. The members who were present offered some language that is included in paragraph #9. This wording says that when a project is coming in as an addition to the list or a request is made to re-prioritize a project priority already on the list, the change must be justified by a demonstration of hardship.

***MOTION:** A motion was made by Mr. Cheney to recommend approval of Resolution 2016-## amending the policy for establishing and maintaining transportation priority projects. The motion was seconded by Ms. King.*

Mr. Papa asked, for clarification purposes, if it was the TPO Board’s or the Executive Committee’s direction to define the term “unusual circumstance.”

Mr. Keeth replied yes.

Mr. Papa responded that, to confirm, the TIP Subcommittee’s response is paragraph #9.

Mr. Keeth replied that was correct.

Mr. Cheney stated that there was debate at the Executive Committee on how stringent the term “unusual circumstances” should be.

Mr. Papa asked if the TIP Subcommittee were to meet again, could there be additional discussion to get to a better understanding as to what “unusual circumstance” could be.

Mr. Keeth responded that the TIP Subcommittee will be meeting this Monday, and this will be presented to them. The package of resolutions will come back to the TPO Board and committees before the end of the year for further consideration.

Mr. Cuthbertson stated that this is the result of the Turnbull Bay Bridge issue. He asked if there should be language to indicate that this is a recent problem rather than a result of a longstanding problem.

Mr. Keeth replied that it was believed that the project was fully funded; however, the bids came in above the estimated project cost which necessitated the urgency for additional funding.

Mr. Harowski asked if it was wise to create a pathway to continue to do this; it leaves it open for others to do the same.

Mr. Keeth stated that the TPO Board has already indicated that they would like to have the means to address these kinds of situations and not just for the Turnbull Bay Bridge project. He reiterated that flexibility is needed while eliminating abuse.

Mr. Paradise asked about the TIP Subcommittee meeting next week. He pointed out that the subcommittee informally discussed this. He asked if the action of the TCC would be premature without formal input from the TIP Subcommittee.

Mr. Keeth responded that the TPO needs to have a policy in place before adopting the TIP amendment. There is a time constraint at this point.

Mr. Cheney pointed out that what the TIP Subcommittee is looking at is for next year. They are looking at if there are any current policies in place that need to be revised.

Mr. Paradise stated that adding the Turnbull Bay Bridge project to the TIP was executing the will of the board. He asked if it was imperative that the resolution that articulates the policy be tweaked at this time.

Mr. Cheney stated that many of the board members voted against the Turnbull Bay Bridge because there was no policy in place. At the end of the TPO Board meeting, it was recommended that the policy go back to the Executive Committee to see if something could be done and this resolution is a reflection of that.

Mr. Holmes asked if the Turnbull Bay Bridge was already in the TIP but there was not enough money.

Mr. Cheney replied that the bridge has been in the TIP since 2011/12. He explained how the money is allocated.

Mr. Holmes asked what the policy is ultimately doing and if it is deleting projects.

Mr. Cheney replied that projects are not being deleted.

Mr. Holmes stated that the Kepler Road turn light seems to be deleted.

Mr. Cheney responded yes it was being deleted.

Mr. Holmes stated that this seems like an action that is not in this policy.

Mr. Keeth stated that it is still a priority but the county was withdrawing their support for it because it is not the best solution.

Mr. Cheney stated that the county supported FDOT moving forward with the roundabout.

Mr. Holmes asked where the roundabout was.

Mr. Cheney gave a description of FDOT procedure that will take place next year to accomplish this.

Mr. Holmes asked if it will to be added next year without going through the process.

Ms. Bollenback stated that this was a project that came out of the last Long Range Transportation Plan (LRTP), moved into the Work Program, had been on a priority list, but is not on a priority list now. FDOT is rethinking it. As the TPO goes through the next call for projects, it will be necessary to work with FDOT to find out what is happening. She described how needs change as far as engineering and other factors. This is an important project and it will have to be addressed again. It should be on the five-year funded TIP; therefore, it will not be on the priority list. The TPO Board reviews the priority process every year and if a problem arises, it will be corrected. The TPO must have an action that is consistent with its policy.

Mr. Cheney called the question.

The motion carried with Mr. Papa, Mr. Paradise and Mr. Harowski voting in opposition.

B. Review and Recommend Approval of Resolution 2016-## amending the FY 2016/17 to 2020/21 Transportation Improvement Program (TIP)

[Handouts provided]

Mr. Keeth pointed out that there were two additions provided as a handout. Regarding the funding for the Turnbull Bay Bridge project, there is \$300,000 in local funds and \$821,000 in District Dedicated Revenue (DDR) funds. FDOT informed the TPO that those funds will be replaced with an equal amount of federal SA funds. The DDR funds were originally from the SR 44/Kepler Road project which has been removed. These funds are being swapped by FDOT for SA funds to be put on the Turnbull Bay Bridge project. There are also 14 regional trail projects being added, and those are included in attachment B. The TPO was informed after the agenda went out that these projects had been funded through the SunTrail program. He noted that FDOT also informed the TPO that there was not a sufficient planning budget to proceed with the ITS Master Plan; therefore, staff was asking the committee to strike the \$180,000 transfer of funds.

MOTION: *A motion was made by Mr. Cheney to recommend approval of Resolution 2016-## amending the FY 2016/17 to 2020/21 Transportation Improvement Program (TIP) including attachments A and B, revising to include the updated fund source for the Turnbull Bay Bridge and striking the transfer of \$180,000 in SU Set Aside funds to the Unified Planning Work Program (UPWP). The motion was seconded by Ms. King and carried unanimously.*

Mr. Holmes asked if the Kepler Road improvements were based on impact fees.

Mr. Cheney stated that Volusia County committed to FDOT that they would construct the Beresford Avenue extension. FDOT says they need the extension from South Blue Lake Road to Kepler Road and from Kepler Road and SR 44 as a bypass so that when the roundabout is constructed they have a way to detour the traffic.

Discussion continued.

The motion carried with Ms. Mendez voting against the motion.

C. Review and Recommend Approval of Resolution 2016-## amending the FY 2016/17 and FY 2017/18 Unified Planning Work Program (UPWP)

Mr. Keeth stated that this was other part of moving the \$180,000 from the SU box into the Unified Planning Work Program (UPWP) for the ITS Master Plan. Since the planning budget is not available now, he asked to have the item withdrawn from consideration.

MOTION: *A motion was made by Mr. Papa to withdraw recommending approval of Resolution 2016-## amending the FY 2016/17 and FY 2017/18 Unified Planning Work Program (UPWP). The motion was seconded by Mr. Lear and carried unanimously.*

D. Review and Recommend Approval of Resolution 2016-## adopting the Congestion Management Process (CMP) and Performance Measures Report

Mr. Keeth explained that the Congestion Management Process (CMP) and Performance Measure Report will be produced annually to gauge the TPO's progress in addressing its transportation goals and objectives. It addresses the required transportation performance measures mandated by the federal government and will provide direction for making priority choices and funding decisions.

MOTION: *A motion was made by Mr. Cheney to recommend approval of Resolution 2016-## adopting the Congestion Management Process (CMP) and Performance Measures Report. The motion was seconded by Mr. Lear.*

Mr. Keeth noted that comments had been received from the city of Palm Coast regarding the Matanzas Woods Parkway extension west of US 1. The roadway was identified as congested; however, it is a proposed road into a future development and therefore it has been removed.

The motion carried unanimously.

V. Presentation Items

A. Presentation and Discussion of the Volusia Transit Connector Study

Mr. Joe Bitar, FDOT, introduced Mr. Ralph Bove, Parsons Brinkerhoff, and Ms. Patricia Northey, Ghyabi & Associates. Mr. Bove gave a PowerPoint presentation on the Volusia Transit Connector Study and reviewed the various alternatives that were considered. None of the alternatives would achieve a high enough rating to be competitive for future federal funding. He detailed the next steps including the development of an implementation strategy that links land use and transit planning to get to a level of density that supports transit. He concluded that the final summary report would be completed in December 2016.

Mr. Holmes asked if the population estimates were based on the Long Range Transportation Plan (LRTP).

Mr. Bove replied that that was correct.

Mr. Harowski asked for confirmation that the study had concluded that there was no cost feasible option.

Mr. Bove responded that there was no cost feasible option at this time. The study can be used as a foundation for developing future plans for implementation.

B. Presentation and Update on the Fixing America's Surface Transportation (FAST) Act (CAC Only)

This item was for the Citizens Advisory Committee (CAC) only.

C. FDOT Report

Mr. Ferguson gave the FDOT report.

D. Volusia and Flagler County Construction Reports

Mr. Cheney gave the Volusia County Construction Report.

Mr. Holmes asked if the proposed auto mall on Orange Camp Road would speed that project up.

Mr. Cheney responded that he was unsure. His understanding is that 30% design was going to be submitted to the consultant for the final design. The auto mall has been discussing the relocation of the facility but it is still in the preliminary stages.

Mr. Keeth stated that there was no one present to give the Flagler County Construction Report.

VI. Staff Comments

® Update on the I-95 to SR 417 Connector Environmental Study

Mr. Keeth stated that the TPO recently received the draft scope and schedule for the I-95 to SR 417 Connector Environmental Study and it is currently under review. The study will be underway next month and the emphasis will be on environmental considerations.

Mr. Cheney asked how Volusia County could receive a copy of the scope and schedule.

Mr. Keeth responded that he would try to get it to him.

Mr. Cheney stated that Volusia County had comments on the ETDM and he wanted to see if those comments were reflected in the scope.

® Update on the Draft Public Participation Plan (PPP)

Mr. Keeth stated that the TPO had received comments on the draft Public Participation Plan from the Federal Highway Administration (FHWA) which will be incorporated into a follow up draft document. It will be presented for review and a recommendation of approval in November.

® Update on SunRail

Mr. Keeth stated that there was nothing to update on SunRail.

® Update on the "I-4 Beyond the Ultimate" Financial Review

Mr. Keeth reported that public hearings for the "I-4 Beyond the Ultimate" PD&E study had been cancelled due to Hurricane Matthew. He advised that the public hearings will be rescheduled. Documents are available to the members for review on www.i4express.com.

Mr. Keeth announced that volunteers are needed for the Accessible Pedestrian Signal (APS) Action Plan Volunteer Team. He asked the members to contact Mr. Vinny Wang by November 9, 2016. There will most likely be one meeting to review the draft document.

VII. TCC Member Comments

Mr. Cheney thanked all the agencies for being patient with Volusia County and FDOT as they repair the damage from Hurricane Matthew. He asked that if there are any issues with the traffic signals to please continue to notify the county. He gave an update on some of the issues currently being worked on.

Mr. Keeth added that the motorists should be educated on proper procedures at intersections when signals are not working.

Mr. Cheney observed that motorists followed the rules during the day; however, they did not at night because they could not see the traffic signals. There are two signals still down: at Midway Avenue and Catalina Drive in Daytona Beach and at Carswell and 3rd Avenue in Holly Hill.

