



**TIP Subcommittee
October 7, 2010
Meeting Summary**

Members Present

- Bill McCord, Chairman
- Mike Holmes
- Rocky Rivera
- P.J. Arvidson
- Melissa Booker

Others Present

- Jean Parlow, VTPO Transportation Database Manager
- Lois Bollenback, VTPO Senior Transportation Planner
- Stephen Harris, VTPO Bicycle/Pedestrian Planner
- Bob Keeth, VTPO Senior Planner

I. Business

A. Review Current Project Prioritization Process

Bob Keeth gave a brief overview of the current project prioritization process and the legislation that requires us to have such a process.

B. Discuss Issues with the Project Prioritization Process and Recommend

Keeth presented the following questions to the Subcommittee for discussion:

1. *Can we better utilize existing or new transportation system management tools such as congestion management processes and crash reporting and analysis systems to more rationally and systematically identify and rank projects? This may be particularly relevant to ITS/Traffic Operations/Safety projects.*
2. *Should feasibility studies include identification and evaluation of project alternatives with the intent of implementing more cost effective solutions?*
3. *Should we hold open public meetings to develop scopes for the feasibility studies, engaging all stakeholders (including nearby property owners, the entity responsible for the system on which the proposed project is located, potential users, etc.) to better identify issues and opportunities to be addressed by the studies?*
4. *What else can we do to ensure that the feasibility studies (whether performed by the applicant or the TPO's consultant) will reliably determine that projects are feasible and can be constructed at the estimated cost without unnecessary delays (e.g., unanticipated right-of-way issues)?*
5. *Do we need to revise our Priority Process Timeline to accommodate revisions to the process?*

In the course of discussion, the Subcommittee reached consensus on the following points:

Beverly Beach
Daytona Beach
Daytona Beach Shores
DeBary

DeLand
Deltona
Edgewater
Flagler Beach

Holly Hill
Lake Helen
New Smyrna Beach
Oak Hill

Orange City
Ormond Beach
Pierson
Ponce Inlet

Port Orange
South Daytona
Volusia County

1. As a long-term goal, we should strive to rely more on comprehensive, systematic tools to identify and prioritize projects. VTPO Staff should identify existing transportation system management tools, enhancement to those existing tools, and new tools that we might employ to identify and prioritize projects.
2. Feasibility studies should evaluate project alternatives to identify more cost effective solutions when appropriate.
3. Meetings involving key stakeholders should be held to develop scopes for feasibility studies. Whether or not these will be public meetings should be decided by the applicant on a case-by-case basis.
4. Feasibility studies should give greater consideration to utility issues, providing a more accurate and complete assessment of the cost of relocating them.

C. Other Business

Set next TIP Subcommittee meeting for 9:30 am, Wednesday, November 3, 2010 for the purpose of reviewing VTPO Staff draft of Priority Project Process incorporating the consensus points reported above.

II. Adjournment