Mr. Ferguson asked the members to be aware of emails that they may receive from Ms. Lisa Buscher, FDOT, regarding LAP projects. There are new rules in effect concerning LAP projects and every project will be evaluated; that evaluation will be sent to FHWA. They will determine what action to take and could include no more LAP agreements for that jurisdiction for a period of time or even permanently. There are three agencies currently at risk and FDOT will work with them over the next few months.

Mr. Cheney asked who the three agencies were that were at risk.

Mr. Ferguson responded that Volusia County was not one of them.

VIII. Information Items

- ® River to Sea TPO Board Meeting Summary for September 28, 2016
- ® September TPO Outreach and Events
- ® SunTrail Funding Notice

IX. Adjournment

There being no further business, the TCC meeting adjourned at 4:00 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

TIM BURMAN, CHAIRMAN
TECHNICAL COORDINATING COMMITTEE (TCC)

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of the minutes of the October 18, 2016 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 15th day of November 2016.

MARIE DUDA, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

MEETING SUMMARY
CAC & TCC
NOVEMBER 15, 2016

IV. ACTION ITEMS

A. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2016-## ADOPTING THE UPDATED RIVER TO SEA TPO'S PUBLIC PARTICIPATION PLAN (PPP)

Background Information:

The River to Sea TPO Public Participation Plan (PPP) outlines the various ways that people can participate in, and provide input to the transportation planning and decision-making of the organization. The plan also identifies how the TPO will promote and encourage public participation and how the organization will monitor these efforts. The draft PPP has been updated to more accurately reflect current outreach activities and make it more "user-friendly." Changes to the PPP require a 45-day minimum public comment period which began on September 10, 2016 and runs through November 22, 2016.

During the public comment period, comments were received from Federal Highway Administration (FHWA) staff. These comments were incorporated into the updated draft Public Participation Plan which is available on the TPO's website for your review and recommended approval:

<http://www.r2ctpo.org/agendasminutes/TCC/agenda/>

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2016-## ADOPTING THE UPDATED RIVER TO SEA TPO'S PUBLIC PARTICIPATION PLAN (PPP)

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2016-##

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE RIVER TO SEA TPO'S PUBLIC PARTICIPATION PLAN

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

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

WHEREAS, the River to Sea Transportation Planning Organization has developed a Public Participation Plan that has been provided for review by the general public during a 45-day period as required, the River to Sea TPO's Advisory Committees and the River to Sea TPO Board.

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

1. River to Sea TPO Board and advisory committees have reviewed and endorsed the draft Public Participation Plan; and the
2. River to Sea Transportation Planning Organization's Public Participation Plan is hereby endorsed and adopted; and the
3. Chairman of the River to Sea TPO (or his designee) is hereby authorized and directed to submit the Public Participation Plan to the:
 - a. Florida Department of Transportation; and
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 23rd day of November 2016.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

CITY OF FLAGLER BEACH COMMISSIONER MARSHALL SHUPE
CHAIRMAN, 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 23, 2016.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**MEETING SUMMARY
CAC & TCC
NOVEMBER 15, 2016**

IV. ACTION ITEMS

B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2016-## AMENDING THE FY 2016/17 TO 2020/21 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Background Information:

This proposed TIP amendment adds construction funding for the already programmed McDonald Road Sidewalk project (FM 4355001).

It also adds several new projects from the TPO's Priority Project Lists, including two sidewalk projects (Nova Road Trail and North Street), the Catalina Blvd/Howland Blvd Intersection Improvement project, and a railroad crossing improvement for the proposed Freemont Avenue Sidewalk project.

A number of new safety projects are added including six railroad crossing safety projects and five pedestrian lighting "bundles". These pedestrian lighting bundles are for lighting improvements at signalized intersections and major crosswalks along five state road corridors in Volusia County. The corridors were selected by FDOT on the basis of pedestrian nighttime crash frequency. The enclosed memorandum from Michael Shepard, State Roadway Design engineer, FDOT, provides details regarding these pedestrian lighting bundles.

The proposed TIP amendment is more fully described in the enclosed Resolution 2016-## and Attachment "A".

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2016-## AMENDING THE FY 2016/17 TO 2020/21 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2016-##

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2016/17 TO FY 2020/21 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

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

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

WHEREAS, the River to Sea TPO shall annually endorse and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324, among which is the Transportation Improvement Program (TIP); and

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

WHEREAS, the Florida Department of Transportation has provided additional information to the River to Sea TPO regarding the FDOT adopted Five-Year Work Program.

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

1. River to Sea TPO's FY 2016/17 to FY 2020/21 TIP is hereby amended as shown in Attachment "A" attached hereto and made a part of this resolution; and the
2. Chairman of the River to Sea TPO (or his designee) is hereby authorized and directed to submit the FY 2016/17 to FY 2020/21 TIP as amended to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation);
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and the

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 23rd day of November 2016.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

FLAGLER BEACH COMMISSIONER MARSHALL SHUPE
CHAIRMAN, 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 23, 2016.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

Attachment "A"

Resolution 2016-##

Amending the

FY 2016/17 – FY 2020/21

Transportation Improvement Program (TIP)



November 23, 2016

4400921**Catalina Boulevard @ Howland Boulevard Intersection Improvement Non-SIS****Work Summary:** INTERSECTION (MINOR) **From:** Catalina Blvd at Howland Blvd**To:****Lead Agency:** City of Deltona

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CEI	LF	27,000	0	0	0	0	27,000
CEI	SU	3,000	0	0	0	0	3,000
CST	SU	214,827	0	0	0	0	214,827
Total		244,827	0	0	0	0	244,827

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 244,827

Project Description: This project adds right turn lanes from Catalina Boulevard to Howland Boulevard on both the north and south sides of the intersection. (Reference on page 65 and reference table 31 on page 73 of the 2040 Long Range Transportation Plan.)

4405921**Wilder Blvd Rail Crossing 271946-B****Non-SIS****Work Summary:** RAIL SAFETY PROJECT **From:** at FEC RR Xing # 271946-B**To:****Lead Agency:** Florida Department of Transportation

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CST	RHP	369,116	0	0	0	0	369,116
Total		369,116	0	0	0	0	369,116

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 369,116

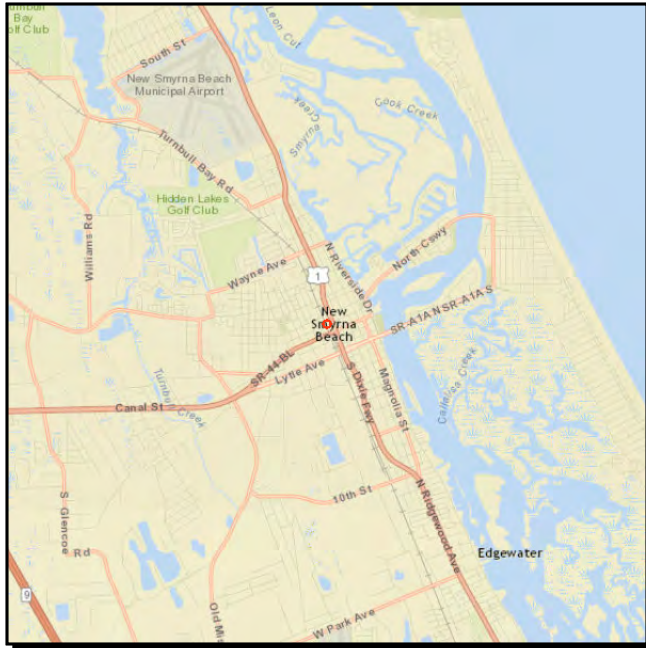
Project Description: Railroad crossing safety improvements at Wilder Boulevard and the FEC Railroad (crossing # 271946-B). The TPO's support for traffic operations, intelligent transportation systems (ITS), and safety projects is expressed on page 65, table 31 on page 73 of the 2040 Long Range Transportation Plan.

4405931**Live Oak Avenue Rail Crossing 271940-K****Non-SIS****Work Summary:** RAIL SAFETY PROJECT **From:** at FEC RR Xing # 271940-K**To:****Lead Agency:** Florida Department of Transportation

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CST	RHP	359,777	0	0	0	0	359,777
Total		359,777	0	0	0	0	359,777

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 359,777

Project Description: Railroad crossing safety improvements at Live Oak Avenue and the FEC Railroad (crossing # 271940-K). The TPO's support for traffic operations, intelligent transportation systems (ITS), and safety projects is expressed on page 65, table 31 on page 73 of the 2040 Long Range Transportation Plan.

4405961**Julia Street Rail Crossing 271971-J****Non-SIS****Work Summary:** RAIL SAFETY PROJECT **From:** at FEC RR Xing # 271971-J**To:****Lead Agency:** Florida Department of Transportation

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CST	RHP	427,530	0	0	0	0	427,530
Total		427,530	0	0	0	0	427,530

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 427,530

Project Description: Railroad crossing safety improvements at Julia Street and the FEC Railroad (crossing # 271971-J). The TPO's support for traffic operations, intelligent transportation systems (ITS), and safety projects is expressed on page 65, table 31 on page 73 of the 2040 Long Range Transportation Plan.

4406011**CR 4164 (Halifax Ave) Rail Crossing 271986-Y****Non-SIS****Work Summary:** RAIL SAFETY PROJECT **From:** at FEC RR Xing # 271986-Y**To:****Lead Agency:** Florida Department of Transportation

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CST	RHP	357,533	0	0	0	0	357,533
Total		357,533	0	0	0	0	357,533

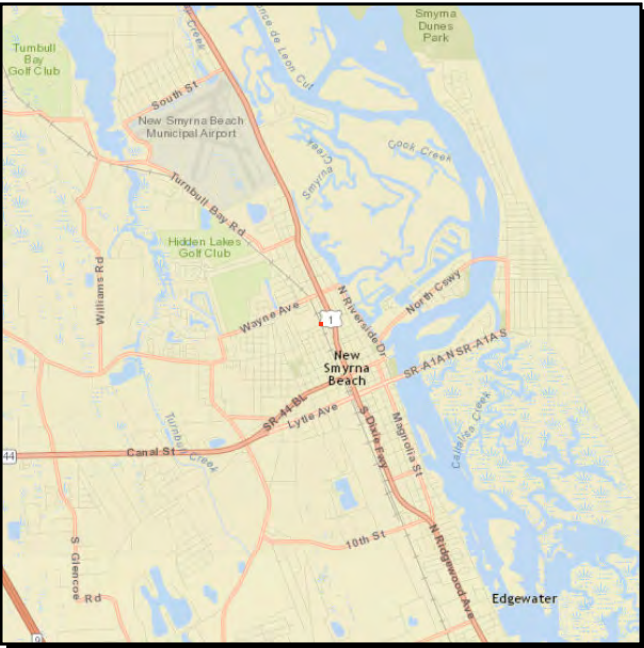
Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 357,533

Project Description: Railroad crossing safety improvements at CR 4164 (Halifax Ave) and the FEC Railroad (crossing # 271986-Y). The TPO's support for traffic operations, intelligent transportation systems (ITS), and safety projects is expressed on page 65, table 31 on page 73 of the 2040 Long Range Transportation Plan.

4406021

Ronnoc Lane Rail Crossing 271968-B

Non-SIS



Work Summary: RAIL SAFETY PROJECT **From:** at FEC RR Xing # 271968-B
To:

Lead Agency: Florida Department of Transportation

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CST	RHP	432,080	0	0	0	0	432,080
Total		432,080	0	0	0	0	432,080

Prior Cost < 2016/17: 0
Future Cost > 2020/21: 0
Total Project Cost: 432,080

Project Description: Railroad crossing safety improvements at Ronnoc Lane and the FEC Railroad (crossing # 271968-B). The TPO's support for traffic operations, intelligent transportation systems (ITS), and safety projects is expressed on page 65, table 31 on page 73 of the 2040 Long Range Transportation Plan.

4406051**CR 4018 (Flomich St) Rail Crossing 271925-H****Non-SIS****Work Summary:** RAIL SAFETY PROJECT **From:** at FEC RR Xing # 271925-H**To:****Lead Agency:** Florida Department of Transportation

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CST	RHP	318,131	0	0	0	0	318,131
Total		318,131	0	0	0	0	318,131

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 318,131

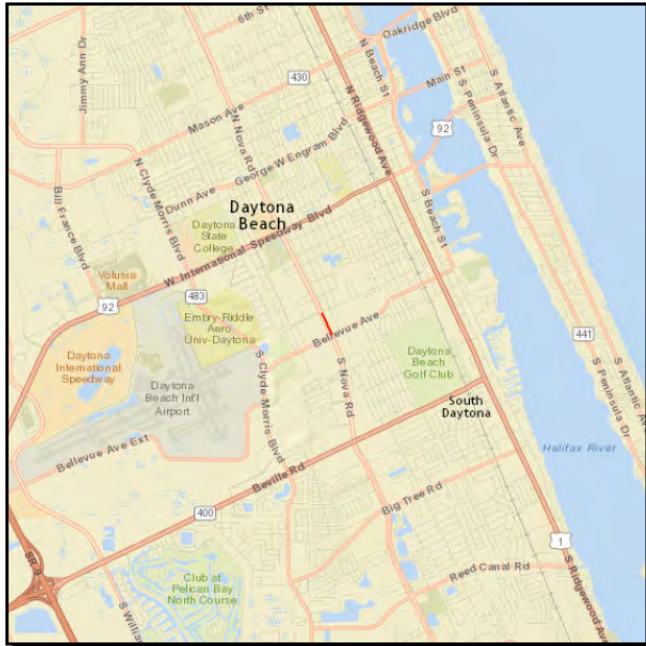
Project Description: Railroad crossing safety improvements at CR 4018 (Flomich St) and the FEC Railroad (crossing # 271925-H). The TPO's support for traffic operations, intelligent transportation systems (ITS), and safety projects is expressed on page 65, table 31 on page 73 of the 2040 Long Range Transportation Plan.

4355001**McDonald Road Sidewalk****Non-SIS****Work Summary:** SIDEWALK**From:** Sauls St**To:** 6th St**Lead Agency:** City of Port Orange**Length:** 0.468 mile

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CEI	LF	45,000	0	0	0	0	45,000
PE	SU	2,289	0	0	0	0	2,289
CEI	ACSU	3,000	0	0	0	0	3,000
CST	ACSU	350,000	0	0	0	0	350,000
Total		400,289	0	0	0	0	400,289

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 400,289

Project Description: Construct a new sidewalk along McDonald Road from Sauls Street to 6th Street. (Reference 2040 Long Range Transportation Plan, pgs 10, 11, 85, table 31 on pg. 73.)

4390571**Nova Road Trail from Bellevue Avenue to South Street****Non-SIS****Work Summary:** BIKE PATH/TRAIL **From:** Bellevue Av**To:** South St**Lead Agency:** Florida Department of Transportation

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CEI	LF	18,500	0	0	0	0	18,500
CST	LF	10,557	0	0	0	0	10,557
CST	ACTU	87,675	0	0	0	0	87,675
CST	TALU	159,127	0	0	0	0	159,127
CEI	TALU	3,000	0	0	0	0	3,000
Total		278,859	0	0	0	0	278,859

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 278,859**Project Description:** Construct a multi-use trail along SR 5A (Nova Rd) from Bellevue Avenue to South Street. (Reference 2040 Long Range Transportation Plan, pgs 10, 11, 85, table 31 on pg 73.)

4398811**Volusia County Pedestrian Lighting Bundle A****Non-SIS**

Work Summary: PEDESTRIAN SAFETY IMPROVEMENT

From: Spruce Creek Rd

To: Main Trail

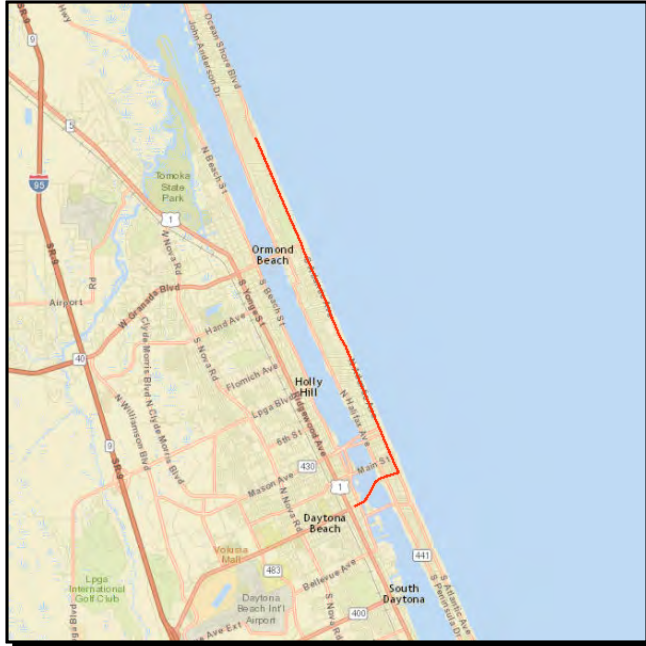
Lead Agency: Florida Department of Transportation

Length: 14 miles

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
PE	HSP	385,000	0	0	0	0	385,000
CEI	HSP	0	0	146,256	0	0	146,256
CST	HSP	0	0	1,056,000	0	0	1,056,000
Total		385,000	0	1,202,256	0	0	1,587,256

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 1,587,256

Project Description: Pedestrian lighting for safety at 22 intersections along SR 5A (Nova Rd) from Spruce Creek Rd (Port Orange) to Main Trail (Ormond Beach). Project Length - 14 miles. (Reference 2040 Long Range Transportation Plan, pgs 10, 11, 85, table 31 on pg 73.)

4398812**Volusia County Pedestrian Lighting Bundle B****Non-SIS**

Work Summary: PEDESTRIAN SAFETY IMPROVEMENT

From: Palmetto Av

To: S of Longwood Dr

Lead Agency: Florida Department of Transportation

Length: 9 miles

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
PE	HSP	280,000	0	0	0	0	280,000
CEI	HSP	0	0	120,722	0	0	120,722
CST	HSP	0	0	760,320	0	0	760,320
Total		280,000	0	881,042	0	0	1,161,042

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 1,161,042

Project Description: Pedestrian lighting for safety at 18 intersections along US 92 (International Speedway Blvd) and SR A1A (N Atlantic Av) from Palmetto Av (Daytona Beach) to S of Longwood Dr (Ormond-by-the-Sea). Project Length - 9 miles. (Reference 2040 Long Range Transportation Plan, pgs 10, 11, 85, table 31 on pg 73.)

4398813**Volusia County Pedestrian Lighting Bundle C****Non-SIS**

Work Summary: PEDESTRIAN SAFETY IMPROVEMENT

From: east end of ICWW bridge

To: Grandview Av

Lead Agency: Florida Department of Transportation

Length: 0.4 mile

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
PE	HSP	110,000	0	0	0	0	110,000
CST	HSP	253,440	0	0	0	0	253,440
CEI	HSP	0	0	66,055	0	0	66,055
Total		363,440	0	66,055	0	0	429,495

Prior Cost < 2016/17: 0

Future Cost > 2020/21: 0

Total Project Cost: 429,495

Project Description: Pedestrian lighting for safety at 5 intersections along SR 430 (Seabreeze Blvd) from east end of ICWW bridge to Grandview Av. The project also includes one intersection on SR 442. Project Length - 0.4 mile. (Reference 2040 Long Range Transportation Plan, pgs 10, 11, 85, table 31 on pg 73.)

4398814**Volusia County Pedestrian Lighting Bundle D****Non-SIS**

Work Summary: PEDESTRIAN SAFETY IMPROVEMENT

From: Bay St

To: I-95

Lead Agency: Florida Department of Transportation

Length: 11 miles

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
PE	HSP	340,000	0	0	0	0	340,000
CEI	HSP	0	0	142,856	0	0	142,856
CST	HSP	0	0	929,280	0	0	929,280
Total		340,000	0	1,072,136	0	0	1,412,136

Prior Cost < 2016/17: 0

Future Cost > 2020/21: 0

Total Project Cost: 1,412,136

Project Description: Pedestrian lighting for safety at 22 intersections along SR 5 (US 1) from Bay St (Daytona Beach) to I-95. Project length 11 miles. (Reference 2040 Long Range Transportation Plan, pgs 10, 11, 85, table 31 on pg 73.)

4398815**Volusia County Pedestrian Lighting Bundle E****SIS****Work Summary:**PEDESTRIAN SAFETY
IMPROVEMENT**From:** Enterprise Rd**To:** Minnesota Av**Lead Agency:**Florida Department of
Transportation**Length:** 9 miles

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
PE	HSP	265,000	0	0	0	0	265,000
CEI	HSP	0	0	115,188	0	0	115,188
CST	HSP	0	0	718,080	0	0	718,080
Total		265,000	0	833,268	0	0	1,098,268

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 1,098,268

Project Description: Pedestrian lighting for safety at 18 intersections along US 17 (Volusia Av) from Enterprise Rd to SR 600 (US 92). Project Length - 9 miles. (Reference 2040 Long Range Transportation Plan, pgs 10, 11, 85, table 31 on pg 73.)

4399711**Freemont Avenue Sidewalk****Non-SIS**

Work Summary: RAIL SAFETY PROJECT **From:** Niles Street
To: Ridgewood Avenue (US 1)
Lead Agency: City of Daytona Beach

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CST	ACSU	350,000	0	0	0	0	350,000
Total		350,000	0	0	0	0	350,000

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 350,000

Project Description: Rail crossing improvements relating to the proposed sidewalk along Freemont Avenue from Niles Street to Ridgewood Avenue (US 1). (Reference 2040 Long Range Transportation Plan, pgs 10, 11, 85, table 31 on pg. 73.)

4399721**North Street Sidewalk****Non-SIS****Work Summary:** SIDEWALK**From:** Clyde Morris Blvd (SR 483)**To:** Nova Rd (SR 5A)**Lead Agency:** City of Daytona Beach

Phase	Fund Source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CEI	LF	40,000	0	0	0	0	40,000
CEI	ACSU	3,000	0	0	0	0	3,000
CST	ACSU	282,562	0	0	0	0	282,562
Total		325,562	0	0	0	0	325,562

Prior Cost < 2016/17: 0**Future Cost > 2020/21:** 0**Total Project Cost:** 325,562

Project Description: Construct a new sidewalk along North Street from Clyde Morris Boulevard (SR 483) to Nova Road (SR 5A). (Reference 2040 Long Range Transportation Plan, pgs 10, 11, 85, table 31 on pg. 73.)



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JIM BOXOLD
SECRETARY

ROADWAY DESIGN MEMORANDUM 16-02

DATE: August 4, 2016

TO: District Design Engineers, District Consultant Project Management Engineers,
District Roadway Design Engineers, District Traffic Operations Engineers,
District Safety Engineers

FROM: Michael Shepard, P.E., State Roadway Design Engineer *Michael Shepard*

COPIES: Tim Lattner, Gevin McDaniel, Humberto Castillero, Chester Henson,
Joe Santos, Daniel Scheer, Trey Tillander

SUBJECT: **Design Methodology for Intersection Lighting Retrofit Projects**

As part of the FDOT vision of achieving a fatality free transportation system, the Department has approved the allocation of \$100 million over the next five years for targeted State Highway System (SHS) Intersection Lighting Retrofits to improve night-time visibility of pedestrians.

The State Roadway Design Office has developed design criteria specific to Intersection Lighting Retrofit projects which is provided in the "Requirements" section. In the "Commentary" section, the State Roadway Design Office has provided guidance for designers and project managers for use in the development of project scope of services.

REQUIREMENTS

General

Convert existing and proposed lighting fixtures to LED fixtures for each Intersection Lighting Retrofit project. Use the polygon method for all photometric calculations.

Horizontal Illumination

Establish an independent analysis zone for each signalized intersection. The analysis zone for the signalized intersection is bounded by the back of sidewalks and the stop bars on each approach. Establish illumination points within the polygon at 5 foot intervals longitudinally and 5 foot transversely for each signalized intersection. The design for the signalized analysis zone must meet the horizontal illumination values in Table 1.

Table 1: Signalized Intersection Lighting Retrofits

ROADWAY CLASSIFICATIONS	ILLUMINATION LEVEL AVERAGE INITIAL HORIZONTAL FOOT CANDLE (H.F.C.)	ILLUMINATION UNIFORMITY RATIOS		VEILING LUMINANCE RATIO Lv(max)/Lavg
		AVG./MIN.	MAX./MIN.	
INTERSTATE, EXPRESSWAY, FREEWAY & MAJOR ARTERIALS	1.5	4:1 or Less	10:1 or Less	0.3:1 or Less
ALL OTHER ROADWAYS	1.0	4:1 or Less	10:1 or Less	0.3:1 or Less

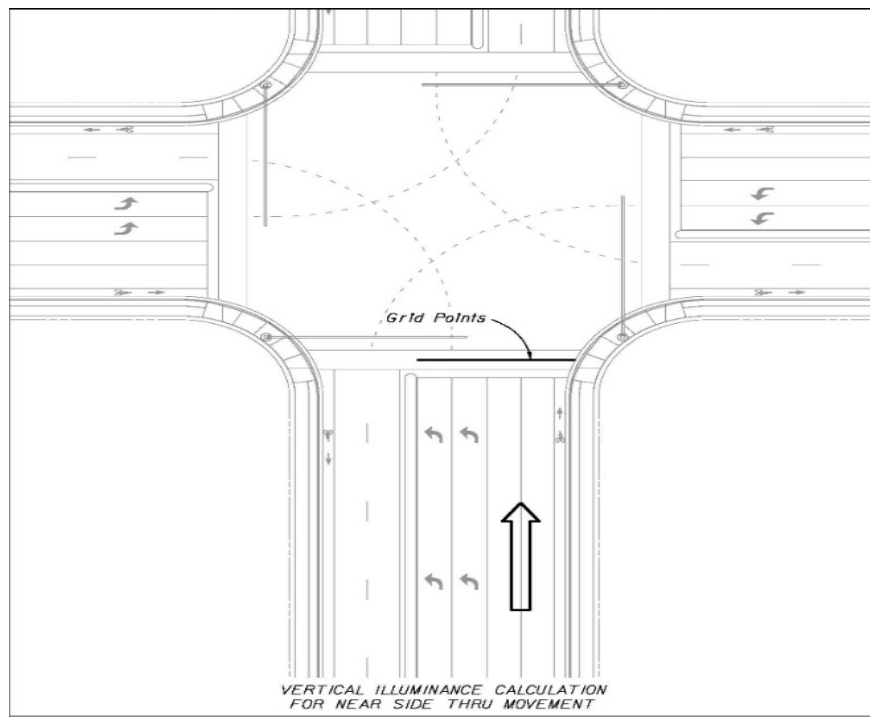
Vertical Illumination

The lighting design for all the near side approaches to the intersection must meet an average vertical illumination value of 1.5 foot candle. The vertical illuminance calculation method to be used at intersections will be the variable light meter aimed toward the driver's location. This calculation provides the vertical illumination level of a pedestrian which the driver sees approaching the crosswalk, see Figure 1 below. This type of vertical illumination calculation is outlined in the *IESNA Design Guide for Roundabout Lighting (DG-19-08)*.

Establish the driver's location from the center of the crosswalk using the stopping sight distance based on the posted speed of the near approach roadway.

Locate the vertical illuminance grid points on a line centered in the crosswalk with a horizontal spacing of 1.65 feet and a height of 5 feet above the pavement. The grid points are oriented toward the approaching driver, which is different from the vertical grids for sidewalks where the grids are parallel to the main pedestrian flow (See Figure 1).

Figure 1: Vertical Illuminance Calculation for Near Side Approach



COMMENTARY

The purpose of the Intersection Lighting Retrofit projects is to improve illumination levels at signalized intersections within corridors that have high frequency of nighttime pedestrian crashes. No non-lighting related improvements are to be included with these projects.

Anticipated scope of work may require installation of new poles, relocation of poles, installation of fixtures on existing poles, and ancillary work including installation of conduits, pull boxes, power connections, and minor sidewalk work. The estimated staff-hours for developing lighting calculations and reports for an intersection range from four to eight hours, according to the complexity of the intersection.

CONTACT

Gevin J. McDaniel, P.E.
Design Standards Administrator
Phone (850)-414-4284
gevin.mcdaniel@dot.state.fl.us

Humberto Castillero, P.E., PTOE
Roadway Design Engineer
Phone (850)-414-4667
humberto.castillero@dot.state.fl.us

MEETING SUMMARY
CAC & TCC
NOVEMBER 15, 2016

V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF SR A1A STABILIZATION

Background Information:

SR A1A experienced significant erosion recently as a result of Hurricane Matthew. Emergency funding has been allocated to make immediate repairs; however, a long term solution for sections of SR A1A that are close to the Atlantic shoreline are needed. Staff will discuss some of the challenges presented by this event and the future efforts to rebuild, preserve and protect SR A1A.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

MEETING SUMMARY
CAC & TCC
NOVEMBER 15, 2016

V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

B. PRESENTATION AND DISCUSSION OF THE ACCESSIBLE PEDESTRIAN SIGNAL (APS) ACTION PLAN

Background Information:

The Accessible Pedestrian Signal (APS) Action Plan is one of the planning studies the TPO will conduct in FY 2017. The plan aims to improve safety and accessibility for pedestrians and transportation disadvantaged transit system users, especially those with visual impairment.

The APS Action Plan identifies Key Locations for critical locations that need to install APS devices based on the cross-reference of the community's concerned locations, high pedestrian-related crash intersections, connection to existing APS system and travel destination. It will also consider FDOT's on-system list for near-term implementation. The plan's draft is available for review and comments at: <http://www.r2ctpo.org/agendasminutes/tcc/agenda/>

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

Accessible Pedestrian Signal (APS) Action Plan

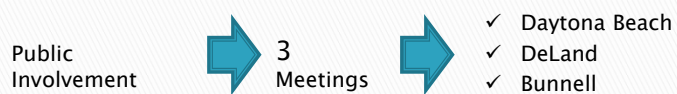
November, 2016



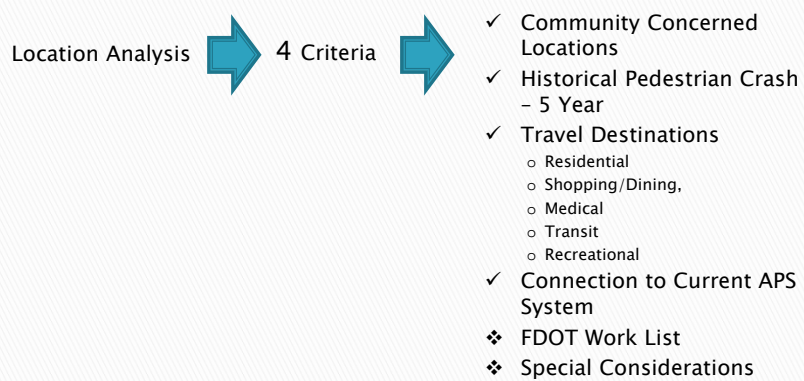
What is APS



Study Process



Study Process



Individual Site Analysis



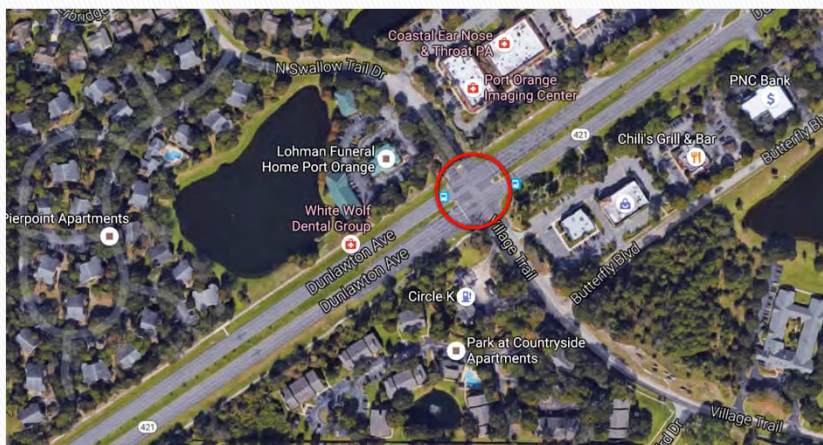
Examples

Williamson Blvd and LPGA Blvd



Examples

Dunlawton Avenue and Village Trail



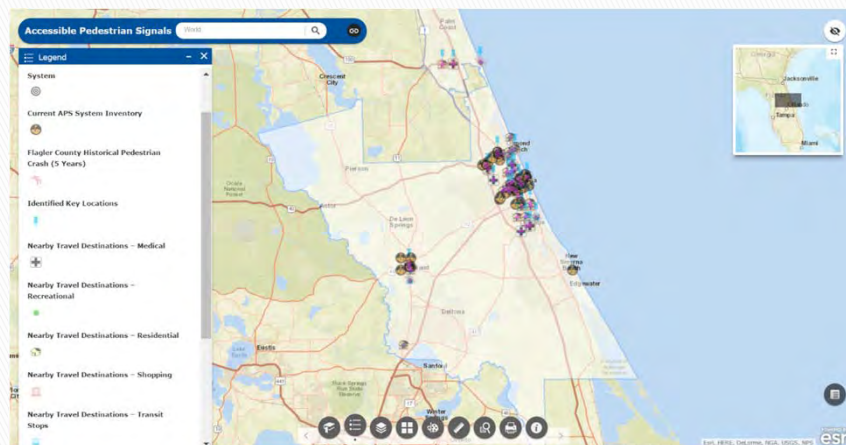
Examples

Belle Terre Pkwy and SR 100 (Moody Blvd)



Study Outcome

- ✓ 30 Preliminary Key Locations
- ✓ 1 Interactive Map



Recommendations

- The Key Locations List provides a list of intersections that will have the most significant impacts on pedestrian travel safety and mobility.
- Due to the installation difficult to fund certain intersections, the APS upgrade at the Key Locations may need to rely on the incorporation roadway improvement projects. Therefore, planners and engineers should consider the Key Locations List as they plan and design for roadway improvements.
- In order to meet the compliance with ADA requirements for accessible sidewalk and wheelchair ramp standard, installing an APS requires an upgrade of the entire intersection to ADA standards. The coordination with local ADA Coordinator should occur during specific site planning phase for the APS upgrade.

MEETING SUMMARY
CAC & TCC
NOVEMBER 15, 2016

V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

C. PRESENTATION AND DISCUSSION OF THE DRAFT APPLICATION AND RANKING PROCESS FOR THE 2017 CALL FOR PROJECTS AND LIST OF PRIORITY PROJECTS

Background Information:

Each year as the TPO completes another cycle of the project prioritization process, the TPO staff asks the TIP Subcommittee and the Bicycle/Pedestrian Project Review Subcommittee to evaluate the process, project applications, and related documents, and recommend improvements for the next cycle. A summary of the recent TIP Subcommittee meeting is enclosed. The Bicycle/Pedestrian Project Review Subcommittee met, but did not have a quorum; therefore, no action was taken and no meeting summary was prepared. However, the Bicycle/Pedestrian Advisory Committee (BPAC) did discuss the process and documents at their October 12, 2016 meeting, and commented on potential improvements.

TPO staff will report on the deliberations of the TIP Subcommittee and the Bicycle/Pedestrian Advisory Committee and present the priority project applications and related resolutions reflecting their comments and recommendations (enclosed).

Final recommendations will be presented to the CAC, TCC, and TPO Board for review and approval in January.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE



TIP Subcommittee Meeting Summary October 24, 2016

- Discussed how “secondary” bridge replacement projects are funded, and recommended that this issue be discussed during the next update of the long-range transportation plan
- Discussed operations & maintenance (O&M) requirements for intelligent transportation systems (ITS), whether O&M should be funded by the TPO and, if so, how requests should be evaluated and prioritized; agreed that the issue should be addressed in an ITS Master Plan
- Recommended that Criteria #3 in the project implementation application (Mobility and Operational Benefits) should include consideration of roundabouts
- Recommended that the instructions for the Priority Project Applications be revised to note the TPO is not obliged to consider information pertaining to a project request that is not included in the project application, but encouraging applicants to be present during evaluation to clarify information contained in the application, if needed
- Recommended that the Feasibility Study Application be revised to ask whether the applicant intends to use a LAP certified consultant to manage the project (if not self-certified or enlisting another certified agency for that purpose)
- Recommended that the TPO’s resolution reaffirming the policy for establishing and maintaining transportation priorities be revised to include 3 additional criteria for re-prioritizing or adding projects to the lists of priority projects:
 - not contrary to the public interest,
 - not of a recurring nature and
 - does not result from the actions of the applicant
- Recommended revising the resolution that provides for the annual allocation of SU and other federal or state funds to require that if any sign or marker is posted at the project site, or if any public pronouncements are made by or on behalf of the recipient regarding a project that was funded by the TPO, then such sign, marker, or public pronouncement shall acknowledge the support provided by the TPO

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2016-01

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

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

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

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

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

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

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 the 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.

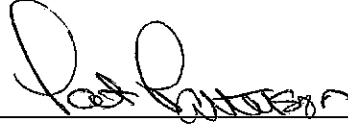
This match requirement shall not apply to projects on the State Highway System; and

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 the 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 the 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 that advance the project in question; and
5. notwithstanding the terms prescribed in subparagraph 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 requesting the funds commits to its amount of 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 also 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
8. the River to Sea TPO Executive Director may authorize the use of state or federal funds to cover some or all of a cost overrun on any project phase up to and including 10% of the project cost estimate for that phase; and
9. the use of state or federal funds to cover cost overruns exceeding 10% of the project cost estimate for any phase may be authorized only by the River to Sea TPO Board; and
10. the River to Sea TPO deems that a cost overrun shall be the difference between the amount programmed on any project phase and the actual cost for that phase; and
11. the Chairman of the River to Sea TPO (or his 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 27th day of January 2016.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



**VOLUSIA COUNTY COUNCIL MEMBER, PAT PATTERSON
CHAIRMAN, 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 January 27, 2016.

ATTEST:



PAMELA C. BLANKENSHIP, RECORDING SECRETARY

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2016-02 (amended October 26, 2016)

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

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

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

WHEREAS, 23 C.F.R. 450.104 provides that the River to Sea TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Program (STP) 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;

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. The policies set forth in this resolution shall remain in effect unless and until they are repealed by the TPO; and
14. the Chairperson of the River to Sea TPO, (or his/her 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 26th day of October 2016.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

CITY OF FLAGLER BEACH COMMISSIONER MARSHALL SHUPE
CHAIRMAN, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on October 26, 2016.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2016-03

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ESTABLISHING THE POLICY FOR THE ANNUAL ALLOCATION OF SURFACE TRANSPORTATION PROGRAM (STP) URBAN ATTRIBUTABLE (SU) FUNDING AND OTHER STATE AND FEDERAL FUNDS IDENTIFIED IN THE 2040 LONG RANGE TRANSPORTATION PLAN FOR LOCAL INITIATIVES

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

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

WHEREAS, 23 C.F.R. 450.104 provides that the River to Sea TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Program (STP) 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 ~~that are equitable for all areas of Volusia County and the cities of Beverly Beach and Flagler Beach in Flagler County~~; and

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

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

1. Annual set-asides of the River to Sea TPO's total Surface Transportation Program (STP) Urban Attributable (SU) funding 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;

2. Annual set-asides of other state and federal funds identified in the 2040 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;

3. Mixed projects (defined as a project that is not a stand-alone bicycle or pedestrian project) will only be accepted and ranked if the predominant cost component is consistent with the category of funding to which it is submitted. All other cost components are subject to eligibility of available funding. Mixed projects submitted by a member local government will be presented to the TPO Board for final determination prior to being ranked in the TPO's list of Priority Projects for Bicycle/Pedestrian facilities;

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.

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.

- ~~3.5.~~ Resolution 2015-06 is hereby repealed and replaced by this resolution;
- ~~4.6.~~ The policies set forth in this resolution shall remain in effect unless and until they are repealed by the TPO; and
- ~~5.7.~~ The Chairman of the River to Sea TPO (or his 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 25th
day of January ~~2016~~ 2017.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

~~VOLUSIA COUNTY COUNCIL MEMBER PAT PATTERSON~~
CITY OF FLAGLER BEACH COMMISSIONER MARSHALL SHUPE
CHAIRMAN, 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 2016 ~~2016~~ 2017.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



~~2016~~2017 Application for Project Prioritization Traffic Operations, Safety, and Local Initiatives Projects

January ~~2016~~2017

General Instructions:

For the ~~2016~~2017 Call for Projects, the R2CTPO is accepting applications for Feasibility Studies and Project Implementation.

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

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

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

Incomplete applications will not be accepted.

Project Qualification:

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

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

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

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

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

Award Limits:

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

Local Match Requirement:

R2CTPO Resolution 2016-01 provides that the governmental entity requesting state and or federal transportation funds for any project that is not on the State Highway System (SHS) shall be required to match those funds programmed on the project with local funds at the ratios of 10% local to 90% state and/or federal. The match shall be by project phase for each programmed phase including feasibility study. A local cash match is required for a feasibility study. For all other phases, the local match is defined as non-state/federal cash match and/or in-kind services that advance the project. This resolution also reaffirms the R2CTPO's policy that the applicant (project originator) shall be responsible for any cost overruns encountered on a project funded with state and/or federal funds unless the project is on the SHS, in which case, the State DOT shall be responsible for any cost overruns.

Electronic and "Hard Copy" Submittal Requirement:

1. Applications and supporting documentation shall be submitted as digital media in Portable Document Format (PDF), compatible with MS Windows and Adobe Acrobat Version 9.5 or earlier.
2. Electronic documents may be submitted through our FTP site, as an attachment to email, on a CD, DVD or USB flash drive.
3. The application and all supporting documentation shall be included in one electronic PDF file.
4. All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
5. Page size shall be either 8-1/2" by 11" (letter) or 11" by 17" (tabloid).
6. PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at 300 dpi to balance legibility and file size.
7. If you are unable to produce an electronic document as prescribed here, please call us to discuss other options.
8. In addition to the digital submittal, we require one (1) complete paper copy of the application and all supporting documents. This must be identical to the digital submittal.

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



~~2016~~ 2017 Application for Project Prioritization – **FEASIBILITY STUDY**

Traffic Operations, Safety, and Local Initiatives Projects

Project Title: _____

Applicant (project sponsor): _____ Date: _____

Contact Person: _____ Job Title: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

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

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

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

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

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

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/planning/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 your Purpose and Need statement is clear and complete. It will be the principal consideration in ranking your application for a Feasibility Study. It must convince the public and decision-makers that the expenditure of funds is necessary and worthwhile and that the priority the project is being given relative to other needed transportation projects is warranted. The project Purpose and Need will also help to define the scope for the Feasibility Study, the consideration of alternatives (if appropriate), and ultimate project design.

The Purpose is analogous to the problem. It should focus on particular issues regarding the transportation system (e.g.,

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

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

Commentary: _____

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

Criteria #1 - Location – Indicate the functional classification of the roadway on which the proposed improvement is located. (Reference the Federal Aid Road Report at <http://www.fdot.gov/planning/statistics/fedaaid/>.)

Principal Arterial	Minor Arterial	Urban/Rural Major Collector	Urban Minor Collector	Rural Minor Collector or Local Road	Not Applicable
<input type="radio"/> 4	<input type="radio"/> 3	<input type="radio"/> 2	<input type="radio"/> 1	<input type="radio"/> 0	<input checked="" type="radio"/> 0

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

Commentary: _____

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

Commentary: _____

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

Commentary: _____



~~2016~~2017 Application for Project Prioritization – **PROJECT IMPLEMENTATION** Traffic Operations, Safety, and Local Initiatives Projects

Project Title: _____

Applicant (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 necessary.

Commentary: _____

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

Criteria #1 – Location (5 points max.)

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

R2CTPO staff will review the application to determine the classification of the roads benefitting from the proposed project.

Project located on a ...		Points
Non-Federal Functionally Classified Road	Select only one	<input type="checkbox"/> 0
Local Road (Federal Functional Classification)		<input type="checkbox"/> 0
Rural Minor Collector (Federal Functional Classification)		<input type="checkbox"/> 0
Urban Minor Collector Road (Federal Functional Classification)		<input type="checkbox"/> 2
Major Collector Road (Federal Functional Classification)		<input type="checkbox"/> 3
Minor Arterial Road (Federal Functional Classification)		<input type="checkbox"/> 4
Principal Arterial Road (Federal Functional Classification)		<input type="checkbox"/> 5
Subtotal		0 - 5

Commentary: _____

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

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

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

Phasing Already Completed or Not Required ¹				Required But Not Completed (no points)	Unknown or TBD (no points)	
		Completed	Not Re- quired			Points
Feasibility Study/Conceptual Design/Cost Estimate/SEMP ²	Check only one in each row	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
PE (Design)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Environmental		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Right-of-Way Acquisition		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Permitting		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3
Subtotal						0 - 15

¹ When Federal funding will be used to fund a project, all activities or work, including that which is done in advance of applying for Federal funds, must comply with all applicable Federal statutes, rules and regulations.

² A Systems Engineering Management Plan (SEMP) is generally required for ITS projects.

Commentary: _____

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

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

In the space provided below for commentary, describe the operational benefits of the proposed project. When putting your application together please include a copy of any approved signal warrant or street lighting studies.

Mobility and Operational Benefits				Points
Existing volume to capacity ratio (i.e., existing congestion severity) [Must be documented.]	Select only one	< 0.75	<input type="checkbox"/>	0
		0.75 to 0.99	<input type="checkbox"/>	3
		1.00 to 1.25	<input type="checkbox"/>	4
		>1.25 <u>and/or identified as congested in TPO's CMP/Performance Measures Report</u>	<input type="checkbox"/>	5
Mobility Enhancements (i.e., level of increased mobility that a project will provide)	Select all that apply	None	<input type="checkbox"/>	0
		Bike, Pedestrian, ADA or Transit	<input type="checkbox"/>	0 - 5
		Access Management, ITS, Critical Bridge, Intersection Improve- ment, or Traffic Signal Retiming ³	<input type="checkbox"/>	0 - 10
Approved signal warrant (new signals only), left turn phase warrant, left turn lane warrant, street light warrant, or widening justification ⁴ , <u>an FDOT approved roundabout geometric and operational analysis⁵</u> , or access management or ITS improvements ^{5,6}	Select only one	No	<input type="checkbox"/>	0
		Yes	<input type="checkbox"/>	0 - 5
Hurricane evacuation route upgrade including, but not limited to, converting traffic signal to mast arm or other operational improve- ments. ^{6,7}	Select only one	No	<input type="checkbox"/>	0
		Yes	<input type="checkbox"/>	0 - 5
Subtotal				0 - 30

³ Attach Traffic Signal Timing Study.

- ⁴ Attach Warrant Study to application; otherwise R2CTPO staff will assume that a Warrant Study justifying the improvement has not been completed.
- ⁵ Attach FDOT Step 3 Roundabout Summary Report.
- ⁵⁶ Access management and ITS improvements include, but are not limited to, addition of non-traversable median greater than 50% project length, addition of curb/gutter at intersection or greater than 50% project length, closure of minor intersections or crossovers, reduction of the number of access points (driveways or driveway widths), elimination of existing at-grade RR crossing, elimination of existing on-street parking, provision of traffic signal preemption for emergency vehicles, connection of three or more traffic signals, and new connection of traffic signal system to computerized signal control.
- ⁶⁷ The term "other operational improvements" includes any improvement that will likely result in a significant: a) increase in evacuating traffic capacity or b) reduction in the probable occurrence or severity of evacuating traffic delay and/or disruption from signal failure, lane blockage, etc.

Commentary: _____

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

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

In the space provided below for commentary, describe the safety benefits expected from the proposed project, and explain how the proposed project will help to achieve those benefits. R2CTPO staff will work with the appropriate agencies to determine the intersection and corridor crash rates.

Safety Benefits ⁷⁸			Points
The specific project location is on FDOT’s High Crash List or has otherwise been identified as having an overrepresentation of severe crashes? (Provide supporting documentation (e.g., intersection crashes per million entering vehicles ⁸⁹ , corridor crashes per million vehicle miles ⁸ , Community Traffic Safety Team report, etc.)	Select all that apply	<input type="checkbox"/>	0 – 5
The “problem” described on page 1 of this application is a safety issue that falls within one or more of the eight Emphasis Areas identified in the 2012 Florida Strategic Highway Safety Plan (i.e., distracted driving, vulnerable road users, intersection crashes, lane departure crashes, aging road users and teen drivers, impaired driving, and traffic records) or does contribute to the ability of emergency response vehicles to effectively respond to an incident.		<input type="checkbox"/>	0 – 5
The proposed project represents a strategy that is professionally recognized as being effective in reducing the frequency and/or severity of traffic accidents.		<input type="checkbox"/>	0 – 10
Subtotal			0 – 20

⁷⁸ If an application scores very high in this criterion, the R2CTPO may submit application to either the East or West Volusia Community Traffic Safety Team (CTST) for Safety Fund consideration.

⁸⁹ Applicant must use the following crash rate calculation formulas: Corridor Crash Rate = (Number of Crashes x 1,000,000) / (AADT x 365 days/year x Number Years x Segment Length); Intersection Crash Rate = (Number of Crashes x 1,000,000) / (AADT x 365 x Number of Years).

Commentary: _____

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

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

Temporary effects related to project construction, such as the employment of construction workers, will not be considered.

Support of Comprehensive Planning Goals and Economic Vitality			Points
Directly contributes to the achievement of one or more goals/objectives in the adopted comprehensive plan	Select all that apply	<input type="checkbox"/>	0 - 5
Directly supports economic vitality (e.g., supports community development in major development areas, supports business functionality, and/or supports creation or retention of employment opportunities)		<input type="checkbox"/>	0 - 5
Subtotal			0 - 10

Commentary: _____

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

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

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

Infrastructure Impacts			Points
Major Drainage Impact – relocating or installing new curb inlets or other extensive drainage work is required, or drainage impact has not yet been determined ⁹	Select only one	<input type="checkbox"/>	0
Minor Drainage Impact – extending pipes, reconfiguring swales or other minor work is required		<input type="checkbox"/>	0 - 2
No Drainage Impact – no drainage work required		<input type="checkbox"/>	0 - 4
Relocation of private gas utility or fiber optic communication cable is not required ¹⁰	Select all that apply	<input type="checkbox"/>	0 - 4
Relocation of public/private water or sewer utility is not required ¹⁰		<input type="checkbox"/>	0 - 4
Relocation of telephone, power, cable TV utilities is not required ¹¹		<input type="checkbox"/>	0 - 4
No specimen or historic trees ≥ 18” diameter will be removed or destroyed		<input type="checkbox"/>	0 - 4
Subtotal			0 - 20

⁹ ADA pedestrian crossings at intersections may impact drainage significantly. Attached Traffic Study should address drainage impacts.

¹⁰ Typically, these are underground utilities that can only be determined by a complete set of plans. Attach plans showing no impacts; otherwise, assumption is in urban area utilities will be affected.

¹¹ Typically, above ground utilities are not affected except for widening and turn lane projects.

Commentary: _____

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

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

Is the Applicant committing to a local match greater than 10% of the estimated total project cost?	Check One	Max. Points
10.0% < Local Matching Funds < 12.5%	<input type="checkbox"/>	1
12.5% ≤ Local Matching Funds < 15.0%	<input type="checkbox"/>	2

15.0% ≤ Local Matching Funds < 17.5%	<input type="checkbox"/>	3
17.5% ≤ Local Matching Funds < 20.0%	<input type="checkbox"/>	4
20.0% ≤ Local Matching Funds < 22.5%	<input type="checkbox"/>	5
22.5% ≤ Local Matching Funds < 25.0%	<input type="checkbox"/>	6
25.0% ≤ Local Matching Funds < 27.5%	<input type="checkbox"/>	7
27.5% ≤ Local Matching Funds < 30.0%	<input type="checkbox"/>	8
30.0% ≤ Local Matching Funds < 32.5%	<input type="checkbox"/>	9
32.5% ≤ Local Matching Funds	<input type="checkbox"/>	10
Maximum Point Assessment		10

Commentary (if needed): _____



THIS FORM SHALL BE SUBMITTED FOR ALL PROJECTS
NOT CURRENTLY IN THE FDOT WORK PROGRAM.
FDOT PROJECT INFORMATION APPLICATION FORM

DATE:

1. Project Information:

Project ID (SR, CR, Etc...):

From/At (South or West Termini):

To (North or East Termini):

County: -

Project Length (Miles):

Project Type: Other If *other*, please specify: -

2. Title of Project Priority List and Project Ranking:

Central Florida MPO Alliance List and Project Ranking (if applicable):

3. Managing Agency Contact Information:

Applicant:

Contact Person:

Title:

Address:

Phone Number:

E-mail Address:

4. Phase(s) Being Requested (click to select all appropriate boxes):

- | | | |
|---------------------------------------|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Study | <input type="checkbox"/> PD&E | <input type="checkbox"/> Design |
| <input type="checkbox"/> Right-of-way | <input type="checkbox"/> Construction | <input type="checkbox"/> Other: |

5. Project Description:

- a. Project Scope/Description (please be as detailed as possible):
- b. What fiscal year will this project be ready for production/construction:

Work Type	Requested Fiscal Year (July 1-June 30)
Planning Development (Corridor or Feasibility Study)	
Project Development and Environment Study (PD&E)	
Design	
Right-of-way Acquisition	
Construction/CEI	
Other	

c. Please state the purpose and need for this project.

d. What data from the statement above was obtained and/or used to support this analysis?

Note: If a study was done, then please provide a copy of the study. If no study was done, please provide documentation to support the need of the project and that the proposed improvements will address the issue.

e. Is this project within 5 miles of a Public Airport? If yes, which one(s)?

f. Is this facility a designated SIS corridor, connector, or hub or adjacent to a SIS facility?

g. Is this project on a transit route? If yes, which one(s)?

h. Is this project within the Federal Aid system?
(If yes, FDOT staff needs to verify and check here ☐)

6. Consistency with Local and MPO Plans

a. Is this project consistent with the Local Government Comprehensive Plan?

If no, please state when an amendment will be processed to include the project in the Plan.

b. Is the project in an MPO Cost Feasible component of the Long Range Transportation Plan (LRTP)?

If yes, please attach a copy of the page in the LRTP.

If no, please state when an amendment will be done to include the project in the LRTP (if applicable). It is not necessary to specifically identify traffic planning studies in the LRTP.

7. Other Information:

- a. Has the Applying Agency been certified by FDOT to perform the work under the Local Agency Program (LAP) process?
- b. What year was the agency last certified?

8. If this is a non-state road project, to be located outside of State Right-of-Way, is there sufficient right-of-way for the project is currently owned by the local government entity?

If yes, please provide proof of right-of-way ownership (right-of-way certification, right-of-way maps or maintenance maps).

Provide an estimate of the total cost of the project phase(s) and identify the proposed funding source. ~~attach~~ Attach supporting documents that supports the requested phase estimate (i.e. man-hour estimate and rates, equipment cost and right of way cost).

<u>Work Type</u>	<u>Federal \$</u>	<u>State \$</u>	<u>Local \$</u>	<u>Other \$</u>	<u>Project Cost Estimate</u>
<u>Planning Development (Corridor or Feasibility Study)</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u>Project Development and Environment Study (PD&E)</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u>Design</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u>Right-of-way Acquisition</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u>Construction</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u>CEI</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u>Other:</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u>Total Project Cost Estimate:</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>

Work Type	Phase Complete? Yes/No/NA	Responsible Agency (Who performed or who will perform the work?)	Procurement Method? In- house/Advertise	Project Cost Estimate
Planning Development (Corridor or Feasibility Study)	-		-	\$
Project Development and Environment Study (PD&E)	-		-	\$
Design	-		-	\$
Right-of-way Acquisition	-		-	\$
Construction	-		-	\$
CEI	-		-	\$
Other:	-		-	\$
Total Project Cost Estimate:	\$0			

- Include a map showing location of the area of interest. Label important features, roadways, or additional description to help FDOT identify the location and understand the nature of the project.
- When requesting the Construction phase please include the following documents, if available:
 - Signed and sealed plans
 - Engineer's estimate
 - Bid Documents and Specifications Package
 - Signed LAP Construction Checklist
 - Right of Way Certification
 - Environmental Certification
 - All necessary permits

EXHIBIT “A”

Preliminary Scope & Study Schedule - Phase 18 (Planning)

FPN (If Known): **FAN:**

Name of Project:

Local Agency Contact (Project Manager):

Phone: **Email Address:**

Project Scope/Description, Termini, Project Length:

Procurement Method:

☐ Advertisement

Fee Estimate: (include backup documentation)

Tentative Schedule (MMDDYY):

FDOT issues NTP for Study:

Advertise/Award/NTP for Study Services:

Begin Study:

Final Submittal:

Final Invoice:

Date Agreement needed:

Board Date:

EXHIBIT “A”

Preliminary Scope & Study Schedule - Phase 28 (PD&E)

FPN (If Known): **FAN:**

Name of Project:

Local Agency Contact (Project Manager):

Phone: **Email Address:**

Project Scope/Description, Termini, Project Length:

Procurement Method:

☐ Advertisement

Fee Estimate: (include backup documentation)

Tentative Schedule (MMDDYY):

FDOT issues NTP for Study:

Advertise/Award/NTP for Study Services:

Begin Study:

Final Submittal:

Final Invoice:

Date Agreement needed:

Board Date:

EXHIBIT “A”

Preliminary Scope & Study Schedule - Phase 38 (Design)

FPN (If Known): **FAN:**

Name of Project:

Local Agency Contact (Project Manager):

Phone: **Email Address:**

Project Scope/Description, Termini, Project Length:

Design Procurement Method:

☐ In-House

☐ Advertisement

Design Fee Estimate: (include backup documentation)

Tentative Design Schedule (MMDDYY):

FDOT issues NTP for Design:

Advertise/Award/NTP for Design Services:

Begin Design:

60% Plans Submittal (including Reviews):

90% Plans Submittal (including Reviews):

Final Plans Submittal:

Final Invoice:

Date Agreement needed:

Board Date:

Construction Funded: ☐ Yes ☐ No **Fiscal Year:**

EXHIBIT “A”

Preliminary Scope & Study Schedule - Phase 58 (Construction)

FPN (If Known): **FAN:**

Name of Project:

Project Manager: **Phone:**

Email Address:

Project Scope/Description, Termini, Project Length:

CEI Procurement Method:

- ☐ In-House
☐ Advertisement

CEI Estimate (LAP Projects Only) (Attach supporting man-hours and rates)

Const Estimate (LAP Projects Only): (Attach engineer's estimate)

Tentative Construction Schedule (MMDDYY):

Ad Date:

Bid Opening Date:

Award Date:

Executed Contract Date:

Pre Construction Date:

NTP to Contractor Date:

Construction Duration :

Completion Date:

Final Acceptance Date:

Date Agreement Needed:

Board Date:



2017 DRAFT Application for Project Prioritization

Bicycle/Pedestrian and B/P Local Initiatives Projects

January 2017

General Instructions:

For the 2017 Call for Projects, the R2CTPO is accepting applications for Feasibility Studies and Project Implementation.

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. [Applications for feasibility studies will not be accepted for projects funded under the SUN Trail Program.](#) When applying for Project Implementation, the applicant will also be required to submit a completed copy of FDOT's Project Information Application Form. [For a given project, applications for Feasibility Study and Project Implementation must be submitted in different application cycles.](#) No project will advance beyond a Feasibility Study unless the R2CTPO receives an application for prioritization of the Project Implementation phase. Applications for prioritization of the Project Implementation phase will be accepted only if a Feasibility Study has already been completed or if the project does not require a Feasibility Study.

Applications will be ranked based on the information supplied in the application [accepted prior to the Call for Projects deadline.](#)

Incomplete applications will not be accepted.

Eligible Project Sponsors for Transportation Alternatives Funds

Transportation Alternatives funds can only be obligated for projects submitted by "eligible entities" defined in 23 U.S.C. 213(c)(4)(B) as follows:

- local governments;
- regional transportation authorities;
- transit agencies;
- natural resource or public land agencies;
- school districts, local education agencies, or schools;
- tribal governments; and
- 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.

The following are the only activities related to surface transportation that can be funded with **Transportation Alternatives funds**¹:

1. Transportation Alternatives as defined in 23 U.S.C. 101(a)(29) (MAP-21 1103):
 - a) 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 and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).
 - b) 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.
 - c) Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
2. The recreational trails program under section 206 of title 23.
3. The safe routes to school program under section 1404 of the SAFETEA-LU.
 - a) Infrastructure-related projects. Planning, design and construction 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 in the vicinity of schools.
 - b) Non-infrastructure-related activities to encourage walking and bicycling to school, including public awareness campaigns and outreach to press and community leaders, traffic education and enforcement in the vicinity of schools, student sessions on bicycle and pedestrian safety, health, and environment, and funding for training, volunteers, and managers of safe routes to school programs.

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:

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.

For any proposed facility to be considered eligible through the TPO process, the project must be included on the ***River to Sea TPO's Regional Trails Corridor Plan*** or an adopted ***Bicycle/Pedestrian Plan***.

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

- 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 2016-## 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. 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 applicant (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), compatible with MS Windows and Adobe Acrobat® Version 9.5 or earlier.
2. Electronic documents may be submitted through our FTP site, as an attachment to email, on a CD, DVD or USB flash drive.
3. The application and all supporting documentation shall be included in one electronic PDF file.
4. All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
5. Page size shall be either 8-1/2" by 11" (letter) or 11" by 17" (tabloid).
6. PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at 300 dpi to balance legibility and file size. If you are unable to produce an electronic document as prescribed here, please call us to discuss other options.

7. 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.
8. Submit any available right-of-way information.
9. **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".
10. In addition, all maps MUST include a **Scale** (in subdivisions of a mile), **North Arrow**, **Title** and **Legend**. Photographs are optional.

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
to any member local government that requests it.



2017 DRAFT Application for Project Prioritization – FEASIBILITY STUDY

**Bicycle/Pedestrian and B/P Local Initiatives
Projects**

Project Title: _____

Applicant (project sponsor): _____ Date: _____

Contact Person: _____ Job Title: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

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

[If not the same as Applicant, attach letter of support for 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 applicant's responsibility will be.]

Is the project sponsor Local Agency Program (LAP) Certified with FDOT? ☐ YES ☐ NO

If not, explain how the project sponsor intends to design and/or construct the project: _____

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

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;
- ☐ 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 principle 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 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. 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.

The Purpose and Need Statement should address 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 assessed.
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 assessed.
3. **Safety/Security:** this measure provides additional weight to applications that have included safety as a component of the overall project 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 assessed.
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 assessed.
5. **Enhancements to the Transportation System:** this measure considers the demonstrated and defensible relationship to surface transportation. A maximum of 10 points will be assessed.
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, 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 assessed.
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 10 points will be assessed.

Commentary:



2017 DRAFT Application for Project Prioritization – PROJECT IMPLEMENTATION

Bicycle/Pedestrian and B/P Local Initiatives Projects

Project Title: _____

Applicant (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%	10
(9) Value-Added Tie Breaker (if necessary)	variable
Total (excluding Value-Added Tie Breaker)	100

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 Point Assessment		20

Criterion #1 Description (if needed): _____

Criterion #2 – Connectivity and Accessibility (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?

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 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 Point Assessment		20

Criterion #2 Description (if needed): _____

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 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 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. If applicable, provide documentation such as photos or video of current situation/site or any supportive statistics or studies.	<input type="checkbox"/>	10
Maximum Point Assessment		20

Criterion #3 Description (if needed): _____

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
- Project is located in a “gateway” or entrance corridor as identified in a local government applicant’s master plan, or other approved planning document
- 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

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?
- 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?
- Is the project an extension or phased part of a larger redevelopment effort in the corridor/area?

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?	<input type="checkbox"/>	5
Are there any special issues or concerns?	<input type="checkbox"/>	5
Maximum Point Assessment	<input type="checkbox"/>	5

Criterion #7 Description (if needed): _____

Criterion #8 – Local Matching Funds > 10% of Total Project Cost (10 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"/>	1
12.5% ≤ Local Matching Funds < 15.0%	<input type="checkbox"/>	2
15.0% ≤ Local Matching Funds < 17.5%	<input type="checkbox"/>	3

17.5% ≤ Local Matching Funds < 20.0%	<input type="checkbox"/>	4
20.0% ≤ Local Matching Funds < 22.5%	<input type="checkbox"/>	5
22.5% ≤ Local Matching Funds < 25.0%	<input type="checkbox"/>	6
25.0% ≤ Local Matching Funds < 27.5%	<input type="checkbox"/>	7
27.5% ≤ Local Matching Funds < 30.0%	<input type="checkbox"/>	8
30.0% ≤ Local Matching Funds < 32.5%	<input type="checkbox"/>	9
32.5% ≤ Local Matching Funds	<input type="checkbox"/>	10
Maximum Point Assessment		10

Criterion #8 Description (if needed): _____

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.



2017 DRAFT 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 highest 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 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: 2-4 years

MEETING SUMMARY
CAC & TCC
NOVEMBER 15, 2016

V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

D. FDOT REPORT

Background Information:

Mr. Gene Ferguson, Florida Department of Transportation (FDOT) will be present to answer questions regarding projects on the FDOT Construction Status Report and the Push-Button Report.

The Construction Status and Push-Button Reports will be provided under separate cover.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

MEETING SUMMARY
CAC & TCC
NOVEMBER 15, 2016

V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

E. VOLUSIA COUNTY AND FLAGLER COUNTY CONSTRUCTION REPORTS

Background Information:

Staff from Volusia County Traffic Engineering and Flagler County Traffic Engineering will present an update on the county projects that are either under construction or close to being ready for construction. The Volusia County Construction Report is provided for your review and the Flagler County Construction Report will be provided under separate cover.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

Volusia County Construction Report – OCTOBER 2016*

Recently Completed within the last 6 months:

- 1) ECRRT Segment 3 Trail (SR 415 to Guise Rd.) w/Trail Head at SR 415
- 2) ECRRT - Segment 6 Trail (Cow Creek to Dale St.)
- 3) Rail Trail Bridge over SR 415
- 4) Rail Trail Bridge over SR 442
- 5) Spring to Spring Trail (Blue Springs Park to Detroit Terrace)
- 6) Pioneer Trail Curve Realignment at Turnbull Bay Rd.
- 7) Beville Road/Airport Business Park (Pelican Bay) Signal (includes fire preemption)
- 8) Doyle Rd. (Courtland Bl. to SR 415) – Paved shoulders
- 9) Howland Blvd. 4-lane widening (Courtland Bl. to SR 415)

Under Construction or Advertised for Construction:

- 1) S. Williamson Blvd. Ext. 4-lane widening (Pioneer Tr. to Airport Rd.) – Construction Underway
- 2) Atlantic Ave. Sidewalk (Major Ave. to Marcelle Ave.) – Construction Underway
- 3) Veterans Memorial Bridge (Orange Ave.) – Under construction
- 4) PGA Blvd 4-lane widening (Jimmy Ann Dr. to Derbyshire)– Under construction
- 5) Turnbull Bay Bridge –Contract Awarded
- 6) Doyle Road paved shoulders (Providence Blvd to Saxon Blvd) – Waiting for FDOT approval
- 7) Plymouth Ave. Sidewalk (from E. of Hazen Rd. to W. of SR 15A) – Design complete

Near Construction Projects:

Design Projects:

- 1) ECRRT Segment 5 (Brevard County Line to Cow Creek Rd.) – Design/Build – Design starts Fall 2016
- 2) ECRRT – Segment 4B (Gobblers Lodge to Maytown Spur) – Design/Build - Design starts Fall 2016
- 3) Spring to Spring Trail - Grand Ave. (Lemon St. to King St.)
- 4) Tenth St 4-lane widening (Myrtle to US 1) – Waiting for Railroad, permit approvals and interlocal agreements.
- 5) ECRRT – Segment 4A (Guise Rd. to Gobblers Lodge) - ROW LAP funded 2013/14, Const. 2018/19
- 6) Spring to Spring Trail Segment 3A (Detroit Terrace to Rob Sullivan Park) – Design funded 2016/17, Construction FY 2017/18
- 7) Spring to Spring Trail- Segment 3A (Rob Sullivan Park to Dirksen Dr) – Design funded 2016/17, Construction FY 2018-19
- 8) Orange Camp Rd. 4-lane widening (MLK Blvd. to I-4) – Design 2016/17. Construction funded in FY 2018/2019
- 9) Old New York Paved Shoulders (from Shell Rd. to SR 44) – Design funded 2017/18
- 10) Beresford Ave 2-lane Extension (Blue Lake to MLK – Design to start Spring 2017
- 11) W. Park Avenue 3-lane widening (Dale Street to Old Mission Rd) – Design started
- 12) Howland Blvd 4-lane widening (Providence Blvd to Elcam Blvd) –Design Funded FY 2016/17
- 13) Spring to Spring (DeLeon Springs gap) – Design Funded FY 2016/17
- 14) Spring to Spring (Lake Beresford to Grand Avenue) – PD&E study – Design Funded FY 2016/17
- 15) Doyle Road paved shoulders (Twisted Oak to Courtland Blvd) – Design Funded FY 2016/17

*Changes/Updates since last report are underlined.

Note: Dates are subject to change due to normal project development issues. Please see Volusia County's road program at <http://www.volusia.org/publicworks/> for more information.

MEETING SUMMARY
CAC & TCC
NOVEMBER 15, 2016

VI. STAFF COMMENTS

- ® Update on SunRail
- ® Florida Greenways and Trails Plan and Opportunity and Priority Maps
- ® Old Kings Road Widening PD&E

VII. CAC/TCC MEMBER COMMENTS

VIII. INFORMATION ITEMS

- ® River to Sea TPO Board Meeting Summary for October 26, 2016
- ® October TPO Outreach and Events
- ® 2017 TPO Committee Meeting Schedule

IX. ADJOURNMENT

*****The next CAC & TCC meetings will be on January 17, 2017*****



**River to Sea TPO Board
Meeting Summary
October 26, 2016**

- Public comment received regarding the dune daisies on east International Speedway Boulevard and the lack of transit to the Halifax Humane Society on LPGA Boulevard
- Approved the consent agenda including the approval of the September 28, 2016 TPO Board meeting minutes
- Approved an amendment to Resolution 2016-02 outlining the policy for establishing & maintaining transportation priority projects
- Approved Resolution 2016-29 amending the FY 2016/17 to 2020/21 Transportation Improvement Program (TIP) via a roll call vote
- Approved a motion to withdraw consideration of Resolution 2016-30 amending the FY 2016/17 and 2017/18 Unified Planning Work Program (UPWP)
- Approved Resolution 2016-31 adopting the Congestion Management Process (CMP) and Performance Measures Report
- Received a PowerPoint presentation on the Volusia Transit Connector Study
- Received a video presentation on Votran's Trip Planner tutorial
- Received a staff presentation on the River To Sea TPO's Draft 2017 Legislative Priorities
- Received a PowerPoint presentation on the Fixing America's Surface Transportation (FAST) Act
- Received the FDOT report
- Received the Executive Director's report including an update on the I-95 to SR 417 Connector Environmental Study, the I-4 Beyond the Ultimate, SunRail and the draft Public Participation Plan (PPP)
- Directed the Executive Director to communicate to FDOT the projects to be programmed from the Bicycle/Pedestrian and Traffic Operations/Safety Candidate Projects for Programming/Advancement in FY 2016/17 handout

Items Requiring Follow Up:

- Follow up with Holly Hill Commissioner Arthur Byrnes and FDOT regarding the timing of the left turn lights on roadways in Volusia County (FDOT staff)

****The next River to Sea TPO Board meeting will be on Wednesday, November 23, 2016****

TPO Outreach & Activities Completed in October 2016

1 Port Orange Family Days Helmet Fitting

Date: Saturday, October 1, 2016

Location: Port Orange

Description: The TPO staff fitted and donated 240 bicycle helmets and promotional merchandise at the Port Orange Family Days event

2 FDOT Public Meeting on Nova Road Pedestrian Crossings

Date: Thursday, October 27, 2016

Location: Ormond Beach

Description: The TPO staff attended the FDOT public meeting on the Nova Road Pedestrian Crossings



3 White Cane/Pedestrian Safety Awareness Day Event

Date: Friday, October 28, 2016

Location: Daytona Beach

Description: The River to Sea TPO staff attended the annual White Cane/Pedestrian Safety Awareness Day event

4 TPO Presentation to the International Speedway Boulevard (ISB) Coalition

Date: Monday, October 31, 2016

Location: Daytona Beach

Description: The River to Sea TPO staff gave a presentation on transportation project development and funding to the ISB Coalition



November Events:

November 3 - Presentation to the Florida Greenways and Trails Foundation/Council, Titusville

November 5 – Mobility Week Event at the Halifax Art Festival, Daytona Beach

November 7 – Flagler Bicycle & Pedestrian School Safety Review Studies Stakeholder Meeting, Bunnell

November 9 – Transportation Disadvantaged Local Coordinating Board (TDLCB) Annual Public Hearing, Votran

November 9 – NOAA Green Infrastructure for Coastal Resiliency Workshop, Daytona Beach

November 16 – I-4 Beyond the Ultimate Public Meeting, Deltona

Other Upcoming Events:

December 6 – FDOT Work Program Public Hearing, River to Sea TPO

December 10 – Light-Up Midtown Health Fair Helmet Fitting, Daytona Beach

Ongoing Projects & Studies:

- Update of the TPO's Public Participation Plan (PPP)
- Update of the TPO's Citizens Guide
- Storm Surge Vulnerability Assessment
- Accessible Pedestrian Signal (APS) Action Plan
- 2017 River to Sea TPO Legislative Positions
- Flagler Bicycle/Pedestrian School Safety Review Studies
- Port Orange Sidewalk Gap Feasibility Study
- SR/CR A1A Pedestrian Safety & Mobility Study
- Thompson Creek Trail Feasibility Study
- Highbanks Road Sidewalk Feasibility Study
- SR 44/Mission Dr/Wallace Rd Alternative Intersection Design Study
- Dunlawton Ave/Nova Rd Intersection Improvement Feasibility Study
- Dunlawton Ave/Clyde Morris Blvd Intersection Improvement Feasibility Study
- Crash Analysis Report

2017 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)
2017	4 th Wed. @9:00 a.m.	1 st Wed. @ 8:30 a.m.	3 rd Tues. @ 3:00 p.m.	3 rd Tues. @ 1:30 p.m.	2 nd Wed. @ 3:00 p.m.	2 nd Wed. every other month @ 11:00 a.m. **
January	January 25, 2017	January 4, 2017	January 17, 2017	January 17, 2017	January 11, 2017	January 11, 2017
February	February 22, 2017	February 1, 2017	February 21, 2017	February 21, 2017	February 8, 2017	
March	March 22, 2017	March 1, 2017	March 21, 2017	March 21, 2017	March 8, 2017	March 8, 2017
April	April 26, 2017	April 5, 2017	April 18, 2017	April 18, 2017	April 12, 2017	
May	May 24, 2017	May 3, 2017	May 16, 2017	May 16, 2017	May 10, 2017	May 10, 2017
June	June 28, 2017	June 7, 2017	June 20, 2017	June 20, 2017	June 14, 2017	
July	July 26, 2017*	July 5, 2017*	July 18, 2017*	July 18, 2017*	July 12, 2017*	July 12, 2017
August	August 23, 2017	August 2, 2017	August 15, 2017	August 15, 2017	August 9, 2017	
September	September 27, 2017	September 6, 2017	September 19, 2017	September 19, 2017	September 13, 2017	September 13, 2017
October	October 25, 2017	October 4, 2017	October 17, 2017	October 17, 2017	October 11, 2017	
November	November 22, 2017	November 1, 2017	November 21, 2017	November 21, 2017	November 8, 2017	November 8, 2017
December	December 27, 2017*	December 6, 2017*	December 19, 2017*	December 19, 2017*	December 13, 2017*	

* These meetings are typically cancelled

** TDLCB Meetings are at Votran